

SEPTEMBER 2, 2025
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: Ross Cowley 025-STU-007 Subdivision Appeal

3. ADJOURNMENT

SUBDIVISION & DEVELOPMENT APPEAL BOARD

Site Information:		
Municipal Address of site: 57106 Lily Lake RD		
Legal land description of site: ('plan, block, lot' and/or 'range-township-section-quarter') 9824586;; 2		
Development Permit number or Subdivision Application number: 2025-S-024		
Date Received Stamp		
Appellant Information:		
Name: ROSS Cowley	Phone:	Agent Name: (if applicable)
Mailing Address: 57106 Lily Lake RD	City, Province: Sturgeon County	
Postal Code: T0A0K1	Email:	Severed in line with s.20 of ATIA

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

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

With the existing Floodplain Conditions it would bring presenting Challenges within the 1 hectare there is higher land to the west. looking for 4 acres

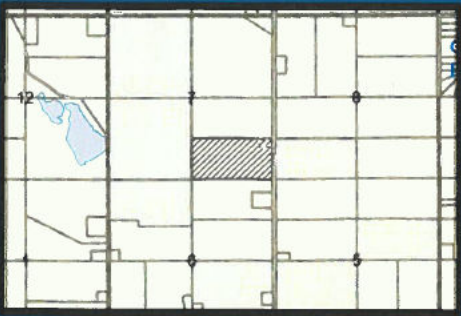
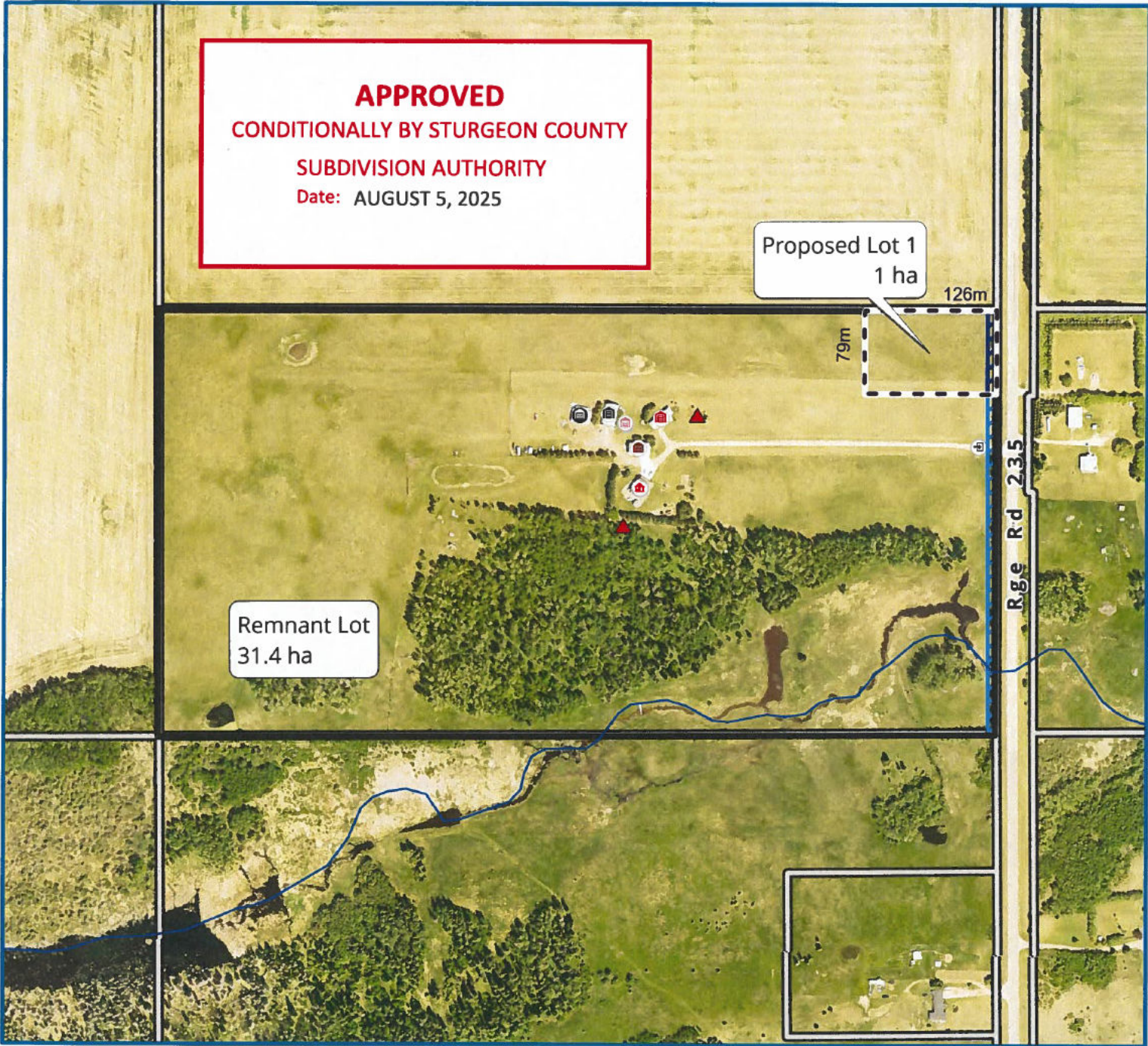
(Attach a separate page if required)

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:		Date:
FOR OFFICE USE ONLY		
SDAB Appeal Number:	Appeal Fees Paid: <input type="checkbox"/> Yes <input type="checkbox"/> No	Hearing Date: YYYY/MM/DD

Exhibit 2 [Subdivision Authority Recommendation]

File Number: 2025-S-024



Legal Description: 9824586;;2
Roll Number: 1407001
Total Acres/Hectares: 79.07ac / 32.00ha
Land Use: AG - Agriculture
Municipal Address: 57106 Lily Lake Rd
Date: 8/1/2025

Legend

- Accessory Dwelling Unit
- Dwelling
- Existing Approach
- Garage
- Septic Field
- Shed
- Shop
- Temporary Building
- Road Widening By Caveat
- Road Widening By Survey



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

COWLEY, ROSS

Receipt Number: 202505833
GST Number: 107747412RT0001
Date: 2025-08-13
Initials: JS

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>
		Visa:	\$100.00	
		Total Monies Received:	\$100.00	
		Rounding:	\$0.00	
		Amount Returned:	\$0.00	

August 15, 2025

SDAB File Number: 025-STU-007

To Ross Cowley:

**NOTICE OF
APPEAL BOARD HEARING**

Legal Description of Subject Property:	Plan 9824586; ; Lot 2 57106 Lily Lake Road
Subdivision Application Number:	2025-S-024
Decision Regarding Proposed Subdivision:	Conditional approval to subdivide a 1 hectare parcel from a 32.4 hectare parcel

Your appeal to the Subdivision and Development Appeal Board (SDAB) respecting the above-noted matter was received on August 13, 2025. 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 **September 2, 2025 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 388 867 998#. 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. **To be included in the SDAB hearing agenda package, written submissions must be submitted no later than August 28, 2025. However, the Board can accept written submissions up to the date of the hearing.**

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.

Melodie Steele
Secretary, Subdivision and Development Appeal Board

August 15, 2025

SDAB File Number: 025-STU-007

Dear Resident:

**NOTICE OF
APPEAL BOARD HEARING**

Legal Description of Subject Property:	Plan 9824586; ; Lot 2 57106 Lily Lake Road
Subdivision Application Number:	2025-S-024
Decision Regarding Proposed Subdivision:	Conditional approval to subdivide a 1 hectare parcel from a 32.4 hectare parcel

An appeal to the Subdivision and Development Appeal Board (SDAB) respecting the above-noted matter was received on August 13, 2025. In accordance with section 686(2) of the *Municipal Government Act*, the SDAB must hold an appeal hearing within 30 days after receipt of a notice of appeal.

Appellant/Applicant: Ross Cowley

Reasons for Appeal:

- Appellant seeking a 4 acre (1.62 hectare) subdivision to take into consideration existing floodplain conditions, with more suitable higher land to the west.

Take notice that this Subdivision and Development Appeal Board hearing is scheduled for **September 2, 2025 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 video conference 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 388 867 998#. 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 subdivision. Should you wish to exercise this right, your written submissions should be addressed to the undersigned by email at legislativeservices@sturgeoncounty.ca. **To be included in the SDAB hearing agenda package, written submissions must be submitted no later than August 28, 2025. However, the Board can accept written submissions up to the date of the hearing.**

Please note that any submissions previously provided to the Subdivision 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.

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Melodie Steele
Secretary, Subdivision and Development Appeal Board

Encl.: Subdivision Map

August 15, 2025

SDAB File Number: 025-STU-007

To Whom it May Concern:

**NOTICE OF
APPEAL BOARD HEARING**

Legal Description of Subject Property:	Plan 9824586; ; Lot 2 57106 Lily Lake Road
Subdivision Application Number:	2025-S-024
Decision Regarding Proposed Subdivision:	Conditional approval to subdivide a 1 hectare parcel from a 32.4 hectare parcel

An appeal to the Subdivision and Development Appeal Board (SDAB) respecting the above-noted matter was received on August 13, 2025. In accordance with section 686(2) of the *Municipal Government Act*, the SDAB must hold an appeal hearing within 30 days after receipt of a notice of appeal.

Appellants/Applicants: Ross Cowley

Reasons for Appeal:

- Appellant seeking a 4 acre (1.62 hectare) subdivision to take into consideration existing floodplain conditions, with more suitable higher land to the west.

Take notice that this Subdivision and Development Appeal Board hearing is scheduled for **September 2, 2025 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 388 867 998#. This should connect you directly into the hearing.

Why am I receiving this information?

When an appeal is received, affected bodies/organizations 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 subdivision. Should you wish to exercise this right, your written submissions should be addressed to the undersigned by email at legislativeservices@sturgeoncounty.ca. **To be included in the SDAB hearing agenda package, written submissions must be submitted no later than August 28, 2025. However, the Board can accept written submissions up to the date of the hearing.**

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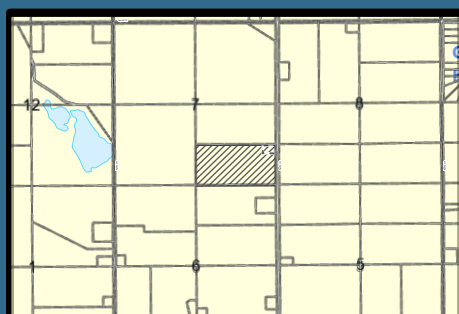
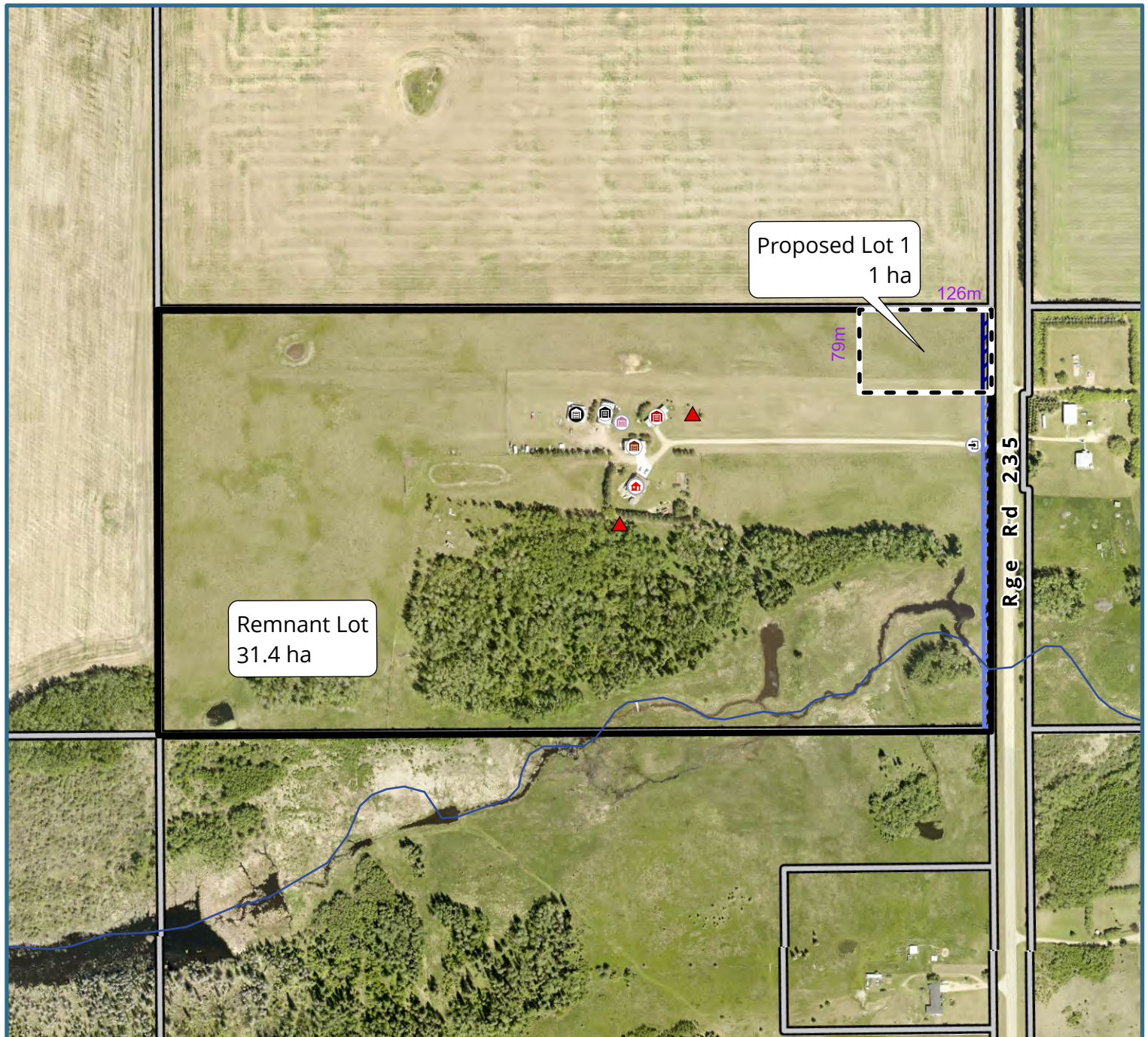
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Melodie Steele
Secretary, Subdivision and Development Appeal Board

Encl.: Subdivision Map

Exhibit 2 [Subdivision Authority Recommendation]

File Number: 2025-S-024



Legal Description: 9824586;;2

Roll Number: 1407001











Total Acres/Hectares: 79.07ac / 32.00ha

Land Use: AG - Agriculture

Municipal Address: 57106 Lily Lake Rd

Date: 8/1/2025

Legend

- | | | | |
|--|-------------------------|---|-------------------------|
|  | Accessory Dwelling Unit |  | Shed |
|  | Dwelling |  | Shop |
|  | Existing Approach |  | Temporary Building |
|  | Garage |  | Road Widening By Caveat |
|  | Septic Field |  | Road Widening By Survey |

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.

PART II – APPLICATION FORM



Application for Subdivision

(For proposals involving 1 to 4 parcels and/or property line adjustments)

Office Use Only

Initial Date Submitted: May 6, 2025

Receipt No: 202502667

Date Accepted as "Complete": May 15, 2025

Application Fee: \$ 3000

File Number: 2025-S-024

Complete in full (where applicable):

Name of registered owner(s) of property to be subdivided:

Ross/Sherri
Cowley

Mailing
address

(including

postal code):

57106 Lily Lake RD

TOAOK 1

Telephone:

Email:

Severed in line with s.20 of ATIA

(If applicable): Name of authorized applicant(s) acting on behalf of above owner(s):

Mailing
address

(including

postal code):

Telephone:

Email:

PROPERTY INFORMATION:

All/part of the: SE ¼ Sec: 7 Twp: 57 Range: 23 West of the: 4th Meridian

OR Lot: 2 Block: Plan: 9824586 Land Title #

Municipal Address of Property: 57106 Lily Lake Rd

Total existing property size (states on land title certificate): hectares acres

What is the purpose of subdivision (check all that apply):

☐ Property Line Adjustment ☒ New Agricultural or Residential Property ☐ New Industrial or Commercial Property ☐ Other

Detailed Description :

50 family member can build

Freedom of Information and Protection of Privacy (FOIP) Act

The personal information provided will be used to process the application for subdivision and is collected under the authority of Section 653 of the *Municipal Government Act*, Section 5 of the *Subdivision Development Regulation* and Section 33 (c) of the *Freedom of Information and Protection of Privacy (FOIP) Act*. If you have any questions about the collection and use of this information, please contact the Sturgeon County Access and Privacy Officer at 9613 – 100 Street, Morinville, Alberta, T8R 1L9; or phone 780-939-8366.

Applicant's Authorization (Complete only if another party is making application on landowner's behalf)

I/We,

being the registered owner(s) of lands legally described as:

All/part of the: ¼ Sec: Twp: Range: West of the: th Meridian

OR Lot: Block: Plan:

Municipal Address of Property:

do hereby authorize

to make an application for subdivision
and subsequent endorsement affecting
my/our above noted property.

Dated this day of , 20

Signature(s) of ALL Registered Landowners

Abandoned Oil and Gas Wells (Mandatory)

☐ Attach a map from the Alberta Energy Regulator's Abandoned Well Map which clearly demonstrates whether or not the property has any abandoned oil or gas well(s) on it.

(Note: A map can be obtained online at <https://geodiscover.alberta.ca/geoportal/#searchPanel> or phone the AER's Customer Contact Centre at 1-855-297-8311).

In addition to attaching this map, check one box below:

☒ I do not have any abandoned oil or gas well site(s) on the property.

OR

☐ I do have an abandoned oil or gas well site(s) located on the property and, when developing in the future, must meet the setback and other potential requirements of the AER's Directive 079.

(See: <https://www.aer.ca/regulating-development/rules-and-directives/directives>)

Freedom of Information and Protection of Privacy (FOIP) Act

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4:23 PM Thu Jul 18

30%



AA

geodiscover.alberta.ca



SpinllHost

GeoDiscover Alberta



GeoDiscover Alberta



Home

Draw & Share



Tool Labels



I want to...

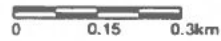


0023068

0186912

Range RD 240

Range RD 240



Copyright Government of Alberta | Alberta Energy Regulator | Sturgeon County



Drinking Water Supply (Mandatory)

Indicate the existing type of water supply on your property (Note: Additionally, please illustrate the specific location in your attached aerial photo):

- ☐ No Existing Drinking Water Supply
- ☐ Ground Water Well
- ☒ Water Cistern (Hauling)
- ☐ Municipal Water-Line
- ☐ Other (specify): _____

Note: The Alberta Water Wells Database can be found at <http://groundwater.alberta.ca/WaterWells/d/>

Sewage Disposal (General Information)

As a condition of subdivision approval, existing sewage systems must comply with the below setbacks, and may have to be inspected to verify. Should the system *not* comply, you will be required to either upgrade, relocate or replace your system (at your expense). It is recommended that you research installation costs with accredited private sewage contractors.

	Property Lines	Drinking Water Source (Well or Cistern)	Building (Any subject to Alberta Building Code)	Septic Tank	Water Course (Lake or Stream)
Holding Tanks:	1m (3.25 ft)	10m (33 ft)	1m (3.25 ft)		10m (33 ft)
Treatment Mound:	3m (10 ft)	15m (50 ft)	10m (33 ft)	3m (10 ft)	15m (50 ft)
Field System:	1.5m (5 ft)	15m (50 ft)	Varies	5m (17 ft)	15m (50 ft)
Open Discharge:	90m (300 ft)	50m (165 ft)	45m (150 ft)		45m (150 ft)
Lagoons:	30m (100 ft)	100m (330 ft)	Varies		90m (300ft)
Packaged Sewage Treatment Plants:	Varies	10m (33 ft)	1m (3.25 ft)		10m (33 ft)

Excerpt from: *Alberta Private Sewage Systems Standards of Practice 2021*

If you have questions regarding sewage disposal, consult either:

Alberta Municipal Affairs
Toll Free: 1-866-421-6929

OR

Superior Safety Codes Inc. (Sturgeon County's Agent)
Telephone: 780-489-4777
Toll Free: 1-866-999-4777

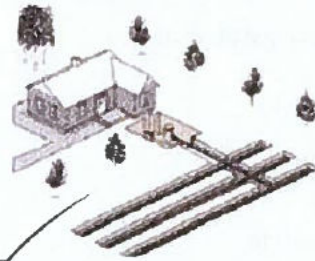
Sewage Disposal (Mandatory)

Indicate the existing type of sewage disposal on your property (Note: Additionally, please illustrate the specific location in your attached aerial photo):



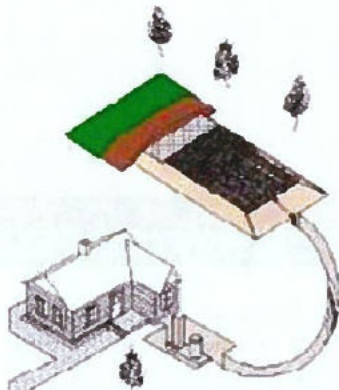
☐ Open Discharge (Pump Out) System

A system designed to discharge effluent to the ground surface to accomplish evaporation and absorption of the effluent into the soil.



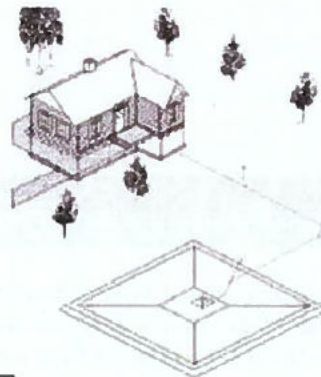
☒ Disposal Field

A system of treatment and disposal that distributes effluent within trenches containing void spaces that are covered with soil.



☐ Treatment Mound

A system where the effluent treatment area includes a bed of sand and is built above ground to overcome limits imposed by proximity to water table or bed rock, or by highly permeable or impermeable soils.

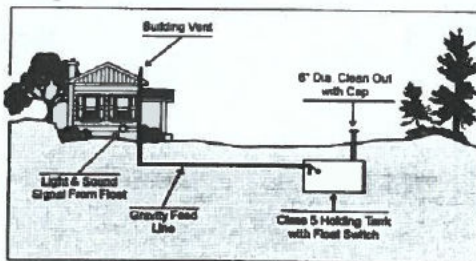


☐ Sewage Lagoon

A shallow artificial pond for the stabilization of sewage or effluent.

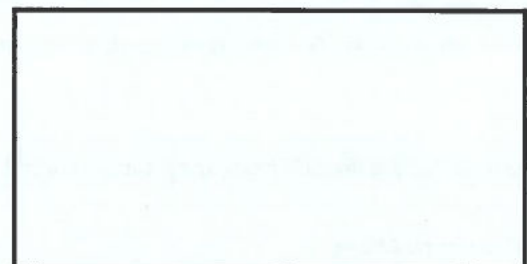
☐ No existing sewage disposal.

☐ Municipal Sanitary Line



☐ Holding Tank

A system where sewage or effluent is retained in a tank until it can be transferred into mobile equipment for disposal elsewhere.



☐ Other: _____

Provide a description and drawing if none of the listed descriptions apply to you.

Right of Entry Authorization (Mandatory)

Read the following statement, and check the box if you agree:

☒ I/we grant consent for an authorized person of Sturgeon County to enter upon the property to conduct a site inspection regarding this subdivision application.

Indicate any safety issues or special concerns on your property (e.g. guard dog, electric fence):

Affidavit (Mandatory)

I/We, Ross Cowley Sherri Cowley hereby certify that

☒ I am the registered owner,

OR

☐ I am the agent authorized to act on behalf of the registered owner,

and that the information given on this subdivision application package is **full and complete** and is, to the best of my knowledge, a **true statement of the facts** relating to this application for subdivision approval.

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(s) of registered landowner(s) or applicant(s):

Severed in line with s.20 of ATIA

Severed in line with s.20 of ATIA

Application Checklist

In addition to fully-completing and submitting this application form, ensure the following mandatory items are submitted:

- ☒ **Subdivision Application Fee** – see page 2 for details.
- ☒ **Attached Abandoned Oil and Gas Well Map** – see page 6 for details.
- ☒ **Attached Aerial Photographs** – see page 9 for details.
- ☒ **Land Title Certificate** – available at any Alberta Registries office. Must be up-to-date within one month.
- ☐ **Corporate Registry (if landowner is a company)** – available from Service Alberta. See page 2 for details.
- ☐ **Additional Registered Documents** – provide a print-out of any additional caveat(s), right-of-way plan(s), report(s) or other documents referenced on your land title certificate.

Freedom of Information and Protection of Privacy (FOIP) Act

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August 5, 2025

Ross & Sherri Cowley
57106 Lily Lake Road
Sturgeon County AB T0A 0K1

Re: Proposed Subdivision
Our File No: 2025-S-024
Applicant: Ross & Sherri Cowley
Landowner: Ross & Sherri Cowley
Legal Description: 9824586;;2 - SE-7-57-23-4

Your application for subdivision was APPROVED CONDITIONALLY by the Subdivision Authority on **August 5, 2025**, subject to the following conditions:

THE CONDITIONS OF APPROVAL ARE:

- 1) Pursuant to Provision 654(1)(d) of the MGA, any outstanding taxes on the subject property shall be paid or arrangements be made, to the satisfaction of Sturgeon County, for the payment thereof.
- 2) The applicant shall retain the services of a professional Alberta Land Surveyor, who shall submit a drawing to Sturgeon County resembling Exhibit 2, dated August 1, 2025, and submit it in a manner that is acceptable to Land Titles. The surveyor shall also prepare a Signed/Stamped Site Plan or Real Property Report to confirm building/septic system locations, to the satisfaction of Sturgeon County
- 3) Pursuant to Provision 662(1) of the MGA, as illustrated in Exhibit 2 and as required by Sturgeon County Engineering Services, a 5-metre-wide area parallel and adjacent to the boundary of the Proposed Lot and the adjacent road shall be dedicated as road allowance via plan of survey at no cost to Sturgeon County.
- 4) Pursuant to Provision 662(1) of the MGA, as illustrated in Exhibit 2 and as required by Sturgeon County Engineering Services, a 5-metre-wide area parallel and adjacent to the boundary of the Remnant Lot and the adjacent road shall be acquired by Sturgeon County in the future via the terms and conditions of a land acquisition agreement (note: this agreement to be prepared by Sturgeon County).
- 5) All upgrades to *existing* culverts and/or *existing* approaches, and construction/removal of approaches, as determined necessary by the Development Engineering Officer will be the responsibility of the developer and upgraded to the satisfaction of Sturgeon County in accordance with General Municipal Servicing Standards, *before* this subdivision is endorsed.
- 6) Pursuant to Provision 666 of the MGA, money in lieu of municipal reserve shall be provided to Sturgeon County respecting 10% of the area of the Proposed Lot. A payment will be made in place of reserves equal to \$1,118.67 (*determined at a rate of \$11,186.65 per hectare X 10% X 1 hectare = \$1,118.67*). The money-in-lieu calculation will be based on the actual amount of land (in *hectares*) shown on a plan of survey.

- 7) Pursuant to Provision 669 of the MGA, municipal reserves owing on the Remnant Lot shall be deferred by caveat (note: this caveat to be prepared by Sturgeon County).
- 8) The applicant is to obtain all necessary permits to comply with the Land Use Bylaw – to the satisfaction of the Development Authority.

ADVISORY NOTES

- Natural Gas servicing to any new subdivision is the responsibility of the applicant. The applicant will be required to provide the required easements across existing lots or subdivided lots for natural gas servicing, if service is approved by the natural gas provider. Sturgeon County does not allow natural gas servicing lines to be located within the road right of way. Setbacks from the road right of way are required. Easements of private property must be obtained by the applicants or service providers. Any service lines which cross Sturgeon County property will require a crossing agreement with conditions.
- Pursuant to Section 2.4.3 of the LUB, at the development permit stage on any property, it is highly recommended that the developer retain the services of a qualified engineering professional to prepare and submit a geotechnical investigation confirming that the proposed building site on is suitable for development and prescribing any preventative engineering measures to be taken to make the building site suitable for future development or future development suitable for the building site.
- Pursuant to the Water Act and the Alberta Wetland Policy, any future development or site grading which might alter or disturb a wetland may require additional approvals from Alberta Environment and Parks.
- The subject properties shall not be used in any manner or way that impedes or will impede the use of adjacent lands for agricultural purposes or agricultural operations, as defined in the Agricultural Operation Practices Act, RSA 2000 c.A-7.
- *FireSmart* principals should be incorporated into all future construction and development on all lots. Please visit www.firesmartcanada.ca.

Reasons for decision are as follows:

- The Subdivision Authority is of the opinion, after considering the factors set out in S.9 of the Matters Related to Subdivision and Development Regulation, that the lands are suitable for the purpose for which the subdivision is intended because the nature of the lands and proposed configuration of the lot(s) remove any concern regarding these factors except for those specifically addressed by the conditions.
- The Subdivision Authority has not received any comments from adjacent landowners regarding this subdivision.

Developer/Landowner should contact local gas company to ensure that their utility does or does not need to be relocated at the developer/landowner's expense.

This approval will expire on **August 5, 2026**. Pursuant to Section 657 of the Municipal Government Act, an extension beyond this one-year time period may be authorized by the Municipal Council, provided just cause is shown.

When all the conditions of approval have been complied with, one endorsement of Subdivision Authorization Approval Form and two copies of the *Plan*, which is satisfactory to the Registrar of Alberta Land Titles, may be submitted for endorsement by this Municipality.

PLEASE NOTE:

An endorsement fee of \$250 per application (excluding reserve lots and public utility lots) will be required to be paid upon submission of the *Plan*, as well as a parcel fee of \$600.00 per new lot created (or adjusted).

Subdivision and endorsement fees are subject to change. If the subdivision and endorsement fee schedule is amended before you submit the *Plan*, which is satisfactory to the Registrar of Alberta Land Titles, the new fees will apply.

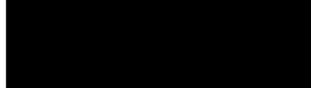
The applicant is urged to contact the appropriate oil/utility company if construction of buildings is required.

Land surveyors are strongly urged to contact planning staff in the event of uncertainties with the approval diagram or with the conditions rendered by the subdivision authority.

SEE ENCLOSURE RE: CONDITIONAL APPROVAL VALIDITY PERIOD AND APPEAL PROCEDURE.

Yours truly,

Severed in line with s.20 of ATIA



Martyn Bell
Program Lead, Current Planning

/sg

Encl:

C: AltaLink Management Ltd
Alberta Environment & Protected Areas
Alberta Health Services
CIBC
Coronado Gas
Canada Post
Fortis Alberta

Manawan Drainage District
National Defense
North Parkland Power
OPAC-Historical Resources
Sturgeon School Division
Telus Access Planning

PLEASE NOTE THAT THIS OFFICE WILL NOT ENDORSE ANY DOCUMENTS OR PLANS UNTIL THE APPEAL PERIOD, AS SET OUT IN THE MUNICIPAL GOVERNMENT ACT, HAS EXPIRED.

If you wish to appeal this decision, contact the Secretary of the Subdivision and Development Appeal Board via email at legislativeservices@sturgeoncounty.ca or via letter at 9613 – 100th Street, Morinville, Alberta, T8R 1L9. Telephone enquires can also be made at 780-939-4321.

Pursuant to Section 678(2) of the Municipal Government Act, an appeal may be commenced by filing a notice of appeal within 14 days after receipt of the written decision.

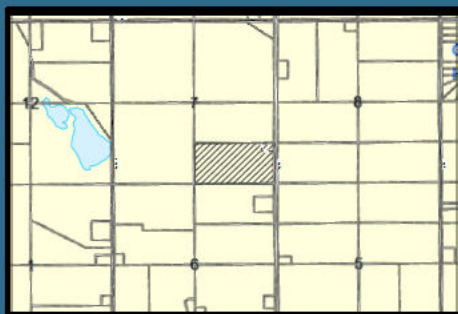
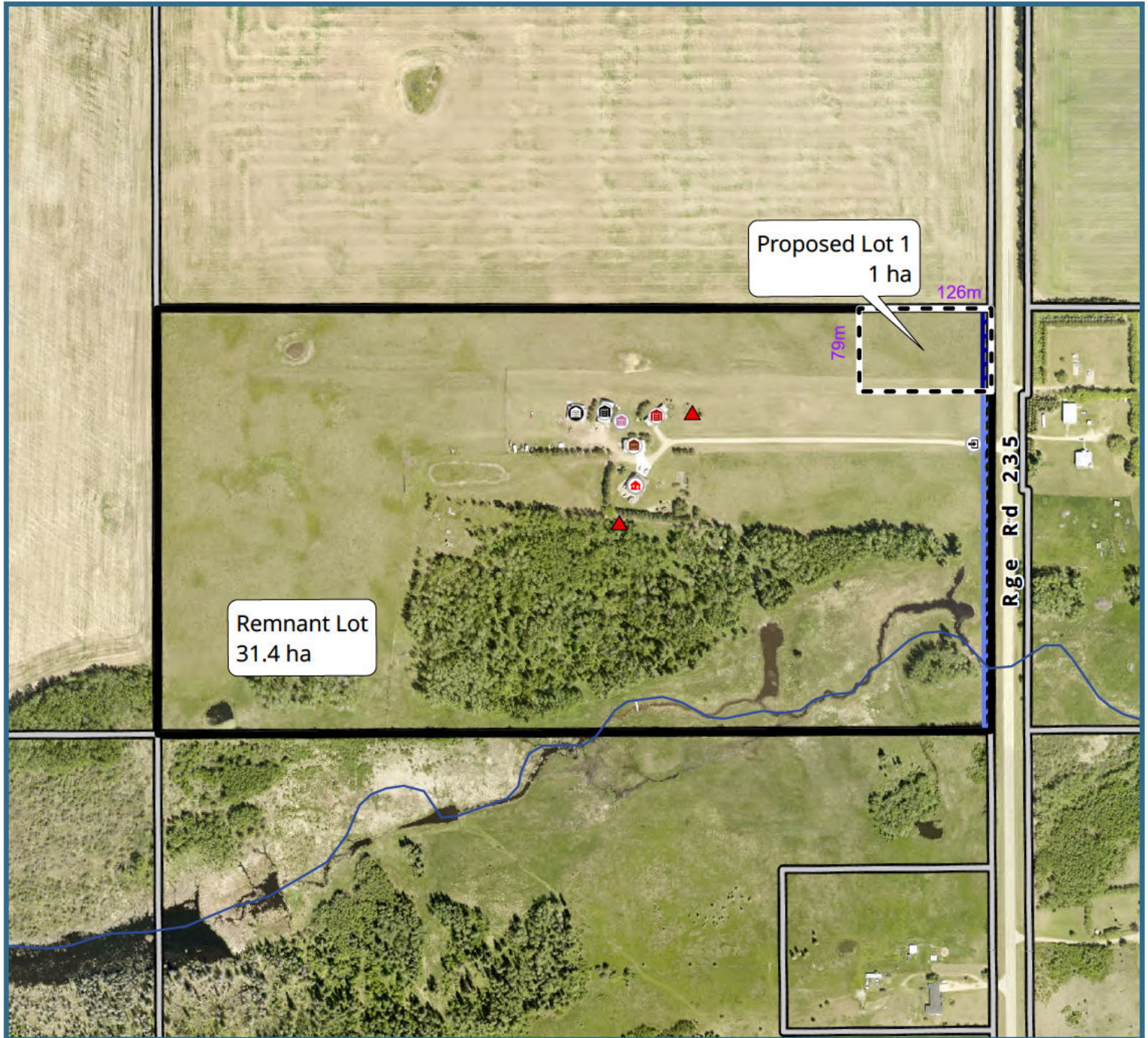
The final date the appeal can be filed is: **AUGUST 26, 2025**

For the purpose of Section 678(2), the date of receipt of the decision is deemed to be 7 days from the date the decision is mailed (date of the letter).

Please note that there is a \$100.00 fee for any appeal.

Exhibit 2 [Subdivision Authority Recommendation]

File Number: 2025-S-024



Legal Description: 9824586;;2

Roll Number: 1407001











Total Acres/Hectares: 79.07ac / 32.00ha

Land Use: AG - Agriculture

Municipal Address: 57106 Lily Lake Rd

Date: 8/1/2025

Legend

- | | | | |
|--|-------------------------|---|-------------------------|
|  | Accessory Dwelling Unit |  | Shed |
|  | Dwelling |  | Shop |
|  | Existing Approach |  | Temporary Building |
|  | Garage |  | Road Widening By Caveat |
|  | Septic Field |  | Road Widening By Survey |

PLANNING AND DEVELOPMENT SERVICES REPORT

FILE INFORMATION: 2025-S-024	
Council Division:	5
Tax Roll Number:	1407001
Legal Land Description of Property:	Plan 9824586, Lot 2 - SE-7-57-23-4
Landowners and Applicants:	Ross and Sherri Cowley
Staff Recommendation	Conditional Approval
Appeal Board (if appealed):	Subdivision & Development Appeal Board
Administrative Fees (if approved):	\$250 (subdivision endorsement); plus \$600 per new parcel created/adjusted. 10% of Proposed Lot at \$1,118.67 per hectare

PART I – APPLICATION DETAILS:

1. As illustrated in Exhibit 1 the applicant proposes subdivision of 1.2 hectares (2.97 acres) from 30.9 hectares (76.36 acres).

PART II – SUBDIVISION HISTORY:

1. Subdivision History:
 - Historical split of the quarter section in half.

PART III – REFERRAL SUMMARY:

1. Sturgeon County Development Officer:
 - *Proposed Lot 1:*
 - Vacant Land.
 - *Remnant Lot:*
 - Sturgeon County Records:
 - D-56-99 Ag building
 - D-229-2001 Dwelling (B-202-2001)
 - D-331-2002 Farm Building
 - 305305-10-D0129 Temp Dwelling for Family Care (305305-10-B0207)
 - 305305-24-D0198 Accessory Building
2. Sturgeon County Engineering Services:
 - *Proposed Lot:*
 - In accordance with the Grid Right of Way Dedications and Acquisition policy, 5 metres required via plan of survey adjacent to Rge Rd 235.

- No existing approach. One must be constructed to General Municipal Servicing Standards. Further detailed information related to approach construction requirements are provided within Appendix 4.
- *Remnant Lot:*
 - In accordance with the Grid Right of Way Dedications and Acquisition policy, 5 metres required via land acquisition agreement adjacent to Rge Rd 235.
 - Existing approach requires upgrades to meet General Municipal Servicing Standards. Please install rip rap on both ends of the culvert.
 - The Drainage Master Plan identifies areas of flood risk within the Remnant Lot. If permanent structures are developed in close proximity to these areas a Hydrological analysis will be required.
- 3. No Objections:
 - Alberta Health Services, Sturgeon County Protective Services, North Parkland Power, Telus, Fortis Alberta.
- 4. No Responses:
 - Adjacent landowners, Alberta Environment and Protected Areas, Altalink, Canada Post, Canadian Imperial Bank of Commerce, Coronado Gas, Sturgeon County Drainage Operation, Sturgeon School District.

PART IV – ANALYSIS:

1. The creation of a single acreage parcel from this half quarter section of Agricultural land aligns with the density requirements of the Land Use Bylaw and Municipal Development Plan. The size however of 1.2 hectares (2.97 acres) contradicts the maximum size that the Subdivision Authority can approve of 1.0 hectares (2.47 acres). Part 11.1.3(e) of the Land Use Bylaw provides specific criteria that must be met for a larger parcel size to be considered. This includes encompassing mature shelterbelts, buildings, and other features related to an existing farmstead.

As a ‘bare land’ subdivision, none of these criteria can be met and therefore administration has slightly reduced the size of Proposed Lot 1 to 1.0 hectares (2.47 acres). The same width of parcel will be maintained, with the depth of the parcel only being reduced by roughly 24m

Following the minor adjustment, this application is consistent with the Municipal Development Plan’s “Residential Type 4” policies (see **Appendix 2**), and with the Land Use Bylaw’s “AG - Agriculture” regulations (see **Appendix 3**).

2. It appears that the existing septic field would continue to comply with the Alberta Private Sewage Systems Standard of Practice, should this application be approved.
3. Money in lieu of municipal reserve will be required, as detailed in condition six.

PART V – DECISION:

This application for subdivision is **APPROVED** subject to the following conditions:

- 1) Pursuant to Provision 654(1)(d) of the MGA, any outstanding taxes on the subject property shall be paid or arrangements be made, to the satisfaction of Sturgeon County, for the payment thereof.
- 2) The applicant shall retain the services of a professional Alberta Land Surveyor, who shall submit a drawing to Sturgeon County resembling Exhibit 2, dated August 1, 2025, and submit it in a manner that is acceptable to Land Titles. The surveyor shall also prepare a Signed/Stamped Site Plan or Real Property Report to confirm building/septic system locations, to the satisfaction of Sturgeon County
- 3) Pursuant to Provision 662(1) of the MGA, as illustrated in Exhibit 2 and as required by Sturgeon County Engineering Services, a 5-metre-wide area parallel and adjacent to the boundary of the Proposed Lot and the adjacent road shall be dedicated as road allowance via plan of survey at no cost to Sturgeon County.
- 4) Pursuant to Provision 662(1) of the MGA, as illustrated in Exhibit 2 and as required by Sturgeon County Engineering Services, a 5-metre-wide area parallel and adjacent to the boundary of the Remnant Lot and the adjacent road shall be acquired by Sturgeon County in the future via the terms and conditions of a land acquisition agreement (note: this agreement to be prepared by Sturgeon County).
- 5) All upgrades to *existing* culverts and/or *existing* approaches, and construction/removal of approaches, as determined necessary by the Development Engineering Officer will be the responsibility of the developer and upgraded to the satisfaction of Sturgeon County in accordance with General Municipal Servicing Standards, *before* this subdivision is endorsed.
- 6) Pursuant to Provision 666 of the MGA, money in lieu of municipal reserve shall be provided to Sturgeon County respecting 10% of the area of the Proposed Lot. A payment will be made in place of reserves equal to \$1,118.67 (*determined at a rate of \$11,186.65 per hectare X 10% X 1 hectare = \$1,118.67*). The money-in-lieu calculation will be based on the actual amount of land (in *hectares*) shown on a plan of survey.
- 7) Pursuant to Provision 669 of the MGA, municipal reserves owing on the Remnant Lot shall be deferred by caveat (note: this caveat to be prepared by Sturgeon County).
- 8) The applicant is to obtain all necessary permits to comply with the Land Use Bylaw – to the satisfaction of the Development Authority.

ADVISORY NOTES

- Natural Gas servicing to any new subdivision is the responsibility of the applicant. The applicant will be required to provide the required easements across existing lots or subdivided lots for natural gas servicing, if service is approved by the natural gas provider. Sturgeon County does not allow natural gas servicing lines to be located within the road right of way. Setbacks from the road right of way are required. Easements of private property must be obtained by the applicants or service providers. Any service lines which cross Sturgeon County property will require a crossing agreement with conditions.
- Pursuant to Section 2.4.3 of the LUB, at the development permit stage on any property, it is highly recommended that the developer retain the services of a qualified engineering professional to prepare and submit a geotechnical investigation confirming that the proposed building site on is suitable for development and prescribing any preventative engineering measures to be taken to make the building site suitable for future development or future development suitable for the building site.
- Pursuant to the Water Act and the Alberta Wetland Policy, any future development or site grading which might alter or disturb a wetland may require additional approvals from Alberta Environment and Parks.
- The subject properties shall not be used in any manner or way that impedes or will impede the use of adjacent lands for agricultural purposes or agricultural operations, as defined in the Agricultural Operation Practices Act, RSA 2000 c.A-7.
- *FireSmart* principals should be incorporated into all future construction and development on all lots. Please visit www.firesmartcanada.ca.

Severed in line with s.20 of ATIA

Prepared by: _____

Jonathan Heemskerk, Planner, Current Planning

Severed in line with s.20 of ATIA

Reviewed by: _____

Martyn Bell, Program Lead, Current Planning

NOTE: Appendices Attached...

(8) If the applicant fails to submit all the outstanding information and documents on or before the date referred to in subsection (6), the application is deemed to be refused.

(9) If an application is deemed to be refused under subsection (8), the subdivision authority must issue to the applicant a notice in the form and manner provided for in the land use bylaw that the application has been refused and the reason for the refusal.

(10) Despite that the subdivision authority has issued an acknowledgment under subsection (5) or (7), in the course of reviewing the application, the subdivision authority may request additional information or documentation from the applicant that the subdivision authority considers necessary to review the application.

(11) A decision of a subdivision authority must state

- (a) whether an appeal lies to a subdivision and development appeal board or to the Municipal Government Board, and
- (b) if an application for subdivision approval is refused, the reasons for the refusal.

2016 c24 s108

Approval of application

654(1) A subdivision authority must not approve an application for subdivision approval unless

- (a) the land that is proposed to be subdivided is, in the opinion of the subdivision authority, suitable for the purpose for which the subdivision is intended,
- (b) the proposed subdivision conforms to the provisions of any growth plan under Part 17.1, any statutory plan and, subject to subsection (2), any land use bylaw that affects the land proposed to be subdivided,
- (c) the proposed subdivision complies with this Part and Part 17.1 and the regulations under those Parts, and
- (d) all outstanding property taxes on the land proposed to be subdivided have been paid to the municipality where the land is located or arrangements satisfactory to the municipality have been made for their payment pursuant to Part 10.

(1.1) Repealed 2018 c11 s13.

(1.2) If the subdivision authority is of the opinion that there may be a conflict or inconsistency between statutory plans, section 638 applies in respect of the conflict or inconsistency.

(2) A subdivision authority may approve an application for subdivision approval even though the proposed subdivision does not comply with the land use bylaw if, in its opinion,

- (a) the proposed subdivision would not
 - (i) unduly interfere with the amenities of the neighbourhood, or
 - (ii) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land,
- and
- (b) the proposed subdivision conforms with the use prescribed for that land in the land use bylaw.

(3) A subdivision authority may approve or refuse an application for subdivision approval.

RSA 2000 cM-26 s654;2016 c24 s109;2018 c11 s13

Conditions of subdivision approval

655(1) A subdivision authority may impose the following conditions or any other conditions permitted to be imposed by the subdivision and development regulations on a subdivision approval issued by it:

- (a) any conditions to ensure that this Part, including section 618.3(1), and the statutory plans and land use bylaws and the regulations under this Part affecting the land proposed to be subdivided are complied with;
- (b) a condition that the applicant enter into an agreement with the municipality to do any or all of the following:
 - (i) to construct or pay for the construction of a road required to give access to the subdivision;
 - (ii) to construct or pay for the construction of
 - (A) a pedestrian walkway system to serve the subdivision, or
 - (B) pedestrian walkways to connect the pedestrian walkway system serving the subdivision with a

pedestrian walkway system that serves or is proposed to serve an adjacent subdivision,

or both;

- (iii) to install or pay for the installation of a public utility described in section 616(v)(i) to (ix) that is necessary to serve the subdivision, whether or not the public utility is, or will be, located on the land that is the subject of the subdivision approval;
- (iv) to construct or pay for the construction of
 - (A) off-street or other parking facilities, and
 - (B) loading and unloading facilities;
- (v) to pay an off-site levy or redevelopment levy imposed by bylaw;
- (vi) to give security to ensure that the terms of the agreement under this section are carried out.

(2) A municipality may register a caveat under the *Land Titles Act* in respect of an agreement under subsection (1)(b) against the certificate of title for the parcel of land that is the subject of the subdivision.

(3) If a municipality registers a caveat under subsection (2), the municipality must discharge the caveat when the agreement has been complied with.

(4) Where a condition on a subdivision approval has, prior to the coming into force of this subsection, required the applicant to install a public utility or pay an amount for a public utility referred to in subsection (1)(b)(iii), that condition is deemed to have been validly imposed, whether or not the public utility was located on the land that was the subject of the subdivision approval.

RRSA 2000 cM-26 s655;2009 cA-26.8 s83;2015 c8 s71;
2020 c39 s10(38)

Decision

656(1) A decision of a subdivision authority must be given in writing to the applicant and to the Government departments, persons and local authorities to which the subdivision authority is required by the subdivision and development regulations to give a copy of the application.

(2) A decision of a subdivision authority must state

Enacting Responsible Subdivision and Development Practices

Through the establishment of policies and procedures, that give due regard to federal, provincial and municipal requirements and that facilitate prosperous communities.

1.4.1 Shall apply the full entitlements of environmental, municipal and school reserve dedication during the subdivision process, in accordance with the Municipal Government Act (MGA) and based on the needs of Sturgeon County.

1.4.2 Shall apply the requirements outlined within the Province of Alberta's Subdivision and Development Regulation.

1.4.3 Shall apply the requirements outlined within the Province of Alberta's Water Act.

1.4.4 Shall support "right-to-farm legislation" by applying the requirements outlined within the Province of Alberta's Agriculture Operations Practices Act (AOPA). When referred to by the Natural Resources Conservation Board (NRCB), Sturgeon County will apply the objectives of the Integrated Regional Growth Strategy (IRGS) in the referred evaluation (i.e., new or expanding Confined Feeding Operations).

1.4.5 Shall refer to and apply the provincial setback regulations and guidelines respective to sour gas and other oil and gas facilities, including pipelines, when considering subdivision and development applications. Proposed land uses in proximity to sour gas facilities shall complement the activity and minimize risk to the public's health and safety.

1.4.6 Shall identify needed infrastructure improvements, both at the regional and local level, in an effort to determine, prioritize and fund infrastructure required to obtain the strategic goals of the IRGS and the Municipal Development Plan (MDP).

1.4.7 Shall restrict proposed development that may constrain infrastructure networks that are imperative for the growth and development associated with the strategic goals of the IRGS. As part of the application process, Sturgeon County may require an application to demonstrate that no adverse impact will occur due to proposed development.

1.4.8 Shall ensure that the distribution and timing of future development coincides, and is contiguous with, infrastructure improvements.

1.4.9 Shall ensure that both subdivision and development meet or exceed the standards outlined within the Sturgeon County General Municipal Servicing Standards. Standards should be reviewed and updated along with other County regulatory policies to coincide with innovations in the industry.

1.4.10 Should collaborate with industry and municipal partners to develop, update and align risk management initiatives regarding heavy industrial development located within and along County borders.

1.4.11 Shall not permit development on Hazardous Lands that are deemed undevelopable or may result in life loss or injury, property damage, social and economic disruption or environmental degradation.

1.4.12 Shall direct subdivision and development activity away from significant natural resource deposits, where activities have the potential to sterilize future supply and extraction.

1.4.13 Should establish general development design guidelines for Residential and Non-Residential developments.

1.4.14 May require that the applicant of a development apply the principles and guidelines of Crime Prevention through Environmental Design within subdivision and development reviews to guide design and ensure effective use of the built environment.

1.4.15 Shall support the policies and procedures as set out in the Municipal Emergency Operations Plan.

1.4.16 Shall ensure that new development be sited with consideration to the fire hazard severity of the site, the type of development and the risk added by the development to the fire hazard risk.

1.4.17 Shall institute a consistent method of addressing encroachments on municipal property to ensure equitable treatment and that the public amenity is not compromised.

1.4.18 Shall adopt and apply enforcement procedures to clarify and establish (for both the impacted citizen and offender) a course of action when a use or activity is in violation of the County's Bylaws.

Creating Attractive and Complete Communities

Through the allocation of amenities that improve the quality of living of Sturgeon County residents and that reflect the needs of its diverse communities.

2.1.1 Should identify and apply useable and accessible municipal reserve land dedication for the development of open spaces, parks and other public amenities.

2.1.2 Shall promote quality public spaces by restricting the dedication of municipal reserve for right-of-ways, public utilities and marginal lands as they are not considered useable parks and open spaces.

2.1.3 Should ensure that community facilities and support services are suitably located for the identified residential populations that they are intended to serve.

2.1.4 Shall ensure that new residential development accounts for increased population and subsequent community impacts through the timely delivery of social services and communities amenities.

2.1.5 Should collaborate with provincial health agencies to understand and mitigate Sturgeon County's specific challenges when developing community health and social service programming.

2.1.6 Should encourage the use of joint partnership agreements with public and separate school boards for delivering community service.

2.1.7 Shall ensure that citizens have suitable access to emergency and protective services and that these services meet the needs of the growing population.

2.1.8 Should collaborate with the Royal Canadian Mounted Police (RCMP) and community groups to establish crime prevention programs for improving public safety.

Applying Responsible Residential Subdivision and Development Practices

Through the assurance that proposed developments will consider and account for the future needs of Sturgeon County residents.

2.2.1 Shall require that subdivision and development proposals that exceed the maximum allowable density or intent of the identified Residential Type, or result in changes to an existing Planning Document, submit a new or revised Planning Document in conformance with policies outlined within the Municipal Development Plan (MDP).

2.2.2 Shall prevent any residential subdivision layout that does not reflect future development potential, or that may result in development restrictions of the adjacent parcel.

2.2.3 Should discourage the use of panhandles as a way to provide residential subdivisions with legal and physical access to a municipal roadway.

2.2.4 Shall ensure that subdivision and development does not preclude the possibility of future road widening.

2.2.5 Shall mitigate the impact of natural resource extraction activity on the local community by establishing setbacks and criteria guiding the interaction between residential and Primary Industry development. Where existing residential development may be impacted by resource extraction activity, efforts to minimize the impact on the existing residential development shall be demonstrated and adhered to.

2.2.6 Should investigate and monitor the impacts of new and existing residential subdivision and development activity on County infrastructure and establish funding mechanisms and responsibilities (e.g., off-site levies or local improvement taxes) to pay for needed improvements and upgrades as a result of the associated activity.

2.2.7 Shall ensure infill subdivision and development compliments the established character of the area, complies with the associated Residential Type policies, addresses any infrastructure constraints and conforms to the criteria outlined in the Land Use Bylaw (LUB).

2.2.8 Should participate, through the Capital Region Board, to identify and address the location, type and needs of Market and Non-Market Affordable Housing required within Sturgeon County. Non-Market Affordable Housing should be accommodated within areas identified for intensified residential development; while avoiding an over-concentration of affordable housing within any one specific location.

2.2.9 May collaborate with the development industry and not-for-profit organizations to facilitate the diversification of housing choices; the mix of housing sizes and types should meet affordability, accessibility and lifestyle needs of various groups. New development and redevelopment are to incorporate Non-Market Affordable Housing that is visually indistinguishable from Market Affordable Housing.

Residential Type 3

Residential Type 3 reflects Sturgeon County's established settlements and traditional country residential built forms. These residential types have limited development potential as future development of these communities is constrained by existing infrastructure capacities. Locations include existing traditional country residential development, Neighbourhood A and the Hamlets of Alcomdale, Calahoo, Mearns, Riviere Qui Barre, Lamoureux, Namao, Pine Sands and Carbondale. For additional policies reflecting the unique needs of each geographic area/community, refer to individual Neighbourhoods.

2.3.12 Shall establish an administrative boundary for Sturgeon County's Residential Type 3 hamlets, and limit residential development outside the boundaries until Sturgeon County identifies a demonstrated need for expansion of the Hamlet/area.

2.3.13 Shall ensure that areas outside of established residential developments, including the identified Hamlet/area boundaries, be used for Primary Industry or Residential Type 4 use.

2.3.14 Should undertake an evaluation of municipal service capacities and endeavour to maintain the existing service delivery. Areas not currently serviced by existing municipal services will continue to be responsible for independent service provision.

2.3.15 May consider additional residential development within the established Hamlet/area administrative boundary, when the existing municipal infrastructure can accommodate the proposal. Proposals shall demonstrate required upgrades and detail how they will be financed, since the cost of identified upgrades are to be borne by the benefiting lands.

Residential Type 4

Residential Type 4 provides Sturgeon County's rural population with options that support Primary Industry viability while maintaining a rural character. Residential Type 4 options are available throughout Sturgeon County; however they exclude existing developed areas. For additional policies reflecting the unique needs of each geographic area, refer to individual Neighbourhoods.

2.3.16 Shall apply 64 hectares/160 acres as the basic agricultural land unit, and unless otherwise indicated within a Planning Document, the maximum agricultural density is four (4) parcels for every 64 hectares/160 acres.

2.3.17 Shall ensure that the maximum allowable agricultural subdivision layout for a 64 hectares/160 acre land unit contains two (2) Agricultural Parcels and two (2) Acreage Lots, as further defined within the Land Use Bylaw (LUB). Where a proposed development exceeds the above subdivision density, the applicant must submit an application for a plan amendment and redistricting for consideration by Council.

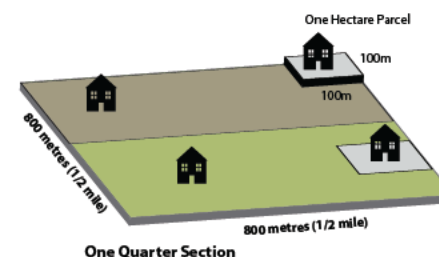
2.3.18 Shall ensure that Acreage Lots minimize the total amount of land being taken out of agricultural production. The maximum lot density for an Acreage Lot shall be one (1) unit per 32 hectares, with a lot size subject to provisions under the LUB.

2.3.19 May vary the size of an Acreage Lot and an Agricultural Parcel due to a Land Fragmentation or to accommodate an existing farmstead; however, compliance must be adhered to regarding the maximum agriculture density standard.

2.3.20 Should ensure that parcels created from Land Fragmentation count towards the overall parcel density allowed on a 64 hectare/160 acre parcel.

2.3.21 Shall not adjust the Acreage Lot size to accommodate existing land-intensive septic systems during the subdivision process.

2.3.22 Shall ensure that the level of development activity and size of the structures on an Acreage Lot proportionately reflect the lot size as defined in the LUB.





residential character outcome

Supporting the agricultural industry by acknowledging the unique features of the working landscape.

Residential development in the Neighbourhood closely reflects the Primary Industry extraction activities historically found in the area. Following the closure of the coal mines, the Hamlets of Cardiff and Carbondale established themselves as residential subdivisions in the County. The desired intent is to accommodate agricultural lifestyles and to support existing rural communities, while recognizing the significant economic and cultural ties between the rural population and neighbouring Towns.

C.1 residential character output actions Sturgeon County will support the long-term outcome of the Neighbourhood by:

- ③ Strengthening the viability of the agricultural industry and lifestyles (outside of the Hamlets of Cardiff and Carbondale) through the implementation of Residential Type 4 policies.
- ③ Discouraging the development or expansion of Confined Feeding Operations (as per the AOPA notification schedule detailed in Appendix A-2) from the municipal boundaries of Bon Accord, Gibbons, Morinville, Legal and Sturgeon County communities with densities in exceedance of Residential Type 4, in an effort to minimize land-use conflicts between working landscapes and residential communities.
- ③ Establishing an administrative boundary for the Hamlets of Cardiff and Carbondale and implementing Residential Type 2 policies within the Hamlet of Cardiff. Until an administrative boundary is identified through the Planning Document process, existing land-use zoning shall be used to identify where Residential Type policies are applicable.
- ④ Developing a statutory Regional Planning Document for the Hamlet of Cardiff to give more certainty to local communities, investors, service providers and municipal neighbours regarding the Hamlets' long-term growth aspirations.
- ③ Giving regard to the existing residential character of the Hamlets of Cardiff and Carbondale by requiring proposals for residential infill density to ensure that proposed lot location, size and servicing complement the existing community. Depending on the scale and impact of the proposed development, the approving authority may require additional Planning Documents to accurately assess the application.
- ③ Considering the diversification of residential options for the Hamlet of Carbondale through the allowance of increased residential densities to Residential Type 3 levels. Sturgeon County may contemplate applications that exceed Residential Type 4 levels, if the parcel densities range from five (5) to fifty (50) units per 64 hectares/160 acres and are detailed within an approved Local Planning Document.
- ③ Limiting the infill of existing country residential subdivisions and Hamlets, where no approved Plan is in place, until the applicant provides a Needs Assessment (deemed complete to the satisfaction of the approving authority) that demonstrates a need for the additional residential development proposed.

PART 11 PRIMARY INDUSTRY DISTRICTS

11.1 AG – AGRICULTURE DISTRICT



.1 General Purpose

This district accommodates traditional agricultural operations and the supportive services that are essential to grow and sustain the agricultural industry. This district distinguishes between major, minor and residential where:

AG-Major are tracts of land 16ha (39.5ac) or larger in size;

AG-Minor are *parcels* between 4ha (9.8ac) and 15.9ha (39.3ac); and

AG-Residential are *parcels* smaller than 4ha (9.8ac).

.2 Uses

Permitted Uses	Discretionary Uses
Accessory dwelling unit****	Accessory dwelling unit****
Accessory, building*	Accessory, building*
Accessory, use*	Accessory, use*
Bed and breakfast	Agricultural support service
Diversified Agriculture	Auctioneering establishment**
Dugout	Cannabis production and distribution, micro
Dwelling, single detached	Community garden
Family day home	Data Processing Facility
Farm help accommodation	Equestrian facility***
Group home, minor	Group home, major
Home-based business, level 1 (office)	Home-based business, level 3
Home-based business, level 2	Kennel and animal boarding
Intensive agriculture	Landscaping contractor service***
	Solar farm
	Temporary asphalt plant**
	Temporary concrete batch plant**
	Topsoil screening
	Veterinary clinic
	Visitor accommodation***

* Refer to Section 6.1 for further clarification.

** Only allowed on AG-Major parcels

*** Only allowed on AG-Major and AG-Minor parcels

**** Refer to Section 6.1A for further clarification.

1407/18; 1432/19; 1436/19; 1560/21; 1570/22; 1587/22, 1597/22

.3 Subdivision Regulations

- (a) Unless otherwise indicated within a *planning document*, a *quarter section* in the AG district of 64.7ha (160ac) shall contain a maximum combined *density* of four *parcels*, comprised of:
 - (i) two AG – Major *parcels* of approximately 32.4ha (80ac) each or alternative sizes necessary due to *land fragmentation*; and
 - (ii) two AG – Residential *parcels* (one of which may be subdivided from each AG – Major *parcel* having a minimum size of 32.4ha (80ac) in accordance with Paragraph 11.1.3(e) of this Bylaw).
- (b) Notwithstanding Subparagraph 11.1.3(a)(ii), the Subdivision Authority may consider the subdivision of a second AG – Residential parcel from the same 32ha (80 ac) AG parcel when all of the following criteria are met:

- (i) no other parcel has been subdivided from the abutting 32ha (80 ac) AG parcel on that same quarter section; and
 - (ii) no secondary dwelling exists on the abutting 32ha (80 acre) AG parcel on that same quarter section; and
 - (iii) such a location would assist in preserving agricultural land and/or avoid a site constraint on the abutting 32ha (80 ac) AG parcel on that same quarter section related to access, topography, a pipeline, or other hazard or land use conflict; and
 - (iv) the landowner of the abutting 32ha (80 ac) AG parcel on that same quarter section provides their written consent and furthermore allows the County to register a restrictive covenant agreeing to forgo any future opportunity for subdivision or a secondary dwelling pursuant to this Bylaw.
- (c) Where an AG – Major *parcel* is either smaller or larger than the conventional 64.7ha (160ac) and/or 32.4ha (80ac) *parcel* size (e.g. due to the presence of a redistricted *parcel(s)*, or surveying anomalies due to river lots or *land fragmentation*), the *subdivision* regulations are as follows:
- (i) AG – Major *parcels* between 16ha (39.5ac) and 47.9ha (118.4ac) shall be considered equivalent to a 32.4ha (80ac) AG *parcel* (i.e. half a *quarter section*).
 - (ii) AG – Major *parcels* between 48ha (118.5ac) and 79.9ha (197.5ac) shall be considered equivalent to a 64.7ha (160ac) AG *parcel* (i.e. a full *quarter section*).
 - (iii) AG – Major *parcels* of 80ha (197.6ac) or larger shall be considered equivalent to a 64.7ha (160ac) AG *parcel* (i.e. a full *quarter section*) plus any additional *subdivision* potential beyond 64.7ha (160ac) in accordance with the proportions referenced in Subparagraph 11.1.3(c)(i), (ii) or (iii).
- (d) AG – Minor *parcels* shall be considered equivalent to an AG – Residential *parcel* and therefore have no further *subdivision* potential.
- (e) The maximum size of an AG – Residential *parcel* shall be 1ha (2.47ac), unless a larger area is essential to:
- (i) encompass mature *shelterbelts*, existing *buildings* or any other related features associated with an existing *farmstead* (however, additional farmland will not be compromised to accommodate a septic system, the *setback* distances associated with a septic system, a *dugout*, or an extensive area of *fencing*); and/or
 - (ii) mitigate any site constraints which could otherwise significantly limit the *development* potential of a 1ha (2.47ac) *parcel* or create land use conflicts – such as but not limited to *setback* distances from pipelines, low-lying or steep topography, inaccessible portions of land or *land fragmentation* (however, additional farmland will not be compromised when a site constraint could equally be addressed by modifying the location and/or dimensions of the proposed 1ha (2.47ac) *parcel*).

.4 Development Regulations

Front yard and flanking front yard setbacks	Principal building	35m (114.8ft)
	Accessory building or accessory, agricultural building	20m (65.6ft)
Side yard and rear yard setbacks	Principal building	6m (19.7ft)
	Accessory building or accessory, agricultural building	3m (9.8ft)

1432/19

Additional Development Regulations for AG-Minor parcels		
Maximum floor area	Accessory building	465m ² (5,005.2ft ²)
Maximum parcel coverage	15%	

Additional Development Regulations for AG-Residential parcels		
Maximum <i>floor area</i>	<i>Accessory building</i>	230m ² (2,475.7ft ²)
Maximum <i>parcel coverage</i>	15%	

1432/19

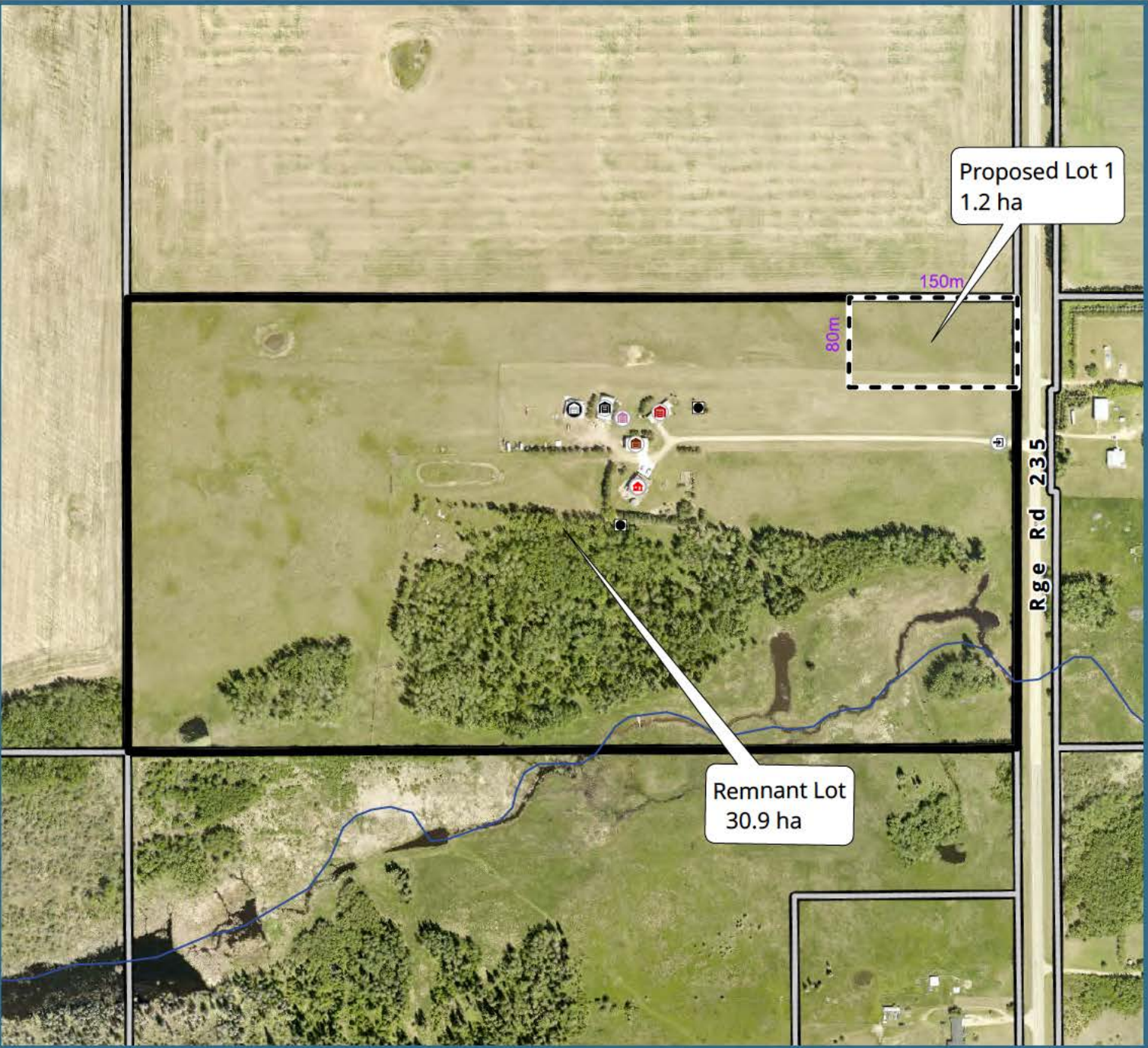
.5 Additional Development Regulations

- (a) All *development* in this district is subject to the regulations stated in Parts 5 through 9 of this Bylaw.
- (b) Notwithstanding the variance provisions in Section 2.8 of this Bylaw, the *Development Authority* shall not accept a variance to the *uses* within this district based on *parcel* size.

1407/18

Exhibit 1 [Applicant Submission]

File Number: 2025-S-024



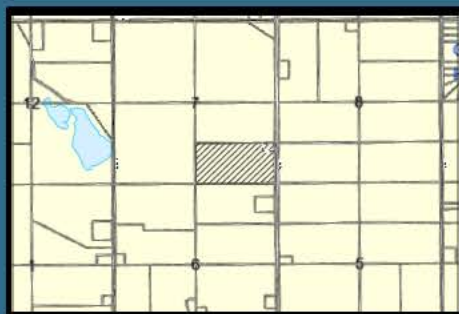
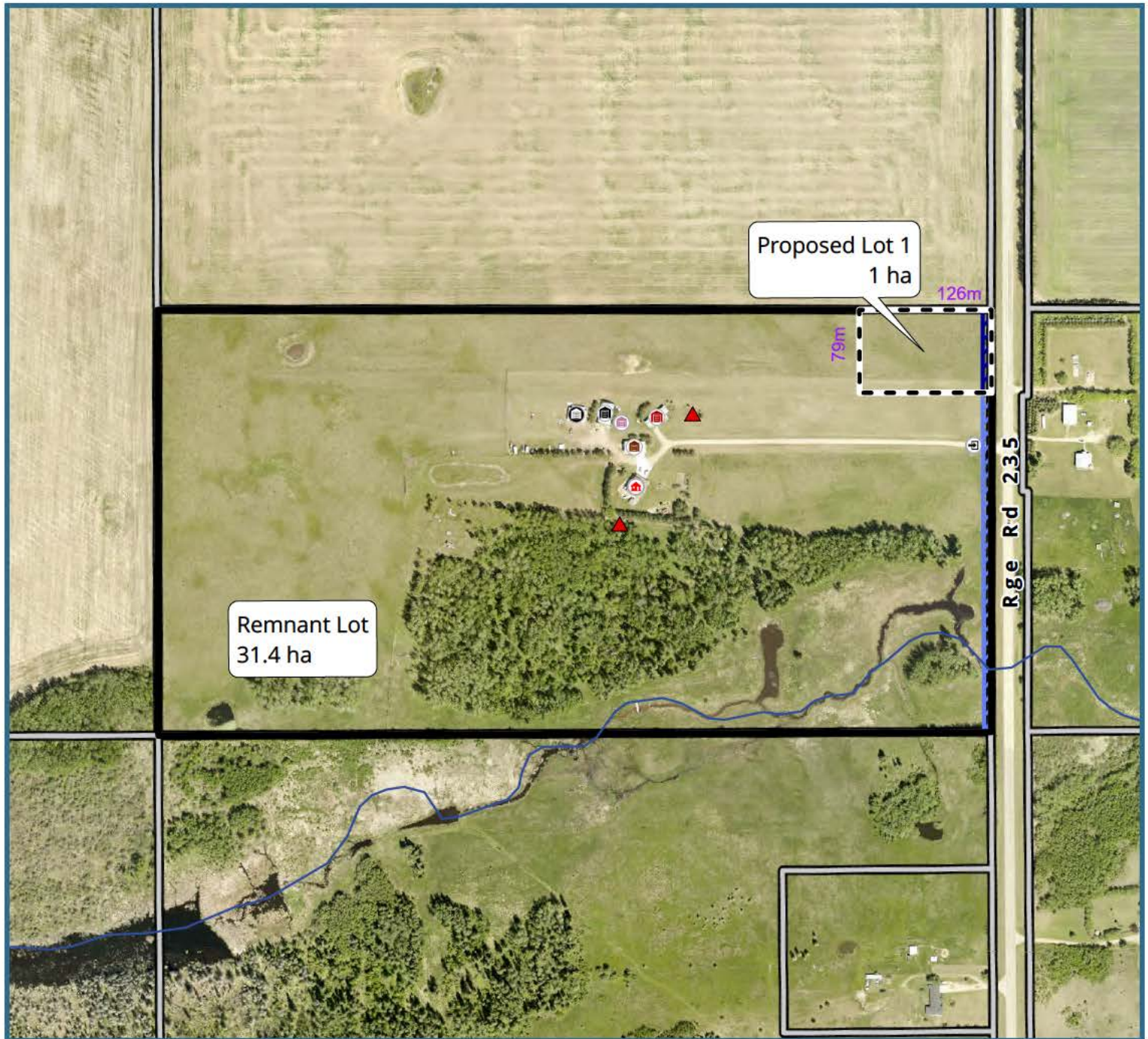
Legal Description: 9824586;;2
Roll Number: 1407001
Total Acres/Hectares: 79.07ac / 32.00ha
Land Use: AG - Agriculture
Municipal Address: 57106 Lily Lake Rd
Date: 5/8/2025

Legend

- | | |
|-------------------------|--------------------|
| Accessory Dwelling Unit | Pump Out |
| Dwelling | Shed |
| Existing Approach | Shop |
| Garage | Temporary Building |

Exhibit 2 [Subdivision Authority Recommendation]

File Number: 2025-S-024



Legal Description: 9824586;:2

Roll Number: 1407001

Total Acres/Hectares: 79.07ac / 32.00ha

Land Use: AG - Agriculture

Municipal Address: 57106 Lily Lake Rd

Date: 8/1/2025

Legend

- | | | | |
|--|-------------------------|---|-------------------------|
|  | Accessory Dwelling Unit |  | Shed |
|  | Dwelling |  | Shop |
|  | Existing Approach |  | Temporary Building |
|  | Garage |  | Road Widening By Caveat |
|  | Septic Field |  | Road Widening By Survey |

MEMO

To: Shannon Gagnon

From: Yvonne Bilodeau

Date: May 23, 2025

Re: Proposed Subdivision

File No: 2025-S-024

Roll No: 1407001

Legal Description: 9824586;;2 SE-7-57-23-W4

The subject parcels are districted as AG-Agriculture according to Sturgeon County's Land Use Bylaw 1385/17.

Proposed Lot 1 – (1.2ha)

Vacant Land

Remnant Lot – (30.9ha)

Sturgeon County Records:

- D-56-99 Ag building
- D-229-2001 Dwelling (B-202-2001)
- D-331-2002 Farm Building
- 305305-10-D0129 Temp Dwelling for Family Care (305305-10-B0207)
- 305305-24-D0198 Accessory Building

A building permit has not been issued for the accessory building under 305305-24-D0198 which will expire on August 26, 2025. Aerial images show what appears to be the construction of a new building. A building permit is required and will be charged double fees as a penalty.

Subdivision Referral to Engineering Services

- Referral Sent:

- Roll No:

- Phone No:

Severed in line with s.20 of ATIA

- Response Deadline:

- Municipal Address:

- Landowner(s):

: Ross & Sherri Cowley

: _____

☒ On-site inspection completed; or☐ cursory desktop review *only* (on-site inspection planned for spring).

Referral comments provided by: Charlie Li on June 5, 2025
(Engineering Services staff member) (date)

Lot: Proposed Lot 1

- **Existing fence?** ☐ No ☒ Yes (type: _____)
- **Existing shelterbelt?** ☒ No ☐ Yes
- **Site Assessment:** ☐ Required as approval condition ☐ Recommended prior to development ☐ Not applicable

Comments (Provide map and/or photographs to illustrate):

Proposed lot 1 topography is generally flat and slightly slopes to east.

- **Land Dedication/Acquisition:** ☐ None ☒ 5 m ☐ 10 m ☒ Plan of Survey ☐ Caveat

Attach map to illustrate. Provide comments if necessary (e.g. rationale for additional land, such as planned road improvements):

Rg Rd 235 is a class I paved road in a 30m right of way (R/W), the ultimate R/W will be 40m. In accordance to Grid Right of way Dedication and acquisition policy Sturgeon County Requires 5m dedication along east property line via plan of survey.

- **Approach # 1** (label on map): ☒ None ☐ To be verified in spring ☒ Upgrades req'd ☐ Satisfactory

Current Status:

Width: _____. Surface: _____. Side-Slopes: _____. Culvert Size/Condition: _____

Requirements to meet General Municipal Servicing Standards:

Width: 6-8m. Surface: paved. Side-Slopes: 3:1. Culvert Size/Condition: 600mm csp

Other Requirments: _____

Please construct the approach to Sturgeon County GMSS.

- **Approach # ____** (label on map): ☐ None ☐ To be verified in spring ☐ Upgrades req'd ☐ Satisfactory

Current Status:

Width: _____. Surface: _____. Side-Slopes: _____. Culvert Size/Condition: _____

Requirements to meet General Municipal Servicing Standards:

Width: _____. Surface: _____. Side-Slopes: _____. Culvert Size/Condition: _____

Other Requirments: _____

- **Other Comments/Observations** (e.g. third approach, structure/business/uses unspecified in application; or noteworthy discussions):

Due to high traffic on RR235, a traffic accommodation plan shall be submitted to the county for review and approval for the approach construction.

Lot: Remnant Lot

- **Existing fence?** ☐ No ☒ Yes (type: _____)
- **Existing shelterbelt?** ☐ No ☒ Yes
- **Site Assessment:** ☐ Required as approval condition ☐ Recommended prior to development ☐ Not applicable

Comments (Provide map and/or photographs to illustrate):

Remnant Lot topography slopes to southeast to low area. Sturgeon drainage master plan (DMP) identifies a drainage path/channel and high flooding risk area inside the remnant lot (please see attached map), any development shall not alter the drainage pattern. Sturgeon County will require a Hydrological analysis (stamped and signed by a P. Eng.) to determine what the 1:100 yr. flood inundation elevation and setback requirement if permanent infrastructures will be developed closed to the drainage channel and the low areas. The analysis must also include geotechnical investigation of the proposed building site location to determine what the basement, or finish floor elevation should be within the building pocket, ensuring a minimum of 1m of freeboard above the ground water table. The analysis will also establish the lowest building opening elevation, ensuring it is a minimum of 0.5m above the 1:100 yr. HWL. Recommendations, for overall site grading, and identifying any additional development constraints for the site should be included within the analysis.

- **Land Dedication/Acquisition:** ☐ None ☒ 5 m ☐ 10 m ☐ Plan of Survey ☒ Caveat

Attach map to illustrate. Provide comments if necessary (e.g. rationale for additional land, such as planned road improvements):

Rg Rd 235 is a class I paved road in a 30m right of way (R/W), the ultimate R/W will be 40m. In accordance to Grid Right of way Dedication and acquisition policy Sturgeon County Requires 5m acquisition along east property line via caveat.

- **Approach #²** (label on map): ☐ None ☐ To be verified in spring ☒ Upgrades req'd ☐ Satisfactory

Current Status:

Width: _____. Surface: _____. Side-Slopes: _____. Culvert Size/Condition: _____

Requirements to meet General Municipal Servicing Standards:

Width: _____. Surface: _____. Side-Slopes: _____. Culvert Size/Condition: _____

Other Requirments: _____

Please install rip rap on both ends of the culvert.

- **Approach #** (label on map): ☐ None ☐ To be verified in spring ☐ Upgrades req'd ☐ Satisfactory

Current Status:

Width: _____. Surface: _____. Side-Slopes: _____. Culvert Size/Condition: _____

Requirements to meet General Municipal Servicing Standards:

Width: _____. Surface: _____. Side-Slopes: _____. Culvert Size/Condition: _____

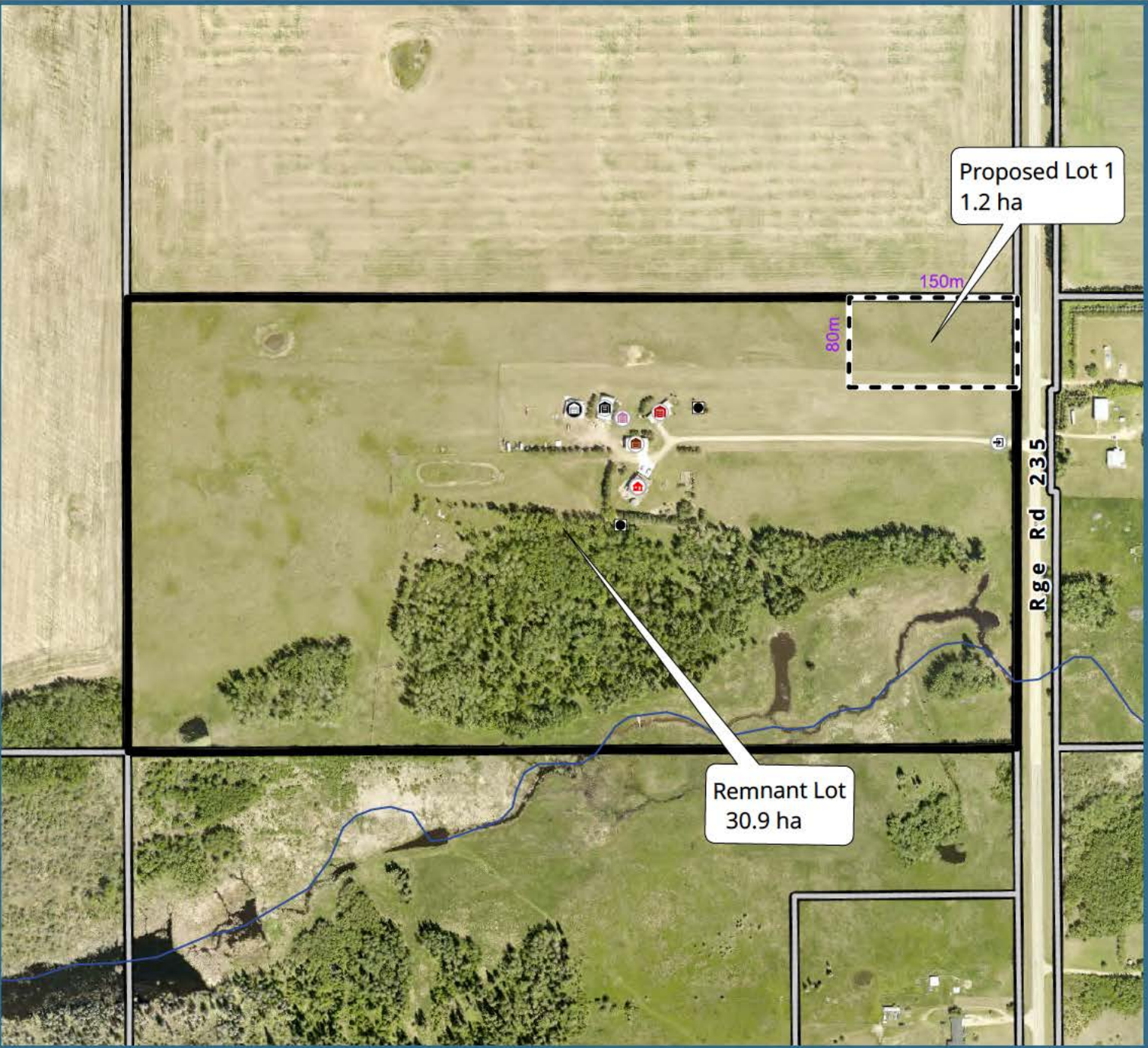
Other Requirments: _____

- **Other Comments/Observations** (e.g. third approach, structure/business/uses unspecified in application; or noteworthy discussions):

Low pressure natural gas line exist inside remnant lot, please contact utility company prior to any development.

DELS Exhibit

File Number: 2025-S-024



Legal Description: 9824586;;2
Roll Number: 1407001
Total Acres/Hectares: 79.07ac / 32.00ha
Land Use: AG - Agriculture
Municipal Address: 57106 Lily Lake Rd
Date: 5/8/2025

Legend

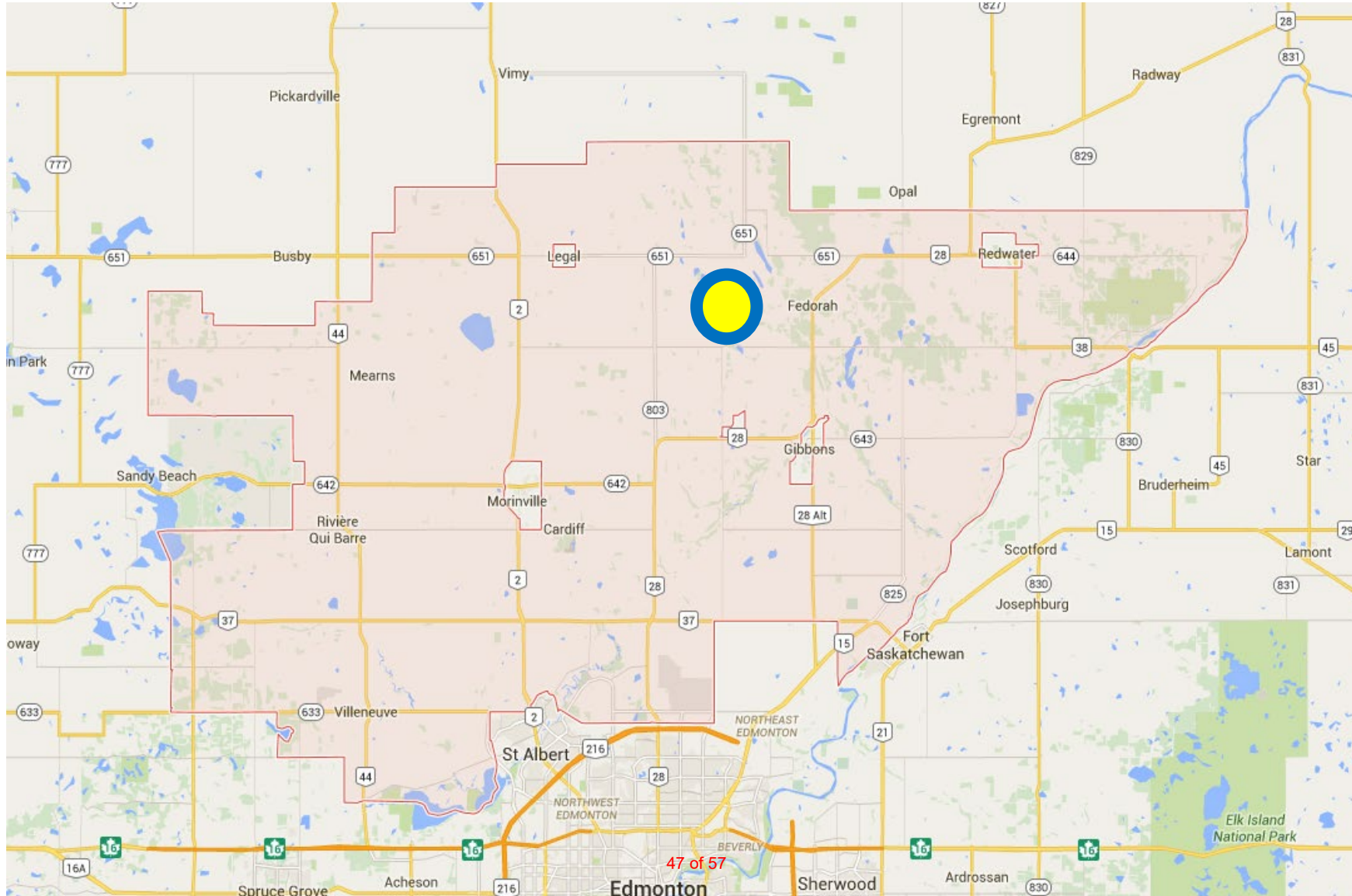
Accessory Dwelling Unit	Pump Out
Dwelling	Shed
Existing Approach	Shop
Garage	Temporary Building
	5m dedication
	5m acquisition

Subdivision and Development Appeal Board (2025-S-024)

Jonathan Heemskerk
September 2, 2025



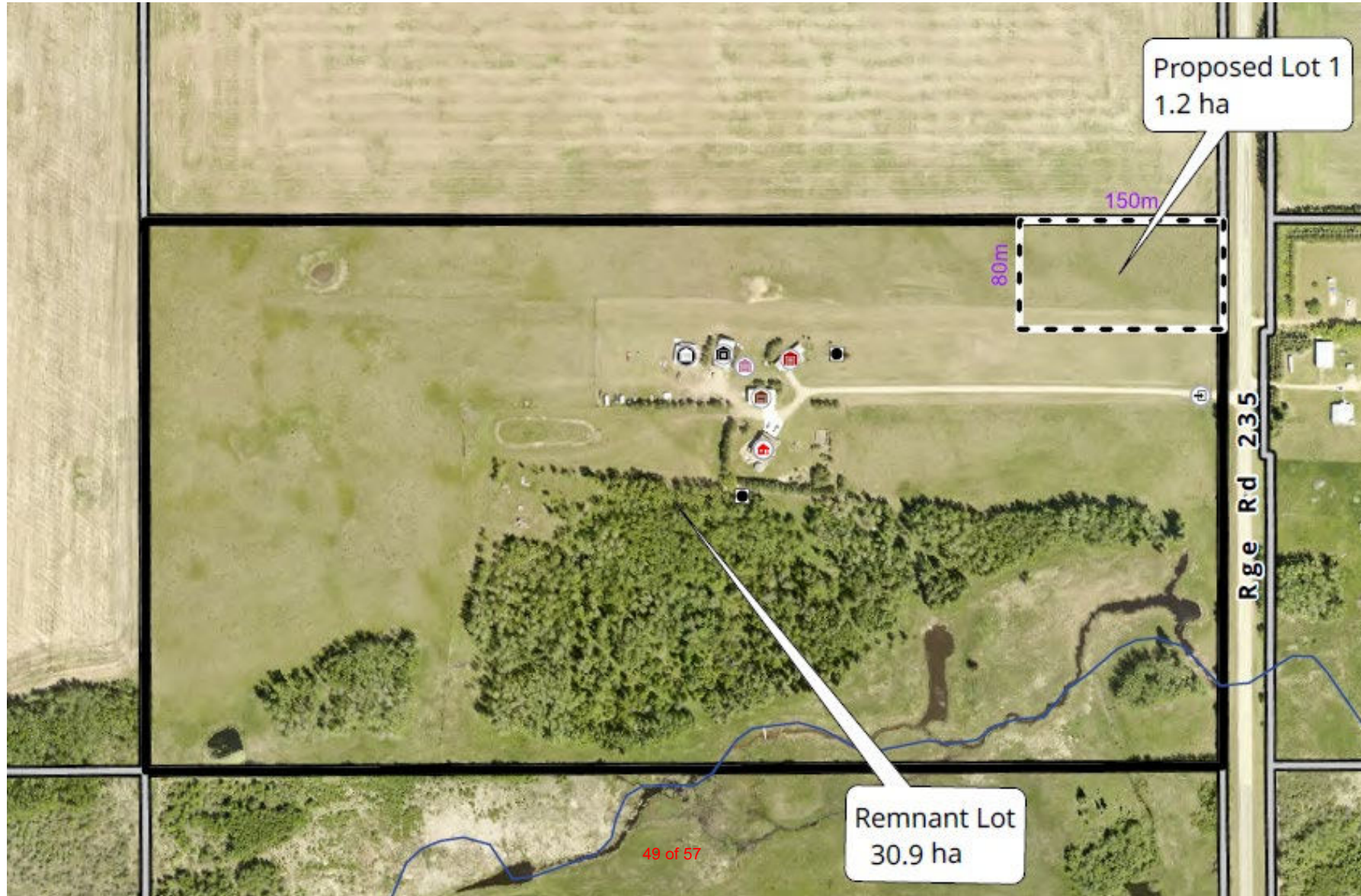
Site Location (Regional Context)



Site Location (Local Context)



Proposal



Referral Responses

Sturgeon County Development Officer

- Proposed Lot 1 is vacant farmland, no concerns.
- Development services will review structures compared to permit/farm building records during the endorsement process.

Sturgeon County Development Engineering

- 5m by plan of survey on Proposed Lot 1.
- 5m by caveat for the Remnant Lot.
- Further detailed information required for new approach construction location.
- Existing approach requires upgrades.

All Other Parties:

- No objections/concerns.



Issue Analysis

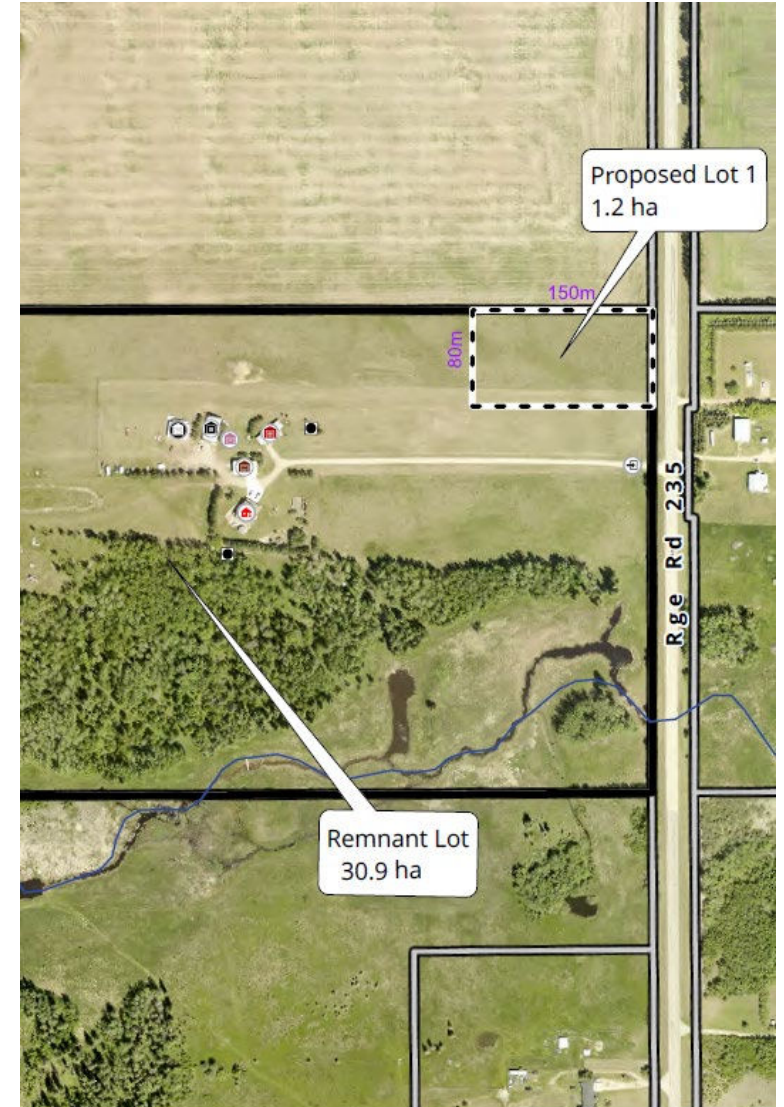
Sturgeon County Policies and Regulations

Municipal Development Plan

- This proposal does **not** align with the Residential Type 4 policies in the Municipal Development Plan.
- 2.3.17 – Acreage lots shall minimize the total amount of agricultural land taken out of production.

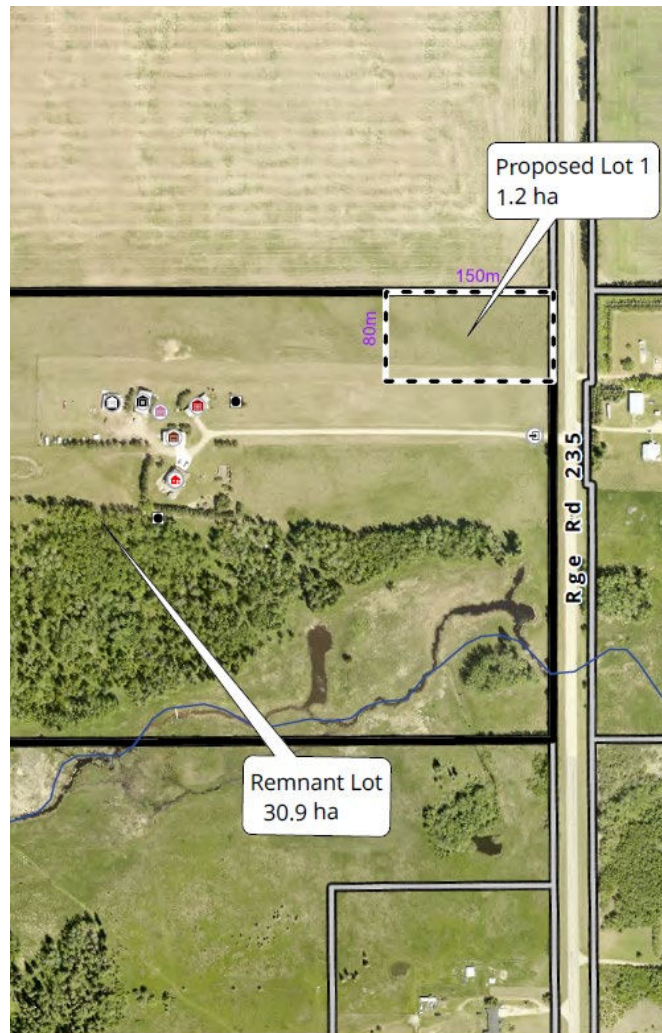
Land Use Bylaw

- This proposal does **not** align with the subdivision regulations in the Land Use Bylaw.
- 11.1.3(e) – Maximum size of 1 hectare (2.47 acres) for subdivision of AG land. Larger sizes are accommodated to encompass mature shelterbelts, existing buildings, and limit development constraints.



Parcel Configuration

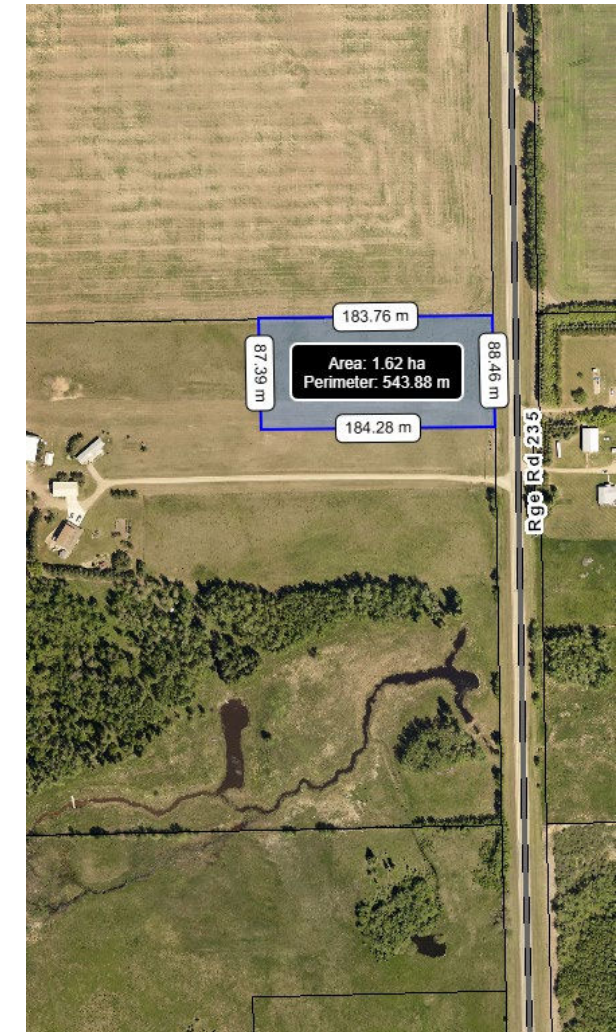
Original Submission (3 acres)



County Approval (2.47 acres)



Appeal Submitted (4 acres)



Subdivision Authority Decision

The Subdivision Authority's decision for **approval with a reduced size** is consistent with:

- Land Use Bylaw regulations
- Municipal Development Plan policies
- Municipal Government Act

Conditions if Approved

- 1) Pursuant to Provision 654(1)(d) of the MGA, any outstanding taxes on the subject property shall be paid or arrangements be made, to the satisfaction of Sturgeon County, for the payment thereof.
- 2) The applicant shall retain the services of a professional Alberta Land Surveyor, who shall submit a drawing to Sturgeon County resembling Exhibit 3, and submit it in a manner that is acceptable to Land Titles. The surveyor shall also prepare a Signed/Stamped Site Plan or Real Property Report to confirm building/septic system locations, to the satisfaction of Sturgeon County.
- 3) Pursuant to Provision 662(1) of the MGA, as illustrated in Exhibit 3 and as required by Sturgeon County Engineering Services, a 5-metre-wide area parallel and adjacent to the boundary of the Proposed Lot and the adjacent road shall be dedicated as road allowance via plan of survey at no cost to Sturgeon County.
- 4) Pursuant to Provision 662(1) of the MGA, as illustrated in Exhibit 3 and as required by Sturgeon County Engineering Services, a 5-metre-wide area parallel and adjacent to the boundary of the Remnant Lot and the adjacent road shall be acquired by Sturgeon County in the future via the terms and conditions of a land acquisition agreement (note: this agreement to be prepared by Sturgeon County).
- 5) All upgrades to *existing* culverts and/or *existing* approaches, and construction/removal of approaches, as determined necessary by the Development Engineering Officer will be the responsibility of the developer and upgraded to the satisfaction of Sturgeon County in accordance with General Municipal Servicing Standards, *before* this subdivision is endorsed.
- 6) Pursuant to Provision 666 of the MGA, money in lieu of municipal reserve shall be provided to Sturgeon County respecting 10% of the area of the Proposed Lot. A payment will be made in place of reserves equal to \$1,812.24 (*determined at a rate of \$11,186.65 per hectare X 10% X 1.62 hectare = \$1,812.24*). The money-in-lieu calculation will be based on the actual amount of land (in *hectares*) shown on a plan of survey.
- 7) Pursuant to Provision 669 of the MGA, municipal reserves owing on the Remnant Lot shall be deferred by caveat (note: this caveat to be prepared by Sturgeon County).
- 8) The applicant is to obtain all necessary permits to comply with the Land Use Bylaw – to the satisfaction of the Development Authority.

Conditions - Summary

- 1) Retain a surveyor
- 2) Ensure taxes are paid
- 3) 5m by plan of survey on the Proposed Lot
- 4) 5m by caveat on the Remnant Lot
- 5) Upgrade/construct approaches to Engineering Standards
- 6) Money in lieu of Municipal Reserve
- 7) Deferred reserve caveat on the Remnant Lot
- 8) Obtain all necessary permits/farm building declarations

APPELLANT SUBMISSIONS RECEIVED

***NOTE:**

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

WRITTEN SUBMISSIONS FROM ADJACENT LANDOWNERS AND OTHER AFFECTED PERSONS

*NOTE:

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