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**DEVELOPMENT OFFICER'S REPORT 25DP04-35**

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**APPLICANT:**

**OWNERS:** Same

**EXISTING USE:** Residential

**DISTRICT:** R – Residential

**LEGAL DESCRIPTION:** Plan 5301 KS, Block 4, Lot 2 : 6330 Ste. Anne Trail (the "Lands").

**PROPOSAL:**

"As-Built" Placement of an Accessory Building (\*22.8 sq. m.), which is a Discretionary Use within the R – Residential District.

**LAND USE BYLAW DISTRICT REQUIREMENTS:**

Section 45(V) Building Appearance and Landscaping

(v) Accessory buildings should complement the principal building in terms of proportional mass, roof line and exterior treatment.

Section 58(5) Accessory Buildings

- (a) Accessory Buildings: The setback from the rear lot line shall be no less than 0.9 m (3 ft) or 1.0 m (3.3 ft) to any side lot line.
- (b) Maximum Height: The height of any garage, storage shed, guesthouse or boathouse shall not exceed 6.7 m (22 ft).

**LAND USE BYLAW - DECISIONS ON DEVELOPMENT PERMIT APPLICATIONS:**

Section 16 Decision on Development Permit Applications

1) Permitted / Discretionary Applications:

- a) The Development Officer shall approve, with or without conditions, an application for a permitted use where the proposed development conforms to this Bylaw. The Development Officer shall refer discretionary use

applications with the Development Officer's recommendations to Council for decision.

## COMMENTS AND RECOMENDATIONS:

Comments:

The Summer Village of Land Use Bylaw 218, as amended (the "LUB"), provides the Development Authority with direction with respect to the siting of developments, including Accessory Buildings, upon a Lot. Specifically for Accessory Buildings, they are to be sited:

- i. Minimum of 0.9 m (3 ft) from the rear lot line – \*Proposed 1.06 m;
- ii. Minimum of 1.0 m (3.3 ft) from any side lot line – \*Proposed 1.20 m ; and
- iii. Maximum Height of 6.7 m (22 ft) – Proposed 2.74 m.

\*As shown on the attached Real Property Report, dated April 29, 2025, prepared by Don Wilson Surveys Ltd.

The Development Officer has reviewed the subject Development Permit Application and found that such meets the requirements for development within the R – Residential District.

## THE DEVELOPMENT OFFICER'S RECOMMENDATION TO THE COUNCIL FOR THE SUMMER VILLAGE OF VAL QUENTIN:

It is recommended that the Council for the Summer Village of Val Quentin, as Development Authority, issue an approval for Development Permit Application 25DP04-35 with standard conditions as follows:

### APPROVAL OF DEVELOPMENT PERMIT

You are hereby notified that your application for a development permit with regard to the following:

### **"As-built" Placement of an Accessory Building (22.8 sq. m.)**

Has been **APPROVED** subject to the following conditions:

- 1- All municipal taxes must be paid.
- 2- That the applicant shall display for no less than twenty-one (21) days after the permit is issued, in a conspicuous place on the site or on streets abutting the site, the enclosed notice.

**3- Development shall conform to the following site requirements:**

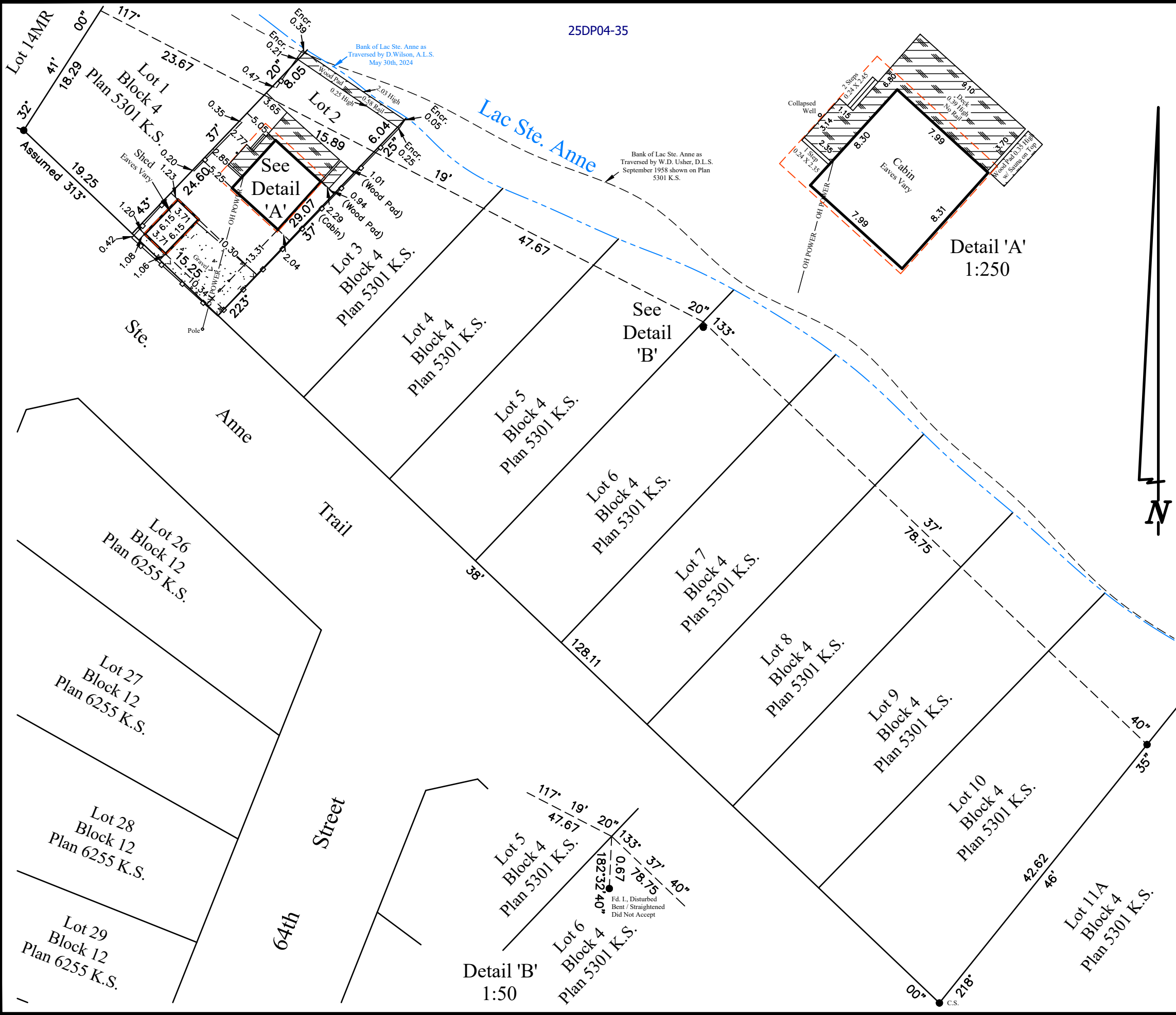
- **Minimum Side Yard of 1.00 m.;**
  - **Minimum Rear Yard of 0.90 m.; and**
  - **Maximum Height of 6.72 m.**
- 4- The applicants shall obtain and comply with the requirements, where applicable, from the appropriate authority, permits relating to demolition, building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development. Copies of all permits shall be submitted to the Summer Village of Val Quentin for review.
  - 5- Arrangements, which are satisfactory to the Development Authority, must be in place to provide sanitary facilities for the contractors working on the site.
  - 6- The applicants shall be financially responsible during construction for any damage by the applicant, his servants, his suppliers, agents or contractors, to any public or private property.
  - 7- The applicants shall prevent excess soil or debris from being spilled on public streets and lanes; and shall not place soil or any other material on adjacent properties without permission in writing from adjacent property owners.
  - 8- All development shall be landscaped and graded in a manner that all surface run-off is either contained on-site, directed into an existing water body (i.e. a lake or stream) or public drainage system (i.e. a municipal ditch). All buildings must be completed with eaves which drain into the ditch at the front or rear of the property
  - 9- That all improvements shall be completed within twelve (12) months of the effective date of the permit.
  - 10- The site and improvements thereon shall be maintained in a clean and tidy condition during construction, free from rubbish and debris. Receptacles for the purpose of disposing of rubbish and debris shall be provided to prevent scatter of debris and rubbish.
  - 11- No person shall keep or permit to be kept in any part of a yard any excavation, storage or piling of materials required during the construction stage unless all necessary safety measures are undertaken. The owner of such materials or excavation must assume full responsibility to ensure the situation does not prevail any longer than reasonably necessary to complete a particular stage of construction.

Regards,



Tony Sonnleitner, Development Officer

Attach – Real Property Report


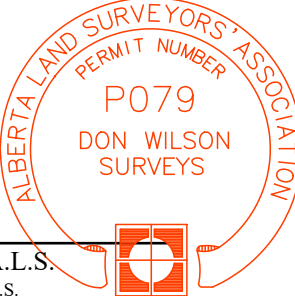


ALBERTA LAND SURVEYOR'S  
REAL PROPERTY REPORT

LOT 2, BLOCK 4, PLAN 5301 K.S.  
6330 STE. ANNE TRAIL  
SUMMER VILLAGE of VAL QUENTIN  
SURVEY COMPLETED: APRIL 22nd, 2025  
TITLE SEARCHED : 16/04/2025 TITLE NO. 192 253 423

Alberta Land Surveyor's Certification:  
I hereby certify that this Report, which includes the attached plan and related survey, was prepared and performed under my personal supervision and in accordance with the Alberta Land Surveyors' Association's Manual of Standard Practice and supplements thereto. Accordingly, within those standards and as of the date of this Report, **I am of the opinion that:**  
1. the plan illustrates the boundaries of the Property, the improvements as defined in Part C, Section 6.5 of the Alberta Land Surveyors' Association's Manual of Standard Practice, and registered easements and rights-of-way affecting the extent of the title to the Property;  
2. the improvements are entirely within the boundaries of the Property [except Fence, Wood Pad];  
3. no visible encroachments exist on the Property from any improvements situated on an adjoining property [except];  
4. no visible encroachments exist on registered easements or rights-of-way affecting the extent of the Property [except]; and  
5. No blanket easements or rights-of-way affecting the extent of the Property [except].

Purpose Of Report:  
This Report and attached plan have been prepared for the benefit of the Property owner, subsequent owners, and any of their agents for the purpose(s) of a submittal to the municipality for a compliance certificate.  
Copying is permitted only for the benefit of these parties, and only if the plan remains attached. Where applicable, registered easements and utility rights-of-way affecting the extent of the Property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this Report. The attached plan should not be used to establish boundaries (e.g., for fencing) because of the risk of misinterpretation or measurement error by the user. The information shown on this Report reflects the status of this Property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements because subsequent development changes on the property will not be reflected on the Report.

DATED AT BARRHEAD, ALBERTA, APRIL 29, 2025  
  
DON WILSON, A.L.S.  
© DON WILSON, A.L.S.  
This document is not valid unless it bears the original signature or digital signature of an Alberta Land Surveyor and a permit stamp .  


Notes:  
Statutory Iron Survey Post Found Shown Thus: ●  
Found Lead Plug Shown Thus: ■  
Fence Lines Shown Thus: —□—□—□—□—  
Fd. No Mk. Denotes Found No Mark  
Mp. Denotes Marker Post  
C.S. Denotes Countersunk  
Distances Are In Metres and Decimals Thereof.  
Distances Are To The Finished External Walls.  
Stage Of Construction: Complete  
Portable Buildings Under 100 ft² May Not Be Shown.  
Fences Are Within 0.20m Of The Property Line Unless Shown Otherwise.  
Eaves Dimensioned To The Line Of The Fascia. Shown Thus: —  
Overhead Powerlines Shown Thus: — OH POWER — OH POWER — OH POWER — OH POWER —

DATE: APRIL 29/ 25 SCALE: 1:500 OUR FILE No. 24207update  
DON WILSON SURVEYS LTD.  
BOX 4120, BARRHEAD, ALBERTA T7N 1A1  
(780) 674-2287  
info@donwilsonsurveys.com

**DEVELOPMENT PERMIT APPLICATION****Summer Village of Val Quentin**

**Development Services**  
**Box 2945, Stony Plain, Alberta T7Z 1Y4**  
**Phone: 1-780-718-5479**  
**Fax: 1-866-363-3342**  
**Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)**

25DP04-35

Application Number: \_\_\_\_\_

Application Received Date: April 30, 2025Application Deemed Complete: April 30, 2025**PROJECT LOCATION – REQUIRED** Issued: Apr 30, 2025 Appeal End May 21, 2025 Valid May 29, 2025

Suite:	Street Address:	Street Name:
Legal Description: Unit / Lot / Block / Plan or Quarter / Section / Township / Range / Meridian		
/	/	/

**TYPE OF USE – REQUIRED**

New Construction	Addition	Fence	Other
Garage	Well / Cistern / Septic System	Temporary Business	
Accessory Building / Shed	Change of Occupancy or Use	Variance	
Accessory Structure / Deck	Secondary Suite	Sign	

**PROJECT DESCRIPTION - REQUIRED** **COST OF PROJECT - REQUIRED \$****"As-built" Placement of an Accessory Building (22.8 sq. m.)****NEW CONSTRUCTION – REQUIRED**

Residential	Multi-family Dwelling	Commercial	Industrial	Institutional
Single Detached				
Semi Detached	Number of units: _____	Total Area: _____ m <sup>2</sup>		

**GARAGES/ACCESSORY BUILDINGS/ADDITIONS/ STRUCTURES /DECKS / FENCES – REQUIRED**

Total Area (m <sup>2</sup> ):	Height (if applicable):	Residential	Commercial	Industrial	Institutional
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**CHANGE OF OCCUPANCY OR USE – COMPLETE ONLY IF APPLYING FOR CHANGE OF USE OR OCCUPANCY OR FAMILY DAY HOME**

Total Area (m <sup>2</sup> ):
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**FAMILY DAY HOME – COMPLETE ONLY IF APPLYING FOR A FAMILY DAY HOME**

Are room alterations involved: YES NO If yes – Number of Rooms: \_\_\_\_\_ List Rooms: \_\_\_\_\_  
 Describe alterations:

Provide a detailed description of materials, equipment and/or vehicles including utility trailer(s) that will be used and where they will be stored:

Number of resident employees: (employees that reside in the home):	Number of children (including children under the age of 5 who are otherwise permanent residents of the dwelling):
Hours of Operation:	Number of daily business visits to the property:
Number of household vehicles:	Number of onsite parking stalls:

**DEVELOPMENT PERMIT APPLICATION****Summer Village of Val Quentin****Development Services****Box 2945, Stony Plain, Alberta T7Z 1Y4****Phone: 1-780-718-5479****Fax: 1-866-363-3342****Email: pcm1@telusplanet.net****SIGNS – COMPLETE ONLY IF APPLYING FOR A SIGN PERMIT**

Temporary:	Balloon Billboard Portable - # of 30 day periods _____ Developer Marketing Development Directional Other	Permanent :	Freestanding Fascia / Wall / Projecting / Roof / Canopy Changeable Copy Other
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**SECONDARY SUITE – COMPLETE ONLY IF APPLYING FOR A SECONDARY SUITE**

The proposed secondary suite is located within:  The principal dwelling unit The second story of a detached garage An accessory building Other (describe): _____	Floor area of the secondary suite (m <sup>2</sup> ):	Number of bedrooms in the secondary suite:
	Floor area of the principal dwelling unit (m <sup>2</sup> ):	
	Number of parking stalls available on site:	
	* Please note the location of all parking stalls on the accompanying site plan.	

**OWNER OR REPRESENTATIVE – REQUIRED**

I am the registered owner of the land described above	I have been designated as the representative of the owner (written consent attached)
Owner Name:	Agent Name:
Signature:	Signature:


**MAILING ADDRESS (OWNER) – REQUIRED**

Mailing address:	City:	Province:	Postal Code:
Phone no.:	Builders License #		
Email Address:			

**APPLICANT SAME AS OWNER/REPRESENTATIVE – REQUIRED**

Applicant Name:	Phone no.:	Builders License no.:		
Company Name:		Email Address:		
Mailing address:	City:	Province:	Postal Code:	

I acknowledge that if the development permit application is approved it is subject to an appeal period pursuant to Section 678 of the Municipal Government Act, RSA 2000, Chapter M-26 and that the decision may be ultimately overturned or amended. I accept that if I commence development prior to the appeal expiry date, I am doing so with the appropriate development and building permits issued and at my own risk accepting all legal responsibilities.

  
 \_\_\_\_\_  
*Applicant's signature*

 \_\_\_\_\_  
*Date*



# RIGHT OF ENTRY AUTHORIZATION

MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, Chapter M-26

## Summer Village of Val Quentin



Development Services  
Box 2945, Stony Plain, Alberta T7Z 1Y4  
Phone: 1-780-718-5479 Fax: 1-866-363-3342  
Email: [pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)

Owner(s) consent to the Right of Entry by an authorized person of the Summer Village of Val Quentin for the purpose of a land site inspection relative to a proposed development permit application or Land Use Bylaw amendment.

Section 542 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 stipulates that:

*542(1) If this or any other enactment or a bylaw authorizes or requires anything to be inspected, remedied, enforced or done by a municipality, a designated officer of the municipality may, after giving reasonable notice to the owner or occupier of land or the structure to be entered to carry out the inspection, remedy, enforcement or action,*

*(a) enter on that land or structure at any reasonable time, and carry out the inspection, enforcement or action authorized or required by the enactment or bylaw,*

*(b) request anything to be produced to assist in the inspection, remedy, enforcement or action, and*

*(c) make copies of anything related to the inspection, remedy, enforcement or action.*

*(1.1) A consent signed under section 653 is deemed to be a reasonable notice for the purposes of subsection (1).*

*(2) The designated officer must display or produce on request identification showing that the person is authorized to make the entry. (3) In an emergency or in extraordinary circumstances, the designated officer need not give reasonable notice or enter at a reasonable hour and may do the things in subsection (1)(a) and (c) without the consent of the owner or occupant.*

In accordance with the above Section and the Summer Village of Val Quentin Land Use Bylaw requirements, it is necessary that this form be completed and returned with your application submission in order that an authorized person from the Summer Village may be able to do a site inspection if required on the property.

**I/We grant consent for an authorized person of the Summer Village of Val Quentin to enter upon the subject land for a site inspection.**

Legal Land Description

Registered Owners Name as  
Per Certificate of Title

Name of Signing Authority  
(If owner is a numbered  
company)

Property Address

Signature

Print

Date

# ELECTRONIC COMMUNICATION

MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, Chapter M-26

## Summer Village of Val Quentin



**Development Services**  
**Box 2945, Stony Plain, Alberta T7Z 1Y4**  
**Phone: 1-780-718-5479 Fax: 1-866-363-3342 Email:**  
**[pcm1@telusplanet.net](mailto:pcm1@telusplanet.net)**

**Owner(s) consent to communicate with the Summer Village of Val Quentin and its applicable contractors through electronic means.**

Section 608(1) of the Municipal Government Act, R.S.A. 2000, Chapter M-26 provides that:

*608(1) Where this Act or a regulation or bylaw made under this Act requires a document to be sent to a person, the document may be sent by electronic means if*

*(a) the recipient has consented to receive documents from the sender by those electronic means and has provided an e-mail address, website or other electronic address to the sender for that purpose, and*

*(b) it is possible to make a copy of the document from the electronic transmission.*

**I/We being the registered owner(s) or Agents for the lands described below, for the purpose of Development Permit Approval, desire to enter into an agreement with the Summer Village of Val Quentin and its applicable contractors to communicate through electronic means: Email Address:**

Legal Land Description

Registered Owners Name

as Per Certificate of Title

Name of Signing Authority

(If owner is a numbered company)

Property Address

Signature

Print

Date

This information is being collected under the authority of section 33(c) the Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to administer a development permit. The personal information provided will be protected in accordance with Part 2 of the Act. If you have any questions regarding the collection, use and disclosure of personal information, please contact the FOIP Coordinator at (780) 446-1426.



PERMIT NO.: **25DP04-35**

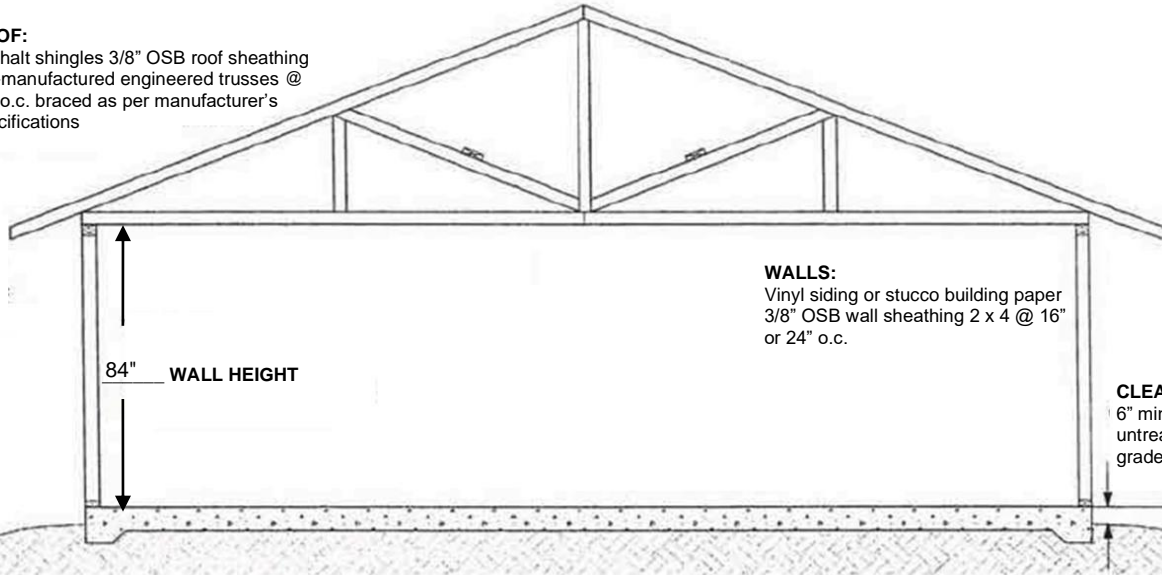
OWNERS NAME: \_\_\_\_\_

PROJECT LOCATION: 6330 Ste Anne Trail, SV of Val Quentin

To be completed and attached to the Building Permit Application Form

**ROOF:**

Asphalt shingles 3/8" OSB roof sheathing  
pre-manufactured engineered trusses @  
24" o.c. braced as per manufacturer's  
specifications



**WALLS:**

Vinyl siding or stucco building paper  
3/8" OSB wall sheathing 2 x 4 @ 16"  
or 24" o.c.

**CLEARANCE:**

6" minimum  
untreated wood to  
grade

Please check off construction details as listed below.

**Roofing Material**

- ☐ Asphalt Shingles  
☐ Cedar, Pine Shakes/Shingles  
☒ Metal Roofing  
☐ Other Specify: \_\_\_\_\_

**Wall Sheathing**

Specify: OSB with Smart Panel Exterior

**Wall Framing**

Specify: 2x4 at 24" ctrs

**Roof Sheathing**

- ☐ Min. 3/8" OSB or plywood

**NOTE:** OSB or plywood less than 1/2" requires H clips  
and bridge blocking

- ☒ 1/2" OSB or plywood  
☐ Other Specify: \_\_\_\_\_

- ☐ Insulated walls & ceiling

**Overhead Door Beam**

Length: \_\_\_\_\_

Depth: \_\_\_\_\_ # of Plys \_\_\_\_\_

- ☐ Built Up ☐ Engineered

**Roof Framing**

- ☒ Pre-manufactured Engineered Truss  
☐ Roof rafters, ceiling, joists, roof joist  
(provide details)

**Overhead Door**

Door Size: 6'x6' barrel roll up door

**Exterior Finish**

- ☐ Vinyl Siding  
☐ Stucco  
☐ Metal Siding  
☒ Other Specify: Smart Panel

**Direction of Trusses**

- ☒ Trusses parallel to overhead door opening  
☒ Trusses perpendicular to overhead door  
opening

**Foundation**

- ☐ 4" Slab up to 592 sq. ft.  
☐ Strip footing & 4' frost wall  
☐ Other Foundation (details, engineering)  
☒ On Skids

\*\* Roll up barrel door on end and side

**NOTE:** Separate permit  
applications are required for the  
installation of electrical, gas  
and/or plumbing in the building.

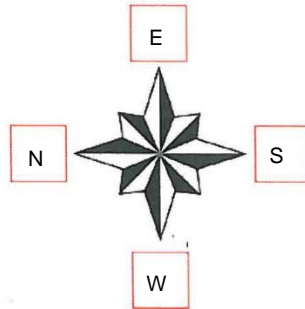
# ACCESSORY BUILDING ELEVATIONS

PERMIT NO.: 25DP04-35

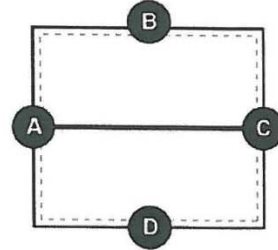
OWNER'S NAME: \_\_\_\_\_

## Key Map

☐ Please indicate North on the north arrow relative to the site plan view



## Site Plan View



**Elevation View:** Please show all doors and windows with their width and length dimensions

