

**Municipal District of Pincher Creek No. 9**  
**MUNICIPAL PLANNING COMMISSION**  
MD of Pincher Creek Council Chambers  
**February 4<sup>th</sup>, 2025**  
**6:30 pm**  
**Agenda**

- 1. Adoption of Agenda**
- 2. Minutes**
  - a. Meeting Minutes of January 7<sup>th</sup>, 2025
- 3. Closed Meeting Session**
- 4. Unfinished Business**
- 5. Development Permit Applications**
  - a. Development Permit Application No. 2024-57  
Jessie Young  
SW 20-10-2 W5  
Secondary Suite
  - b. Development Permit Application No. 2025-03  
Gin Lupton  
Ptn of NE 21-6-1 W5  
Accessory Building - Variance
- 6. Development Reports**
  - a. Development Officer's Report  
- Report for January 2025
- 7. New Business**
- 8. Correspondence**
- 9. Next Regular Meeting – March 4<sup>th</sup>, 2025**
- 10. Adjournment**

**Meeting Minutes of the  
Municipal Planning Commission  
January 7<sup>th</sup>, 2025 6:30 pm  
Virtual VIA Microsoft Teams**

**ATTENDANCE**

Commission: Chairperson Jeff Hammond, Member at Large Laurie Klassen, Reeve Rick Lemire,  
Councillors Tony Bruder, Jim Welsch, Dave Cox and John MacGarva

Staff: CAO Roland Milligan, Development Officer Laura McKinnon

Planning  
Advisor: ORRSC, Senior Planner Gavin Scott

Absent:

CAO Roland Milligan called the meeting to order, the time being 6:30 pm.

**1. ADOPTION OF AGENDA**

Councillor Dave Cox 25/001

Moved that the agenda for January 7<sup>th</sup>, 2025, be approved as presented.

Carried

**2. NEW BUSINESS**

**a. Election of Chairperson**

Roland Milligan opened the floor for nominations for the MPC Chairperson.

Councillor Dave Cox nominated Jeff Hammond. Jeff Hammond accepted nomination for MPC Chairperson. Roland Milligan made three calls for other nominations. With no other nominations, Jeff Hammond was declared Chairperson for the MPC and assumed the role.

**b. Election of Vice-Chairperson**

Chairperson Jeff Hammond opened the floor for nominations for the MPC Vice-Chairperson.

Councillor John MacGarva nominated Laurie Klassen. Laurie Klassen accepted nomination for the MPC Vice-Chairperson. Jeff Hammond made three calls for other nominations. With no other nominations, Laurie Klassen was declared Vice-Chairperson for the MPC.

**3. ADOPTION OF MINUTES**

Councillor Tony Bruder 25/002

MINUTES  
Municipal Planning Commission (MPC)  
Municipal District of Pincher Creek No. 9  
January 7, 2025

Moved that the Municipal Planning Commission Meeting Minutes for October 29<sup>th</sup>, 2024 be approved as amended.

Carried

4. **CLOSED MEETING SESSION**

Councillor Jim Welsch

25/003

Moved that the Municipal Planning Commission close the meeting to the public, under the authority of the *Municipal Government Act*, Section 197(2.1), the time being 6:34 pm.

Carried

Member at Large Laurie Klassen

25/004

Moved that the Municipal Planning Commission open the meeting to the public, the time being 6:56 pm.

Carried

5. **UNFINISHED BUSINESS**

6. **DEVELOPMENT PERMIT APPLICATIONS**

- a. **Development Permit Application No. 2024-57**  
**Jessie Young**  
**SW 20-10-2 W5**  
**Secondary Suite**

Councillor Tony Bruder

25/005

Moved that Development Permit No. 2024-57, Secondary Suite, be tabled pending circulation of floor plan to adjacent landowners and confirmation of use with applicant.

7. **DEVELOPMENT REPORT**

- a. Development Officer's Report

Councillor John MacGarva

25/006

Moved that the Development Officer's Report, for the period November and December 2024, be received as information.

Carried

8. **CORRESPONDENCE**

None

**MINUTES**  
**Municipal Planning Commission (MPC)**  
**Municipal District of Pincher Creek No. 9**  
**January 7, 2025**

9. **NEXT MEETING** – February 4<sup>th</sup>, 2025; 6:30 pm.

10. **ADJOURNMENT**

Member at Large Laurie Klassen 25/007

Moved that the meeting adjourn, the time being 7:05 pm.

Carried




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Chairperson Jeff Hammond  
Municipal Planning Commission

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Development Officer  
Laura McKinnon  
Municipal Planning Commission

## Recommendation to Municipal Planning Commission

<b>TITLE:</b> DEVELOPMENT PERMIT No. 2024-57 <b>Applicant:</b> Jessica Young <b>Location:</b> SW 20-10-2 W5 <b>Division:</b> 5 <b>Size of Parcel:</b> 47.47 ha (117.32 Acres) <b>Zoning:</b> Agriculture (A) <b>Development:</b> Secondary Suite	
<b>PREPARED BY:</b> Laura McKinnon	<b>DATE:</b> January 30, 2025
<b>DEPARTMENT:</b> Planning and Development	
<b>Signature:</b> 	<b>ATTACHMENTS:</b> 1. Development Permit Application 2024-57 2. Floor Plan 3. GIS Site Plan
	2025/01/30
<b>APPROVALS:</b>	
	 Roland Milligan
	2025/01/30
<b>Department Director</b>	<b>Date</b>
	<b>CAO</b>
	<b>Date</b>

**RECOMMENDATION:**

That Development Permit Application No. 2024-57, for a Secondary Suite, be approved subject to the following Condition(s):

**Condition(s):**

1. That this development meets the minimum provisions as required in Land Use Bylaw 1349-23.
2. That this development meet the requirements of a legal suite within the National Building Code – Alberta Edition.

**Informative(s):**

1. That this suite not be for short-term rentals or tourist home use.

**BACKGROUND:**

February 4, 2025 MPC Meeting

- At the January 7, 2025 meeting, the Municipal Planning Commission tabled permit No. 2024-57, and directed administration to circulate the application with the floor plan (*Attachment No. 2*) to adjacent landowners. At the time of writing this report, no responses have been received.
- The applicant confirmed again that this suite is for the lodging of long-term workers.

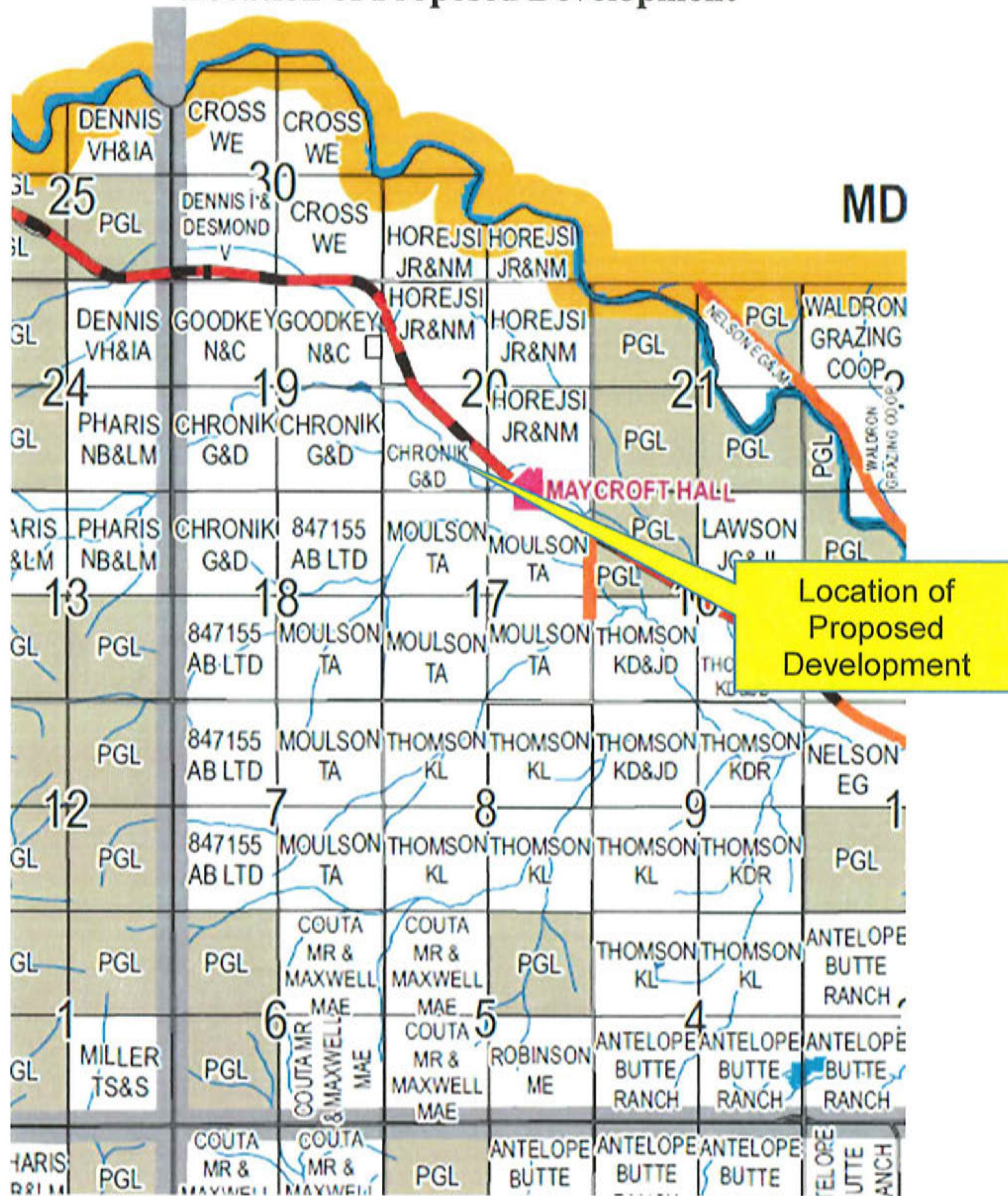
## Recommendation to Municipal Planning Commission

January 7, 2025 MPC Meeting

- On December 17, 2024, the MD accepted the Development Permit Application No. 2024-57 from applicant Jessie Young. (*Attachment No. 1*).
- This application is to allow the conversion of the existing hip roof barn into a secondary suite for farm help (*Attachment No. 3*).
- This application is being placed in front of the MPC because:
  - Within the Agriculture (A) Land Use District, Secondary Suite is a Discretionary Use.
- The applicant does not live at this location fulltime and needs a location for a farm worker to stay at.
- The application was forwarded to the adjacent landowners for comment; no responses were received at the time of this report being written.

# Recommendation to Municipal Planning Commission

## Location of Proposed Development





**Municipal District of Pincher Creek**  
 P.O. Box 279  
 Pincher Creek, AB T0K 1W0  
 Phone: 403.627.3130 • Fax: 403.627.5070

## DEVELOPMENT PERMIT APPLICATION

All grey areas will be completed by the Planning Authority

DEVELOPMENT PERMIT APPLICATION NO. 2024-57

Date Application Received Nov 18/24

PERMIT FEE \$100 Permitted  
\$150 Discretionary

Date Application Accepted Dec 17/24

RECEIPT NO. 64944

Tax Roll # \_\_\_\_\_

\* Delayed due to postal strike.

*IMPORTANT: This information may also be shared with appropriate government / other agencies and may also be kept on file by those agencies. This information may also be used by and for any or all municipal programs and services. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact the Municipal District of Pincher Creek No. 9*

### SECTION 1: GENERAL INFORMATION

Applicant: Jessie Young

Address: 2417 Township 10-0A Lundbreck, AB T0K1H0

Telephone: [REDACTED] Email: [REDACTED]

Owner of Land (if different from above): \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Interest of Applicant (if not the owner): \_\_\_\_\_

### SECTION 2: PROPOSED DEVELOPMENT

I/We hereby make application for a Development Permit under the provisions of Land Use Bylaw No. in accordance with the plans and supporting information submitted herewith and which forms part of this application.

A brief description of the proposed development is as follows:

Renovation of pre-existing hip roof barn into suite for farm help.

Legal Description: Lot(s) \_\_\_\_\_

Block \_\_\_\_\_

Plan \_\_\_\_\_

Quarter Section SW Section 20 Twp 10 Rg 2 W5M

Estimated Commencement Date: Nov. 30<sup>TH</sup> 2024

Estimated Completion Date: FEB 1<sup>ST</sup> 2025



**SECTION 3: SITE REQUIREMENTS**

Land Use District: Agriculture - A Division: 5

Permitted Use  Discretionary Use

Is the proposed development site within 100 metres of a swamp, gully, ravine, coulee, natural drainage course or floodplain?

Yes  No

Is the proposed development below a licenced dam?

Yes  No

Is the proposed development site situated on a slope?

Yes  No

If yes, approximately how many degrees of slope? 3 degrees

Has the applicant or a previous registered owner undertaken a slope stability study or geotechnical evaluation of the proposed development site?

Yes  No  Don't know  Not required

Could the proposed development be impacted by a geographic feature or a waterbody?

Yes  No  Don't think so

<u>PRINCIPAL BUILDING</u>	Proposed	By Law Requirements	Conforms
(1) Area of Site			
(2) Area of Building	30ft x 40ft		
(3) %Site Coverage by Building (within Hamets)	Tin		
(4) Front Yard Setback Direction Facing:	NE	Existing Building	
(5) Rear Yard Setback Direction Facing:	SW		
(6) Side Yard Setback: Direction Facing:			
(7) Side Yard Setback: Direction Facing:			
(8) Height of Building	20ft		
(9) Number of Off Street Parking Spaces			

Other Supporting Material Attached (e.g. site plan, architectural drawing)

None yet

<b>ACCESSORY BUILDING</b>	<b>Proposed</b>	<b>By Law Requirements</b>	<b>Conforms</b>
(1) Area of Site			
(2) Area of Building			
(3) % Site Coverage by Building (within Hamlets)			
(4) Front Yard Setback Direction Facing:			
(5) Rear Yard Setback Direction Facing:			
(6) Side Yard Setback: Direction Facing:			
(7) Side Yard Setback: Direction Facing:			
(8) Height of Building			
(9) Number of Off Street Parking Spaces			

Other Supporting Material Attached (e.g. site plan, architectural drawing)

\_\_\_\_\_

\_\_\_\_\_

**SECTION 4: DEMOLITION**

Type of building being demolished : \_\_\_\_\_

Area of size: \_\_\_\_\_ *N/A*

Type of demolition planned: \_\_\_\_\_

**SECTION 5: SIGNATURES (both signatures required)**

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to this application for a Development Permit.

I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

DATE: OCT 21<sup>st</sup> 2024

*Jessie Yang*  
 Applicant \_\_\_\_\_  
 \_\_\_\_\_  
 Registered Owner *same as above*

**Information on this application form will become part of a file which may be considered at a public meeting.**

## **IMPORTANT NOTES:**

**THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE INFORMATION REQUIRED HAS NOT BEEN SUPPLIED OR WHERE THE QUALITY OF SUCH INFORMATION IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.**

1. In addition to completing this application form in its entirety, an application for a development permit shall be accompanied by the following information, where relevant:
  - (a) a lot plan at scale to the satisfaction of the Development Officer showing the size and shape of the lot, the front, rear and side yards, any provision for off-street loading and vehicle parking, access to the site, and the location of public utility lines, waterbodies and treed areas;
  - (b) a scaled floor plan and elevations where construction is proposed;
  - (c) at the discretion of the Development Officer, a Real Property Report as proof of location of existing development and a copy of the Duplicate Certificate of Title indicating ownership and encumbrances;
  - (d) if the applicant is not the registered owner, a written statement, signed by the registered owner consenting to the application and approving the applicant as the agent for the registered owner.
2. A non-refundable processing fee of an amount determined by Council shall accompany every application for a development permit.
3. Failure to complete the application form fully and supply the required information, plans and fee may cause delays in processing the application.
4. All development permits shall contain the following informative:

*“ANY DEVELOPMENT CARRIED OUT PRIOR TO THE EFFECTIVE DATE OF THE APPROPRIATE DEVELOPMENT PERMIT IS DONE SOLELY AT THE RISK OF THE APPLICANT AND/OR LANDOWNER.”*
5. In accordance with the *Municipal Government Act*, a development authority must, within 20 days after the receipt of an application for a development permit, determine whether the application is complete.

A decision on a completed application must be made within 40 days. After the 40-day period the applicant may deem the application refused and file an appeal within 21 days, of the expiry of the decision date.
6. Every approach to a residence is entitled to a civic address sign, supplied by the municipality. If your location does not already have a sign, please contact the MD Administration Office to make arrangements as soon as your approach has been constructed.



**MD of Pincher Creek No. 9**

P.O Box 279  
 1037 Herron Avenue  
 Pincher Creek Alberta T0K 1W0  
 (403) 627-3130  
 Website: [www.mdpinchercreek.ab.ca](http://www.mdpinchercreek.ab.ca)  
 Email: [info@mdpinchercreek.ab.ca](mailto:info@mdpinchercreek.ab.ca)

Jessie Young

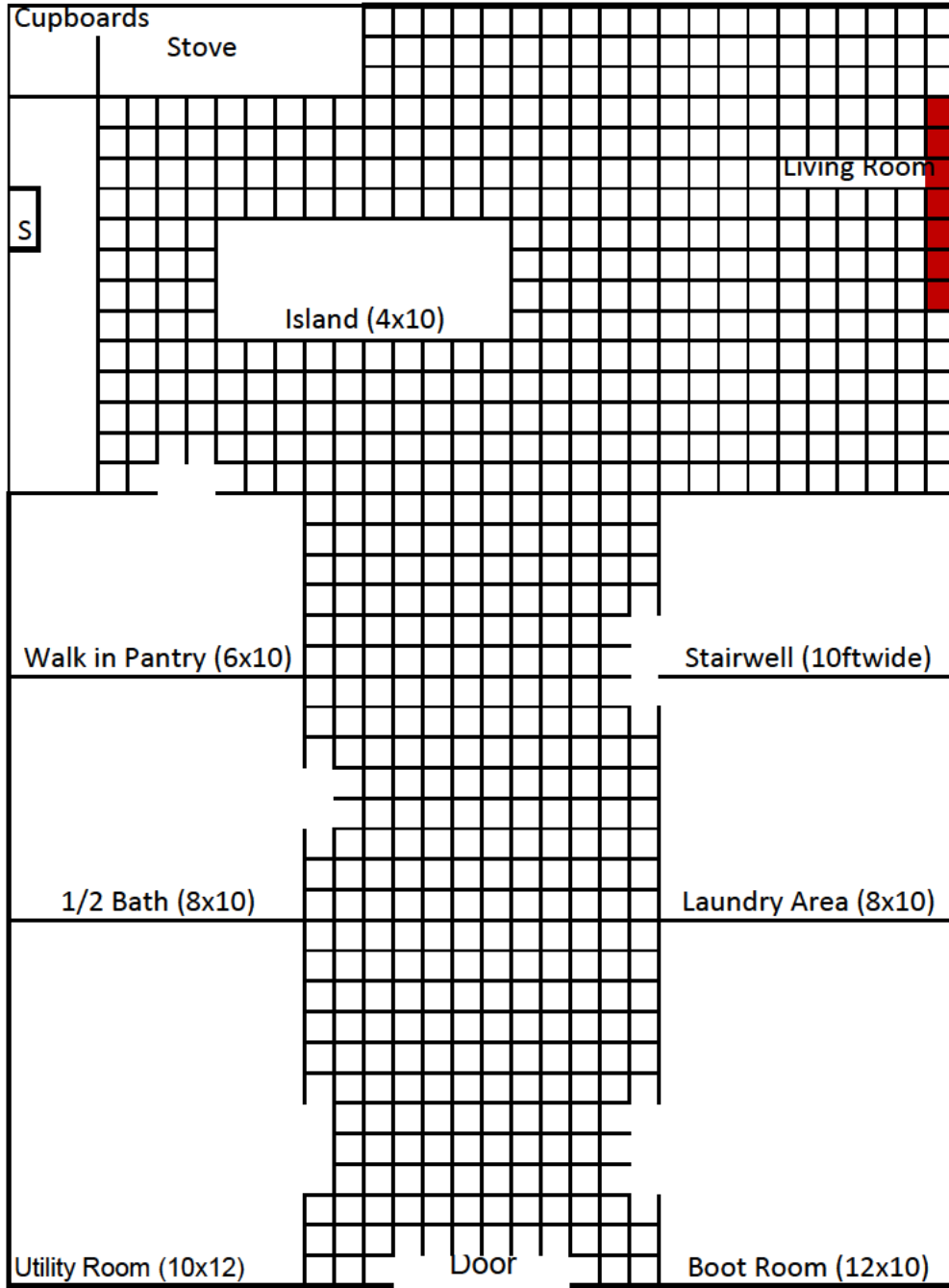
**PAYMENT RECEIPT**



Receipt Number:	64944
Date:	11/18/2024
Initials:	KO
GST Registration #:	10747347RP

Receipt Type	Roll/Account	Description	QTY	Amount	Amount Owing
General	DEVE	Development Application Fees	N/A	\$150.00	\$0.00

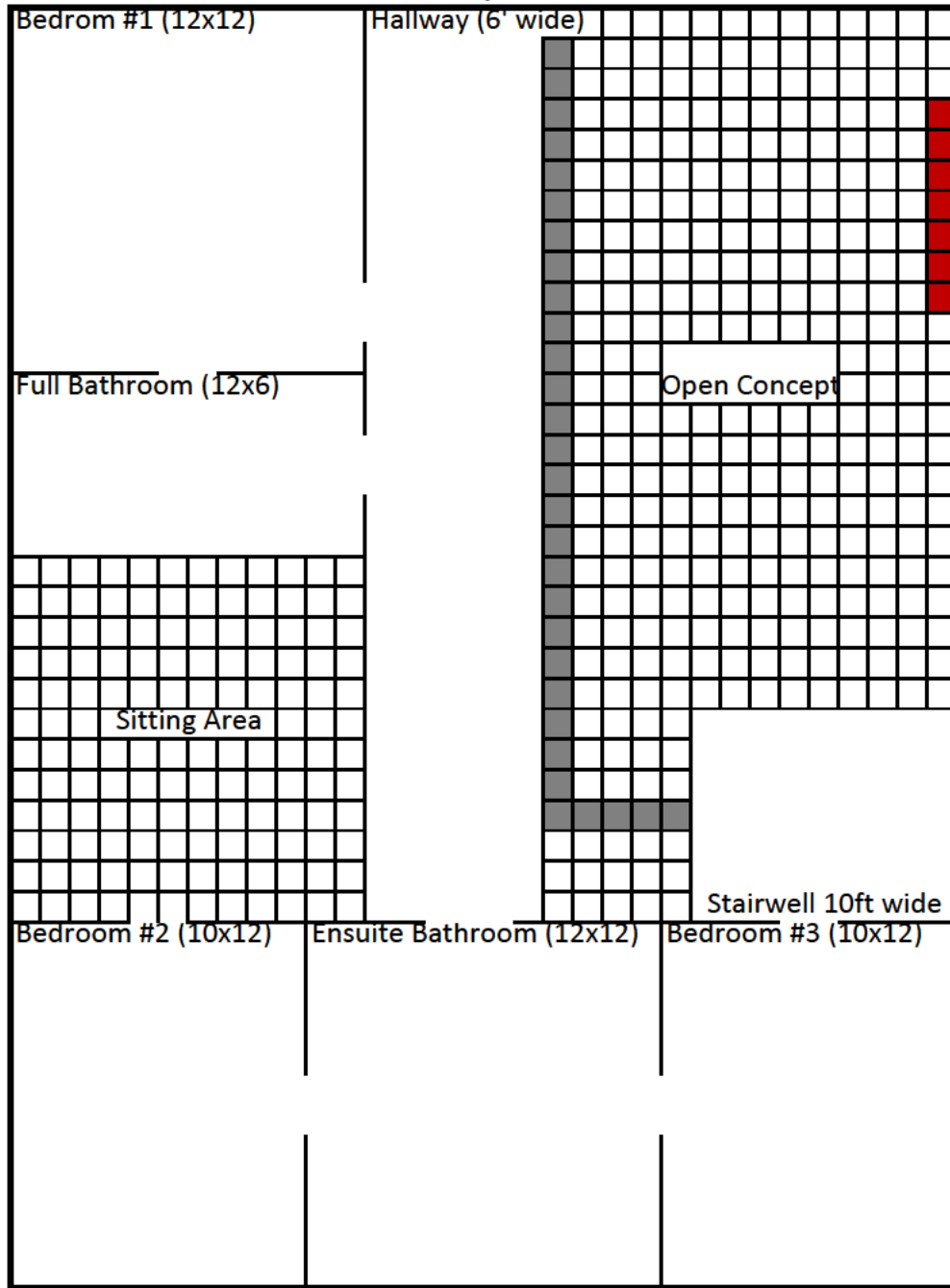
Subtotal:	\$150.00
Discount	\$0.00
GST	\$0.00
<b>Total Receipt:</b>	<b>\$150.00</b>
<b>Visa:</b>	<b>\$150.00</b>
<b>Total Amount Received:</b>	<b>\$150.00</b>

# Downstairs



-  Railing
-  Fireplace

# Upstairs

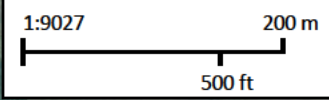




### 2024-57 Aerial



All information depicted is subject to change, therefore the Municipal District Of Pincher Creek assumes no responsibility for discrepancies at time of use. Please note, average accuracy of the displayed data is: +/- 10m.



**Barn for Renovation Location**



ROAD 071 0147

SW20 10-2-5

SW20 10-2-5

SE20 10-2-5

1151 LK

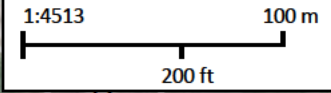
SE20 10-2-5

(811 1144)

# 2024-57 Aerial



All information depicted is subject to change, therefore the Municipal District Of Pincher Creek assumes no responsibility for discrepancies at time of use. Please note, average accuracy of the displayed data is: +/- 10m.



SW20 10-2-5

Barn for Renovation  
Location



SE20 10-

(811 1144)



## 2024-57 - Aerial

N



All information depicted is subject to change, therefore the Municipal District Of Pincher Creek assumes no responsibility for discrepancies at time of use. Please note, average accuracy of the displayed data is: +/- 10m.

1:1128




20 m

100 ft

Barn for Renovation



## Recommendation to Municipal Planning Commission

<b>TITLE:</b> DEVELOPMENT PERMIT No. 2025-03 <b>Applicant:</b> Gin Lupton <b>Location:</b> Ptn of NE 21-6-1 W5 <b>Division:</b> 3 <b>Size of Parcel:</b> 5.58 ha (13.79 Acres) <b>Zoning:</b> Agriculture (A) <b>Development:</b> Accessory Building - Variance	
<b>PREPARED BY:</b> Laura McKinnon	<b>DATE:</b> January 30, 2025
<b>DEPARTMENT:</b> Planning and Development	
<b>Signature:</b>	<b>ATTACHMENTS:</b>
 <span style="font-size: 1.2em; color: blue;">2025/01/30.</span>	<ol style="list-style-type: none"> <li>1. Development Permit Application 2025-03</li> <li>2. Accessory Building Picture</li> <li>3. GIS Site Plan</li> </ol>
<b>APPROVALS:</b>	
	 <b>Roland Milligan</b>
	<span style="font-size: 1.2em; color: blue;">2025/01/30</span>
<b>Department Director</b>	<b>Date</b>
	<b>CAO</b>
	<b>Date</b>

**RECOMMENDATION:**

That Development Permit Application No. 2025-03, for a Accessory Building, be approved subject to the following Condition(s):

**Condition(s):**

1. That this development meets the minimum provisions as required in Land Use Bylaw 1349-23.

**Waiver(s):**

1. That a 17m (55ft) Variance be granted from the Minimum Setback from Public Roadways of 30m (98.4ft) to the East for a setback of 13m (42ft).

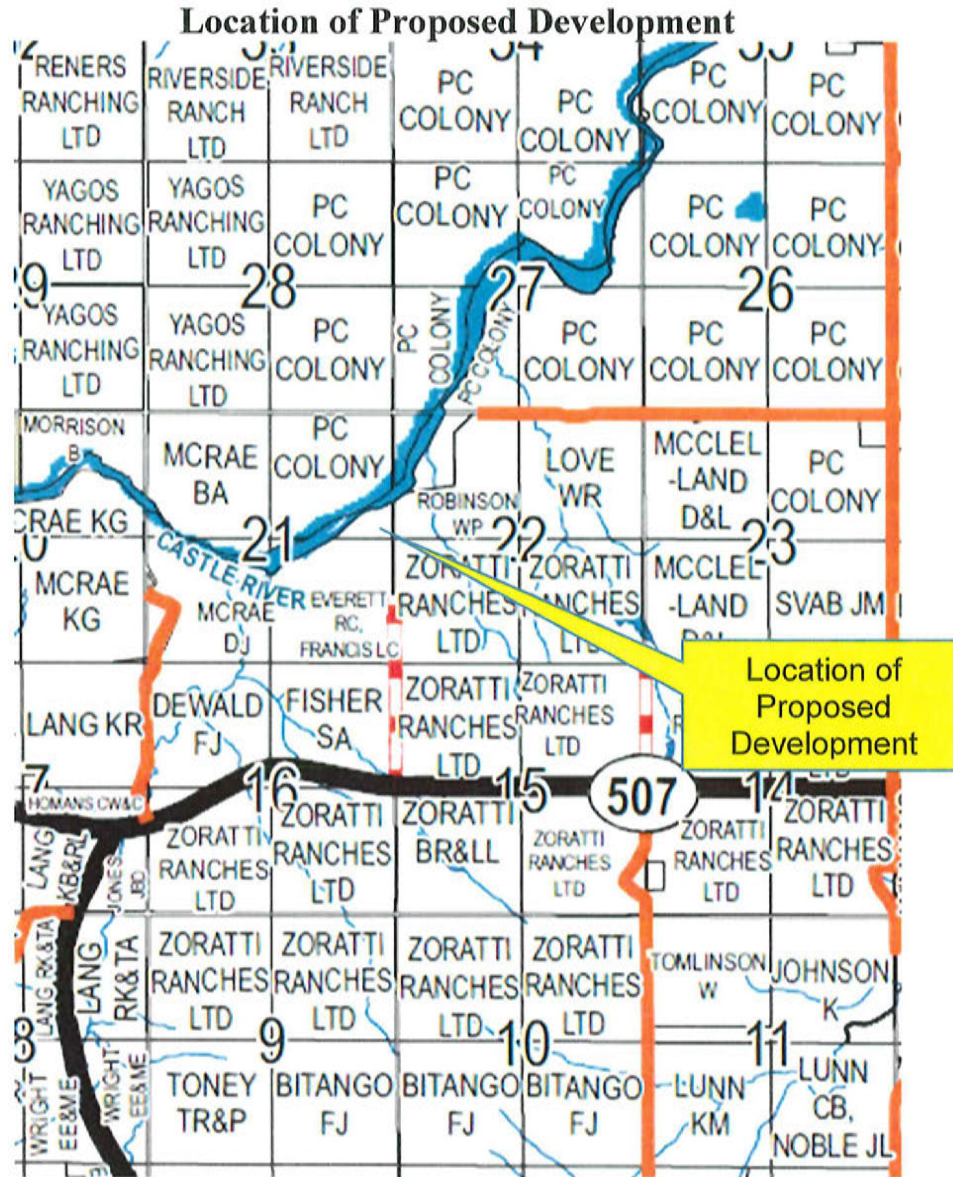
**BACKGROUND:**

- On January 9, 2025, the MD accepted the Development Permit Application No. 2025-03 from applicant Gin Lupton. (*Attachment No. 1*).
- This application is to allow for an accessory building with a setback variance to be placed on an Agricultural (A) parcel (*Attachment No. 2*).
- This application is being placed in front of the MPC because:
  - Within the Agriculture (A) Land Use District, a Variance is a Discretionary Use.
- The applicant is requesting the variance in order to replace to existing outbuildings and garage and not disturb any more of the yard area.

## Recommendation to Municipal Planning Commission

- The application was forwarded to the adjacent landowners for comment; no responses were received at the time of this report being written.

# Recommendation to Municipal Planning Commission





Municipal District of Pincher Creek

P.O. Box 279

Pincher Creek, AB T0K 1W0

Phone: 403.627.3130 • Fax: 403.627.5070

### DEVELOPMENT PERMIT APPLICATION

All grey areas will be completed by the Planning Authority

DEVELOPMENT PERMIT APPLICATION NO. 2025-03

Date Application Received Jan 9 2025

PERMIT FEE <sup>\$100 Permitted</sup> \$150 Discretionary

Date Application Accepted Jan 9 2025

RECEIPT NO. 65370

Tax Roll # \_\_\_\_\_

*IMPORTANT: This information may also be shared with appropriate government / other agencies and may also be kept on file by those agencies. This information may also be used by and for any or all municipal programs and services. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact the Municipal District of Pincher Creek No. 9*

**SECTION 1: GENERAL INFORMATION**

Applicant: Gin Lupton

Address: 6309 Range Rd 1-3 (Po Box 2933 PC)

Telephone: [REDACTED] Email: [REDACTED]

Owner of Land (if different from above): \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Interest of Applicant (if not the owner): \_\_\_\_\_

**SECTION 2: PROPOSED DEVELOPMENT**

I/We hereby make application for a Development Permit under the provisions of Land Use Bylaw No. in accordance with the plans and supporting information submitted herewith and which forms part of this application.

A brief description of the proposed development is as follows:  
Add garage on concrete pad in place of existing garage and an overhang

Legal Description: Lot(s) \_\_\_\_\_

Block \_\_\_\_\_

Plan \_\_\_\_\_

Quarter Section NE 21-6-1 W5

Estimated Commencement Date: April 1 May 2025

Estimated Completion Date: 30 May 2025

**SECTION 3: SITE REQUIREMENTS**

Land Use District: Agriculture -A Division: 3

Permitted Use  Discretionary Use

Is the proposed development site within 100 metres of a swamp, gully, ravine, coulee, natural drainage course or floodplain?

Yes  No

Is the proposed development below a licenced dam?

Yes  No

Is the proposed development site situated on a slope?

Yes  No

If yes, approximately how many degrees of slope? \_\_\_\_\_ degrees

Has the applicant or a previous registered owner undertaken a slope stability study or geotechnical evaluation of the proposed development site?

Yes  No  Don't know  Not required

Could the proposed development be impacted by a geographic feature or a waterbody?

Yes  No  Don't think so

<u>PRINCIPAL BUILDING</u>	Proposed	By Law Requirements	Conforms
(1) Area of Site	/		
(2) Area of Building			
(3) %Site Coverage by Building (within Hamets)			
(4) Front Yard Setback Direction Facing:			
(5) Rear Yard Setback Direction Facing:			
(6) Side Yard Setback: Direction Facing:			
(7) Side Yard Setback: Direction Facing:			
(8) Height of Building			
(9) Number of Off Street Parking Spaces			

Other Supporting Material Attached (e.g. site plan, architectural drawing)

\_\_\_\_\_

\_\_\_\_\_

<b>ACCESSORY BUILDING</b>	Proposed	By Law Requirements	Conforms
(1) Area of Site <i>(Amherstburg) 2m</i>	<i>16500 sq ft 2m</i>		
(2) Area of Building	<i>1200 sq ft</i>		
(3) % Site Coverage by Building (within Hamlets)	<i>—</i>		
(4) Front Yard Setback Direction Facing: <i>N</i>	<i>17.6M</i>	<i>7.5M (24.6ft)</i>	<i>Yes</i>
(5) Rear Yard Setback Direction Facing: <i>S</i>	<i>4.5M</i>	<i>7.5M (24.6ft)</i>	<i>Yes</i>
(6) Side Yard Setback: Direction Facing: <i>E</i>	<i>13M</i>	<i>30M (98.4ft)</i>	<i>No</i>
(7) Side Yard Setback: Direction Facing: <i>W</i>	<i>24.7M</i>	<i>7.5M (24.6ft)</i>	<i>Yes</i>
(8) Height of Building	<i>15ft</i>		<i>Yes</i>
(9) Number of Off Street Parking Spaces	<i>—</i>		

Other Supporting Material Attached (e.g. site plan, architectural drawing)

\_\_\_\_\_

\_\_\_\_\_

**SECTION 4: DEMOLITION**

Type of building being demolished : *Deconstruct old sheds. Keep wood*

Area of size: \_\_\_\_\_

Type of demolition planned: \_\_\_\_\_

**SECTION 5: SIGNATURES (both signatures required)**

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to this application for a Development Permit.

I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

DATE: *9 Jan 2025*

*[Signature]*  
Applicant

*[Signature]*  
Registered Owner

**Information on this application form will become part of a file which may be considered at a public meeting.**

## IMPORTANT NOTES:

**THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE INFORMATION REQUIRED HAS NOT BEEN SUPPLIED OR WHERE THE QUALITY OF SUCH INFORMATION IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.**

1. In addition to completing this application form in its entirety, an application for a development permit shall be accompanied by the following information, where relevant:
  - (a) a lot plan at scale to the satisfaction of the Development Officer showing the size and shape of the lot, the front, rear and side yards, any provision for off-street loading and vehicle parking, access to the site, and the location of public utility lines, waterbodies and treed areas;
  - (b) a scaled floor plan and elevations where construction is proposed;
  - (c) at the discretion of the Development Officer, a Real Property Report as proof of location of existing development and a copy of the Duplicate Certificate of Title indicating ownership and encumbrances;
  - (d) if the applicant is not the registered owner, a written statement, signed by the registered owner consenting to the application and approving the applicant as the agent for the registered owner.
2. A non-refundable processing fee of an amount determined by Council shall accompany every application for a development permit.
3. Failure to complete the application form fully and supply the required information, plans and fee may cause delays in processing the application.
4. All development permits shall contain the following informative:

*“ANY DEVELOPMENT CARRIED OUT PRIOR TO THE EFFECTIVE DATE OF THE APPROPRIATE DEVELOPMENT PERMIT IS DONE SOLELY AT THE RISK OF THE APPLICANT AND/OR LANDOWNER.”*
5. In accordance with the *Municipal Government Act*, a development authority must, within 20 days after the receipt of an application for a development permit, determine whether the application is complete.

A decision on a completed application must be made within 40 days. After the 40-day period the applicant may deem the application refused and file an appeal within 21 days, of the expiry of the decision date.
6. Every approach to a residence is entitled to a civic address sign, supplied by the municipality. If your location does not already have a sign, please contact the MD Administration Office to make arrangements as soon as your approach has been constructed.





**MD of Pincher Creek No. 9**  
P.O Box 279  
1037 Herron Avenue  
Pincher Creek Alberta T0K 1W0  
(403) 627-3130  
Website: [www.mdpinchercreek.ab.ca](http://www.mdpinchercreek.ab.ca)  
Email: [info@mdpinchercreek.ab.ca](mailto:info@mdpinchercreek.ab.ca)

Gin Lupton

**PAYMENT RECEIPT**

Receipt Number:	65370
Date:	1/9/2025
Initials:	KO
GST Registration #:	10747347RP

Receipt Type	Roll/Account	Description	QTY	Amount	Amount Owing
General	DEVE	Development Application Fees	N/A	\$150.00	\$0.00

Subtotal:	\$150.00
Discount	\$0.00
GST	\$0.00
Total Receipt:	\$150.00
Visa:	\$150.00
<b>Total Amount Received:</b>	<b>\$150.00</b>



|



# 2025-03 - Site Plan

N



All information depicted is subject to change, therefore the Municipal District Of Pincher Creek assumes no responsibility for discrepancies at time of use. Please note, average accuracy of the displayed data is: +/- 10m.

1:564

10 m

50 ft



Accessory Building



Distance: 40.09 ft

Distance: 13 m

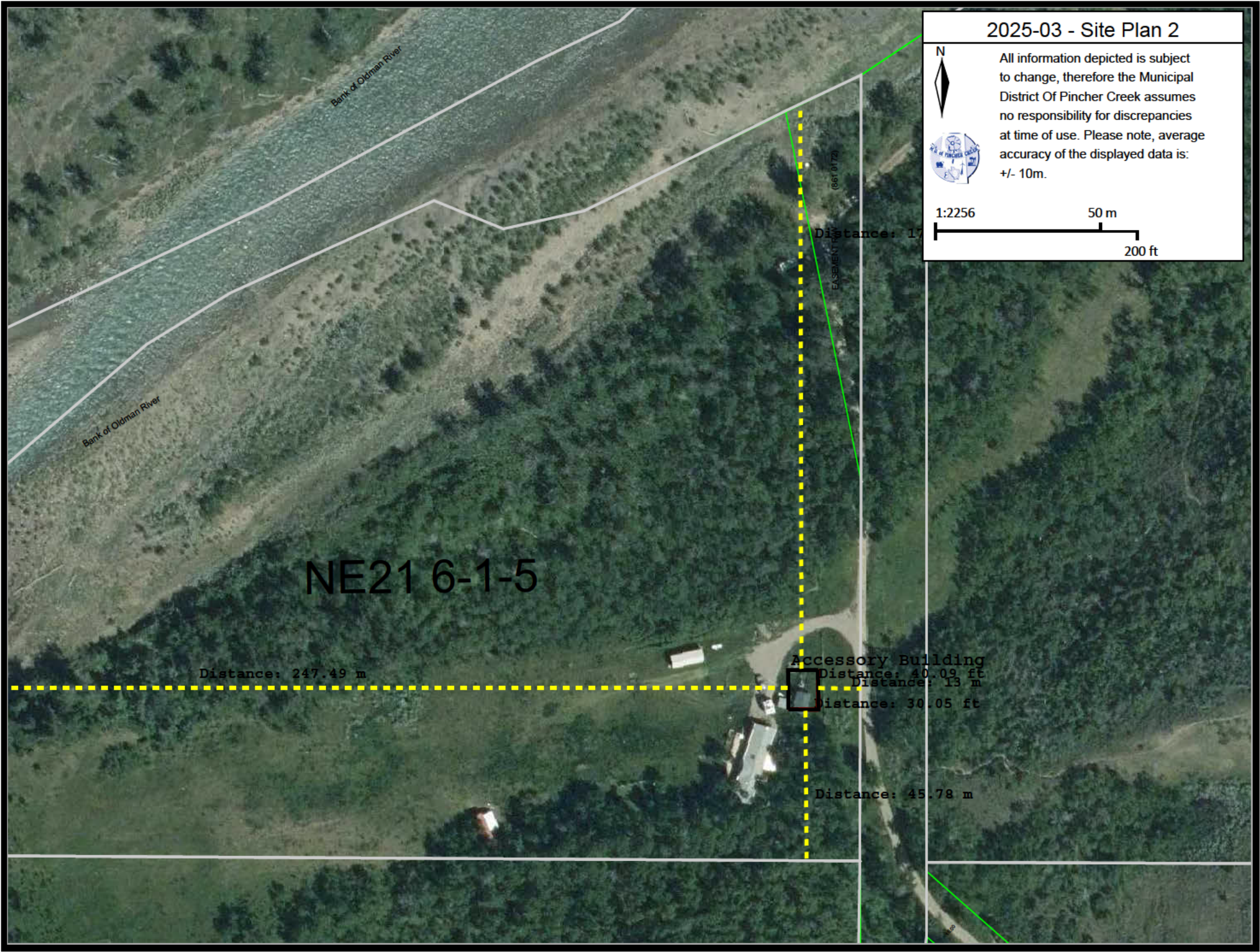
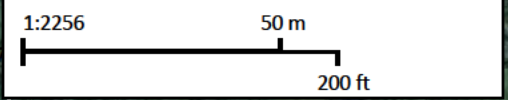
Distance: 30.05 ft



# 2025-03 - Site Plan 2



All information depicted is subject to change, therefore the Municipal District Of Pincher Creek assumes no responsibility for discrepancies at time of use. Please note, average accuracy of the displayed data is: +/- 10m.



NE21 6-1-5

Distance: 247.49 m

Accessory Building  
Distance: 40.09 ft  
Distance: 13 m  
Distance: 30.05 ft

Distance: 45.78 m

Distance: 17

EASEMENT (SEE 0172)

Bank of Oldman River

Bank of Oldman River

## DEVELOPMENT OFFICER REPORT

January 2025

### Development / Community Services Activities includes:

- Jan 7 MPC Meeting
- Jan 9 Subdivision and Development Appeal Board – Appeal
- Jan 14 Committee & Council Meeting
- Jan 15 Travel Alberta – Strategic Insights Committee
- Jan 15 APPI – Off-Airport Land Use Compatibility Session
- Jan 20 Standard Day Off
- Jan 21 South Canadian Rockies Board Meeting
- Jan 28 Committee & Council Meeting
- Jan 29 CloudPermit Demonstration Meeting
- Jan 30 Administration Safety Meeting

### PLANNING DEPARTMENT STATISTICS

#### Development Permits Issued by the Development Officer for January 2025

No.	Applicant	Division	Legal Address	Development
2025-01	Shane Krupinski	5	Lot 11, Block 4, Plan 1210170 within Villa Vega	Porch Addition to Single Detached Residence
2025-04	David Novak	5	Lot 22 within SE 8-7-2 W5 (Lee Lake)	Floor Addition to Single Detached Residence
2025-05	David & Diane Middleton	5	Lot 2, Block 4, Plan 9610758 within Villa Vega	Single Detached Residence & Attached Garage

#### Development Permits Issued by Municipal Planning Commission January 2025

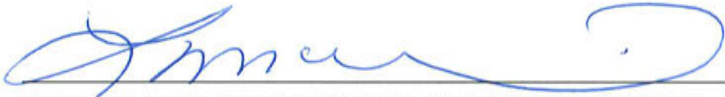
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**Development Statistics to Date**

<b>DESCRIPTION</b>		<b>2025 To date (Jan)</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>
Dev Permits Issued	3 – Jan	3 3 -DO 0 -MPC	54 38 -DO 16 -MPC	49 31 -DO 18 -MPC	48 29 – DO 19 - MPC
Dev Applications Accepted	6 – Jan	6	58	54	49
Utility Permits Issued	1 – Jan	1	23	35	12
Subdivision Applications Approved	0 – Jan	0	12	5	8
Rezoning	0 – Jan		1	0	5
<b>DESCRIPTION</b>		<b>2025 to Date (Jan)</b>	<b>2024</b>	<b>2023</b>	<b>2022</b>
Compliance Cert	0 – Jan	0	34	21	32

**RECOMMENDATION:**

That the report for the period ending Jan 30, 2025, be received as information.



Prepared by: Laura McKinnon, Development Officer

Date: January 30, 2025

Respectfully Submitted to: Municipal Planning Commission