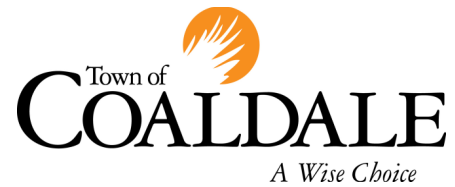


Wednesday, December 9, 2020

5:00 p.m.

Town of Coaldale HUB (2107 13 Street)



Municipal Planning Commission Agenda

1.0 CALL TO ORDER

2.0 ADDITIONS TO THE AGENDA

3.0 ADOPTION OF THE MINUTES

October 14, 2020 meeting

4.0 BUSINESS FROM THE MINUTES

5.0 NEW BUSINESS

5.1 Development Application 2020-141
2516 21 Avenue
Freestanding Sign

5.2 Development Application 2020-143
2107 13 Street
Fascia Sign

5.3 Development Application 2020-144
917 20 Avenue
Secondary Suite

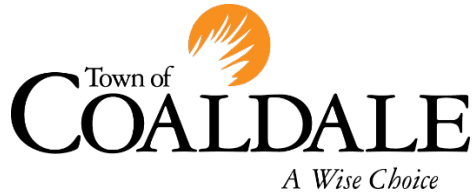
5.4 Development Application 2020-145
1510 18 Avenue
Change of Use

6.0 INFORMATION ITEMS

- COVID-19 meeting requirements notification

7.0 IN-CAMERA DELIBERATIONS

8.0 ADJOURNMENT



**MUNICIPAL PLANNING COMMISSION – MINUTES
WEDNESDAY, October 14, 2020
5:00 PM – THE HUB**

PRESENT:	Council Members:	J. Abrey (Chair), D. Lloyd
	Citizen Members:	R. Pitsol
	Director of Planning:	S. Croil
	Manager of Economic Development:	C. Mills
	Recording Secretary:	K. Stone
	Gallery:	B. Boorsma; D. Clark; L. Minor

**As a matter of necessity, J. Abrey was appointed Chair for the October 14, 2020 Municipal Planning Commission meeting.*

1.0 CALL MEETING TO ORDER:

J. Abrey called the meeting to order at 5:01 p.m.

2.0 ADDITIONS TO / ADOPTION OF AGENDA: No additions

3.0 ADOPTION OF MINUTES:

Municipal Planning Commission Minutes – September 9, 2020

MOTION: *R. Pitsol moved to approve the September 9, 2020 minutes*

3-0 CARRIED

Municipal Planning Commission Special Meeting Minutes – September 21, 2020

MOTION: *R. Pitsol moved to approve the September 21, 2020 special meeting minutes*

3-0 CARRIED

4.0 BUSINESS ARISING FROM MINUTES:

**4.1 Development Application 2020-096
1814 20 Avenue
New Sign**

S. Croil presented Development Application 2020-096 requesting a change in sign type, size and content to existing signage on the building located at 1814 20 Avenue. The request was heard at the September

9th, 2020 meeting of the Municipal Planning Commission and was tabled for further consideration at the October 14th, 2020 meeting.

At the previous meeting, the Municipal Planning Commission tabled for further consideration of the item, and requested that the applicant provide more information regarding the application for signage. Specifically, the Municipal Planning Commission requested an architectural rendering showing, as close to scale as possible, the shingle signage requested for all of the Commercial Retail Units. The request for architectural renderings is focused on two scenarios:

1. The signage to the size as requested in the application.
2. The signage to the maximum size allowable in the Town's Land Use Bylaw.

The purpose for the request was to ensure the signage that is permitted to be installed is of a size that is scaled appropriately to the revitalized streetscape.

It was noted that the applicant has provided updated renderings with sizes that are closer in line with the existing requirements of the Land Use Bylaw.

- The Commission requested clarity on the recommendations.
- S. Croil advised that the bylaw allows for a 2-foot by 3-foot sign, but the applicant want is requesting a 2-feet high by 4-feet wide sign. The applicant is happy to comply with all other aspects of the Land Use Bylaw. The thickness of the proposed sign would be 4 inches or less and would be illuminated from exterior with the source from the top of the sign.
- The Commission asked where the sign would sit in relation to the light post.
- S. Croil advised that the sign would be pulled back from the edge of the curb from and where the light pole would be placed, but it's difficult to dictate until it's installed.
- The Commission inquired which business would use the proposed sign.
- S. Croil advised that each business would have its own sign.

MOTION: R. Pitsol moved to approve Development Application 2020-096 subject to conditions:

1. Must obtain approval of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 prior to commencement.
2. Must contact Alberta 1st Call (1-800-242-3447) and Dig Shaw (1-866-344-7429) to locate any utility lines prior to commencement if any excavation work will be required to install the signs.
3. ALL aspects of the signs including but not limited to design, dimensions, placement and orientation shall to conform to Bylaw no. 677-P-04-13, Schedule 13, Sign Regulations.
4. The design of the signs including content, colour and other elements shall be approved by the Development Officer prior to being installed on the building.
5. The shingle signs shall be used only for on-site advertising and shall contain NO third-party advertising.
6. The shingle signs shall not employ any flashing, scrolling or animation within their content and shall be physically fixed, without any moving parts.

5.0 NEW BUSINESS:

**5.1 Development Application 2020-105
 1410 21 Avenue
 Multifamily Units with Setback Waiver**

C. Mills presented Development Application 2020-105 regarding the placement of two duplex units on adjoining lots 27 & 28 of Block 16, Plan 6476AA. Previously, a multi-unit row house was located on the properties, with the structure located on a zero setback from the western and southern property lines along 15th Street and 21 Avenue.

This application was originally scheduled for September 9th, however, due to an error in the circulation of meeting notifications, the meeting for this matter was rescheduled to October 14th to ensure that proper feedback was received from any affected parties.

The lots in question are approximately 50 feet wide by 140 feet deep, which is generally large enough to accommodate a mix of multi family structures given the setback requirements in the bylaw, however, the “secondary front” setback required along 15th street creates challenges in terms of finding a design that can be accommodated in the limited available space without providing for a waiver. The applicant has proposed two options, each of which would require some type of setback waiver.

First, a duplex unit could be placed on each lot, meeting the required 5-foot setback at the side yard but requiring a waiver to the unit on lot 28th adjoining 15th street, where the required 12.5 ft “secondary front” setback would need to be waived to 5 feet. In order to improve site lines at the intersection of 15th street and 21st avenue, the applicant would move this unit more to the north compared to the neighbouring unit, providing for improved site lines for motorists.

Alternatively, the applicant is proposing that the two lots could be reoriented in an east-west fashion, fronting onto 15th street. This would make each lot approximately 70 feet wide by 100 feet deep. In doing so, the units could meet the required side, and secondary front setbacks, however, they would require a waiver of the rear yard setback from 25 feet to 5 feet, and the front yard from 25 feet to 19 feet. While backyard space in the units would be limited, each unit would have a substantial side yard which would act functionally as a rear yard. Additionally, the units would front onto 15th street instead of 21st avenue, which may be preferable in terms of limiting traffic adjacent to the school site. This option would require subdivision as a condition of the development permit.

The applicant has indicated to administration that either option is satisfactory, however they believe that the orientation fronting onto 15th street is preferable. The developer has also indicated that he would be completely fencing and landscaping the properties.

The applicant has submitted drawings showing that driveways for the property will be limited to the area approximately in line with the garages and that additional hard surfacing to provide for additional off-street parking would not be requested.

The units are manufactured moved in dwellings.

- The Commission inquired if the east/west position is more favourable because the units have the side door out of the living room and kitchen, allowing them to have a yard/patio/deck off the side compared to the north/south position where they would basically look right into the neighbour's house.
- B. Boorsma confirmed the above.
- D. Clark read a letter that was previously submitted to the commission wherein he expressed his concerns with the multifamily units with a setback waiver.

MOTION: D. Lloyd moved to Deny Development Application 2020-105 as the Development Authority determined the application, as proposed, does not meet the intent of Schedule 4, Section 34 of the Town's Land Use Bylaw 677-P-04-13 with specific reference to the design and massing of the proposed development.

2-1 CARRIED

**5.2 Development Application 2020-113
2213 14 Street
Pet Grooming**

C. Mills presented Development Application #2020-113 for a Home Occupation 2 – Pet Grooming at 2213 14 Street.

The applicant has noted that they expect the following for operation of the business:

- Hours of operation would be 7am – 7pm Monday to Sunday
- There is 1 off street parking stall available for client visits
- No more than 1 client will be serviced at a time
- There shall be no signage advertising the business
- There shall be no materials or goods displayed or stored outside the building
- No additional employees other than homeowner

Notice of the application was sent to the neighbouring property owners and no written or verbal concerns have been submitted.

- The Commission asked if the animals would be kept in the backyard between bookings.
- L. Minor confirmed that the animals would be kept in the house unless the have to use the facilities, in which case they would be put on a leash outside in a fenced yard and brought back inside immediately after. Pet owners are called when the animals are done being groomed and the animal gets picked up before the next animal arrives.
- L. Minor provided clarity on the hours of operation indicating that they're by appointment only.

MOTION: R. Pitsol moved to approve Development Application 2020-113 subject to conditions:

1. Applicant complies with the Land Use Bylaw No 677-P-04-13, Schedule 7, Home Occupations District;

2. Development Permit No. 2020-113 may be revoked at any time if, in the opinion of the Development Authority, the use is or has become detrimental to the amenities of the neighborhood.
3. Applicant applies to the Town of Coaldale for a Business License.
4. Hours of operation will be: 7 am to 7 pm, Monday to Sunday.
5. Appointments shall be one at a time and by appointment only.
6. At no time shall there be a surplus of vehicles parked on or in front of the subject property to ensure there will be no traffic or parking problems within the neighbourhood.
7. No signage shall be permitted. Should the applicant wish to place signage on the property a separate sign application must be submitted to the Town of Coaldale.

3-0 CARRIED

**5.3 Development Application 2020-128
2018 14 Street
Photography Business**

C. Mills presented Development Application #2020-128 for a Home Occupation 2 – Photography Business at 2018 14 Street.

The applicant has noted that they expect the following for operation of the business:

- Hours of operation would be 8am – 8pm Monday to Sunday.
- There are 2 off street parking stalls available for client visits.
- There will be up to 5 clients serviced per day.
- There shall be NO employees other than the dwelling occupant.
- There shall be NO materials or goods displayed or stored outside the building.
- There shall be NO signage advertising the business.
- There WILL be goods displayed within the residence.

Notice of the application was sent to the neighbouring property owners and no written or verbal concerns have been submitted as of the date of the preparation of this report.

MOTION: D. Lloyd moved to approve Development Application 2020-128 subject to conditions:

1. Applicant complies with the Land Use Bylaw No 677-P-04-13, Schedule 7, Home Occupations District;
2. Development Permit No. 2020-128 may be revoked at any time if, in the opinion of the Development Authority, the use is or has become detrimental to the amenities of the neighborhood.
3. Applicant applies to the Town of Coaldale for a Business License.

4. Hours of operation will be: 8 am to 8 pm, Monday to Sunday.
5. Appointments shall be one at a time and by appointment only.
6. At no time shall there be a surplus of vehicles parked on or in front of the subject property to ensure there will be no traffic or parking problems within the neighbourhood.
7. No signage shall be permitted. Should the applicant wish to place signage on the property a separate sign application must be submitted to the Town of Coaldale.

3-0 CARRIED

5.4 Request for date: MPC term debrief exercise

S. Croil presented Item 5.4 requesting a date and time for the current Municipal Planning Commission members to debrief on the past term including topics such as what went well over the past term, what could be improved, and any other matters that could be discussed.

- The Commission advised that any day after 5PM is favourable.
- S. Croil indicated he would talk to the other members and advise of the date and time.

MOTION: D. Lloyd moved to accept items as information.

3-0 CARRIED

The public portion of the meeting was closed at 5:34 p.m.

MOTION: D. Lloyd moved to adjourn meeting at 6:07 p.m.

3-0 CARRIED

J. ABREY

RECORDING SECRETARY- KYLEY STONE

Staff Report to the Municipal Development Authority Board

Development Application #	2020-141
Applicant	Isabelle Cerelli <i>on behalf of</i> (Tim Hortons)
Civic Address	2516 – 21 Avenue, Coaldale AB
Legal Description	Plan 0812006, Block 3, Lot 2
Zoning	Highway Commercial – C-2
Description of Application	Freestanding sign – Discretionary

BACKGROUND/DESCRIPTION OF APPLICATION:

We are in receipt of Development Application 2020-141 where the applicant is requesting to replace two existing freestanding signs at the above referenced property. One of the proposed signs will be 2 feet long (0.6 metres) and 6 feet high (1.8 metres), while the second sign will be 6 feet long (1.8 metres) and 6 feet high (1.8 metres). Both signs will be located on the corner of Highway 3 and Land of Lakes Drive, with sign faces positioned towards the drive thru lane. Both signs will have electronic changeable content, animation and internal illumination.

The Town of Coaldale Land-Use Bylaw states that a freestanding sign is a Discretionary Use in the Highway Commercial – C-2 zoning. The LUB states no more than one freestanding sign is permitted per property/business, however given the context and the historic allowance of more than one sign as a fundamental part of the drive-thru part of the business, consideration should be given to continuing to allow the number of freestanding signs on the lot as proposed. As such, a hearing must be held by the Municipal Planning Commission (MPC) of the Town of Coaldale for consideration of the application.

Notice of the application was sent to the neighbouring property owners and no written or verbal concerns have been brought forward.

APPLICABLE SECTIONS OF THE LAND USE BYLAW:

- Land Use Bylaw, Schedule 2, Highway Commercial – C-2
- Land Use Bylaw, Schedule 13, Sign Regulations

RECOMMENDATION

The board considers APPROVAL of Development Application (2020-141) to allow the applicant to replace two existing freestanding signs at 2516 – 21 Avenue subject to the following conditions:

1. Must obtain **approval** of a Building Permit from Superior Safety Codes Inc at (403) 320-0734

prior to commencement.

2. Must contact Alberta 1st Call (1-800-242-3447) and Dig Shaw (1-866-344-7429) to locate any utility lines **prior** to commencement.
3. Setbacks to conform to site plan that was attached as part of the Development Permit application and to the current Land Use Bylaw 677-P-04-13, Schedule 13, Sign Regulations.
4. Applicant/owner shall comply with Land Use Bylaw 677-P-04-13, Schedule 13, Sign Regulations. The freestanding sign shall not exceed 1.8 m (6 feet) in height.
5. The freestanding signage intended to be replaced on the property **must** be removed prior to new freestanding signage being installed.
6. The freestanding sign shall be used only for on-site advertising and shall contain NO third-party advertising.
7. The development must be completed in its entirety, in accordance with approved plan and conditions. Any revisions to the approved plans (including non-completion of the development) must be submitted for approval to the Development Authority.

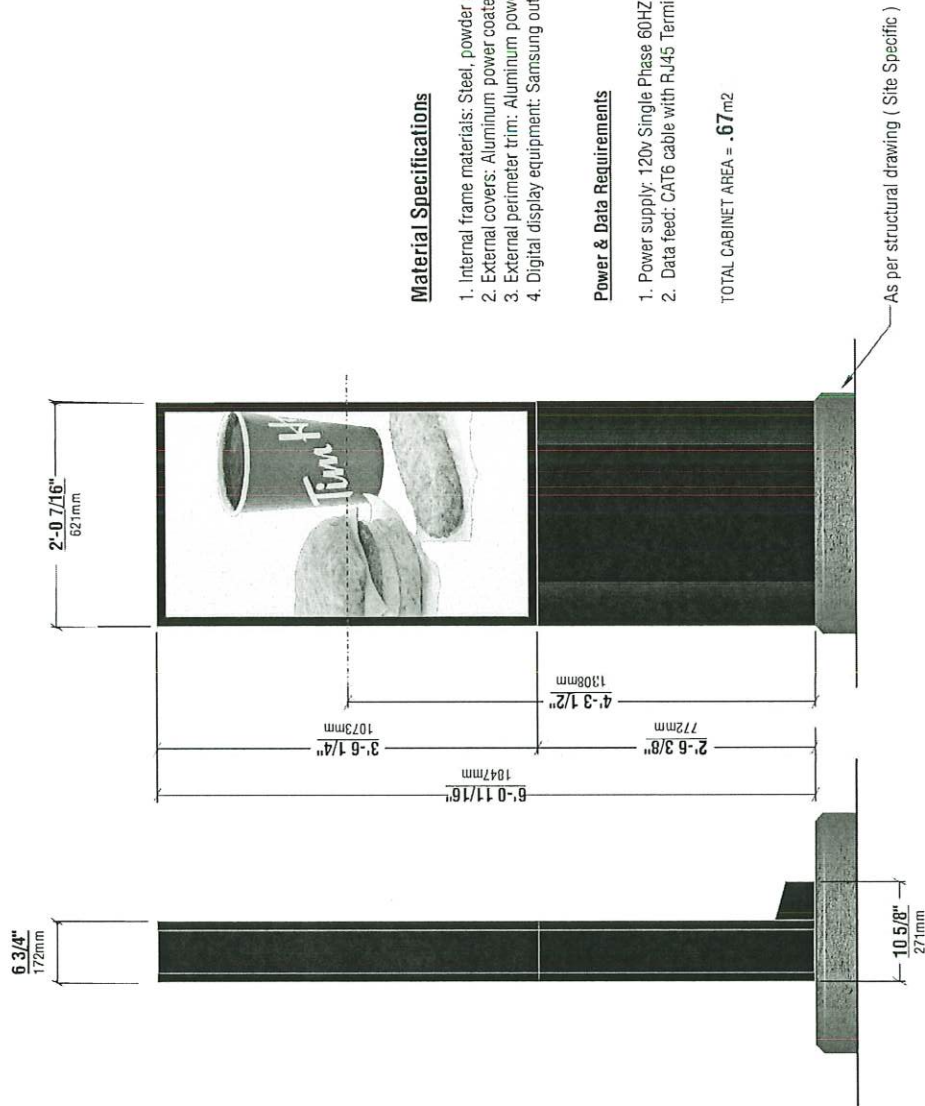
The development must be completed in its entirety, in accordance with approved plans and conditions. Any revisions to the approved plans must be submitted for reapproval.

Respectfully Submitted:

Spencer Croil,
Director of Planning and Community Development
and Development Officer

ATTACHED FILES:

- Site Plan
- Notice to Neighbouring Property Owners
- Schedule 2 - Highway Commercial
- Schedule 13 - Sign Regulations



Material Specifications

1. Internal frame materials: Steel, powder coated Pantone 425 (Matte Grey)
2. External covers: Aluminum powder coated Pantone 2479CP (Matte Black)
3. External perimeter trim: Aluminum powder coated Pantone 425 (Matte Grey)
4. Digital display equipment: Samsung outdoor display model OH46F

Power & Data Requirements

1. Power supply: 120v Single Phase 60HZ 20A
2. Data feed: CAT6 cable with RJ45 Termination

TOTAL CABINET AREA = .67m²

May 21, 2020 8:21 AM
B. Gase
REVISED DIMS TO STRUCTURAL

Preliminary/Artwork
Approved for Production

Graphic rendition is representative of basic design.
Colors, dimensions, materials, and other details are subject to change without notice.
Pride Signs is not responsible for errors or omissions caused by design and/or reproduction.

Tim Hortons
DRAWN BY: T. Dodge
DATE: October 31, 2019

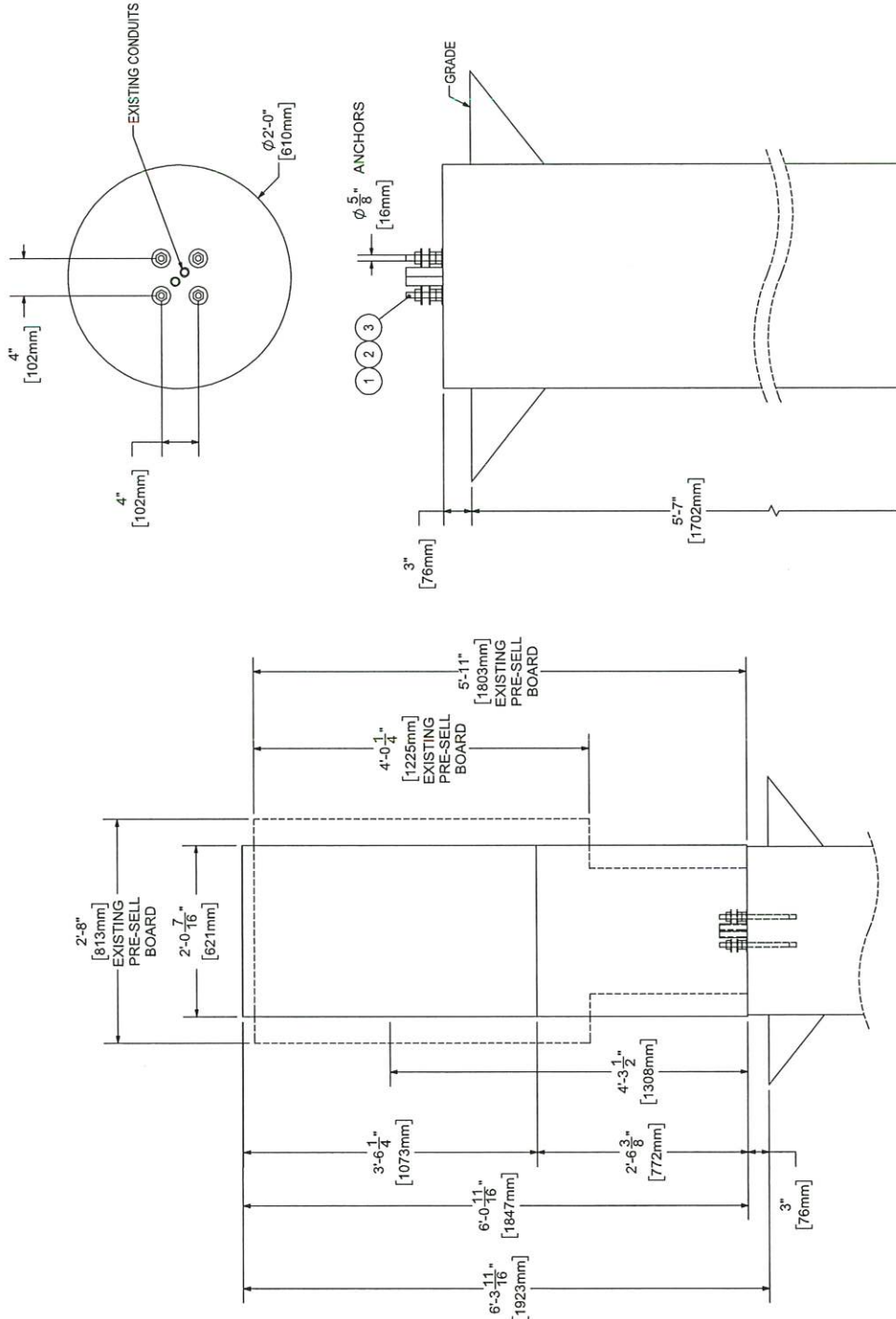
TIMS-MB103232.150 A1

SHEET #: 1 OF 1

#	PART	QTY	DESCRIPTION	LENGTH
1	BOLT147	4	5/8" X 10" WEDGE BOLT	
2	NUT049	12	5/8" STEEL HEX NUT - GRADE 5	
3	WASH086	12	Ø5/8" STEEL WASHER	
4	PLY002	1	ROUTED PLYWOOD PATTERN	1'-8"

ITEM #4 NOT SHOWN

EXISTING PRE-SELL BOARD AREA = 13.61 SF
NEW PRE-SELL BOARD AREA = 12.42 SF



*** EXISTING BOLTS CAN BE USED IF
MATCHED TO NEW PRE-SELL DISPLAY
3/4" X 3/4" X 9 1/2" ***

WEDGE BOLT INSTALLATION PROCEDURE

- CUT ANY EXISTING BOLTS FLUSH TO GRADE
- DRILL $\phi \frac{5}{8}$ " HOLE - 7" INTO EXISTING CONCRETE
- USING PLYWOOD PATTERN PROVIDED
- BLOW OUT HOLE / CLEAN HOLE
- PLACE WEDGE BOLTS INTO DRILLED HOLES
- PLACE WASHER AND NUT
- TIGHTEN INTO PLACE - MIN 4" ABOVE GRADE
- MINIMUM EMBEDMENT OF 5.625" BELOW TOP OF BASE

DESIGN NOTES:
LOADS AS PER ABC - 2014 FOR
COALDALE, AB AREA:

WIND $q(1/50) = 0.66 \text{ kPa}$
SNOW $S_s = 1.2 \text{ kPa}$
 $S_r = 0.1 \text{ kPa}$

EXISTING CONCRETE BASE / NEW WEDGE BOLTS

TIM HORTONS

2516-21ST AVENUE
COALDALE, AB

ODMB, 46" SINGLE PRE-SELL DISPLAY

01 RELEASED FOR PERMIT

F. BERGER 02-SEP-20

WEIGHT: 291 LBS

02-SEP-20

DRAWN BY: F. BERGER

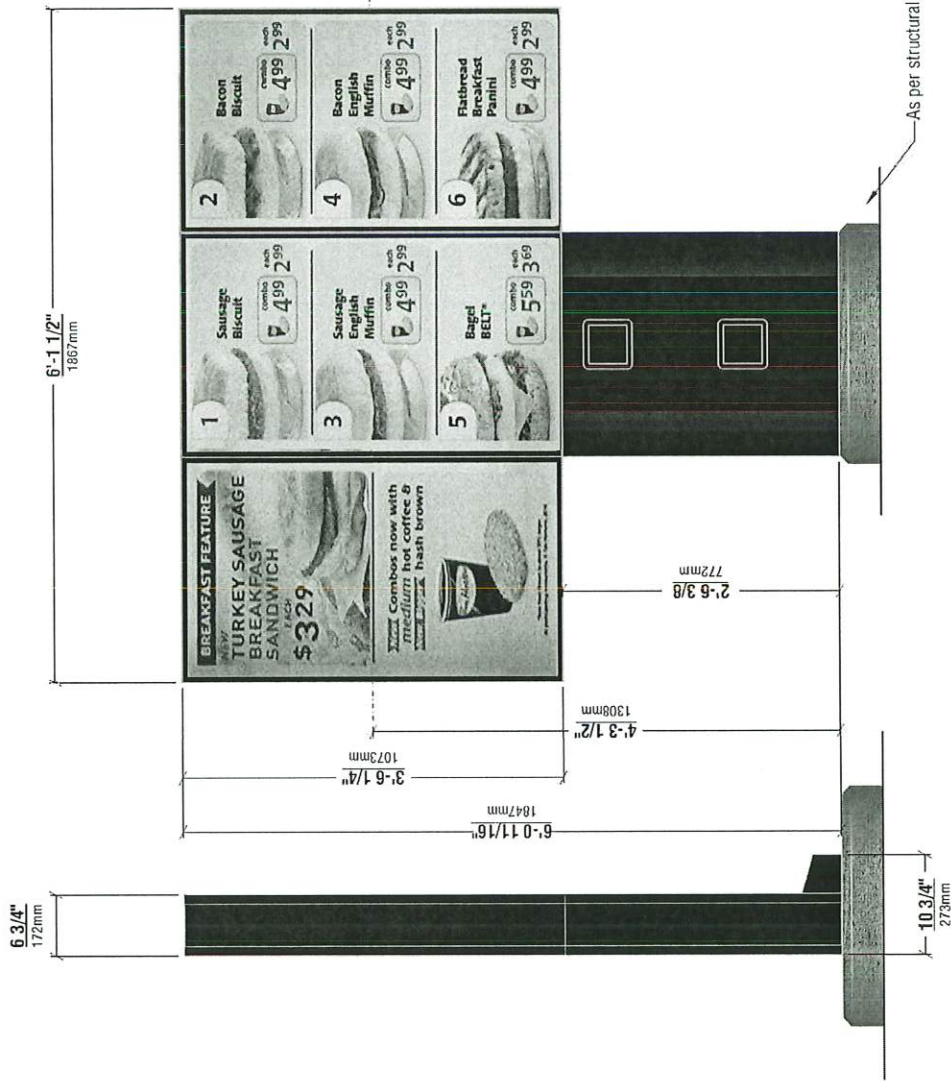
CHECKED BY:

TOTAL AMP DRAW:

PRIDE SIGNS  **sacace**  **US**

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265 PINEBUSH ROAD, CAMBRIDGE, ON CANADA N1T 1B9 • TEL: 519.822.6840 • WWW.PRIDESIGNS.COM



As per structural drawing (Site Specific)

Drawing No.
0M46F - Triple Display
Electrical Requirements
120V

Sign 2

Structural Reference:
TIMS_MB103232.150B1

Material Specifications

1. Internal frame materials: Steel, powder coated Pantone 425 (Matte Grey)
2. External covers: Aluminum powder coated Pantone 2479CP (Matte Black)
3. External perimeter trim: Aluminum powder coated Pantone 425 (Matte Grey)
4. Digital display equipment: Samsung outdoor display model OH46F (3)

Power & Data Requirements

1. Power supply: 120v Single Phase 60HZ 20A
2. Data feed: CAT6 cable with RJ45 Termination

TOTAL CABINET AREA = 2.00m2

May 21, 2020 8:23 AM
B. Gase
REVISED DIMS TO STRUCTURAL

Preliminary/Altwork
Approved for Production

Graphic resolution is representative of specific signage.
Colors / dimensions / material details should be verified
not responsible for elements / variations caused by color
and / or print variations.

DRAWN BY: T. Dodge
DATE: October 31, 2019

Tim Hortons

SHEET #: 1 OF 1

#	PART	QTY	DESCRIPTION	LENGTH
1	BOLT146	4	3/4" x10" WEDGE BOLT	
2	NUT011	12	3/4" STEEL HEX NUT - GRADE 5	
3	WASH047	12	3/4" STEEL WASHER	
4	PLY002	1	ROUTED PLYWOOD PATTERN	1'-8"

ITEM #4 NOT SHOWN

EXISTING MENU BOARD AREA = 39.6 SF
NEW MENU BOARD AREA = 27 SF

*** EXISTING BOLT S CAN BE USED IF
MATCHED TO NEW MENU BOARD DISPLAY
3/4"X2 3/4"X13 1/4" ***

WEDGE BOLT INSTALLATION PROCEDURE

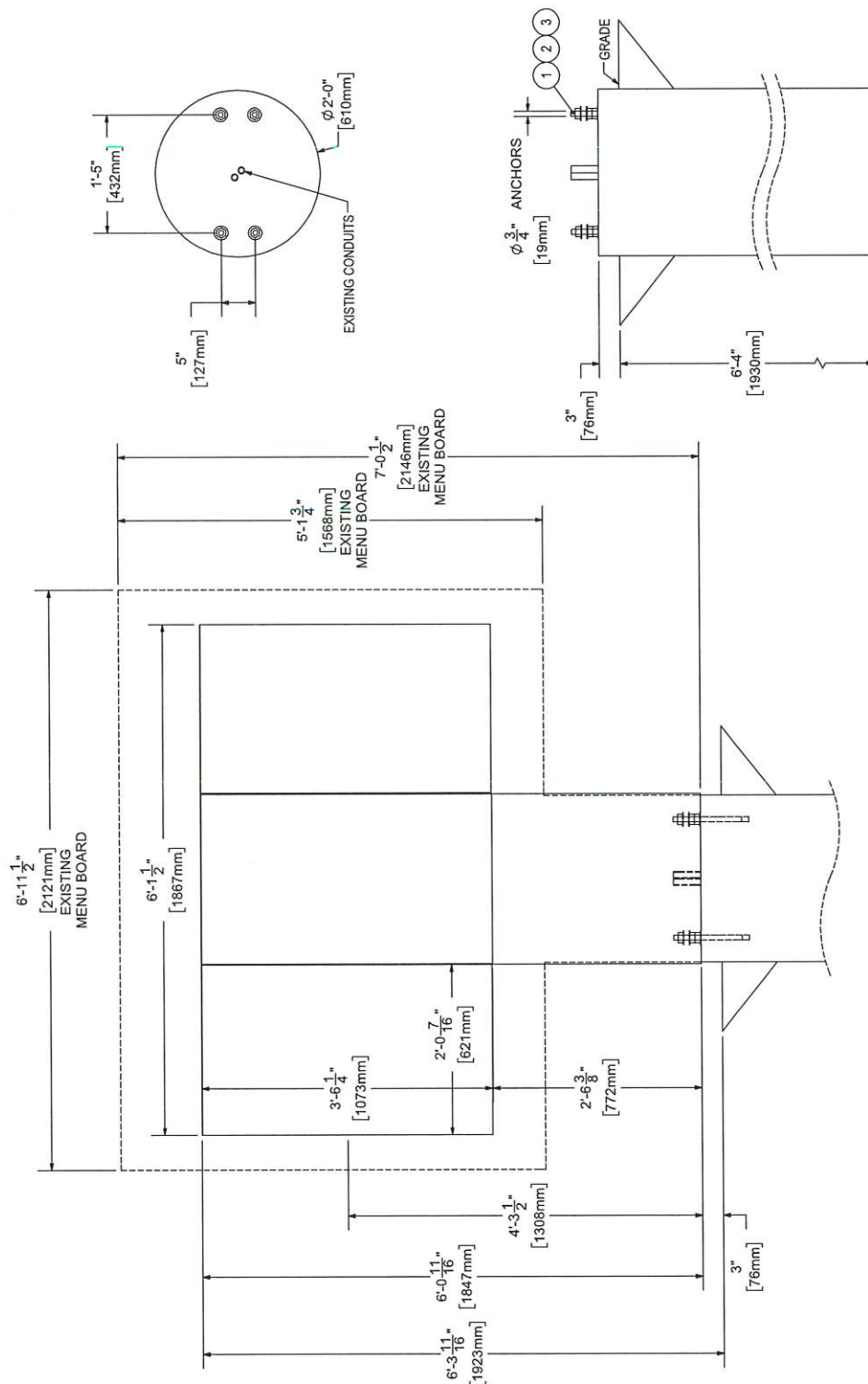
- CUT ANY EXISTING BOLTS FLUSH TO GRADE
- DRILL $\varnothing 3/4"$ HOLE - 7" INTO EXISTING CONCRETE
- USE PLYWOOD PATTERN PROVIDED
- BLOW OUT HOLE / CLEAN HOLE
- PLACE WEDGE BOLTS INTO DRILLED HOLES
- PLACE WASHER AND NUT
- TIGHTEN INTO PLACE - MIN 4" ABOVE GRADE
- MINIMUM EMBEDMENT OF 5.625" BELOW TOP OF BASE

DESIGN NOTES:
LOADS AS PER ABC - 2014 FOR
COALDALE, AB AREA:

WIND $q(1/50) = 0.66 \text{ kPa}$
 SNOW $S_s = 1.2 \text{ kPa}$
 $S_r = 0.1 \text{ kPa}$

EXISTING CONCRETE BASE
/ NEW WEDGE BOLTS

PROPOSED MENU BOARD HAS SIGNIFICANTLY LESS WIND LOAD THAN EXISTING MENU BOARD



PRIDE SIGNS  **sacspace**  **INTERNATIONAL**  **US**

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DRAWN BY:	F. BERGER	02-SEP-20
CHECKED BY:		
TOTAL AMP DRAW:		

TIM HORTONS
2516 - 21ST AVENUE
COALDALE, AB

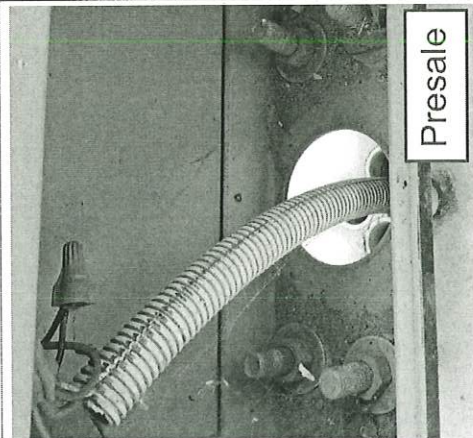
ODMB, 46" TRIPLE MENU DISPLAY



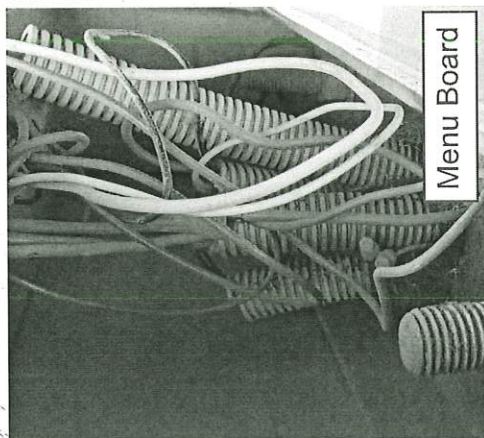
Tim Hortons.
COALDALE, ALBERTA
HIGHWAY 3 AND
21st AVENUE

DRAWING TITLE: SITE PLAN	DRAWN BY: LCS SCALE: 1/200	DATE: DEC 7 1988
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D
 S



Presale



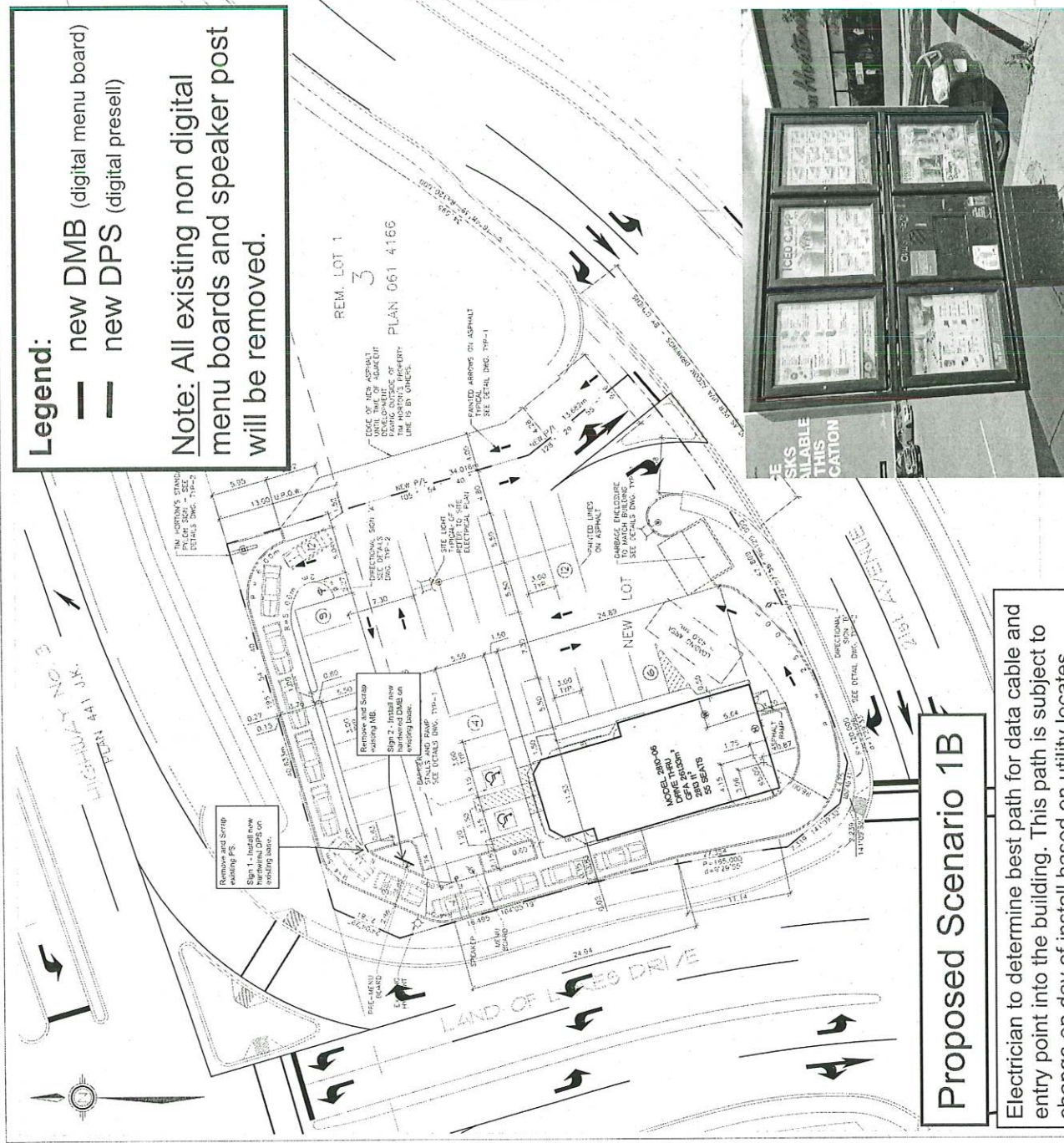
Menu Board

[illegible]

Legend:

- new DMB (digital menu board)
- new DPS (digital presell)

Note: All existing non digital menu boards and speaker p will be removed.



Proposed Scenario 1B

Electrician to determine best path for data cable and entry point into the building. This path is subject to change on day of install based on utility locates.



November 25, 2020

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2020-141

APPLICANT: ISABELLA CERELLI *on behalf of* (TIM HORTONS)

**ADDRESS: 2516 - 21 AVENUE, COALDALE, ALBERTA
PLAN 0812006, BLOCK 3, LOT 2**

ZONING: HIGHWAY COMMERCIAL (C-2)

Dear Sir/Madam,

We are in receipt of Development Application #2020-141 where the applicant is requesting replace two existing freestanding signs at the above-mentioned address.

Within the Highway Commercial-C-2 zoning district in Land Use Bylaw 677-P-04-13, a freestanding sign is a discretionary use. One of the proposed signs will be 2 feet long (0.6 metres) and 6 feet high (1.8 metres), while the second sign will be 6 feet long (1.8 metres) and 6 feet high (1.8 metres). Both signs will be located on the corner of Highway 3 and Land of Lakes Drive, with sign faces positioned towards the drive-thru lane. The signs will consist of electronic changeable content, animation and internal illumination.

The LUB states no more than one freestanding sign is permitted per property/business, however given the context and the historic allowance of more than one sign as a fundamental part of the drive-thru part of the business, consideration should be given to continuing to allow the number of freestanding signs on the lot as proposed. As such, the application will be considered and decided upon by the Municipal Planning commission (MPC) at the December MPC meeting.

- **This application will be heard by the MPC at the December 9th meeting, which will be held at 5 pm at the HUB building (2107 13th Street).**
- **Options for attending the meeting include in-person, or by virtual means.**
- **For individuals wishing to attend in-person, please review the attached guidance regarding public health measures that remain in place for the Covid-19 event.**
- **For individuals wishing to attend by virtual means, please contact the undersigned at your earliest convenience and you will be provided instructions for virtual attendance.**

The full agenda will be posted on our website by December 3rd, 2020 at the following link, <http://www.coaldale.ca/mpc-meeting-agendas/>. However, if you wish to view the details of this application prior to that date please contact the Town by email or phone at buildingcoaldale@coaldale.ca or 403 345-1304 and a copy of the application can be sent to you digitally.

Pursuant to the provisions of Section 42 of the Bylaw 677-P-04-13 being the Land Use Bylaw of the Town of Coaldale, notice is hereby given that on **Wednesday, December 9th, 2020, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit 2020-141.**

Any comments you wish to make concerning the application can be made in writing to the Town of Coaldale up to and including the date of the meeting, it is appreciated if they can be forwarded by 1:00pm on Friday, December 4th, 2020 or verbally at the meeting. Comments for the application can be dropped off in person at the Town Office, faxed to 403-345-1311 or emailed to buildingcoaldale@coaldale.ca. Please note that all submissions will be made public.

Sincerely,



Spencer Croil, RPP MCIP
Director of Planning and Community Development

cc. Applicant



HIGHWAY COMMERCIAL – C-2



Purpose:

To manage development of commercial uses which require both high visibility and ready access to designated highways for the benefit of the travelling public.

1. (A) PERMITTED USES

- Accessory building, structure or use to an approved permitted use
- Automotive Sales and Service
- Car Wash
- Convenience Store
- Drive-in/Drive-through Restaurant
- Eating Establishment
- Gas Bar
- Government Services
- Hotel
- Motel
- Retail
- Restaurant
- Seasonal Sales
- Service Station
- Shipping Container (temporary)
- Sign Types¹: 1A, 2, 3, 4, 6, 10

(B) DISCRETIONARY USES

- Accessory building, structure or use to an approved discretionary use
- Farm/Industrial Machinery Sales, Rental and Service
- Funeral Home
- Liquor Store
- Lounges / Beverage Room
- Garden Centre / Greenhouse, Commercial
- Horticultural Operations or Facilities
- Medical/Health Facility
- Pet Care Services
- Retail – Large-scale
- Shopping Centre
- Sign Types¹: 1B, 5, 7², 8, 9, 11, 12
- Small Wind Energy System - Type A³
- Veterinary Clinic
- Warehouse – Retail
- Warehouse – Wholesale

Notes: 1 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.

2 – Sign Type 7 (Billboard) limited to lots immediately adjacent to Highway 3.

3 – See Schedule 4, Section 27 for definition of small wind energy system types.

(C) PROHIBITED USES

- Adult Entertainment Facility
- Cannabis Lounges
- Cannabis Retail Sales
- Shipping Containers (permanent)
- Any use which is not listed as either a permitted or discretionary use, or is not ruled to be a similar use to a permitted or discretionary use in accordance with the Administration Section, subsection 35(a), is a prohibited use

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
All uses	30.48	100	45.72	150	1,393.55	15,000

- (a) The Designated Officer may approve a development on an existing registered lot if the minimum dimensions or area are less than those specified above in Section 2.

3. MINIMUM YARD DIMENSIONS FOR PRINCIPAL BUILDINGS AND USES

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
All Uses	9.14	30	4.57	15	4.57	15	7.62	25

4. MAXIMUM SITE COVERAGE

- (a) All Buildings – 50%

The principal building and accessory buildings shall not occupy more than 50 percent of the surface area of any lot within this land use district.

5. MAXIMUM HEIGHT OF BUILDINGS

Use	Maximum Height*
Hotel	25 m (82 ft)
Principal Building (All other uses)	10 m (33 ft)
Accessory Buildings	4.57 m (15 ft.)

*See definition for Building Height.

- | | |
|--|----------------------|
| 6. STANDARDS OF DEVELOPMENT | – SCHEDULE 4 |
| 7. LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES | – SCHEDULE 9 |
| 8. INDUSTRIAL, COMMERCIAL AND WAREHOUSING | – SCHEDULE 10 |
| 9. OFF-STREET PARKING AND LOADING REQUIREMENTS | – SCHEDULE 11 |
| 10. SIGN REGULATIONS | – SCHEDULE 13 |

SCHEDULE 13: SIGN REGULATIONS

CONTENTS

1. PERMITS REQUIRED.....	SCH 13 2
2. DEFINITIONS	SCH 13 2
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5. SIGNS NOT REQUIRING A PERMIT	SCH 13 8
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8. SIGN TYPES.....	SCH 13 13
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10. Under Canopy Signs	SCH 13 20
11. Roof Signs.....	SCH 13 21
12. Other Signs	SCH 13 21

1. PERMITS REQUIRED

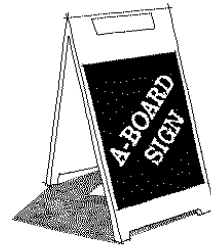
Except as stated below in Section 5 (Signs Not Requiring A Permit), no sign shall be erected on land or affixed to any exterior surface of a building or structure unless a development permit for this purpose has been issued by the Development Authority.

2. DEFINITIONS

It should be noted the definitions contain reference locators (e.g. *see Section 1*) that have been italicized for ease of reference. These references should not be interpreted as part of the definition and may be subject to change.

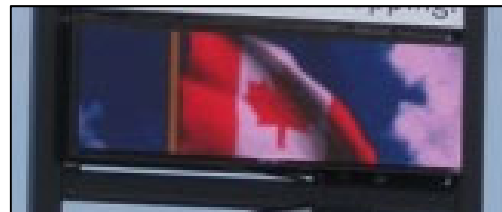
For the purpose of the Land Use Bylaw and this Schedule, the following definitions apply:

A-BOARD means a temporary sign which is set on the ground, built of 2 similar pieces of material and attached at the top by a hinge(s) so as to be self supporting when the bottom edges are separated from each other and designed and built to be easily carried by 1 person. *See subsection 8(2) Temporary Signs.*

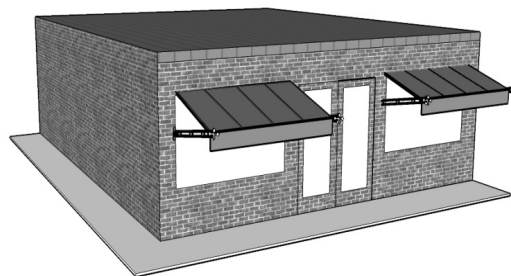


ABANDONED SIGN means a sign which advertises or identifies an activity, business, owner, product, lessee or service which no longer exists or a sign for which no legal owner can be found.

ANIMATION means a projection style where action or motion is used to project sign content, including lighting changes, special effects or pictures, but does not include changeable content.

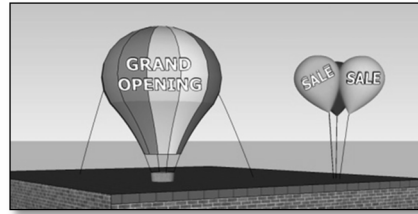


AWNING means an adjustable or temporary roof-like covering fitted over windows and doors and used for either shelter, advertising or decoration.



Building with two awnings over windows

BALLOON SIGN means any inflatable device used or employed as a sign, that is anchored to the ground or to a building or structure. See subsection 8(2) Temporary Signs.



BANNER SIGN means a temporary sign that is made of lightweight material intended to be secured to the flat surface of a building or structure, at the top and the bottom on all corners, excluding official flags and emblems. See subsection 8(2) Temporary Signs.



BENCH SIGN means a sign that is painted on or affixed flat to a bench.

BILLBOARD SIGN means a freestanding structure constructed to provide a medium for advertising where the subject matter is not necessarily related to a use at or around the parcel on which the billboard is located and where the copy can be periodically replaced. See subsection 8(7) Billboard Signs.

CANOPY means a permanent fixture fitted over windows and doors and used for either shelter, advertising or decoration.

CANOPY SIGN means a sign that is mounted, painted or otherwise attached to an awning, canopy or marquee. See subsection 8(3) Canopy Signs.

CHANGEABLE CONTENT means sign content which changes automatically through electronic and/or mechanical means and may include typical features such as an electronic message centre or time and temperature unit.



Mechanical
changeable copy



Electronic/digital
changeable content

CONSTRUCTION SIGN means a temporary sign which is placed on a site to advertise items such as the provision of labour, services, materials or financing on a construction project. See subsection 8(2) Temporary Signs.

DIRECTIONAL AND INFORMATION SIGN means a sign the message of which is limited to providing direction guidance, distance, facility or similar information and which may contain a name or logo.



ELECTRONIC SIGN CONENT see Section 7 for SIGN CONENT and PROJECTION STYLES.

FASCIA SIGN means a sign attached across the face of the building, located approximately parallel thereto, in such a manner that the wall becomes the supporting structure for, or forms the background surface of the sign, which does not project more than 0.3 m (1 ft.) from the building. *See subsection 8(6) Fascia Signs.*

FREESTANDING SIGN means a sign supported independently of a building, wall, or other structure by way of columns, uprights, braces, masts or poles mounted in or upon grade. *See subsection 8(5) Freestanding Signs.*

FRONTAGE means the front lot line and the side of a lot abutting a public roadway. Frontage does not include any side of a lot abutting a lane unless the lane is the only means of physical access.

HOME OCCUPATION SIGN means a sign advertising a home occupation approved under the provisions of the Land Use Bylaw.

LUMINOSITY means the measurement of brightness.

MULTI-TENANT SIGN means any type of sign that may contain sign content that advertises more than one tenant and/or business. See Section 8 below for applicable sign type: e.g. freestanding sign, billboard sign, portable sign, etc.

MURAL SIGN means any picture, scene, graphic or diagram displayed on the exterior wall of a building for the primary purpose of decoration or artistic expression and not created to solely display a commercial message or depiction. *See subsection 8(8) Mural Signs.*

OFF-PREMISES SIGN means any type of sign that may contain sign content that advertises or otherwise identifies a service, product or activity conducted, sold or offered at a location other than the premises on which the sign is located. See Section 7 (Sign Content, Projection Styles, and Illumination) and Section 8 (Sign Types) for additional regulations for any and all signs containing off-premises sign content.

OFF-PREMISES SIGN CONTENT means sign content which advertises or otherwise identifies a service, product or activity conducted, sold or offered at a location other than the premises on which the sign is located.

ON-PREMISES SIGN CONTENT means sign content which advertises a service, product or activity conducted, sold or offered on the property that the sign is located.

OVERHANGING means that which projects over any part of any street, lane or other municipally owned property.

PARAPET means the extension of a false front wall above a roof line.

POLITICAL POSTER SIGN means a temporary sign announcing or supporting candidates or issues in any election or plebiscite. *See subsection 8(2) Temporary Signs.*

PORTABLE SIGN means a sign that is not permanently affixed to a building, structure, or the ground and does not include A-Board signs as defined in this Bylaw.

PROJECTING SIGN means a sign other than a canopy sign or fascia sign which is attached to and projects, more than 0.3 m (1 ft.) horizontally from a structure or building face. For the purposes of this Bylaw shingle signs are considered projecting signs. *See subsection 8(9) Projecting Signs.*

PUBLIC TRANSPORTATION VEHICLE means publicly owned, operated and/or funded transit and transportation facilities.

REAL ESTATE SIGN means a sign advertising real estate (i.e. property) that is for sale, for lease, or for rent or for real estate that has been sold.

RESIDENCY IDENTIFICATION SIGN means a sign located on a lot in a residential district that provides for the name and/or address of the owner or occupant of a dwelling.

ROTATING SIGN means a sign or portion of a sign which moves in a revolving manner. See Section 8 for applicable sign type requirements: e.g. freestanding sign, billboard sign, portable sign.

ROOF SIGN means any sign erected upon, against, or directly above a roof or on top of or above the parapet of a building.

SHINGLE SIGN means a small sign which is suspended from a mounting attached directly to the building wall. Shingle signs are generally placed perpendicular to the face of a building and are typically found in pedestrian oriented environments such as a downtown and/or historic district. See subsection 8(9) *Projecting Signs*.



Examples of shingle signs

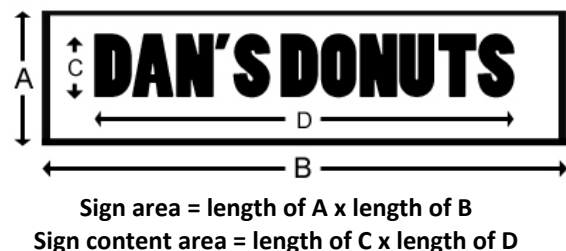
SIGN means a lettered board and/or other public display intended for the advertising or calling attention to any person, business, matter, message, object or event.

SIGN ALTERATION means the structural and/or projection style modification of a sign but does not include the routine maintenance, painting or change in face, content, copy or lettering.

SIGN AREA means the entire area within a single continuous perimeter enclosing the extreme limits of a sign and in no case passing through or between any adjacent elements of same. However, such perimeter shall not include any structural elements lying outside the limits of such sign and not forming an integral part of the display. See figure below.

SIGN CONTENT means the wording/lettering, message, graphics or content displayed on a sign.

SIGN CONTENT AREA means the entire area within a single straight line geometric figure or a combination of squares or rectangles that will enclose the extreme limits of the advertising message or announcement including decorations related to the specific nature of the advertising message or announcement.



SIGN HEIGHT means the vertical distance measured from the highest point of the sign or sign structure to the finished grade.

SIGN ILLUMINATION means the lighting or exposure of a sign to artificial lighting either by lights on or in the sign or directed toward the sign.

SIGN PROJECTION STYLE means the method by which the sign content is conveyed to the viewer (e.g. lettering/logo, animation, changeable content, movement/motion).

SIGN TYPE means the type of structure of a sign (e.g. billboard, freestanding, portable, etc.) used to convey sign content.

SUBDIVISION ENTRANCE SIGN means a permanent sign indicating the name of a subdivision or a portion of the subdivision on which it is placed that is typically architecturally integrated with any design theme or style of the neighbourhood.

SUBDIVISION MARKETING SIGN means a sign advertising real estate (i.e. property) that is for sale within an individual subdivision or neighbourhood, and may include information about the subdivision or neighbourhood.

TEMPORARY SIGN means any sign permitted, designed or intended to be displayed for a short period of time (not to exceed 30 days), not including portable signs, however including balloon signs, developer marketing signs, land use classification signs, construction signs, political poster signs, window signs, banner signs, A-board signs or any other sign that is not permanently attached to a building, structure or the ground.

UNDER-CANOPY SIGN means a sign that is suspended from or below the ceiling or roof of an awning, canopy or marquee.

VEHICLE SIGN means a sign attached to, painted on or installed on a vehicle other than a public transportation vehicle, handi-bus, taxi cab or school bus.

WINDOW SIGN means a sign painted on, attached to or installed on a window intended to be viewed from outside the premises. *See subsection 8(4) Window Signs.*

3. PROHIBITED SIGNS

- (a) Signs which employ revolving, flashing or intermittent lights, or lights resembling emergency services, traffic signals, railway crossing signals, hazard warning devices or other similar lighting but does not include changeable content, sign projection styles or animation.
- (b) Signs which emit amplified sounds or music.
- (c) In any residential district:
 - i. signs that employ animation or changeable content as the projection style.
- (d) In any non-residential district:
 - i. signs that employ changeable content, animation or pictorial scenes at a luminosity, intensity and/or interval which may create a public hazard or nuisance.
- (e) Any signs located within the public right-of-way or on public property, except for signs *approved* by the Town of Coaldale, which may include: canopy signs, projecting signs and temporary signs or signs approved by the Province of Alberta or Federal Government.

- (f) Signs that are attached to or appearing on any vehicle or trailer which is parked on a public right of way or any other public lands or on private land that is located adjacent to a public right of way with the intent/purpose of displaying the sign to motorists and the public for any period of time excepting thereout signs for special events organized by a non-profit association, group or organization for a display time period not to exceed 24 hours.
- (g) Any sign which has not obtained a development permit or any sign which has not been deemed exempt from the requirement of obtaining a development permit as per this sign schedule [see Section 5 (Signs Not Requiring A Permit)].

4. GENERAL STANDARDS AND REGULATIONS FOR ALL SIGNS

The following regulations shall be applied to all signs:

- (a) Unless otherwise specified, a development permit application is required for all signs. Application is made using Form F, Appendix A, unless specifically exempt under Section 5 (Signs Not Requiring A Permit).
- (b) The Designated Officer may refer any development permit application for a sign to the Municipal Planning Commission for a decision.
- (c) All signs shall be compatible with the general character of the surrounding streetscape and the architecture of nearby buildings.
- (d) All signs shall be of quality construction and of a design suitable for public display.
- (e) All signs shall be maintained in good repair and a safe and tidy manner.
- (f) No sign shall be placed in a public road or laneway or sited in such a manner that the sign causes confusion with or obstructs the vision of any information sign or a traffic control sign, signal, light or other traffic device.
- (g) No sign shall be located or placed in such a manner that it will create a potential hazard or conflict with rights-of-way, easements or the routing of any public utility, and will not create a traffic hazard or obstruct the public's view of any other signage.
- (h) The size, location, illumination and materials of all signs and outdoor advertising structures and features shall not detract from the design of existing and proposed buildings and structures and the surrounding properties.
- (i) Any sign which creates a traffic or a pedestrian hazard either due to its design or location shall not be permitted.
- (j) A sign shall be located entirely within the subject lot unless prior written approval granting permission for the sign to overhang another property is submitted to the Town by the affected property owner.
- (k) A sign shall not be erected on any property unless permission is granted in writing from the registered property owner.
- (l) Sign alterations (e.g. change in size, shape, type, illumination, sign projection style, etc.) shall not be made without first obtaining the required permits or written authorization.
- (m) Any signs that rotate, employ animation or changeable content require approval of the Development Authority.
- (n) In all cases, the required distance from overhead power and service lines, as set forth in the *Alberta Electrical Utility Code*, shall be maintained.

- (o) A sign shall not be attached to a public bench, light standard, utility pole or any other publicly owned structure or building without prior written authorization from the Development Authority.
- (p) The source of light for all sign illumination shall be steady and suitably shielded.
- (q) Subsequent to approval from the Development Authority, signs may be permitted to locate within the setback requirement of a land use district if it does not interfere with visibility at an intersection and complies with other requirements of this sign schedule.
- (r) The following rules apply to all types of signs on municipal property:
 - i. No signs shall be located on, erected on, or attached to municipal property, buildings or structures unless permission is granted in writing from the Town.
 - ii. If permission is granted for a sign to be located on, erected on, or attached to municipal property, buildings or structures, the sign type shall comply with all applicable sign regulations contained within this Land Use Bylaw.
 - iii. Any sign located on, erected on, or attached to municipal property without authorization from the Town, may be removed without notice.
- (s) Any abandoned sign shall be removed at the property owner's expense. If abandoned signs are not removed the Town may remove the sign.
- (t) Non-compliance with any regulation of this Bylaw may result in the Town removing a sign without notice and any cost associated with its removal may be charged to the sign owner. A sign recovery charge of \$200 will be required prior to the return of the sign to the owner.
- (u) Any signs removed by the Town may be held for 30 days after removal at the owner's risk. Should the signs not be claimed by the owner after 30 days from the date of removal, the signs will be disposed of at the discretion of the Town.
- (v) Any sign overhanging public or Town-owned property shall be required to provide proof of insurance and may be required to enter into a save harmless agreement with the Town.
- (w) The Town shall not be held liable for any injury, loss or damage suffered by any person or corporate body which is caused by any sign located in the Town whether or not the sign is in accordance with the requirements of this Bylaw.

5. SIGNS NOT REQUIRING A PERMIT

The following signs do not require a sign permit, but shall otherwise comply with this Bylaw and be suitably maintained to the satisfaction of the Development Authority.

- (a) Construction signs which do not exceed 3 m² (32.39 ft²) in area provided such signs are removed within 14 days of the completion of construction;
- (b) Fascia signs on a shipping container that are placed temporarily on a construction site in compliance with Schedule 3, subsection 4(d);
- (c) Banner signs which are displayed for a period of time not exceeding 30 days;
- (d) Signs, notices, placards, or bulletins required to be displayed:
 - in accordance with the provisions of federal, provincial, or municipal legislation;
 - by or on behalf of the federal, provincial, or municipal government;
 - on behalf of a department, a commission, a board, a committee, or an official of the federal, provincial, or municipal government;
- (e) Signs located on public transportation vehicles or taxi-cabs;

- (f) Signs located inside a building and not intended to be viewed from the outside;
- (g) The name and address of a building when it forms an integral part of the architectural finish of that building;
- (h) Street numbers or letters displayed on a premises where together the total sign content area is less than 1 m²;
- (i) Residency identification signs which state no more than the name and/or address of the person(s) occupying the lot, provided the sign is no greater than 0.4 m² (4 ft²) in area;
- (j) Signs placed on premises for the guidance, warning, or restraint of persons and/or vehicles;
- (k) Municipal road signs used for street name identification or traffic direction and control;
- (l) Vehicle signs except as prohibited in Section 3 (Prohibited Signs);
- (m) Entrance or exit signs used for the purpose of directing traffic providing:
 - those signs do not display any advertising message, other than a business logo, and
 - the sign area does not exceed 1 m² in area, and
 - the sign height does not exceed 1.2 m.
- (n) Any and all signs where all relevant details of the subject sign(s) have been submitted, evaluated and approved as part of a separate development permit application;
- (o) A-board signs where the owner of the sign submits written authorization from the owner of the land where the sign is to be located and where the sign is removed from that location on a daily basis, or where the Town is the owner of the land (e.g. roadway or sidewalk) the sign may be allowed during normal business hours;
- (p) The alteration of a sign which only includes routine maintenance, painting or change in face, content or lettering and does not include modification to the sign structure or projection style;
- (q) Freestanding signs for community / neighbourhood / subdivision identification purposes where all relevant details and design drawings have been submitted, evaluated and approved as part of a subdivision application process;
- (r) All signs for public buildings except for freestanding signs, and any signs that contain movement/motion (i.e. rotate, etc.), or employ animation or changeable content, which shall require the approval of the Municipal Planning Commission;
- (s) Real estate signs, provided all such signage is removed within 30 days after the sale or lease of the premises upon which the sign is located and these signs shall not be placed in a road;
- (t) Garage sale signs which do not exceed 1 m² (10.8 ft.) in area, provided the owner of the property upon which the sign is located has approved its placement and the sign is removed immediately upon the conclusion of the sale. These signs shall not be displayed for more than 48 hours in a seven-day period;
- (u) On-premises directional and informational signage and incidental signs 0.4 m² (4 ft²) or less in area;
- (v) Any traffic or directional and informational signage erected by the Town, Province of Alberta or Federal government;
- (w) Any community service bulletin board erected by the Town and any notices posted on the bulletin board;
- (x) Any window sign painted on, attached to or installed on a window provided that no more than 50 percent of the subject window area is covered;

- (y) Any sign appearing on street furniture, such as benches or garbage containers, that are located on private property;
- (z) Any sign appearing on street furniture, such as benches or garbage containers, that are located on public land if an agreement to locate the street furniture has been reached with Council;
- (aa) Under-Canopy signs that are not illuminated and/or do not overhang public property and meet the regulations for under-canopy signs as per this sign schedule;
- (bb) Political poster signs provided all such signage is removed within 5 days after the closing of the polling stations for the relevant election or plebiscite and comply with the following requirements:
 - i. signs cannot emit sound, use video features or be illuminated;
 - ii. signs shall be maintained in a condition that is neat and shall not be unsightly or dangerous;
 - iii. signs shall not interfere with or be confused with a traffic control device;
 - iv. signs shall not interfere with the safe and orderly movement of pedestrians or vehicles, or restrict the sight lines for pedestrians or motorists;
 - v. signs shall not exceed 1.1 m² in area, 1.2 m in height, and be self supporting;
 - vi. signs shall not be posted for more than 60 days;
 - vii. signs shall not be posted within the property boundaries of any existing Town owned land or facility or any sidewalks or road right of way adjacent to Town owned land or facilities but, may be posted on boulevards and road rights of way adjoining parks and playing fields; and
 - viii. signs shall be a minimum of 3 m from any road access and a minimum of 5 m from any intersection.
- (cc) A subdivision marketing sign provided it is located on or adjacent to the property that it is marketing.

6. SIGN PERMIT APPLICATION REQUIREMENTS

- (a) A development permit for a sign shall be made to the Development Authority by an applicant, a landowner, or someone that has been authorized by the landowner (i.e. agent) to submit a development permit application, on a completed application form.
- (b) An application for a development permit to erect, place, alter or relocate a sign shall also be accompanied by:
 - i. the name and address of:
 - a. the sign manufacturer or company, and
 - b. the lawful sign owner;
 - ii. a letter of authorization from the affected registered property and/or building owner (if the applicant is not the landowner).
- (c) The Development Authority may refuse to accept a development permit application for a sign where the information provided by subsection 6(d) below has not been supplied or where, in the opinion of the Development Authority, the quality of the material supplied is inadequate to properly evaluate the application.
- (d) The Development Authority may require any additional information deemed necessary to evaluate a development permit application for a sign, but generally, an application for a permit to erect, place, alter or relocate a sign shall be made to the Development Authority and shall be accompanied by photographs and/or drawings, to an appropriate scale, showing where applicable:
 - i. the location of all existing and proposed sign(s);

- ii. the setback distance(s) from the proposed sign(s) to all existing freestanding and billboard signs;
- iii. the size, height, and area of the proposed sign(s), including any supporting structures;
- iv. details with respect to the sign content (i.e. wording/lettering, text, message, graphics, etc.);
- v. the colour and design scheme;
- vi. materials specifications;
- vii. location of the property boundaries of the parcel upon which the proposed sign(s) is to be located;
- viii. utility rights-of-way, access easements and any other related encumbrances;
- ix. location of existing building(s) on the site;
- x. the type of illumination, animation and/or changeable content, if any, and details with respect to the proposed luminosity intensity and/or interval;
- xi. If a sign is to be attached to a building, the details regarding the extent of the projection.

7. SIGN CONTENT, PROJECTION STYLES AND ILLUMINATION

1. OFF-PREMISES SIGN CONTENT

Off-premises sign content means any sign content, which advertises or otherwise identifies a service, product or activity conducted, sold or offered at a location other than the parcel on which the sign is located. Off-premises sign content typically applies to freestanding or portable signs.

- (a) The sign content area containing off-premises sign content (excluding billboard signs) that is visible from a roadway shall not exceed:
 - i. 2.3 m² (25 ft²) where the speed limit is no greater than 50 km per hour, and
 - ii. 4.6 m² (50 ft²) where the speed limit is greater than 50 km per hour but not greater than 70 km per hour.

Note: For billboard signs see subsection 8(7) below.

- (b) Except for billboards, signs containing off-premises sign content shall only identify businesses or services licensed to operate in the Town of Coaldale, charitable organizations or service clubs.
- (c) All signs containing off-premises sign content shall comply with all other provisions and regulations of this Bylaw and sign schedule, unless specifically exempted.
- (d) A separation distance for freestanding signs containing off-premises sign content shall comply with Section 8 (Sign Types), subsection 5(e) of this Schedule.
- (e) A separation distance for billboards containing off-premises sign content shall comply with Section 8 (Sign Types), subsection 5(g) of this Schedule.

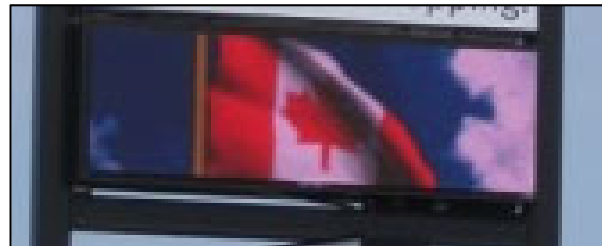
2. PROJECTION STYLES

The content of any sign type (e.g. portable, freestanding, billboard, etc.) may be projected using one or a combination of more than one of the following projection styles.

- (a) *Lettering/Logo*: means the sign content contains simple wording, lettering, logo or graphics that are not animated, moving or cannot be changed automatically.



- (b) *Animation*: means the sign content or a portion of the sign content contains action or motion, including lighting changes, special effects or pictures, but does not mean changeable content.



- (c) *Changeable content*: means the sign content or a portion of the sign content changes automatically through electronic and/or mechanical means.



Mechanical
changeable content



Electronic/digital
changeable content

- (d) *Movement/motion*: means the sign, sign content or a portion of the sign conveys its message to the public through the movement or motion of its mechanical parts. Typical signs using this projection style include rotating signs.



Any change in projection style requires the submission of a new development permit application.

3. ILLUMINATION

Any sign may be considered illuminated if it is lighted by or exposed to artificial lighting either by lights on or in the sign or directed toward the sign. Illuminated signs may be regulated by the Land Use Bylaw. See Section 8 of this Schedule for specific regulations pertaining to the illumination of various sign types (e.g. portable, freestanding, billboard, etc.).

8. SIGN TYPES

1. PORTABLE SIGNS

PORTABLE SIGN means a sign that is not permanently affixed to a building, structure, or the ground and does not include A-Board signs as defined in this Bylaw.

1A – PORTABLE SIGN TYPE A means a portable sign not projected by using electronic content or animation.



1B-- PORTABLE SIGN TYPE B means a portable sign projected by using electronic content or animation.



- (a) All portable signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) Portable signs projected using animation, digital or electronic changeable copy shall be at the discretion of the Municipal Planning Commission.
- (c) Portable signs shall be allowed for the announcement of special events, sales, or circumstances where a sign is needed for short specified time periods.
- (d) A development permit for a portable sign will be valid for a period of no longer than **60 days**.
- (e) Once the permit has expired for a portable sign at a location address, application for another portable sign on the same site shall not occur until 30 days has elapsed from the expiration of the previously approved permit or 30 days from the date at which the portable sign is removed, whichever is the later of the two dates.
- (f) Portable signs shall not be allowed in any residential land use district unless placed on Town boulevards and permission has been obtained from the Development Authority.
- (g) The sign area of a portable sign shall not exceed 3.7 m² (40 ft²).

- (h) Permits for portable signs shall not be issued for locations where damage to municipal infrastructure may be caused.
- (i) No more than one portable sign per business frontage or where there are two (2) or more frontages, a total of two (2) portable signs may be located on a single lot or premises, except in a designated tourism signage area where more than two (2) portable signs may be located at the discretion of the Municipal Planning Commission.
- (j) No portable sign (including electrical cords) shall be placed on or extend over or project into any municipal property or beyond the boundaries of the private lot or premises upon which it is sited without the written authorization of the Development Authority.
- (k) All portable signs shall be located within the property lines of the location address shown on the development permit application.
- (l) The proposed advertising copy and/or business shall be indicated at the time of the development permit application.
- (m) The Development Authority may require the posting of a security with the Town to ensure compliance with any and all conditions of approval and the removal of the sign on or before the date of expiry of the permit.
- (n) A portable sign shall not be allowed to locate or remain on a site without a development permit, whether the sign displays any advertising or not.
- (o) Portable signs may contain off-premises sign content as defined in Section 2 (Off-Premises Sign Content) of this Schedule.
- (p) The Development Authority must only approve the location of the portable sign on the premises after having given due consideration for the location of power supply, sight lines visibility, parking pattern on the site and/or any other site specific development constraints that the Development Authority considers relevant.

2. TEMPORARY SIGNS

TEMPORARY SIGN means any sign permitted, designed or intended to be displayed for a short period of time, not including portable signs, however including balloon signs, construction signs, political poster signs, banner signs, A-board signs or any other sign that is not permanently attached to a supporting structure or building.

- (a) All temporary signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) A development permit for a temporary sign will be valid for a period of no longer than **60 days**.
- (c) Once the permit has expired for a temporary sign at a location address, application for another temporary sign on the same site shall not occur until 30 days has elapsed from the expiration of the previously approved permit or 30 days from the date at which the temporary sign is removed, whichever is the later of the two dates.
- (d) No temporary signs shall be suspended on or between support columns of any permanent sign such as a freestanding sign or billboard sign, notwithstanding any other sign that may be considered as permanent by the Development Authority.
- (e) The maximum sign area of a temporary sign shall be no greater than 3.7 m² (40 ft²).
- (f) No posters or signs shall be placed on any public utility such as a power pole.
- (g) No posters or signs shall be placed on municipal, provincial or federal signage.

3. CANOPY SIGNS

CANOPY SIGN means a sign that is mounted, painted or otherwise attached to an awning, canopy or marquee.



Examples of canopy signs

- (a) All canopy signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) No part of a canopy sign shall project more than 1.2 m (4 ft.) over a public sidewalk or within 1 m (3.3 ft.) of a curb adjoining a public roadway.
- (c) A canopy sign shall be mounted no less than 2.4 m (8 ft.) above grade.
- (d) A canopy sign or any physical supports for the sign shall not extend beyond the lateral or vertical dimensions of the canopy or its apron.
- (e) A canopy sign shall not be clad with wood, metal, or solid fibre glass.
- (f) Approval of any canopy signage overhanging public land under the sign regulations is conditional upon the owners and/or occupiers of the premises upon which said sign is located providing proof of liability insurance, and entering into an encroachment and hold harmless agreement with the Town of Coaldale. The agreement may be registered on title.

4. WINDOW SIGNS

WINDOW SIGN means a sign painted on, attached to or installed on a window intended to be viewed from outside the premises.



Examples of window signs

- (a) All window signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) In any residential district, a maximum of one window sign per lot not to exceed 0.38 m² (4 ft²) in area may be permitted.
- (c) In all other districts, a window sign painted on, attached to or installed on a window may occupy no more than 50 percent of the subject window area.

5. FREESTANDING SIGNS

FREESTANDING SIGN means a sign supported independently of a building, wall, or other structure by way of columns, concrete foundation, uprights, braces, masts, or poles mounted in or upon grade.



Examples of freestanding signs

- (a) All freestanding signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) Development permits for freestanding signs in all residential, public service and urban reserve districts shall require the approval of the Municipal Planning Commission.
- (c) No more than one freestanding sign per business frontage may be erected.
- (d) Freestanding signs shall have a minimum separation distance of 30 m for those signs located on the same side of a roadway.
- (e) Freestanding signs with off-premises sign content shall have a separation distance of 152 m (500 ft.).
- (f) All freestanding signs shall be completely located on the same lot as the use being advertised, with the exception of off-premises sign content approved in accordance with the provisions of this sign schedule.
- (g) No temporary signs shall be suspended on or between support columns of any freestanding sign.
- (h) Freestanding signs that may be proposed within a clear vision triangle area of a corner lot shall meet the requirements of Schedule 4, Section 6 (Clear Vision Triangle for Corner Lots).
- (i) In residential districts freestanding signs shall not be permitted except for the following purposes:
 - i. community / neighbourhood / subdivision identification purposes;
 - ii. approved multi-unit residential development projects; and
 - iii. institutional facilities and uses, and child care facilities.
- (j) Freestanding signs shall be subject to the following maximum height and area restrictions:
 - i. In the C-1 district, the maximum height shall be 7.6 m and the maximum sign area shall be a 7 m² on each of a multiple-sided sign.
 - ii. In the C-2, I, I-2 districts, the maximum height shall be 7.6 m and the maximum sign area shall be 15 m² on each side of a multiple-sided sign.



Staff Report to the Municipal Planning Commission

Development Application #	2020 - 143
Applicant	FCSS
Civic Address	2107 13 Street
Legal Description	Plan 6651FG; Block A; Lot 1
Zoning	Institutional/Recreational - I/R
Description of Application	Fascia Sign - Discretionary

BACKGROUND/DESCRIPTION OF APPLICATION:

We are in receipt of a Development Application (#2020-143) to install a fascia sign at the above referenced property. The applicant is requesting to install a sign on the NW corner of the building facing 13th Street for the identification of the business.

- proposed dimensions of the sign are 32" (2.6 feet) high by 72" (6 feet) long
- proposed depth of the sign is 5" deep
- proposed lighting of the sign will be LED backlit
- the proposed signage will conform with the existing character of the building

Land Use Bylaw 677-P-04-13 states that a fascia sign within the Institutional/Recreational – I/R is a discretionary use as such the application has been referred to MPC. The application meets all criteria of the land use bylaw and no waivers are required for the sign.

APPLICABLE SECTIONS OF THE LAND USE BYLAW:

- Land Use Bylaw, Schedule 2, Institutional/Recreational – I/R
- Land Use Bylaw, Schedule 13, Sign Regulations

OPTIONS:

THAT the board may consider APPROVAL of Development Application (#2020-143) to install a fascia sign at the above referenced property subject to the following conditions:

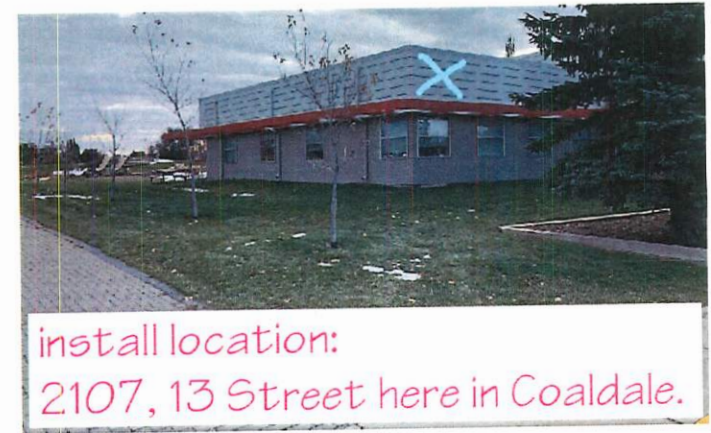
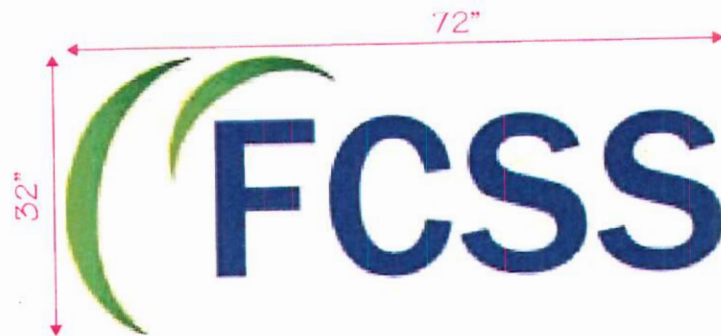
1. Must obtain **approval** from Superior Safety Codes Inc. (403) 320-0734 **prior** to commencement.
 2. Applicant/owner shall comply with Land Use Bylaw 677-P-04-13, Schedule 13, Sign Regulations.
 3. The fascia sign shall conform to drawings submitted as part of the Development Permit application.
-

Respectfully Submitted:

Spencer Croil,
Director of Planning and Community Development
and Development Officer

ATTACHED FILES:

- Signage Plan
- Notice to Neighbouring Property Owners
- Schedule 2 - Institutional / Recreational - I/R
- Schedule 13 - Sign Regulations



5" deep LED lit channel letter sides and trim painted with Mathews Sign Paint
 same colour as front, acrylic faces with vinyl graphics

WE'RE LOCAL. NOT NATIONAL.

Client/Location: FCSS Coaldale

Date: November 2020

WO#:
 Designer: Kelly
 Revision #: 001Q

Client Approval Signature: _____

Date: _____

OK - proceed manufacturing ☐
 Corrections required ☐

Please check carefully, All errors or omissions not marked at this stage are the responsibility of the customer.

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Ph: (403)381-2141
 Fax: (403)328-6896
 303, 24th St. N. Lethbridge



November 25, 2020

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2020-143

APPLICANT: FCSS

ADDRESS: 2107 – 13 Street, COALDALE, ALBERTA
PLAN 6651FG, BLOCK A, LOT 1

ZONING: Institutional/Recreational – I/R

Dear Sir/Madam,

We are in receipt of Development Application #2020-143 to install a new fascia sign at the above-mentioned address.

Within the Institutional/Recreational – I/R zoning district in Land Use Bylaw 677-P-04-13, a fascia sign is a discretionary use. The proposed sign will be 2.6 feet high (0.79 metres) and 6 feet long (1.8 metres). The sign will be installed on the NW corner of the building and will face 13th Street. The sign will conform with the existing character of the building and will be backlit internally.

The application will be considered and decided upon by the Municipal Planning commission (MPC) at the December MPC meeting.

- **This application will be heard by the MPC at the December 9th meeting, which will be held at 5 pm at the HUB building (2107 13th Street).**
- **Options for attending the meeting include in-person, or by virtual means.**
- **For individuals wishing to attend in-person, please review the attached guidance regarding public health measures that remain in place for the Covid-19 event.**
- **For individuals wishing to attend by virtual means, please contact the undersigned at your earliest convenience and you will be provided instructions for virtual attendance.**

The full agenda will be posted on our website by December 3rd, 2020 at the following link, <http://www.coaldale.ca/mpc-meeting-agendas/>. However, if you wish to view the details of this application prior to that date please contact the Town by email or phone at buildingcoaldale@coaldale.ca or 403 345-1304 and a copy of the application can be sent to you digitally.

Pursuant to the provisions of Section 42 of the Bylaw 677-P-04-13 being the Land Use Bylaw of the Town of Coaldale, notice is hereby given that on **Wednesday, December 9th, 2020, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit 2020-141.**

Any comments you wish to make concerning the application can be made in writing to the Town of Coaldale up to and including the date of the meeting, it is appreciated if they can be forwarded by 1:00pm on Friday, December 4th, 2020 or verbally at the meeting. Comments for the application can be dropped off in person at the Town Office, faxed to 403-345-1311 or emailed to buildingcoaldale@coaldale.ca. Please note that all submissions will be made public.

Sincerely,



Spencer Croil, RPP MCIP
Director of Planning and Community Development

cc. Applicant



Sign Details and Install Location:



INSTITUTIONAL / RECREATIONAL – I/R



Purpose:

To provide for institutional, public and semi-public uses which are compatible with each other and with adjoining uses.

1. (A) PERMITTED USES

- Accessory building, structure or use to an approved permitted use
- Government Services
- Hospital
- Outdoor Recreation and Sports fields
- Parks and Playgrounds
- Recreation, Public
- School
- Shipping Container (temporary)
- Sign Types¹: 1A, 2, 4
- Utility, Public

(B) DISCRETIONARY USES

- Accessory building, structure or use to an approved discretionary use
- Child Care Facility
- Cemetery
- Dwellings
 - Moved-in
 - Prefabricated
- Educational Institution
- Golf Course
- Institutional Facilities or Uses
- Medical/Health Facility
- Moved-In Building
- Museum
- Recreation, Private
- Public or Religious Assembly
- Sign Types¹: 1B, 3, 5, 6, 8, 9, 10, 11, 12
- Small Wind Energy System – Type A and B²
- Utility, Private

Notes: 1 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.

2 – See Schedule 4, Section 27 for definition of small wind energy system types.

(C) PROHIBITED USES

- Shipping Container (permanent)
- Sign Type 7
- Any use which is not listed as either a permitted or discretionary use, or is not ruled to be a similar use to a permitted or discretionary use in accordance with the Administration Section, subsection 35(a), is a prohibited use

2. MINIMUM LOT SIZE

All Uses – As required by the Designated Officer or Municipal Planning Commission.

3. MINIMUM YARD DIMENSIONS FOR PRINCIPAL BUILDINGS

	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
Use	m	ft.	m	ft.	m	ft.	m	ft.
All Uses	7.62	25	3.05	10	3.05	10	7.62	25
Accessory Buildings	As required by the Designated Officer or Municipal Planning Commission							

4. MAXIMUM SITE COVERAGE

(a) **All Buildings – 50%**

Principal buildings and accessory buildings shall not occupy more than 50 percent of the surface area of any lot within this land use district.

- | | |
|--|----------------------|
| 5. STANDARDS OF DEVELOPMENT | – SCHEDULE 4 |
| 6. MOVED-IN DWELLING AND MOVED-IN BUILDING REGULATIONS | – SCHEDULE 5 |
| 7. PREFABRICATED DWELLING REGULATIONS | – SCHEDULE 6 |
| 8. LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES | – SCHEDULE 9 |
| 9. OFF-STREET PARKING AND LOADING REQUIREMENTS | – SCHEDULE 11 |
| 10. SIGN REGULATIONS | – SCHEDULE 13 |

SCHEDULE 13: SIGN REGULATIONS

CONTENTS

1. PERMITS REQUIRED.....	SCH 13 2
2. DEFINITIONS	SCH 13 2
3. PROHIBITED SIGNS	SCH 13 6
4. GENERAL STANDARDS AND REGULATIONS FOR ALL SIGNS	SCH 13 7
5. SIGNS NOT REQUIRING A PERMIT	SCH 13 8
6. SIGN PERMIT APPLICATION REQUIREMENTS.....	SCH 13 10
7. SIGN CONTENT, PROJECTION STYLES AND ILLUMINATION	SCH 13 11
8. SIGN TYPES.....	SCH 13 13
1. Portable Signs.....	SCH 13 13
2. Temporary Signs.....	SCH 13 14
3. Canopy Signs	SCH 13 15
4. Window Signs.....	SCH 13 15
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8. Mural Signs.....	SCH 13 18
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10. Under Canopy Signs	SCH 13 20
11. Roof Signs.....	SCH 13 21
12. Other Signs	SCH 13 21

1. PERMITS REQUIRED

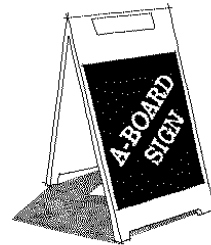
Except as stated below in Section 5 (Signs Not Requiring A Permit), no sign shall be erected on land or affixed to any exterior surface of a building or structure unless a development permit for this purpose has been issued by the Development Authority.

2. DEFINITIONS

It should be noted the definitions contain reference locators (e.g. *see Section 1*) that have been italicized for ease of reference. These references should not be interpreted as part of the definition and may be subject to change.

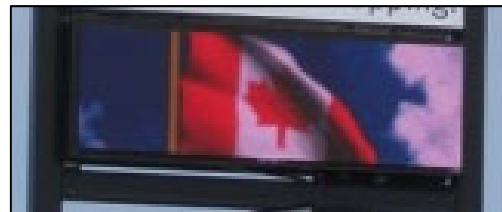
For the purpose of the Land Use Bylaw and this Schedule, the following definitions apply:

A-BOARD means a temporary sign which is set on the ground, built of 2 similar pieces of material and attached at the top by a hinge(s) so as to be self supporting when the bottom edges are separated from each other and designed and built to be easily carried by 1 person. *See subsection 8(2) Temporary Signs.*

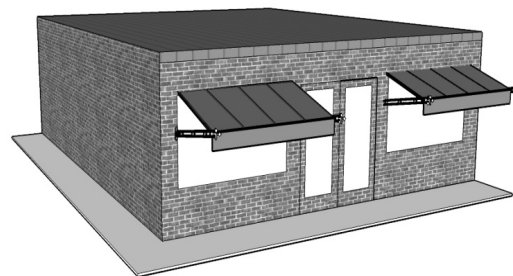


ABANDONED SIGN means a sign which advertises or identifies an activity, business, owner, product, lessee or service which no longer exists or a sign for which no legal owner can be found.

ANIMATION means a projection style where action or motion is used to project sign content, including lighting changes, special effects or pictures, but does not include changeable content.

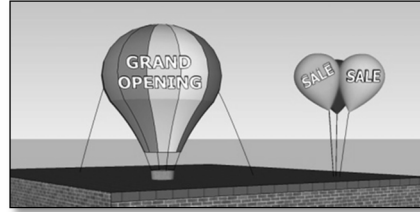


AWNING means an adjustable or temporary roof-like covering fitted over windows and doors and used for either shelter, advertising or decoration.



Building with two awnings over windows

BALLOON SIGN means any inflatable device used or employed as a sign, that is anchored to the ground or to a building or structure. See subsection 8(2) Temporary Signs.



BANNER SIGN means a temporary sign that is made of lightweight material intended to be secured to the flat surface of a building or structure, at the top and the bottom on all corners, excluding official flags and emblems. See subsection 8(2) Temporary Signs.



BENCH SIGN means a sign that is painted on or affixed flat to a bench.

BILLBOARD SIGN means a freestanding structure constructed to provide a medium for advertising where the subject matter is not necessarily related to a use at or around the parcel on which the billboard is located and where the copy can be periodically replaced. See subsection 8(7) Billboard Signs.

CANOPY means a permanent fixture fitted over windows and doors and used for either shelter, advertising or decoration.

CANOPY SIGN means a sign that is mounted, painted or otherwise attached to an awning, canopy or marquee. See subsection 8(3) Canopy Signs.

CHANGEABLE CONTENT means sign content which changes automatically through electronic and/or mechanical means and may include typical features such as an electronic message centre or time and temperature unit.



Mechanical
changeable copy



Electronic/digital
changeable content

CONSTRUCTION SIGN means a temporary sign which is placed on a site to advertise items such as the provision of labour, services, materials or financing on a construction project. See subsection 8(2) Temporary Signs.

DIRECTIONAL AND INFORMATION SIGN means a sign the message of which is limited to providing direction guidance, distance, facility or similar information and which may contain a name or logo.



ELECTRONIC SIGN CONENT see Section 7 for SIGN CONENT and PROJECTION STYLES.

FASCIA SIGN means a sign attached across the face of the building, located approximately parallel thereto, in such a manner that the wall becomes the supporting structure for, or forms the background surface of the sign, which does not project more than 0.3 m (1 ft.) from the building. *See subsection 8(6) Fascia Signs.*

FREESTANDING SIGN means a sign supported independently of a building, wall, or other structure by way of columns, uprights, braces, masts or poles mounted in or upon grade. *See subsection 8(5) Freestanding Signs.*

FRONTAGE means the front lot line and the side of a lot abutting a public roadway. Frontage does not include any side of a lot abutting a lane unless the lane is the only means of physical access.

HOME OCCUPATION SIGN means a sign advertising a home occupation approved under the provisions of the Land Use Bylaw.

LUMINOSITY means the measurement of brightness.

MULTI-TENANT SIGN means any type of sign that may contain sign content that advertises more than one tenant and/or business. See Section 8 below for applicable sign type: e.g. freestanding sign, billboard sign, portable sign, etc.

MURAL SIGN means any picture, scene, graphic or diagram displayed on the exterior wall of a building for the primary purpose of decoration or artistic expression and not created to solely display a commercial message or depiction. *See subsection 8(8) Mural Signs.*

OFF-PREMISES SIGN means any type of sign that may contain sign content that advertises or otherwise identifies a service, product or activity conducted, sold or offered at a location other than the premises on which the sign is located. See Section 7 (Sign Content, Projection Styles, and Illumination) and Section 8 (Sign Types) for additional regulations for any and all signs containing off-premises sign content.

OFF-PREMISES SIGN CONTENT means sign content which advertises or otherwise identifies a service, product or activity conducted, sold or offered at a location other than the premises on which the sign is located.

ON-PREMISES SIGN CONTENT means sign content which advertises a service, product or activity conducted, sold or offered on the property that the sign is located.

OVERHANGING means that which projects over any part of any street, lane or other municipally owned property.

PARAPET means the extension of a false front wall above a roof line.

POLITICAL POSTER SIGN means a temporary sign announcing or supporting candidates or issues in any election or plebiscite. *See subsection 8(2) Temporary Signs.*

PORTABLE SIGN means a sign that is not permanently affixed to a building, structure, or the ground and does not include A-Board signs as defined in this Bylaw.

PROJECTING SIGN means a sign other than a canopy sign or fascia sign which is attached to and projects, more than 0.3 m (1 ft.) horizontally from a structure or building face. For the purposes of this Bylaw shingle signs are considered projecting signs. *See subsection 8(9) Projecting Signs.*

PUBLIC TRANSPORTATION VEHICLE means publicly owned, operated and/or funded transit and transportation facilities.

REAL ESTATE SIGN means a sign advertising real estate (i.e. property) that is for sale, for lease, or for rent or for real estate that has been sold.

RESIDENCY IDENTIFICATION SIGN means a sign located on a lot in a residential district that provides for the name and/or address of the owner or occupant of a dwelling.

ROTATING SIGN means a sign or portion of a sign which moves in a revolving manner. See Section 8 for applicable sign type requirements: e.g. freestanding sign, billboard sign, portable sign.

ROOF SIGN means any sign erected upon, against, or directly above a roof or on top of or above the parapet of a building.

SHINGLE SIGN means a small sign which is suspended from a mounting attached directly to the building wall. Shingle signs are generally placed perpendicular to the face of a building and are typically found in pedestrian oriented environments such as a downtown and/or historic district. See subsection 8(9) *Projecting Signs*.



Examples of shingle signs

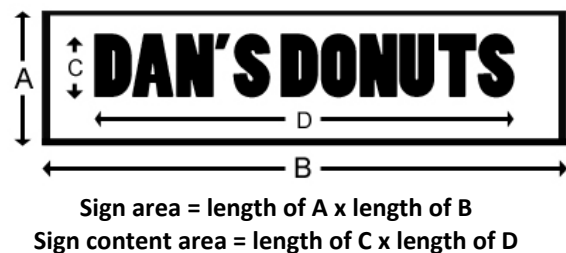
SIGN means a lettered board and/or other public display intended for the advertising or calling attention to any person, business, matter, message, object or event.

SIGN ALTERATION means the structural and/or projection style modification of a sign but does not include the routine maintenance, painting or change in face, content, copy or lettering.

SIGN AREA means the entire area within a single continuous perimeter enclosing the extreme limits of a sign and in no case passing through or between any adjacent elements of same. However, such perimeter shall not include any structural elements lying outside the limits of such sign and not forming an integral part of the display. See figure below.

SIGN CONTENT means the wording/lettering, message, graphics or content displayed on a sign.

SIGN CONTENT AREA means the entire area within a single straight line geometric figure or a combination of squares or rectangles that will enclose the extreme limits of the advertising message or announcement including decorations related to the specific nature of the advertising message or announcement.



SIGN HEIGHT means the vertical distance measured from the highest point of the sign or sign structure to the finished grade.

SIGN ILLUMINATION means the lighting or exposure of a sign to artificial lighting either by lights on or in the sign or directed toward the sign.

SIGN PROJECTION STYLE means the method by which the sign content is conveyed to the viewer (e.g. lettering/logo, animation, changeable content, movement/motion).

SIGN TYPE means the type of structure of a sign (e.g. billboard, freestanding, portable, etc.) used to convey sign content.

SUBDIVISION ENTRANCE SIGN means a permanent sign indicating the name of a subdivision or a portion of the subdivision on which it is placed that is typically architecturally integrated with any design theme or style of the neighbourhood.

SUBDIVISION MARKETING SIGN means a sign advertising real estate (i.e. property) that is for sale within an individual subdivision or neighbourhood, and may include information about the subdivision or neighbourhood.

TEMPORARY SIGN means any sign permitted, designed or intended to be displayed for a short period of time (not to exceed 30 days), not including portable signs, however including balloon signs, developer marketing signs, land use classification signs, construction signs, political poster signs, window signs, banner signs, A-board signs or any other sign that is not permanently attached to a building, structure or the ground.

UNDER-CANOPY SIGN means a sign that is suspended from or below the ceiling or roof of an awning, canopy or marquee.

VEHICLE SIGN means a sign attached to, painted on or installed on a vehicle other than a public transportation vehicle, handi-bus, taxi cab or school bus.

WINDOW SIGN means a sign painted on, attached to or installed on a window intended to be viewed from outside the premises. *See subsection 8(4) Window Signs.*

3. PROHIBITED SIGNS

- (a) Signs which employ revolving, flashing or intermittent lights, or lights resembling emergency services, traffic signals, railway crossing signals, hazard warning devices or other similar lighting but does not include changeable content, sign projection styles or animation.
- (b) Signs which emit amplified sounds or music.
- (c) In any residential district:
 - i. signs that employ animation or changeable content as the projection style.
- (d) In any non-residential district:
 - i. signs that employ changeable content, animation or pictorial scenes at a luminosity, intensity and/or interval which may create a public hazard or nuisance.
- (e) Any signs located within the public right-of-way or on public property, except for signs *approved* by the Town of Coaldale, which may include: canopy signs, projecting signs and temporary signs or signs approved by the Province of Alberta or Federal Government.

- (f) Signs that are attached to or appearing on any vehicle or trailer which is parked on a public right of way or any other public lands or on private land that is located adjacent to a public right of way with the intent/purpose of displaying the sign to motorists and the public for any period of time excepting thereout signs for special events organized by a non-profit association, group or organization for a display time period not to exceed 24 hours.
- (g) Any sign which has not obtained a development permit or any sign which has not been deemed exempt from the requirement of obtaining a development permit as per this sign schedule [see Section 5 (Signs Not Requiring A Permit)].

4. GENERAL STANDARDS AND REGULATIONS FOR ALL SIGNS

The following regulations shall be applied to all signs:

- (a) Unless otherwise specified, a development permit application is required for all signs. Application is made using Form F, Appendix A, unless specifically exempt under Section 5 (Signs Not Requiring A Permit).
- (b) The Designated Officer may refer any development permit application for a sign to the Municipal Planning Commission for a decision.
- (c) All signs shall be compatible with the general character of the surrounding streetscape and the architecture of nearby buildings.
- (d) All signs shall be of quality construction and of a design suitable for public display.
- (e) All signs shall be maintained in good repair and a safe and tidy manner.
- (f) No sign shall be placed in a public road or laneway or sited in such a manner that the sign causes confusion with or obstructs the vision of any information sign or a traffic control sign, signal, light or other traffic device.
- (g) No sign shall be located or placed in such a manner that it will create a potential hazard or conflict with rights-of-way, easements or the routing of any public utility, and will not create a traffic hazard or obstruct the public's view of any other signage.
- (h) The size, location, illumination and materials of all signs and outdoor advertising structures and features shall not detract from the design of existing and proposed buildings and structures and the surrounding properties.
- (i) Any sign which creates a traffic or a pedestrian hazard either due to its design or location shall not be permitted.
- (j) A sign shall be located entirely within the subject lot unless prior written approval granting permission for the sign to overhang another property is submitted to the Town by the affected property owner.
- (k) A sign shall not be erected on any property unless permission is granted in writing from the registered property owner.
- (l) Sign alterations (e.g. change in size, shape, type, illumination, sign projection style, etc.) shall not be made without first obtaining the required permits or written authorization.
- (m) Any signs that rotate, employ animation or changeable content require approval of the Development Authority.
- (n) In all cases, the required distance from overhead power and service lines, as set forth in the *Alberta Electrical Utility Code*, shall be maintained.

- (o) A sign shall not be attached to a public bench, light standard, utility pole or any other publicly owned structure or building without prior written authorization from the Development Authority.
- (p) The source of light for all sign illumination shall be steady and suitably shielded.
- (q) Subsequent to approval from the Development Authority, signs may be permitted to locate within the setback requirement of a land use district if it does not interfere with visibility at an intersection and complies with other requirements of this sign schedule.
- (r) The following rules apply to all types of signs on municipal property:
 - i. No signs shall be located on, erected on, or attached to municipal property, buildings or structures unless permission is granted in writing from the Town.
 - ii. If permission is granted for a sign to be located on, erected on, or attached to municipal property, buildings or structures, the sign type shall comply with all applicable sign regulations contained within this Land Use Bylaw.
 - iii. Any sign located on, erected on, or attached to municipal property without authorization from the Town, may be removed without notice.
- (s) Any abandoned sign shall be removed at the property owner's expense. If abandoned signs are not removed the Town may remove the sign.
- (t) Non-compliance with any regulation of this Bylaw may result in the Town removing a sign without notice and any cost associated with its removal may be charged to the sign owner. A sign recovery charge of \$200 will be required prior to the return of the sign to the owner.
- (u) Any signs removed by the Town may be held for 30 days after removal at the owner's risk. Should the signs not be claimed by the owner after 30 days from the date of removal, the signs will be disposed of at the discretion of the Town.
- (v) Any sign overhanging public or Town-owned property shall be required to provide proof of insurance and may be required to enter into a save harmless agreement with the Town.
- (w) The Town shall not be held liable for any injury, loss or damage suffered by any person or corporate body which is caused by any sign located in the Town whether or not the sign is in accordance with the requirements of this Bylaw.

5. SIGNS NOT REQUIRING A PERMIT

The following signs do not require a sign permit, but shall otherwise comply with this Bylaw and be suitably maintained to the satisfaction of the Development Authority.

- (a) Construction signs which do not exceed 3 m² (32.39 ft²) in area provided such signs are removed within 14 days of the completion of construction;
- (b) Fascia signs on a shipping container that are placed temporarily on a construction site in compliance with Schedule 3, subsection 4(d);
- (c) Banner signs which are displayed for a period of time not exceeding 30 days;
- (d) Signs, notices, placards, or bulletins required to be displayed:
 - in accordance with the provisions of federal, provincial, or municipal legislation;
 - by or on behalf of the federal, provincial, or municipal government;
 - on behalf of a department, a commission, a board, a committee, or an official of the federal, provincial, or municipal government;
- (e) Signs located on public transportation vehicles or taxi-cabs;

- (f) Signs located inside a building and not intended to be viewed from the outside;
- (g) The name and address of a building when it forms an integral part of the architectural finish of that building;
- (h) Street numbers or letters displayed on a premises where together the total sign content area is less than 1 m²;
- (i) Residency identification signs which state no more than the name and/or address of the person(s) occupying the lot, provided the sign is no greater than 0.4 m² (4 ft²) in area;
- (j) Signs placed on premises for the guidance, warning, or restraint of persons and/or vehicles;
- (k) Municipal road signs used for street name identification or traffic direction and control;
- (l) Vehicle signs except as prohibited in Section 3 (Prohibited Signs);
- (m) Entrance or exit signs used for the purpose of directing traffic providing:
 - those signs do not display any advertising message, other than a business logo, and
 - the sign area does not exceed 1 m² in area, and
 - the sign height does not exceed 1.2 m.
- (n) Any and all signs where all relevant details of the subject sign(s) have been submitted, evaluated and approved as part of a separate development permit application;
- (o) A-board signs where the owner of the sign submits written authorization from the owner of the land where the sign is to be located and where the sign is removed from that location on a daily basis, or where the Town is the owner of the land (e.g. roadway or sidewalk) the sign may be allowed during normal business hours;
- (p) The alteration of a sign which only includes routine maintenance, painting or change in face, content or lettering and does not include modification to the sign structure or projection style;
- (q) Freestanding signs for community / neighbourhood / subdivision identification purposes where all relevant details and design drawings have been submitted, evaluated and approved as part of a subdivision application process;
- (r) All signs for public buildings except for freestanding signs, and any signs that contain movement/motion (i.e. rotate, etc.), or employ animation or changeable content, which shall require the approval of the Municipal Planning Commission;
- (s) Real estate signs, provided all such signage is removed within 30 days after the sale or lease of the premises upon which the sign is located and these signs shall not be placed in a road;
- (t) Garage sale signs which do not exceed 1 m² (10.8 ft.) in area, provided the owner of the property upon which the sign is located has approved its placement and the sign is removed immediately upon the conclusion of the sale. These signs shall not be displayed for more than 48 hours in a seven-day period;
- (u) On-premises directional and informational signage and incidental signs 0.4 m² (4 ft²) or less in area;
- (v) Any traffic or directional and informational signage erected by the Town, Province of Alberta or Federal government;
- (w) Any community service bulletin board erected by the Town and any notices posted on the bulletin board;
- (x) Any window sign painted on, attached to or installed on a window provided that no more than 50 percent of the subject window area is covered;

- (y) Any sign appearing on street furniture, such as benches or garbage containers, that are located on private property;
- (z) Any sign appearing on street furniture, such as benches or garbage containers, that are located on public land if an agreement to locate the street furniture has been reached with Council;
- (aa) Under-Canopy signs that are not illuminated and/or do not overhang public property and meet the regulations for under-canopy signs as per this sign schedule;
- (bb) Political poster signs provided all such signage is removed within 5 days after the closing of the polling stations for the relevant election or plebiscite and comply with the following requirements:
 - i. signs cannot emit sound, use video features or be illuminated;
 - ii. signs shall be maintained in a condition that is neat and shall not be unsightly or dangerous;
 - iii. signs shall not interfere with or be confused with a traffic control device;
 - iv. signs shall not interfere with the safe and orderly movement of pedestrians or vehicles, or restrict the sight lines for pedestrians or motorists;
 - v. signs shall not exceed 1.1 m² in area, 1.2 m in height, and be self supporting;
 - vi. signs shall not be posted for more than 60 days;
 - vii. signs shall not be posted within the property boundaries of any existing Town owned land or facility or any sidewalks or road right of way adjacent to Town owned land or facilities but, may be posted on boulevards and road rights of way adjoining parks and playing fields; and
 - viii. signs shall be a minimum of 3 m from any road access and a minimum of 5 m from any intersection.
- (cc) A subdivision marketing sign provided it is located on or adjacent to the property that it is marketing.

6. SIGN PERMIT APPLICATION REQUIREMENTS

- (a) A development permit for a sign shall be made to the Development Authority by an applicant, a landowner, or someone that has been authorized by the landowner (i.e. agent) to submit a development permit application, on a completed application form.
- (b) An application for a development permit to erect, place, alter or relocate a sign shall also be accompanied by:
 - i. the name and address of:
 - a. the sign manufacturer or company, and
 - b. the lawful sign owner;
 - ii. a letter of authorization from the affected registered property and/or building owner (if the applicant is not the landowner).
- (c) The Development Authority may refuse to accept a development permit application for a sign where the information provided by subsection 6(d) below has not been supplied or where, in the opinion of the Development Authority, the quality of the material supplied is inadequate to properly evaluate the application.
- (d) The Development Authority may require any additional information deemed necessary to evaluate a development permit application for a sign, but generally, an application for a permit to erect, place, alter or relocate a sign shall be made to the Development Authority and shall be accompanied by photographs and/or drawings, to an appropriate scale, showing where applicable:
 - i. the location of all existing and proposed sign(s);

- ii. the setback distance(s) from the proposed sign(s) to all existing freestanding and billboard signs;
- iii. the size, height, and area of the proposed sign(s), including any supporting structures;
- iv. details with respect to the sign content (i.e. wording/lettering, text, message, graphics, etc.);
- v. the colour and design scheme;
- vi. materials specifications;
- vii. location of the property boundaries of the parcel upon which the proposed sign(s) is to be located;
- viii. utility rights-of-way, access easements and any other related encumbrances;
- ix. location of existing building(s) on the site;
- x. the type of illumination, animation and/or changeable content, if any, and details with respect to the proposed luminosity intensity and/or interval;
- xi. If a sign is to be attached to a building, the details regarding the extent of the projection.

7. SIGN CONTENT, PROJECTION STYLES AND ILLUMINATION

1. OFF-PREMISES SIGN CONTENT

Off-premises sign content means any sign content, which advertises or otherwise identifies a service, product or activity conducted, sold or offered at a location other than the parcel on which the sign is located. Off-premises sign content typically applies to freestanding or portable signs.

- (a) The sign content area containing off-premises sign content (excluding billboard signs) that is visible from a roadway shall not exceed:
 - i. 2.3 m² (25 ft²) where the speed limit is no greater than 50 km per hour, and
 - ii. 4.6 m² (50 ft²) where the speed limit is greater than 50 km per hour but not greater than 70 km per hour.

Note: For billboard signs see subsection 8(7) below.

- (b) Except for billboards, signs containing off-premises sign content shall only identify businesses or services licensed to operate in the Town of Coaldale, charitable organizations or service clubs.
- (c) All signs containing off-premises sign content shall comply with all other provisions and regulations of this Bylaw and sign schedule, unless specifically exempted.
- (d) A separation distance for freestanding signs containing off-premises sign content shall comply with Section 8 (Sign Types), subsection 5(e) of this Schedule.
- (e) A separation distance for billboards containing off-premises sign content shall comply with Section 8 (Sign Types), subsection 5(g) of this Schedule.

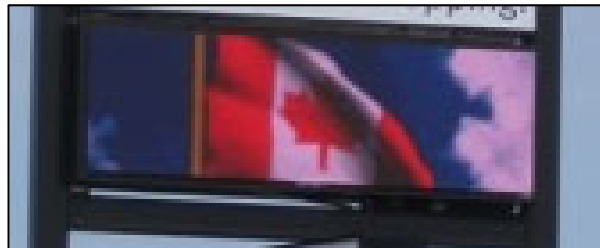
2. PROJECTION STYLES

The content of any sign type (e.g. portable, freestanding, billboard, etc.) may be projected using one or a combination of more than one of the following projection styles.

- (a) *Lettering/Logo*: means the sign content contains simple wording, lettering, logo or graphics that are not animated, moving or cannot be changed automatically.



- (b) *Animation*: means the sign content or a portion of the sign content contains action or motion, including lighting changes, special effects or pictures, but does not mean changeable content.



- (c) *Changeable content*: means the sign content or a portion of the sign content changes automatically through electronic and/or mechanical means.



Mechanical
changeable content



Electronic/digital
changeable content

- (d) *Movement/motion*: means the sign, sign content or a portion of the sign conveys its message to the public through the movement or motion of its mechanical parts. Typical signs using this projection style include rotating signs.



Any change in projection style requires the submission of a new development permit application.

3. ILLUMINATION

Any sign may be considered illuminated if it is lighted by or exposed to artificial lighting either by lights on or in the sign or directed toward the sign. Illuminated signs may be regulated by the Land Use Bylaw. See Section 8 of this Schedule for specific regulations pertaining to the illumination of various sign types (e.g. portable, freestanding, billboard, etc.).

8. SIGN TYPES

1. PORTABLE SIGNS

PORTABLE SIGN means a sign that is not permanently affixed to a building, structure, or the ground and does not include A-Board signs as defined in this Bylaw.

1A – PORTABLE SIGN TYPE A means a portable sign not projected by using electronic content or animation.



1B-- PORTABLE SIGN TYPE B means a portable sign projected by using electronic content or animation.



- (a) All portable signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) Portable signs projected using animation, digital or electronic changeable copy shall be at the discretion of the Municipal Planning Commission.
- (c) Portable signs shall be allowed for the announcement of special events, sales, or circumstances where a sign is needed for short specified time periods.
- (d) A development permit for a portable sign will be valid for a period of no longer than **60 days**.
- (e) Once the permit has expired for a portable sign at a location address, application for another portable sign on the same site shall not occur until 30 days has elapsed from the expiration of the previously approved permit or 30 days from the date at which the portable sign is removed, whichever is the later of the two dates.
- (f) Portable signs shall not be allowed in any residential land use district unless placed on Town boulevards and permission has been obtained from the Development Authority.
- (g) The sign area of a portable sign shall not exceed 3.7 m² (40 ft²).

- (h) Permits for portable signs shall not be issued for locations where damage to municipal infrastructure may be caused.
- (i) No more than one portable sign per business frontage or where there are two (2) or more frontages, a total of two (2) portable signs may be located on a single lot or premises, except in a designated tourism signage area where more than two (2) portable signs may be located at the discretion of the Municipal Planning Commission.
- (j) No portable sign (including electrical cords) shall be placed on or extend over or project into any municipal property or beyond the boundaries of the private lot or premises upon which it is sited without the written authorization of the Development Authority.
- (k) All portable signs shall be located within the property lines of the location address shown on the development permit application.
- (l) The proposed advertising copy and/or business shall be indicated at the time of the development permit application.
- (m) The Development Authority may require the posting of a security with the Town to ensure compliance with any and all conditions of approval and the removal of the sign on or before the date of expiry of the permit.
- (n) A portable sign shall not be allowed to locate or remain on a site without a development permit, whether the sign displays any advertising or not.
- (o) Portable signs may contain off-premises sign content as defined in Section 2 (Off-Premises Sign Content) of this Schedule.
- (p) The Development Authority must only approve the location of the portable sign on the premises after having given due consideration for the location of power supply, sight lines visibility, parking pattern on the site and/or any other site specific development constraints that the Development Authority considers relevant.

2. TEMPORARY SIGNS

TEMPORARY SIGN means any sign permitted, designed or intended to be displayed for a short period of time, not including portable signs, however including balloon signs, construction signs, political poster signs, banner signs, A-board signs or any other sign that is not permanently attached to a supporting structure or building.

- (a) All temporary signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) A development permit for a temporary sign will be valid for a period of no longer than **60 days**.
- (c) Once the permit has expired for a temporary sign at a location address, application for another temporary sign on the same site shall not occur until 30 days has elapsed from the expiration of the previously approved permit or 30 days from the date at which the temporary sign is removed, whichever is the later of the two dates.
- (d) No temporary signs shall be suspended on or between support columns of any permanent sign such as a freestanding sign or billboard sign, notwithstanding any other sign that may be considered as permanent by the Development Authority.
- (e) The maximum sign area of a temporary sign shall be no greater than 3.7 m² (40 ft²).
- (f) No posters or signs shall be placed on any public utility such as a power pole.
- (g) No posters or signs shall be placed on municipal, provincial or federal signage.

3. CANOPY SIGNS

CANOPY SIGN means a sign that is mounted, painted or otherwise attached to an awning, canopy or marquee.



Examples of canopy signs

- (a) All canopy signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) No part of a canopy sign shall project more than 1.2 m (4 ft.) over a public sidewalk or within 1 m (3.3 ft.) of a curb adjoining a public roadway.
- (c) A canopy sign shall be mounted no less than 2.4 m (8 ft.) above grade.
- (d) A canopy sign or any physical supports for the sign shall not extend beyond the lateral or vertical dimensions of the canopy or its apron.
- (e) A canopy sign shall not be clad with wood, metal, or solid fibre glass.
- (f) Approval of any canopy signage overhanging public land under the sign regulations is conditional upon the owners and/or occupiers of the premises upon which said sign is located providing proof of liability insurance, and entering into an encroachment and hold harmless agreement with the Town of Coaldale. The agreement may be registered on title.

4. WINDOW SIGNS

WINDOW SIGN means a sign painted on, attached to or installed on a window intended to be viewed from outside the premises.



Examples of window signs

- (a) All window signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) In any residential district, a maximum of one window sign per lot not to exceed 0.38 m² (4 ft²) in area may be permitted.
- (c) In all other districts, a window sign painted on, attached to or installed on a window may occupy no more than 50 percent of the subject window area.

5. FREESTANDING SIGNS

FREESTANDING SIGN means a sign supported independently of a building, wall, or other structure by way of columns, concrete foundation, uprights, braces, masts, or poles mounted in or upon grade.



Examples of freestanding signs

- (a) All freestanding signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) Development permits for freestanding signs in all residential, public service and urban reserve districts shall require the approval of the Municipal Planning Commission.
- (c) No more than one freestanding sign per business frontage may be erected.
- (d) Freestanding signs shall have a minimum separation distance of 30 m for those signs located on the same side of a roadway.
- (e) Freestanding signs with off-premises sign content shall have a separation distance of 152 m (500 ft.).
- (f) All freestanding signs shall be completely located on the same lot as the use being advertised, with the exception of off-premises sign content approved in accordance with the provisions of this sign schedule.
- (g) No temporary signs shall be suspended on or between support columns of any freestanding sign.
- (h) Freestanding signs that may be proposed within a clear vision triangle area of a corner lot shall meet the requirements of Schedule 4, Section 6 (Clear Vision Triangle for Corner Lots).
- (i) In residential districts freestanding signs shall not be permitted except for the following purposes:
 - i. community / neighbourhood / subdivision identification purposes;
 - ii. approved multi-unit residential development projects; and
 - iii. institutional facilities and uses, and child care facilities.
- (j) Freestanding signs shall be subject to the following maximum height and area restrictions:
 - i. In the C-1 district, the maximum height shall be 7.6 m and the maximum sign area shall be a 7 m² on each of a multiple-sided sign.
 - ii. In the C-2, I, I-2 districts, the maximum height shall be 7.6 m and the maximum sign area shall be 15 m² on each side of a multiple-sided sign.



6. FASCIA SIGNS

FASCIA SIGN means a sign attached across the face of the building, located approximately parallel thereto, in such a manner that the wall becomes the supporting structure for, or forms the background surface of the sign, which does not project more than 0.3 m (1 ft.) from the building.



Coaldale examples of fascia signs

- (a) All fascia signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) The total maximum sign area permitted for fascia signs is 20 percent of the area formed by each building face or bay.
- (c) A fascia sign shall not project more than 0.3 m (1 ft.) from the face of a building.
- (d) Whenever there is a band of several fascia signs, they should be of a consistent size and located near the same level as other similar signage on the premises and adjacent buildings.
- (e) A fascia sign shall not be located above any portion of a street, or project over public property, unless the fascia sign maintains a minimum clearance from grade of 2.4 m (8 ft.) and the maximum projection shall be no greater than 0.3 m.

7. BILLBOARD SIGNS

BILLBOARD SIGN means a freestanding structure constructed to provide a medium for advertising where the subject matter is not necessarily related to a use at or around the parcel on which the billboard is located and where the copy can be periodically replaced.



- (a) All billboard signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) Billboard signs shall be limited to lots immediately adjacent to Highway 3 within Town limits.
- (c) There shall be a 300 m (984 ft.) separation distance between billboard signs on the same side of the highway.
- (d) There shall be a 300 m (984 ft.) separation distance between billboard signs on opposite sides of the highway.

Staff Report to the Municipal Planning Commission

Development Application #	2020 - 144
Applicant	VHL Construction
Civic Address	917 20 Avenue
Legal Description	Plan 7711239; Block 9; Lot 1
Zoning	Residential R-1A
Description of Application	Secondary Suite – Basement Suite

BACKGROUND/DESCRIPTION OF APPLICATION:

We are in receipt of a Development Application (#2020-144) to review a secondary suite (basement suite) application and to allow a waiver of one hard-surface stall of the off-street parking requirements at the above referenced property. The applicant is requesting upgrade the existing basement suite to provide:

- a smoke sealed and solid entry door
- install a separate HVAC
- install smoke sealed and drywall ceiling
- integrate a fire alarm between units

Land Use Bylaw 677-P-04-13 states that a secondary suite within the Residential R-1A is a permitted use, however, the applicant requires a waiver to allow for one off-street gravel parking stall as opposed to hard surface (e.g. cement or pavement) and as such the application has been referred to MPC. The applicant will be providing 3 hard surfaced concrete parking stalls located on the existing parking pad at the east side of the dwelling and one gravel parking stall located at the rear of the property.

The application meets all criteria of the land use bylaw and no other waivers are required for the secondary suite.

Informative: A secondary suite is a permitted use in Residential R-1A zoning. The property that is the subject of this application is able to accommodate the minimum number of off-street parking stalls to meet all requirements of the Land Use Bylaw. The focus of the application is on the 4th stall that the applicant will be constructing, and whether it can be gravel instead of a hard surface such as pavement or concrete. Therefore, the scope of this application is limited to whether or not the 4th stall that is required can be a gravel surface instead of being hard surfaced.

APPLICABLE SECTIONS OF THE LAND USE BYLAW:

- Land Use Bylaw, Schedule 2, Residential R-1A
- Land Use Bylaw, Schedule 4, Standards of Development
- Land Use Bylaw, Schedule 11, Off-Street Parking and Loading Requirements

OPTIONS:

THAT the board may consider APPROVAL of Development Application (#2020-144) to waive one hard surface off-street parking requirement for a secondary suite at the above referenced property subject to the following conditions:

1. Must obtain **approval** of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 **prior** to commencement.
2. Applicant/Owner shall contact the fire department at 403-345-1330 and arrange for a fire inspection when construction is complete.
3. The applicant/owner shall maintain the 4 proposed parking stalls for the life of the secondary suite as per the approved site plan.
4. All except one off-street parking stalls for a secondary suite shall be hard surfaced (e.g. cement, pavement/asphalt, etc.).
5. The owner shall not exceed one gravel off-street parking stall for the secondary suite.
6. The secondary suite shall not exceed the floor area of the first storey of the associated principal dwelling (excluding staircases).
7. A secondary suite shall be developed in such a manner that the exterior of the principal dwelling containing the secondary suite shall appear as a single-detached dwelling.
8. Only one secondary suite shall occupy the dwelling the develop permit is issued to.
9. The number of persons occupying the secondary suite shall not exceed four (4).

Respectfully Submitted:

Spencer Croil,
Director of Planning and Community Development
and Development Officer

ATTACHED FILES:

- Site Plan
- Notice to Neighbouring Property Owners
- Schedule 2 - Residential R-1A
- Schedule 4 - Standards of Development
- Schedule 11 - Off-Street Parking and Loading Requirements

on Street #2
20th AVENUE

LOT DETAIL
SCALE: 1:200

Sidewalk

Utility
Pedestal

88°35'17"
38.161

88°35'17"

17.375

88°35'17"
95.889

Basketball
Hoop
0.99

1.55

9.27

House № 917
0.53 Eaves

9.02

2.76
Deck
Ht= 1.22

Stall
#3
Concrete

Stall
#2
Concrete

Stall
#1
Concrete

Fd.
No
Mk.

179°03'27"

1.48

12.93

2.71

2.93

2.95

LOT 12
BLOCK
PLAN 771 0135

LOT 2
BLOCK 9
PLAN 771 1239

36.610

Wood Fence on 0.20 Wide Concrete Retaining Wall

16.87

LOT 1
BLOCK 9
PLAN 771 1239

Shed
0.31
Eaves

3.06

2.41

36.605

0.68

Wood Fence on 0.16 Wide
Concrete Retaining Wall

9.26

No
Fd.
Mk.

95.856

8°34'07"
38.152

268°34'07"

17.361

268°34'07"

Utility
Pedestal

LANE

Encroachment #1 - Fence
and Concrete Retaining Wall
encroach into municipal
property (Lane) as shown.

Concrete
Retaining Wall
0.22



November 25, 2020

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2020-144

APPLICANT: VHL Construction

ADDRESS: 917 20 AVENUE, COALDALE, ALBERTA
PLAN 7711239, BLOCK 9, LOT 1

ZONING: RESIDENTIAL R-1A

Dear Sir/Madam,

We are in receipt of Development Application #2020-144 to review a secondary suite application and allow a waiver of one hard-surface stall of the off-street parking requirements at the above-mentioned address.

Within the Residential R-1A zoning district in Land Use Bylaw 677-P-04-13, a secondary suite is a permitted use, however, the applicant requires a waiver to allow for one off-street gravel parking stall as opposed to hard surface (e.g. cement or pavement). The applicant will be providing 3 hard surfaced concrete parking stalls located on the existing parking pad at the east side of the dwelling and one gravel parking stall located at the rear of the property.

Informative: A secondary suite is a permitted use in the Residential R-1A zoning. The property that is the subject of this application is able to accommodate the minimum number of off-street parking stalls to meet all requirements of the Land Use Bylaw. The focus of the application is on the 4th stall that the applicant will be constructing, and whether it can be gravel instead of a hard surface such as pavement or concrete. Therefore, the scope of this application is limited to whether or not the 4th stall that is required can be a gravel surface instead of being hard surfaced.

The application will be considered and decided upon by the Municipal Planning commission (MPC) at the December MPC meeting.

- **This application will be heard by the MPC at the December 9th meeting, which will be held at 5 pm at the HUB building (2107 13th Street).**
- **Options for attending the meeting include in-person, or by virtual means.**
- **For individuals wishing to attend in-person, please review the attached guidance regarding public health measures that remain in place for the Covid-19 event.**
- **For individuals wishing to attend by virtual means, please contact the undersigned at your earliest convenience and you will be provided instructions for virtual attendance.**

The full agenda will be posted on our website by December 3rd, 2020 at the following link, <http://www.coaldale.ca/mpc-meeting-agendas/>. However, if you wish to view the details of this

application prior to that date please contact the Town by email or phone at buildingcoaldale@coaldale.ca or 403 345-1304 and a copy of the application can be sent to you digitally.

Pursuant to the provisions of Section 42 of the Bylaw 677-P-04-13 being the Land Use Bylaw of the Town of Coaldale, notice is hereby given that on **Wednesday, December 9th, 2020, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit 2020-141.**

Any comments you wish to make concerning the application can be made in writing to the Town of Coaldale up to and including the date of the meeting, it is appreciated if they can be forwarded by 1:00pm on Friday, December 4th, 2020 or verbally at the meeting. Comments for the application can be dropped off in person at the Town Office, faxed to 403-345-1311 or emailed to buildingcoaldale@coaldale.ca. Please note that all submissions will be made public.

Sincerely,



Spencer Croil, RPP MCIP
Director of Planning and Community Development

cc. Applicant



RESIDENTIAL – R-1A



Purpose:

To provide for a high-quality residential environment with the development of primarily single-detached dwellings on standard-sized lots or semi-detached dwellings development and other compatible uses. Development is to occur on standard-sized lots as defined in this land use district.

1. (A) PERMITTED USES

- Dwellings:
 - Secondary Suite
 - Single-Detached - Site Built
 - Single-Detached - Prefabricated
 - Semi-Detached - Pre-Planned¹
- Accessory building, structure or use to an approved permitted use
- Day Home
- Detached Garage
- Garden Shed
- Home Occupation 1
- Shipping Container (temporary)

(B) DISCRETIONARY USES

- Dwellings:
 - Moved-In
 - Semi-Detached - Isolated²
- Accessory building, structure or use to an approved discretionary use
- Bed and Breakfast
- Boarding or Lodging House
- Child Care Facility
- Home Occupation 2
- Institutional Facilities and Uses
- Parks and Playgrounds
- Public or Private Utility
- Sign Types³: 2, 4, 5⁴, 12

Notes:

1 – Semi-Detached Dwelling – Pre-Planned means a semi-detached dwelling or a proposed semi-detached dwelling that **would** be located on a site designated for that purpose in an adopted Statutory Plan.

2 – Semi-Detached Dwelling – Isolated means a semi-detached dwelling or proposed semi-detached dwelling that would be located on a site **not** designated for that purpose in an adopted Statutory Plan.

3 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.

4 – See Schedule 13, subsection 8(5)(i) for restrictions on freestanding signs in residential districts.

(C) PROHIBITED USES

- Shipping Container (permanent)
- Single-detached manufactured dwellings
- Sign Types 1, 3, 6, 7, 8, 9, 10, 11
- Any use which is not listed as either a permitted or discretionary use, or is not ruled to be a similar use to a permitted or discretionary use in accordance with the Administration Section, subsection 35(a), is a prohibited use

- (c) All pens, rooms, exercise runs, and holding stalls shall be soundproofed if deemed necessary by the Municipal Planning Commission which shall base its decision on the number of animals to be kept at the kennel, the proximity of the kennel to other uses and/or other kennels, and possibility that the noise from the kennel may adversely affect the amenities of the area.
- (d) In addition to soundproofing requirements, the times at which the animals are allowed outdoors may be regulated.
- (e) All kennel facilities shall be screened by both a visual and sound barrier, by fences and/or landscaping, from existing dwellings on adjacent parcels to the satisfaction of the Municipal Planning Commission.
- (f) Kenneling facilities shall be operated in accordance with health regulations and, in particular, excrement and similar waste shall be disposed of in a manner acceptable to Alberta Health Services.
- (g) Compliance with the Canadian Veterinary Medical Association Code of Practice for Canadian Kennel Operations.

24. DEMOLITION

All building demolitions or removals shall comply with the following:

- (a) No person shall commence or cause to be commenced the demolition or removal of any building or structure, or portion thereof, until all necessary permits have been obtained.
- (b) A development permit must be obtained for the demolition or removal of any building or structure greater than 11 m² (120 ft²) in size.
- (c) Whenever a development permit is issued for the demolition or removal of a building or structure, it shall be a condition of the permit that the lot shall be cleared, with all debris removed, and left in a graded condition upon completion of the demolition or removal to the satisfaction of the Development Authority.
- (d) When a development permit is to be approved for the demolition or removal of a building or structure, the Development Authority may require the applicant to provide a cash deposit, an automatically renewable irrevocable letter of credit, or other acceptable form of security in such amount as to occupy the costs of reclamation to any public utility or town property.
- (e) Whenever a demolition or removal of a building or structure is carried out, the property owner shall, at their own expense, protect any wall, structure, sidewalk, landscaping (hard and/or soft) or roadway liable to be affected by such demolition or removal, including those on neighbouring properties, from damage or displacement.
- (f) The Designated Officer or Municipal Planning Commission may require as a condition of the development permit that the site be fenced and screened to ensure adequate public safety.
- (g) The applicant shall be responsible for obtaining all necessary Safety Codes approvals and utility service disconnections before demolition or removal of buildings or structures.

25. SECONDARY SUITES

Secondary suites shall comply with the following regulations:

- (a) A secondary suite shall only be developed within the principal dwelling and shall not be developed within a detached garage and/or accessory structure.
- (b) The maximum floor area of the secondary suite shall be as follows:

- i. In the case of a secondary suite located completely below the first storey of a single-detached dwelling the floor area shall not exceed the floor area of the first storey of the associated principal dwelling (excluding stairways).
- (c) The minimum floor area for a secondary suite shall be not less than 30 m² (322.93 ft²).
- (d) A secondary suite shall be developed in such a manner that the exterior of the principal dwelling containing the secondary suite shall appear as a single-detached dwelling.
- (e) Only one secondary suite may be developed in conjunction with a principal dwelling.
- (f) A secondary suite shall not be developed within the same principal dwelling containing a Home Occupation 2, unless it is proven to the satisfaction of the Municipal Planning Commission that the amount of traffic generated is limited and adequate parking is available without adversely affecting the neighbourhood.
- (g) The number of persons occupying a secondary suite shall not exceed four.
- (h) The secondary suite shall not be separated from the principal dwelling through a condominium conversion or subdivision.
- (i) Variances or waivers of setbacks shall not be granted to develop a secondary suite.
- (j) A secondary suite shall provide off-street parking in compliance with Schedule 11: Off-Street Parking and Loading Requirements.
- (k) All required off-street parking stalls for a secondary suite shall be hard surfaced (e.g. cement, pavement/asphalt, etc.).
- (l) Development of a secondary suite shall adhere to the Alberta Building Code and Alberta Fire Code as a condition of approval.

26. SOLAR COLLECTOR

- (a) A solar collector attached to a wall or roof of a building may be permitted in any land use district as an accessory structure subject to the following:
 - i. A solar collector mounted on a roof:
 - a. may project a maximum of 1.3 m (4 ft.) from the surface of the roof and shall not exceed the maximum height requirements of the applicable land use district; and
 - b. must not extend beyond the outermost edge of the roof.
 - ii. A solar collector mounted to a wall:
 - a. must be located such that it does not create undue glare on neighbouring property or public roadways;
 - b. must be located a minimum of 2.4 m (7.8 ft.) above grade;
 - c. may project a maximum of 1.5 m (5 ft.) from the surface of the wall, when the wall faces the rear property line, subject to the setback requirements of the applicable land use district; and
 - d. may project a maximum of 0.6 m (2 ft.) from the surface of the wall when the wall faces the front, secondary front or side property line, subject to the setback requirements of the applicable land use district.
- (b) A free-standing solar collector or a solar collector mounted to any structure other than a roof or wall of a building shall be classified as an accessory structure, meet the minimum required setbacks in the land use district, and processed subject to the applicable land use district and the following additional standards:

Outdoor storage	As required by the Designated Officer or MPC
Personal service	1 space/37.2 m ² (400 ft ²) of GFA
Pet care services	1 space/46.5 m ² (500 ft ²) of GFA plus 1 space per employee
Recreation facility, public or private	1 space/27.9 m ² (300 ft ²) of GFA
Recycling facility	1 space/65 m ² (700 ft ²) of GFA
Research and development facility	1 space/92.9 m ² (1000 ft ²) of GFA
Restaurant	1 space per 4 seats plus 1 space per employee
Retail store	1 space/37.2 m ² (400 ft ²) of GFA
Salvage or wreckage yard	As required by the MPC
Service station/gas bar	1 space/37.2 m ² (400 ft ²) of GFA
Shopping centre	1 space/23.2 m ² (250 ft ²) of GFA
Specialty manufacturing/cottage industry	1 space/46.5 m ² (500 ft ²) of GFA
Tourist information	1 space/46.5 m ² (500 ft ²) of GFA
Transportation/delivery service	1 space/46.5 m ² (500 ft ²) of GFA
Truck transportation/dispatch depot	1 space/65 m ² (700 ft ²) of GFA
Truck wash	1 space per employee
Veterinary clinics (large or small animal)	1 space/46.5 m ² (500 ft ²) of GFA
Warehousing	1 space/65 m ² (700 ft ²) of GFA
Waste disposal facility	As required by the MPC
Wholesale trade	1 space/65 m ² (700 ft ²) of GFA
RESIDENTIAL	
Bed and breakfast	1 space per guest room
Boarding/lodging houses	1 space per bedroom
Communal facility	As required by the Designated Officer or MPC
Dwellings:	
-Apartment	1.5 spaces per dwelling unit plus 0.5 space per unit for visitor parking
-Duplex/semi-detached	2 spaces per dwelling unit
-Multi-unit/townhouse	2 spaces per dwelling unit plus 0.5 space per unit for visitor parking
-Single-detached dwellings (site built, manufactured, prefabricated, moved-in)	2 spaces per dwelling unit
Home occupation 1	N/A
Home occupation 2	1 additional space
Manufactured home park -visitor parking	As required by the Designated Officer or MPC
Secondary suite	2 additional spaces
Senior citizen housing	1 space per 2.5 dwelling units
PUBLIC	
Cemetery	As required by the MPC
Clubs and organizations	1 space/5.1 m ² (55 ft ²) patron use area plus 1 space per employee
Community hall/cultural facility	1 space/5 seating spaces plus 1 space per employee
Educational institutions/schools	3 spaces per classroom
Exhibition ground	As required by the MPC
Group care facility	1 space per employee
Hospital	1 space per bed
Institutional facilities or uses	As required by the MPC
Parks and playgrounds	As required by the Designated Officer
Religious assembly	1 space/5 seating spaces

Staff Report to the Municipal Planning Commission

Development Application #	2020 - 144
Applicant	Brett Haskill
Civic Address	1510 18 Avenue
Legal Description	Plan 2835FJ; Block 9; Lot N/A
Zoning	Mixed Land Use (Industry – I & Residential – R-1A)
Description of Application	Change of Use – Automotive Repair Shop and Vehicle Sales

BACKGROUND/DESCRIPTION OF APPLICATION:

We are in receipt of Development Application (#2020-145) to review an application to allow a change of an existing automotive repair shop to conduct vehicle sales in addition to its current business operations. The applicant has described that a maximum of 8 to 12 vehicles will be stored on site at one time.

Land Use Bylaw 677-P-04-13 states that Automobile Sales and Service within the Industry – I zoning is a Discretionary Use, as such the application has been referred to the MPC. The current Automotive Repair Shop is located within an existing building, the change of intensification relates mainly to the areas where additional vehicles will be parked and displayed for sale. To accommodate this increase in vehicle storage, the applicant has provided a parking plan, which identifies the location where vehicles are to be parked and stored.

APPLICABLE SECTIONS OF THE LAND USE BYLAW:

- Land Use Bylaw, Schedule 2, Industry – I & Residential – R-1A
- Land Use Bylaw, Schedule 9, Landscaping and Amenity Areas Standards and Guidelines
- Land Use Bylaw, Schedule 11, Off-Street Parking and Loading Requirements

OPTIONS:

THAT the board may consider APPROVAL of Development Application (#2020-145) to allow for an intensification of use that will allow an existing Automotive Repair Shop to conduct vehicle sales at the above referenced property subject to the following conditions:

1. Must obtain **approval** of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 **prior** to commencement.
2. Applicant/Owner shall contact the fire department at 403-345-1330 and arrange for a fire inspection prior to occupancy.
3. Approval is for the change of use only. A separate permit must be applied for and approved for any signs.

4. The applicant/owner shall consult with the Alberta Motor Vehicle Industry Council for updated permissions involving their commercial business license.
 5. The applicant/owner shall provide a parking plan indicating the location and orientation of vehicles for sale.
 6. Recognizing the location of the property and visual impact it can have one of Coaldale's main corridors, the applicant/owner will maintain the areas where vehicles are parked and ensure vehicle parking areas remain free of debris and overgrown vegetation.
 7. Excess dirt and mud that is tracked onto sidewalks and roads shall be cleaned up promptly as to not impact the neighborhood.
 8. The applicant/ owner shall comply with Land Use Bylaw No. 677-P-04-13, Schedule 11, Off-Street Parking & Loading Requirements, 1 (one) space per 500 ft² of GFA.
 9. In lieu of standard landscaping requirements the applicant be required to place a number of raised planters within the front yard of the property with the specific size and number of boxes to the discretion of the development authority.
 10. The development must be completed in its entirety, in accordance with approved plans and conditions. Any revisions to the approved plans must be submitted for re-approval. Failure to comply with any condition of this permit shall render the permit null and void at the discretion of the Development Officer.
-

Respectfully Submitted:

Spencer Croil,
Director of Planning and Community Development
and Development Officer

ATTACHED FILES:

- Letter from Applicant
- Site Plan
- Notice to Neighbouring Property Owners
- Schedule 2 - Industry
- Schedule 9 - Landscaping and Amenity Areas Standards and Guidelines
- Schedule 11 - Off-street Parking and Loading Requirements



Nov 20 2020

Town of Coaldale
Non Residential Development

Re: Business Plan for Block 9 Plan 2835FJ

Good afternoon,

We are currently an automotive repair shop and would like to expand using the same building and property that we are leasing from Topline Construction adding a used car and truck sales division. Please be advised we will have a maximum of 12 vehicles for sale at any given time.

Our intentions are to sell well maintained used cars and trucks to our customers. No junkers will be sold here.... As we have an automotive repair shop here already, we will put all our vehicles through a proper inspection and make the appropriate repairs before we sell. We want our customers to be able to drive away feeling confident to take the vehicle they purchased on a long journey.

Even though our lot space is small, we are committed to keeping the property visually appealing and organized.

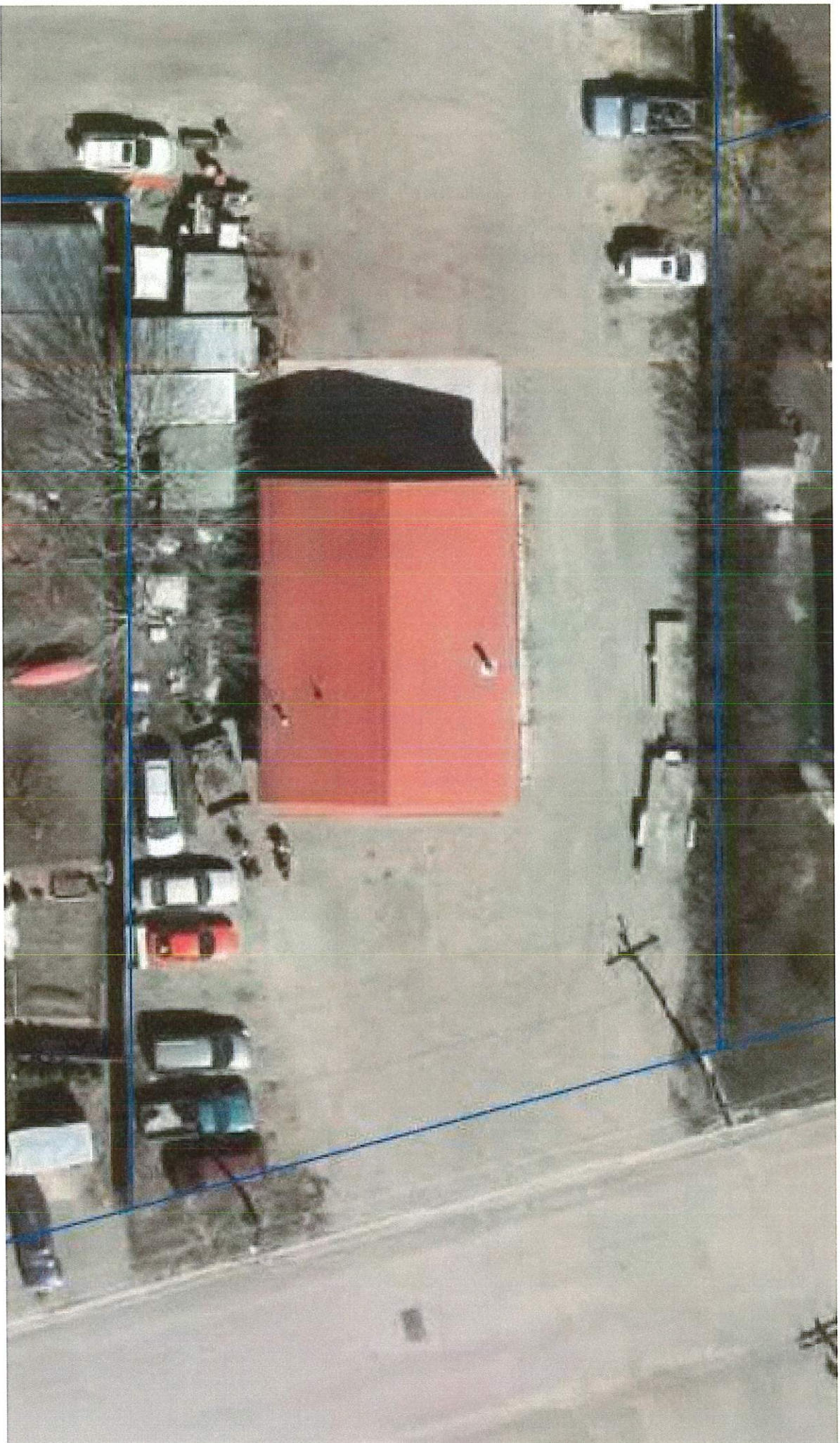
This is our initial plan, if things go well we hope to expand to a larger location in the future.

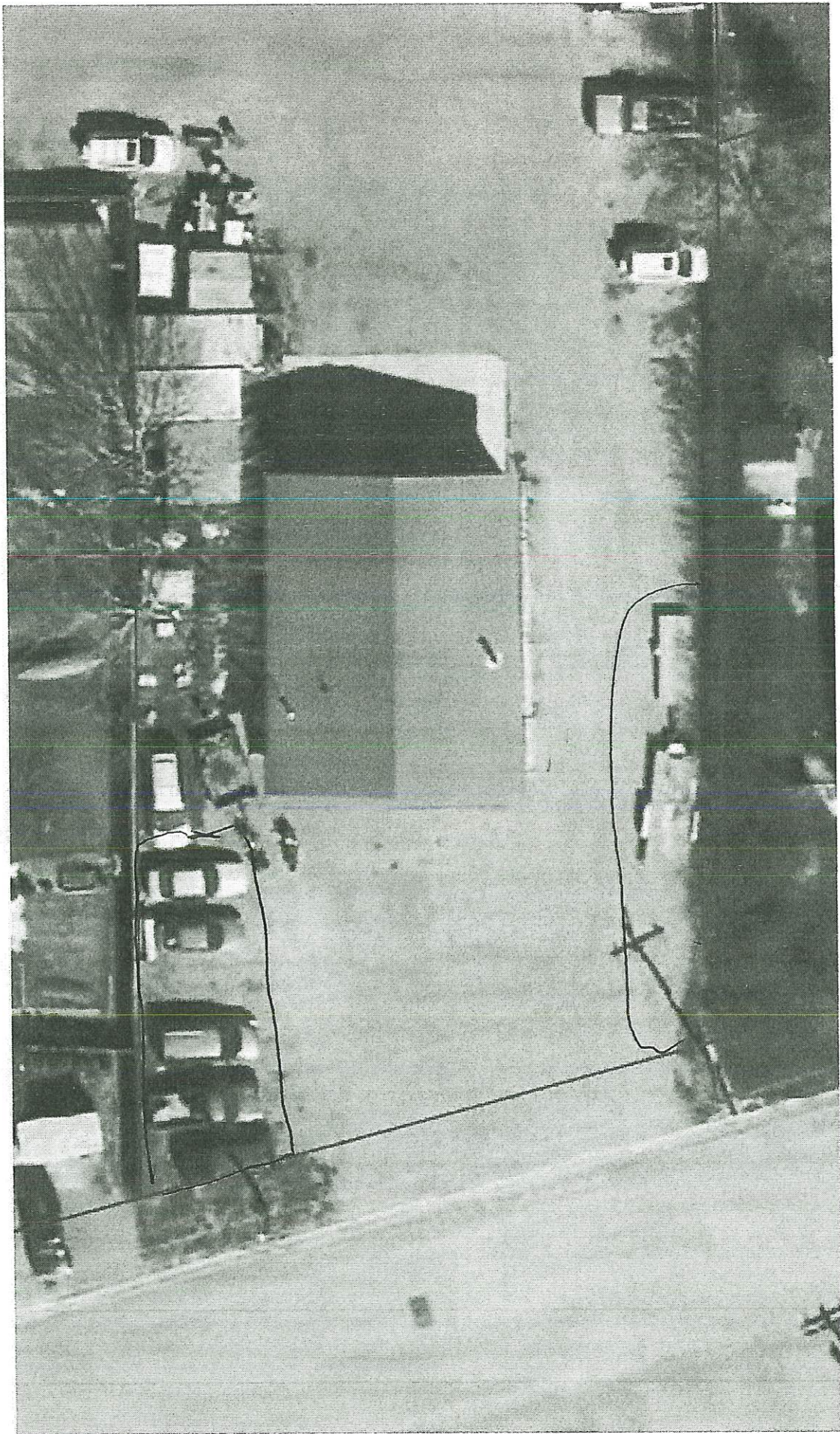
Best regards,

A handwritten signature in black ink, appearing to be "Brett Hastkill", written in a cursive style.

Brett Hastkill
President

1508 18 Ave Coaldale, AB T1M 1K7 403 345-5550







November 25, 2020

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2020-146

APPLICANT: BRETT HASKILL

**ADDRESS: 1510 18 AVENUE, COALDALE, ALBERTA
PLAN 2835FJ, BLOCK 9, LOT N/A**

ZONING: MIXED LAND USE (INDUSTRY – I & RESIDENTIAL – R1-A)

Dear Sir/Madam,

We are in receipt of Development Application #2020-145 to review a change of use application to allow for an existing automotive repair shop to conduct vehicle sales at the above-mentioned address. The applicant has described that a maximum of 8 to 12 vehicles will be stored on site at one time.

Land Use Bylaw 677-P-04-13 states that Automobile Sales and Service within the Industry – I zoning is a Discretionary Use, as such the application has been referred to the MPC. The current Automotive Repair Shop is located within an existing building, the change of intensification relates mainly to the areas where additional vehicles will be parked and displayed for sale. To accommodate an increase in vehicle storage, the applicant has provided a parking plan, which identifies the location where vehicles are to be parked and stored.

The application will be considered and decided upon by the Municipal Planning commission (MPC) at the December MPC meeting.

- **This application will be heard by the MPC at the December 9th meeting, which will be held at 5 pm at the HUB building (2107 13th Street).**
- **Options for attending the meeting include in-person, or by virtual means.**
- **For individuals wishing to attend in-person, please review the attached guidance regarding public health measures that remain in place for the Covid-19 event.**
- **For individuals wishing to attend by virtual means, please contact the undersigned at your earliest convenience and you will be provided instructions for virtual attendance.**

The full agenda will be posted on our website by December 3rd, 2020 at the following link, <http://www.coaldale.ca/mpc-meeting-agendas/>. However, if you wish to view the details of this application prior to that date please contact the Town by email or phone at buildingcoaldale@coaldale.ca or 403 345-1304 and a copy of the application can be sent to you digitally.

Pursuant to the provisions of Section 42 of the Bylaw 677-P-04-13 being the Land Use Bylaw of the Town of Coaldale, notice is hereby given that on **Wednesday, December 9th, 2020, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit 2020-141.**

Any comments you wish to make concerning the application can be made in writing to the Town of Coaldale up to and including the date of the meeting, it is appreciated if they can be forwarded by 1:00pm on Friday, December 4th, 2020 or verbally at the meeting. Comments for the application can be dropped off in person at the Town Office, faxed to 403-345-1311 or emailed to buildingcoaldale@coaldale.ca. Please note that all submissions will be made public.

Sincerely,



Spencer Croil, RPP MCIP
Director of Planning and Community Development

cc. Applicant



INDUSTRY – I



Purpose:

To provide for a broad range of industrial and storage uses. The location of individual uses will have regard to both the effect on adjacent uses and the ability to provide adequate services to the site.

1. (A) PERMITTED USES

- Accessory building, structure or use to an approved permitted use
- Building Supplies
- Car Wash
- Contractor, Building and Trade
- Contractor, Heavy Duty Equipment
- Equipment Sales, Rental and Service
- Farm/Industrial Machinery Sales, Rental and Service
- Light Industry/Manufacturing
- Manufacturing
- Public or Private Utility
- Railway and Railway Related Uses
- Seasonal Sales
- Shipping Container (temporary)
- Sign Types²: 1A, 2, 3, 4, 5, 6, 10
- Truck Transportation Depots
- Truck Wash
- Warehouse, Retail
- Warehouse, Wholesale
- Warehouse Storage

(B) DISCRETIONARY USES

- Abattoirs
- Accessory building, structure or use to an approved discretionary use
- Adult Entertainment Facility¹
- Alternative/Renewable Energy, Commercial/Industrial
- Asphalt Batch Plant
- Auto Body Repair and Paint Shop
- **Automobile Sales and Service**
- Automotive Repair and Service Shop
- Bulk Fuel Storage and Sales
- Cannabis Production Facility
- Concrete Batch Plant
- Feed Mill/ Grain Elevator
- Fertilizer Storage and Sales
- Food Processing Facility
- Garden Centre/ Greenhouse
- Gas Bar
- Horticultural Operations or Facilities
- Industry with a Heavy Utility Demand
- Kennel
- Natural Resource Extraction
- Outdoor Recreation and Sports fields
- Pet Care Services
- Recreation, Private
- Recycling Facility
- Service Station
- Shipping Container (permanent)
- Sign Types²: 1B, 7³, 8, 9, 11, 12
- Small Wind Energy System - Type A and B⁴
- Sand Blasting Facility
- Veterinary Clinic

Notes: 1 – See Schedule 4, Section 31 for setback requirements.

2 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.

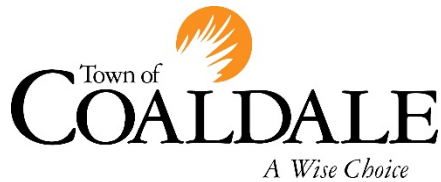
- (h) Selection of plant varieties shall be based on regional climatic conditions, constraints of location, effectiveness in screening adjacent properties, resistance to disease and insect attack, cleanliness, appearance and ease of maintenance.
- (i) All natural landscaping shall be planted in accordance with good horticultural practice.
- (j) At the time of planting, the minimum calliper width for all trees required as part of a specific development project shall be 20 millimetres (0.79 in.).
- (k) At the time of planting, a minimum of 50 percent of any required trees shall be coniferous.

3. MINIMUM STANDARDS AND REQUIREMENTS FOR COMMERCIAL / INDUSTRIAL LANDS

- (a) Except for lands located within the Downtown Overlay (see Section 8 of the C-1 land use district), a minimum of 10 percent of the total lot area (or total site area) shall be required to contain landscaping.
- (b) Except for lands located within the Downtown Overlay (see Section 8 of the C-1 land use district), a minimum 6 m (20 ft.) landscape buffer is required (except for those areas occupied by sidewalks and driveways) for all commercial and industrial projects located adjacent to municipal roadways, to the satisfaction of the Municipal Planning Commission or Designated Officer.
 - i. For land or property located within the designated Downtown Overlay, where a principal structure is not developed to the front property boundary, the front setback shall be comprehensively landscaped to the satisfaction of the Municipal Planning Commission or the Designated Officer.
- (c) A professionally prepared landscape plan shall be required for all commercial and industrial development projects and shall be submitted as part of a development permit application.
- (d) All lots or sites abutting a residential district shall be buffered and/or screened to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (e) Parking lots shall be landscaped to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (f) Parking or storing of vehicles is not permitted on required landscaping areas unless approved specifically by the Municipal Planning Commission or Designated Officer as an outside display area as part of an approved development permit.
- (g) In all commercial land use districts, trees are required as part of an overall landscape plan and shall be planted at the overall minimum ratio of one (1) tree per 35 m² of landscaped area provided.
- (h) In all industrial land use districts, trees are required as part of an overall landscape plan and shall be planted at the overall minimum ratio of one (1) tree per 65 m² of landscaped area provided.
- (i) Wherever space permits and where acceptable to the Town of Coaldale, trees shall be planted in groups.
- (j) To ensure the continued care of lawns and other vegetation, developers may be required to install underground watering/irrigation systems as a condition of development permit approval.
- (k) The height, type and location of a fence in all Commercial and Industrial land use districts (including the Downtown Overlay – see Section 8 of the C-1 land use district), shall be to the satisfaction of the Designated Officer or Municipal Planning Commission. Additional fencing regulations may apply and may be found in Schedule 4, Section 14 of this Land Use Bylaw.

Table 1 – Minimum Required Off-Street Parking

USE	MINIMUM PARKING SPACES
COMMERCIAL/INDUSTRIAL	
Abattoirs	As required by the MPC
Accessory, buildings structures or uses	As required by the MPC or Designated Officer
Amusement facility	1 space/27.9 m ² (300 ft ²) of GFA
Assisted living facility	1 space per 2.5 dwelling units
Autobody repair/paint shop	1 space/46.5 m ² (500 ft ²) of GFA
Automotive sales and/or service	1 space/46.5 m ² (500 ft ²) of GFA
Building - trade contractors/building supplies	1 space/65 m ² (700 ft ²) of GFA
Bulk fuel storage and sales	1 space/46.5 m ² (500 ft ²) of GFA
Business support service	1 space/46.5 m ² (500 ft ²) of GFA
Car wash	1 space per employee
Child care/day care facility	1 space per employee plus 1 space for every 10 children
Civic and governmental offices	1 space/46.5 m ² (500 ft ²) of GFA
Convenience store	1 space/27.9 m ² (300 ft ²) of GFA
Drive-in/drive-through use	1 space/5.1 m ² (55 ft ²) of seating area plus 1 space per employee
Eating establishment	1 space per 4 seats plus 1 per employee
Entertainment establishment	1 space/5.1 m ² (55 ft ²) of patron use area plus 1 space per employee
Equipment sales, rental and service	1 space/65 m ² (700 ft ²) of GFA
Farm/industrial machinery sales and service	1 space/65 m ² (700 ft ²) of GFA
Feed mills/grain elevators and ancillary uses	1 space/65 m ² (700 ft ²) of GFA
Fertilizer storage and sales	1 space/46.5 m ² (500 ft ²) of GFA
Financial institution	1 space/37.2 m ² (400 ft ²) of GFA
Food processing	As required by the MPC
Funeral facility	1 space/5 seating spaces plus 1 space per employee
Garden centres and horticulture operations and facilities	1 space/65 m ² (700ft ²) of GFA
Golf course	As required by the MPC
Government/institutional facilities	As required by the Designated Officer or MPC
Grocery store	1 space/37.2 m ² (400 ft ²) of GFA
Hotel/motel	1 space per guest room
Industry with a heavy utility demand	1 space/92.9 m ² (1000 ft ²) of GFA
Kennel	1 space/46.5 m ² (500 ft ²) of GFA
Landscaping materials sales	1 space/65 m ² (700 ft ²) of GFA
Light industry/manufacturing/fabrication	1 space/65 m ² (700 ft ²) of GFA
Liquor store	1 space/18.6 m ² (200 ft ²) of GFA
Lounges/beverage rooms	1 space/5.1 m ² (55 ft ²) patron use area plus 1 space per employee
Machinery and equipment rental	1 space/65 m ² (700 ft ²) of GFA
Maintenance/utility uses	1 space/65 m ² (700 ft ²) of GFA
Manufacturing	1 space/46.5 m ² (500 ft ²) of GFA
Medical/health facility	1 space per staff member and 1 space per examination room
Mini storage	As required by the Designated Officer
Museum/library/art gallery	As required by the Designated Officer or MPC
Office	1 space/46.5 m ² (500 ft ²) of GFA



PLEASE READ RE: COVID-19 AND MUNICIPAL PLANNING COMMISSION REQUIREMENTS

OUT OF AN ABUNDANCE OF CAUTION AND TO ENSURE THE TOWN IS MEETING PROVINCIAL REQUIREMENTS FOR SOCIAL DISTANCING AND THE MAXIMUM ALLOWABLE SIZE OF A GROUP,

ATTENDANCE AT THE MUNICIPAL PLANNING COMMISSION MEETING INCLUDES THE FOLLOWING OPTIONS:

1. IN-PERSON ATTENDANCE

Please review the attached Province of Alberta guidance document on covid-19. If you are feeling unwell or meet any of the other parameters related to a need to avoid being in public, as listed in the document, please **do not** attend the meeting in-person.

If you do attend the meeting in-person, you will be required to follow the instructions for safe entry into the building, including but not limited to using hand sanitizer upon entrance, and not touching any surfaces or objects unless it is completely necessary to do so.

2. VIRTUAL ATTENDANCE AND/OR WRITTEN FEEDBACK

You are welcome to attend the meeting virtually. If you do wish to attend the meeting virtually, please contact us at your earliest convenience and instructions for how to attend virtually will be provided to you.

If you are unable to attend the meeting virtually, you are encouraged to provide written feedback in the form of an email or a printed (or handwritten) letter that can be dropped off at the Town Office. If you wish to provide feedback via printed or handwritten letter, please drop your submission in the Town's mail drop box, located to the right of the front doors to the office (1920, 17 Street).

If you have any questions or concerns with the above please don't hesitate to contact the Town at 403.345.1304 or buildingcoaldale@coaldale.ca.