



MEETING OF THE
TOWN OF SUNDRE
MUNICIPAL COUNCIL

Monday,
June 26, 2023
6:00 p.m.

PUBLIC HEARING 20230626-02

BYLAW No. 2023-04
Site Specific Exception

PUBLIC HEARING 20230626-02
BYLAW No. 2023-04
AGENDA

June 26, 2023
6:00 p.m.
Sundre Municipal Council Chambers

1. Call to Order
2. Purpose of Bylaw No. 2023-04
3. Confirmation of Notices
4. Development Authority's Report
5. Council Questions to the Development Authority
6. Public Communication (letters/emails)
7. Those in Favour of the Bylaw
8. Those Opposed to the Bylaw
9. Any other person(s) deemed to be affected by the Bylaw
10. Development Authority's closing statements?
11. Further questions for the Development Authority
12. Adjournment of the Public Hearing

TOWN OF SUNDRE

Visit.Live.Explore

403.638.3551 • 717 Main Avenue West
E-mail: townmail@sundre.com • Web site: www.sundre.com

Fax 403.638.2100	COUNCIL MEETINGS
Arena 403.638.3177	Monday, June 26, 2023 • 6pm
AquaPlex 403.638.9370	Council Hiatus - July 1 to August 31
GNP/FCSS 403.638.1011	Monday, September 5, 2023 • 6pm
Sundre Library 403.638.4000	

MEET AND GREET WITH THE MAYOR

Mayor Warnock invites you to meet with him to discuss any matters of concern or ideas you may have for the Town of Sundre. Appointments will be available for individual, one-on-one, discussion. Please call Shantelle at 403-638-3551 ext. 114, or email at townmail@sundre.com to schedule an appointment.

GREENWOOD CAMPGROUND

Now taking reservations for the 2023 camping season!
To make a reservation please call, 403-638-2130 or email us at campground@sundre.com.
Campground opens May 19, 2023.

MUNICIPAL DEVELOPMENT PLAN UPDATE

Over the next several months, Town residents will have the opportunity to provide their views and opinions about how the Town of Sundre should look 25 years from now. The responses will be an integral part of updating the Municipal Development Plan (MDP), the Town's overall guiding document.
Keep an eye out for opportunities to engage!
Visit www.sundre.com/mdp-update for more information on this project!

GARAGE SALE SIGNS - FAQ'S



When can I put out my Garage Sale Signs? Garage Sale Signs and smaller are allowed to be placed one day prior to the sale and must be removed by no later than the Monday morning following the date of the sale.

Can I put my Garage Sale Sign anywhere? Please remember that power poles or other utility structures, traffic signposts, and community mailboxes are not public property, and you cannot place a sign on private property without the consent of the owner.

Do I need a Permit to host a garage sale? A permit is not required, keeping in mind that all goods for sale must be contained within your yard, or garage.

ATTENTION RESIDENTS

For any after-hour emergencies involving gas, water & sewer please call 403-638-7350

PUBLIC NOTICE

Public Notice: 2023 Sundre Graduates Parade
Date/Time: Wednesday, June 28, 4:30 pm to 6:00 pm
Location: Starting at the Seniors Lodge and ending at the Rodeo Grounds

The Sundre Prom Committee has planned a Parade through Sundre to showcase the 2023 Grads.
They encourage the community to come out to cheer and celebrate the Grads as they celebrate "2023 Graduation".



SUNDRE PRESENTS CANADA DAY 2023

SATURDAY JULY 1ST 2023

Car Show

• Registration 8:30-9:00am • Awards 1:00pm
• Door prizes for registrants & cash raffles
treasurehunters.madras@gmail.com

Community Activities & Entertainment

• 10:00am-12:00pm Free Admission to Pioneer Village.
• Museum Gallery & World of Wildlife: Admission by donation. Please see price schedule for service details.
• (Big) Baking Competition 11:00am-12:00pm
• 11:30-12:30 Free BBQ: Hosted by Town Council
• 1:00pm Canada Cake cutting Ceremony & Serving
• Artisan Market: Elks Hall Room 2
• Burger Partner's Market 12:00-1:00pm

Tim Hus & Band
• Noon-2:00 pm
Pioneer Village

FIREWORKS AT DUSK

• Fireworks will be set off at 8:00 pm at Pioneer Village.
• Visit www.sundre.com for a full list of the day's activities.

COMPOST THURSDAY RECYCLE THURSDAY GARBAGE THURSDAY
JUNE 22 JUNE 29 JULY 6

Check out our web site www.sundre.com for current information

REMINDER: TOWN OF SUNDRE TAXPAYERS

The annual property assessment and tax notices were mailed out at the end of April, 2023.
If you have not received your notice in the mail yet, please contact the Sundre Town Office to receive your copy of the notice.
Annual Payment Due Date is JUNE 30th, 2023
Formal Assessment Complaint deadline is June 27th, 2023
If you intend to appeal your property assessment value at the Regional Assessment Review Board, Formal Complaints must be submitted to the Town Office by using the standard Assessment Complaint form and include the filing fee. Filing Fee is \$50.00 for Residential or \$650.00 for Non-Residential property class.

EAST SIDE LANDS OPEN HOUSE

Tuesday, June 27, 2023, 3:00 PM-5:00 PM
Sundre Municipal Library
2, 862 AV NW, Sundre AB



Join us at the Sundre Municipal Library for a public engagement session on the East Side Campground & Passive Outdoor Recreation Area.



PUBLIC NOTICE

Public Notice: 2023 Canada Day Fireworks Display
Date/Time: Saturday, July 1, dusk, approximately 11:00 p.m.
Location: Sundre Rodeo Grounds

We are celebrating our country's birthday with a Fireworks Display at dusk, approximately 11:00 p.m.

The display will be done from the Rodeo Grounds (map below); no admittance allowed to the grounds, or within the orange outlined area.

Feel welcome to enjoy viewing from the grass area by the ball diamonds/school grounds.

Pending a delay or cancellation of the Fireworks, we will be posting updates on social media around 9:00 p.m. July 1.



PUBLIC HEARING 20230626_01 BYLAW NO. 2023-02

A Public Hearing pursuant to Sections 230 and 606 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended, and Town of Sundre Council Procedural Bylaw 2022-06 on Bylaw 2023-02 will be held on Monday, June 26, 2023, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2023-02 is a "Housekeeping amendment to Land Use Bylaw 2018-10 to provide administrative changes for clarity, efficiency and new development opportunities.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 9:00 am to 4:00 pm, Monday to Friday at the Town Office (17 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

Any person who claims to be affected by the Bylaw may present suggestions or concerns by making a submission to the Public Hearing. Written submissions to the Public Hearing (or the name of any person(s) wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to 12:00 noon on Wednesday, June 21, 2023 as outlined in Bylaw No. 2022-06. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person or group representative, wishing to address Council at the Public Hearing shall complete their verbal presentation within five (5) minutes.

Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.

Date of Publication: June 13, and June 20, 2023

PUBLIC HEARING 20230626_02 BYLAW NO. 2023-04

A Public Hearing pursuant to Sections 230 and 606 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended, and Town of Sundre Council Procedural Bylaw 2022-06 on Bylaw 2023-04 will be held on Monday, June 26, 2023, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2023-04 is an administrative amendment to provide for two (2) "site specific exceptions" to the Highway Commercial District (C-2) for the property legally described as Plan 6114JK, Lot 18, Civic Address 104 Main Avenue East. The site specific amendments are proposed to accommodate the installation of two (2) "1-cm" type storage containers for use by a tenant to be located in the west-side bay of the existing building; and to allow for the manufacturing of recreational type "cabins" for the tenant located on the east-side of the building. Administration is also proposing an administrative amendment to the definition of Custom Manufacturing Establishments.

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Council Hiatus - July 1 to August 31

Monday, September 5, 2023 • 6pm

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They encourage the community to come out to cheer and celebrate the Grads as they celebrate "2023 Graduation".

SUNDRE PRESENTS CANADA DAY 2023

SATURDAY JULY 1ST 2023

Car Show

• Registration \$ 16.00 • Awards 1:30pm
• Door prizes for registrants & cash raffles
www.sundre.com/canaday2023@gmail.com

Community Activities & Entertainment

• 10:00am-2:00pm Free Admission in Pioneer Village.
• Museum Gallery & World of Wildlife - Admission by donation. Please no pets, exception service animals.
• Flag Raising Ceremonies 11:00am - 12:00pm

• 11:30-12:30 Free BBQ - Hosted by Town Council
• 1:00pm Canada Cake cutting Ceremony & Serving
• Artisan Market- Elko Hall 5pm-8pm
• George Farmer's Market 10am-1pm

Tim Hus & Band
Noon-2:00pm
Pioneer Village

FIREWORKS AT DUSK

"Pending Weather or Adherence to a Town of Sundre Fire Restriction"



Visit www.sundre.com for a full list of the day's activities.

GARBAGE THURSDAY COMPOST THURSDAY RECYCLE THURSDAY

JUNE 15

JUNE 22

JUNE 29

Check out our web site www.sundre.com for current information

REMINDER: TOWN OF SUNDRE TAXPAYERS

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Formal Assessment Complaint deadline is June 27th, 2023

If you intend to appeal your property assessment value at the Regional Assessment Review Board. Formal Complaints must be submitted to the Town Office by using the standard Assessment Complaint form and include the filing fee. Filing Fee is \$50.00 for Residential or \$650.00 for Non-Residential property class.

PUBLIC NOTICE

Vegetation Management/Weed Spraying
Weeks of June 5th - 9th & June 12th - 16th 2023

Notice is given that the Town of Sundre has contracted Wellworks Energy Services Inc. for Vegetation Management. The expected start date is Monday June 5th, 2023.

Application product: Nufarm Trillium Turf Herbicide and VisionMax(TM) Silviculture Herbicide.
(Safety Data Sheet available at www.sundre.com)

Spraying will be done in the following order:

1. Northwest - Bearberry Creek North & West of Centre Street North
2. Northeast - Bearberry Creek North & East of Centre Street North
3. East Side - East of Red Deer River Hwy. 27 Bridge
4. Southwest - West of Red Deer River Hwy. 27 Bridge & South of Bearberry Creek.

Signage will be posted in areas as they are sprayed. Please avoid use of area for 24 hours after being sprayed and ensure that pets are kept off of the treated areas until signs are removed.

Ball Diamonds and soccer pitch will not be sprayed at this time.

If you have any questions or concerns, please contact the Community Services Department at 403-638-2042 or the Town Office at 403-638-3551.

PUBLIC NOTICE

Public Notice: 2023 Canada Day Fireworks Display
Date/Time: Saturday, July 1, dusk, approximately 11:00 p.m.
Location: Sundre Rodeo Grounds

We are celebrating our country's birthday with a "Fireworks Display" at dusk, approximately 11:00 p.m.

The display will be done from the Rodeo Grounds (map below), no admittance allowed to the grounds, or within the orange outlined area.

Feel welcome to enjoy viewing from the grass area by the ball diamonds/school grounds.

Pending a delay or cancellation of the fireworks, we will be posting updates on social media around 8:00 p.m. July 1.



PUBLIC HEARING 2023-06-26-01 BYLAW NO. 2023-02

A Public Hearing pursuant to Sections 230 and 608 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended, and Town of Sundre Council Procedural Bylaw 2022-08 on Bylaw 2023-02 will be held on Monday, June 26, 2023, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2023-02 is a "Housekeeping amendment to Land Use Bylaw 2016-10 to provide administrative changes for clarity, efficiency and new development opportunities.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

Any person who claims to be affected by the Bylaw may present suggestions or concerns by making a submission to the Public Hearing. Written submissions to the Public Hearing or the name of any person(s) wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to 12:00 noon on Wednesday, June 21, 2023 as outlined in Bylaw No. 2022-08. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person or group representative, wishing to address Council at the Public Hearing shall complete their verbal presentation within five (5) minutes.

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Date of Publication: June 13, and June 20, 2023

PUBLIC HEARING 2023-06-26-02 BYLAW NO. 2023-04

A Public Hearing pursuant to Sections 230 and 608 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended, and Town of Sundre Council Procedural Bylaw 2022-06 on Bylaw 2023-04 will be held on Monday, June 26, 2023, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2023-04 is an administrative amendment to provide for two (2) "site specific exceptions" to the Highway Commercial District (C-2) for the property legally described as Plan 8114JK, Lot 19, Civic Address 104 Main Avenue East. The site specific amendments are proposed to accommodate the installation of two (2) "on-can" type storage containers for use by a tenant to be located in the west-side bay of the existing building, and to allow for the manufacturing of recreational type "cabins" for the tenant located on the east-side of the building. Administration is also proposing an administrative amendment to the definition of Custom Manufacturing Establishments.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

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Date of Publication: June 13, and June 20, 2023

TOWN OF SUNDRE

WEBSITE NOTIFICATION FOR LAND USE BYLAW AMENDMENT PUBLIC HEARINGS



[Public Hearing: Bylaw 2023-04- Site Specific Exceptions](#)
POSTED: JUNE 13, 2023



[Public Hearing: Bylaw 2023-02-Housekeeping Amendment to Land Use Bylaw](#)
POSTED: JUNE 13, 2023



Town of Sundre
PO Box 420
717 Main Avenue W.
Sundre, Alberta, Canada T0M 1X0
Phone: (403) 638-3551 Fax: (403) 638-2100
Email: townmail@sundre.com

ADJACENT LANDOWNER NOTIFICATION

PUBLIC HEARING 20230626_02

BYLAW NO. 2023-04

Site Specific Exception for Highway Commercial District (C-2) and Proposed Amendment to Definition for Custom Manufacturing Establishments

A Public Hearing pursuant to Sections 230 and 606 of the *Municipal Government Act*, R.S.A 2000, Chapter M-26, as amended, and Town of Sundre Council Procedural Bylaw 2022-06 on Bylaw 2023-04 will be held on Monday, June 26, 2023, at 6:00 p.m. in the Town of Sundre Council Chambers.

Bylaw 2023-04 is an administrative amendment to provide for two (2) "site specific exceptions" to the Highway Commercial District (C-2) for the property legally described as Plan 6114JK, Lot 19; Civic Address 104 Main Avenue East. The site specific amendments are proposed to accommodate the installation of two (2) "c-can" type storage containers for use by a tenant to be located in the west-side bay of the existing building, and to allow for the manufacturing of recreational type "cabins" for the tenant located on the east-side of the building. Administration is also proposing an administrative amendment to the definition of Custom Manufacturing Establishments.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:00 am to 4:00 pm, Monday to Friday at the Town Office (717 Main Avenue W.) or can be found on the Town's website (www.sundre.com). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

Any person who claims to be affected by the Bylaw may present suggestions or concerns by making a submission to the Public Hearing (*it is the responsibility of the property owner to notify any current tenants that may be affected by this Land Use Bylaw Amendment*). Written submissions to the Public Hearing or the name of any person(s) wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to 12:00 noon on Wednesday, June 21, 2023 as outlined in Bylaw No. 2022-06. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person or group representative, wishing to address Council at the Public Hearing shall complete their verbal presentation within five (5) minutes.

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Yours Truly

Betty Ann Fountain
Sr. Development Officer
/file
:attachment



TOWN OF SUNDRE

BYLAW 2023-04

BEING A BYLAW OF THE TOWN OF SUNDRE TO AMEND LAND USE BYLAW 2018-10

WHEREAS, Section 639 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 and amendments thereto requires council to enact a Land Use Bylaw;

AND WHEREAS, Section 191 (1) of the Municipal Government Act, R.S.A. 2000 Chapter M-26 and amendments thereto authorizes Council to adopt a bylaw to amend a Land Use Bylaw;

NOW THEREFORE, the Council of the Town of Sundre, in the Province of Alberta hereby enacts as follows:

THAT Bylaw 2018-10, the Land Use Bylaw of the Town of Sundre, is hereby amended by adding two (2) site specific exceptions to the Highway Commercial District (C-2) for the property legally described as Plan 6114JK, Lot 19 and civic address: 104 Main Avenue East; allowing the installation of two (2) "c-can" type storage containers for the west side bay, and the manufacturing of recreational style "cabins" in the east side bay, and further an amendment to the definition for Custom Manufacturing as indicated below.

1. Site Specific Exception:

Plan 6114JK, Lot 19 allowance for Two (2) "c-can" type storage containers placed in the rear yard, screened from public view and immediately adjacent to the primary building, for use by the tenant, Crude Energy, located in the west side bay of 104 Main Avenue East. If at any time, should the tenant vacate the premises, the "c-cans" must be removed, and this site specific exception will expire.

2. Site Specific Exception:

Plan 6114JK, Lot 19 allowance for the manufacturing of recreational style "cabins" on the premises, with display of the "cabins" to be located in the rear and east side yards of the property. If at any time, should the tenant vacate the premises, the site specific exception will expire.

REVISE: Custom Manufacturing Establishments

~~"means development used for small scale on-site production and retail sale of goods by hand manufacturing, primarily involving the use of hand tools provided such developments have few production employees. Typical uses include jewelry, toy and musical instrument manufacturing, gunsmiths, potter and sculpture studios, bakeries and butchers."~~

"means a premises located in a central or highway commercial district, used for small scale indoor, on-site production or assembling of semi-finished or finished goods, products and equipment normally associated with household use. This includes but is not limited to jewelry, gunsmiths, potter and sculpture studios, bakeries, butchers, toy and musical instruments, cabinet and furniture manufacturing, and computer components."

This may include the provision of instruction or DIY classes, and small scale retail outlets for the sale of the custom manufactured goods; however, this shall be accessory to the principal Use. This Use does not include equipment or automotive repair shops or the large scale manufacturing or pre-fabrication of accessory buildings (garages, sheds, cabins or tiny homes), large scale commercial bakeries or abattoirs which are more appropriate to be located in an industrial district."

READ A FIRST TIME this 12th day of June 2023 Motion No. 172-12-06-23

PUBLIC HEARING HELD this 26th day of June 2023.

READ A SECOND TIME this ____ day of _____ 20__ Motion No. _____

READ A THIRD AND FINAL TIME this ____ day of _____ 20__ Motion No. _____

Mayor, Richard Warnock

Chief Administrative Officer, Linda Nelson

HIGHWAY COMMERCIAL DISTRICT (C-2)

General Purpose: To provide an area for commercial uses and other uses, herein listed, which are compatible with the area, adjacent to a major thoroughfare, which requires large open areas for parking by clientele, for display of merchandise, or both, which will create an attractive environment, primarily accessible to motor vehicles

Permitted Uses:

- Accessory Building
- Amusement Establishments, Minor
- Automotive and Recreation Vehicles Sales/Rentals
- Automotive Services
- Brew-Pub
- Bus Services
- Contractor Services, Limited
- Custom Manufacturing Establishments
- Drive-In Food Services
- Eating and Drinking Establishments, Minor
- Equipment Rentals
- Exhibition and Convention Facilities
- Financial Services
- Fleet Services
- Gas Bars
- Government Services, General
- Government Services, Retail
- Greenhouses and Plant Nurseries
- Health Services
- Home Occupation - Minor
- Household Repair Services
- Hotels
- Indoor Recreation Services
- Libraries and Cultural Exhibits
- Liquor Store
- Motels
- Natural Science Exhibits
- Personal Service Shops
- Professional Offices and Office Support Services
- Protective and Emergency Services
- Rapid Drive-Through Vehicle Services
- Retail Stores, Convenience
- Retail Stores, General
- Second-hand Stores
- Service Stations
- Shopping Centers
- Signs, except billboards
- Spectator Entertainment Establishments
- Veterinary Services, Minor

Bylaw 2019-14

Discretionary Uses:

Amusement Establishments, Major
Auctioneering Establishment
Automotive and Equipment Repair Shops
Bulk Fuel Dealerships
Cannabis Retail Store
Contractor Services, General
Eating and Drinking Establishments, Major
Education Services
Equipment and Storage Yard
Funeral Services
Heavy Vehicle and Equipment Sales/Rentals
Home Occupation - Major
Micro-Brewery (Craft Brewery)
Micro-distillery
Mini or Self Storage
Mixed Use Development
Private Clubs
Public and quasi-public uses
Religious Assembly
Temporary Residential Sales Centre
Truck and Mobile Home Sales/Rentals
Warehouse Sales
Veterinary Services, Major

Any use that is similar, in the opinion of the Development Authority, to the permitted or discretionary uses described above.

Bylaw 2019-14

Bylaw 2019-14

Bylaw 2019-14

In addition to the general regulations contained in Part Three of this Bylaw, the following regulations apply to this District

Minimum Front Yard: 9.0 m. adjacent to a service or local road

Minimum Side Yard: 3.0 m.

Minimum Rear Yard: 6.0 m.

Minimum Parcel Frontage: 15.0 m. adjacent to a service or local road
46.0 m. without a service road

Maximum Parcel Coverage: 70%

Outdoor Storage and Display: All outdoor storage shall be screened

Maximum Building Height: 10.0 m.

Bylaw 2019-17

Landscaping: Removed (*see Part Three, Section 9*)

Flood Plain Provision: All development within the 1:100-year floodplain of the Red Deer River, as shown on the Land Use District Map, being Schedule A, shall be flood proofed as per the definition to the satisfaction of the Development Authority

Sewage Pump out System: Where a private sewage pump out system is involved, proof of pump out must be provided to the Town of Sundre on a semi-annual basis. Failure to provide proof will involve Alberta Environment.

Additional Development Regulations For Permitted And Discretionary Uses:

The following regulations are found in Part Three of this Bylaw and may apply to development in this District.

Accessory Buildings shall be developed in accordance with Part Three, Section 1.1 of this Bylaw.
Building Orientation and Design shall be provided in accordance with Part Three, Section 1.2 of this Bylaw.

Fencing shall be provided in accordance with Part Three, Section 2.4 of this Bylaw.

Landscaping shall be developed in accordance with Part Three, Section 9 of this Bylaw.

Home Occupation - Minor shall be developed in accordance with Part Three, Section 13.1 of this Bylaw.

Home Occupation - Major shall be developed in accordance with Part Three, Section 13.2 of the Bylaw

Parking shall be provided in accordance with Part Three, Section 3.1 of this Bylaw.

Projections Over Yards shall be in accordance with Part Three, Section 2.1 of this Bylaw.

Signs shall be developed in accordance with Part Three, Section 5 of this Bylaw.