

# MUNICIPAL PLANNING COMMISSION

## AGENDA

May 29, 2025

8:30 A.M. – TOWN OFFICE – UPSTAIRS MEETING ROOM

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1. Call to Order
2. Additions to the Agenda
3. Approval of Agenda
4. Confirmation of the May 23, 2025 MPC Meeting Minutes
5. Business Arising from the Minutes
6. **Development Application:** 3603 - 2025  
**Applicant:** William David Irwin  
**Legal:** Lot 11, Block 48, Plan 2849HW  
**Municipal:** 4901 – 44 Street  
**Proposed Development:** Carport
7. **Development Application:** 3604 - 2025  
**Applicant:** Joseph Knihnitski  
**Legal:** Lot -, Block A, Plan 5834NY  
**Municipal:** 4402 – 50 Street  
**Proposed Development:** Glamping Tents & Wellness Spa/Renovations
8. Adjournment

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING**  
**May 23, 2025**

**Present:**

Councillors Cheryl Barros, Wayne Smith, Scott Pfeiffer, Travis Randell and Kurt Baker, Development Officer Angela Stormoen and Planning & Operations Clerk Kendra Duff

1. **Call to Order:** Chairman Cheryl Barros called the meeting to order at 8:30 a.m.

2. **Additions to Agenda**

None.

3. **Approval of Agenda**

Moved by Councillor Scott Pfeiffer to accept the agenda as presented.

MOTION CARRIED

Unanimous

4. **Confirmation of the April 10, 2025 MPC Meeting Minutes**

Moved by Councillor Travis Randell that the Minutes of the April 10, 2025 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

None.

6. **Development Application:** 3600-2025  
**Applicant:** Clearview School Division No. 71  
**Legal:** Lot -, Block 66A, Plan 3049AT  
**Municipal:** 4801 – 57 Street  
**Proposed Development:** Field House

Development Officer read a report that follows:

**General:**

The applicant is proposing the placement of a 14' x 45' Field House southwest of the existing running track on the Clearview School grounds at 4801 – 57 Street. The Field House will be used by the football program for the visiting teams and equipment storage. As an accessory use is listed as a discretionary use within the

P: Public Use district of the Town of Stettler Land Use Bylaw it requires Municipal Planning Commission approval.

Further, the applicant is requesting a 10 foot (3.05 meter) side yard setback variance to ensure the building is clear of other activities in the area. As per the Town of Stettler Land Use Bylaw, P: Public Use District, the building must be setback from the side property boundary, equal to or greater than the building height. The proposed field house is a total of 12 feet tall and the applicant proposes to place the building 2 feet from the west, side property boundary.

The adjacent property is an alley and no site lines are affected by the placement of the proposed Field House, therefore, administration has no concerns.

**Development Review:**

Land Use District – P: Public Use

Existing Land Use – Public Use – School

**Legislation and Policy:**

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw.

**Recommendation:**

That the Municipal Planning Commission approves this application subject to the following conditions:

1. The owner/applicant receives a 3.05 meter side yard variance;
2. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw 2060-15;
3. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated the Alberta Building Code;
4. Compliance with the provisions of Land Use Bylaw 2060-15 does not exempt the owner/applicant from compliance with any provincial, federal, or other municipal legislation;
5. The owner/applicant must ensure the proposed development (Field House) shall be located in accordance with the approved plan;
6. The owner/applicant must submit any revisions in the site plan or alterations of the driveway and obtain approval from the Town of Stettler's Development Authority prior to construction;
7. The owner/applicant shall arrange for and obtain approval for compliance with the Alberta Building Code;
8. The owner/applicant must obtain a building permit for this development. (in order to obtain a building permit all proper documentation, plans. And fees must be in place). If construction commences prior to a building permit being obtained the building permit fee shall be doubled in accordance with Town of Stettler Policy IV-1.

**Alternatives:**

Defeat the application stating reasons.

**Discussion:**

Councillor Wayne Smith inquired if the property adjacent to the proposed field house was fenced. Development Officer Angela Stormoen confirmed a chain-link fence currently exists on the property boundary.

Moved by Councillor Scott Pfeiffer to approve the application as presented.  
MOTION CARRIED

**7. Development Application: 3601-2025**

**Applicant:** Arvinder Kaur

**Legal:** Lot 4B, Block C, Plan 1520094

**Municipal:** 4818A – 62 Street

**Proposed Development:** Change In Use – Day Care Facility

Development Officer read a report that follows:

**General:**

The applicant is proposing a change in use to a Day Care Facility at 4818A – 62 Street within the C2: Commercial Highway Land Use District. The proposed Day Care will be caring for a maximum of 117 children and 18 staff at one time and proposes to construct an outdoor play area in the parking lot area. The proposed change in use requires Municipal Planning Commission approval as Day Care Facility is a discretionary use within C2: Commercial Highway District within the current Town of Stettler Land Use Bylaw 2060-15.

The above-mentioned location is a multitenant commercial building and shares the lot with an existing Dental Office. Therefore, when calculating the required parking stalls both businesses must be accounted for. Furthermore, the Day Care proposes to eliminate four of the existing parking stalls on the north end of the parking lot to construct an outdoor play area.

The total amount of parking stalls required as per the Town of Stettler Land Use Bylaw 2060-15, when considering the Dental Office and Day Care Facility is 27 total stalls. With the removal of four existing stalls for the outdoor play area, the total number of proposed parking stalls is 24, therefore the applicant is requesting a variance of 3 parking stalls.

Furthermore, the Dental Office is located on the north end of the building and as such directly adjacent to the proposed outdoor play area. The landowner has been in contact with the Dental Office regarding the proposed Day Care and the below conditions have been negotiated to satisfy any concerns:

8' Wooden Wall – A full-height wooden wall is constructed between the playground and the clinic to mitigate noise and ensure a clear separation.

Glass Door Installation – The existing doors across from playground are replaced with glass doors to help with soundproofing and maintain a professional aesthetic.

Designated Parking – Six parking stalls directly in front of the clinic are designated for Stettler Dental only, with clear signage (tall post-mounted signs preferred) installed to ensure these are not used by daycare parents.

**Development Review:**

See below Land Use Bylaw 2060-15 Review of the following sections:

**Section 9: Definitions**

"**DAY CARE FACILITY**" means a development licensed by the Province to provide personal care, maintenance, supervision or education for seven or more children at one time for more than three but less than 24 hours in a day. This includes day care centers, nurseries, kindergartens, nursery schools, play schools, and other similar uses.

**Section 87: C2: Commercial Highway District**

Purpose: To provide for an area for commercial uses 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.

**Section 58: Parking**

Required Parking Stalls: 27 Stalls

Proposed Parking Stalls: 24 Stalls

Variance Required: 3 Stalls

**Legislation and Policy:**

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw.

**Recommendation:**

That the Municipal Planning Commission approve this application subject to the following conditions:

1. The owner/applicant receives a variance of 3 parking stalls;
2. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code;
3. Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;

4. The proposed development (Change In Use) shall be located in accordance with the approved plan; any changes to this plan must be approved by the Town of Stettler;
5. The owner/applicant must supply any sign details and obtain approval from the Town of Stettler's Development Authority prior to installation.

**Alternatives:**

Approve the application with additional conditions  
Defeat the application stating reasons.

**Discussion:**

Discussion ensued regarding the entrance to the play area, parking, and the neighboring business to the play area.

Council discussed alternate locations for the play area. Councillor Wayne Smith stated that it was not an ideal set-up, however, the proposed location was the best option.

Councillor Kurt Baker stated that the daycare would be regulated by Alberta Children's Services and all safety concerns and hazards would go through them.

Councillor Scott Pfeiffer was concerned about possible parking congestion during drop-off and pick-up times. Development Officer Angela Stormoen mentioned that it may be busy at pick-up/drop-off times, however, designated dental parking stalls should avoid affecting the adjacent business.

Moved by Councillor Wayne Smith to approve the application as presented.  
MOTION CARRIED  
Unanimous

8. The meeting adjourned at 8:39 a.m. on a motion by Councillor Scott Pfeiffer.

DEVELOPMENT PERMIT APPLICATION FORM  
TOWN OF STETTLER LAND USE BYLAW NO. 2060-15

APPLICATION # 3603-2025

TAX ROLL # 481170006

APPLICATION TYPE: COMMERCIAL: \_\_\_\_\_ INDUSTRIAL: \_\_\_\_\_ INSTITUTIONAL: \_\_\_\_\_ RESIDENTIAL: ☒ OTHER: \_\_\_\_\_

PROJECT TYPE: NEW CONSTRUCTION: ☒ RENOVATION: \_\_\_\_\_ DEMOLITION: \_\_\_\_\_ CHANGE IN USE: \_\_\_\_\_ OTHER: \_\_\_\_\_

APPLICANT: William David Irwin MAILING ADDRESS: 4901 44 STREET

CITY: STETTLER PROV: AB POSTAL CODE: \_\_\_\_\_

PHONE: 587 736 2899 FAX: \_\_\_\_\_ EMAIL: irwindude@gmail.com

REGISTERED OWNER: William Irwin ADDRESS: 4901 44 ST, STETTLER AB

ADDRESS OF PROPERTY TO BE DEVELOPED: \_\_\_\_\_

LOT: 11 BLOCK: 48 REGISTERED PLAN: 2849 HW

EXISTING USE: Residential LAND USE DISTRICT: \_\_\_\_\_

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: Add Carport  
to rear yard with Alleyway access

BUILDING OCCUPANCY CLASSIFICATION NEW or CHANGE: \_\_\_\_\_

*\*See Reverse for Major Occupancy Classifications and STETTLER REGIONAL FIRE DEPARTMENT REVIEW FORM*

PARCEL TYPE: INTERIOR \_\_\_\_\_ CORNER \_\_\_\_\_ PARCEL AREA: \_\_\_\_\_

SETBACKS OF EITHER EXISTING OR PROPOSED BUILDINGS: \_\_\_\_\_

FRONT YARD: \_\_\_\_\_ SIDE YARDS: \_\_\_\_\_ and \_\_\_\_\_

*\*Refer to Alberta Building Code High Intensity Residential Fire Standards if applicable*

REAR YARD: \_\_\_\_\_ FLOOR AREA: \_\_\_\_\_ PARCEL COVERAGE: \_\_\_\_\_ %

HEIGHT OF MAIN BUILDING: \_\_\_\_\_ NO. OF OFF-STREET PARKING STALLS: \_\_\_\_\_

EXISTING: \_\_\_\_\_ PROPOSED: \_\_\_\_\_ SIZE OF OFF-STREET LOADING SPACE: \_\_\_\_\_

RTM OR MOBILE HOME MAKE OF UNIT \_\_\_\_\_ YEAR BUILT \_\_\_\_\_

PROPOSED ACCESSORY USE OF LAND AND OR BUILDINGS (garages, etc.) Carport

SIZE OF ACCESSORY BUILDING: 12' x 20' x 9' IN HEIGHT

DISTANCE FROM REAR PARCEL BOUNDARY: 12' DRIVEWAY LENGTH: 34'

DISTANCE FROM SIDE PARCEL BOUNDARY: 14' PARCEL COVERAGE: 30 %

ESTIMATED COST OF THE PROJECT OR CONTRACT PRICE: \$ 2000<sup>00</sup>/<sub>xx</sub>

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: June - July

DATE OF APPLICATION: 2025/05/22 SIGNATURE OF APPLICANT: [Signature]

APPLICATIONS SHALL BE ACCOMPANIED BY THE FOLLOWING:

- (1) A **NON-RETURNABLE PROCESSING FEE** (SEE POLICY IV-1 – BUILDING AND DEVELOPMENT PERMIT FEE SCHEDULE)
- (2) A **SCALED SITE PLAN** IN DUPLICATE SHOWING THE TREATMENT OF LANDSCAPED AREAS, IF REQUIRED, THE LEGAL DESCRIPTION, THE FRONT, REAR AND SIDE YARDS, IF ANY, ANY PROVISION OF OFF-STREET LOADING AND VEHICLE PARKING, AND ACCESS AND EGRESS POINTS TO THE PARCEL.
- (3) **SCALED FLOOR PLANS, ELEVATIONS AND BUILDING SECTIONS** IN DUPLICATE.
- (4) FURTHER INFORMATION MAY ALSO BE REQUIRED.

**NOTE:**

1. THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE REQUIRED INFORMATION IS NOT SUPPLIED OR WHERE, IN HIS/HER OPINION, THE QUALITY OF THE MATERIAL SUPPLIED IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.
2. THE DEVELOPMENT OFFICER MAY DEAL WITH AN APPLICATION WITHOUT ALL OF THE INFORMATION REQUIRED, IF HE/SHE IS OF THE OPINION THAT A DECISION ON THE APPLICATION CAN BE PROPERLY MADE WITHOUT SUCH INFORMATION.

The personal information on this form is collected under the authority of Section 32 of the Alberta Freedom of Information and Protection of Privacy Act. The information will enable us to process your application and is necessary for municipal operations.

**TOWN OF STETTLER OFFICE USE ONLY:**

Building Permit Required: _____	MPC Required: _____ MPC Date: _____ MPC Approval: _____
Business License Required: _____	Alberta Transportation Review (adjacent to Hwy 12 or 56): _____
County Referral Required: _____	Alberta Environment Review (adjacent to Red Willow Creek or Cold Lake): _____
Fire Department Review: _____	Advertisement Date: _____ Permit Issue Date: _____
Engineering Review: _____	Application Accepted By: _____
Water: _____ Transportation: _____	Application Approved By: _____



## Request For Decision

### **Issue:**

Development Permit Application: 3603 - 2025

Applicant: William David Irwin

Legal Address: Lot 11, Block 48, Plan 2849HW

Civic Address: 4901 – 44 Street

Proposed Development: Carport

### **BACKGROUND**

#### **General:**

The applicant is proposing to construct a new 12' x 20' x 9' carport at 4901 – 44 Street. There are currently 2 accessory buildings at the above-mentioned address and located within the R2: Residential General District.

The accessory building requirements within the Town of Stettler Land Use Bylaw #2060-15 Section 34 states the following:

*Section 34.1.5: There shall be no more than two accessory buildings per site.*

*Section 34.2.3: In no case shall the floor area or combined floor area of accessory buildings on a property exceed the main floor area of the principal dwelling.*

The applicant proposes to construct a carport as a third accessory building on the lot and will cause the total combined floor area of the accessory buildings to 504 square feet greater than the dwelling.

Due to the smaller size of the existing dwelling at 688 square feet and an existing gravel parking pad used for parking at the location of the proposed carport, the additional accessory building is conducive with the lot. Further, the applicant has ensured the carport is located in the side yard which ensures sight lines are not affected. Lastly, the total allowable site coverage for the R2: Residential General District is 50% and the proposed total site coverage will be 27%.

#### **Development Review:**

Requirements pertaining to the proposed development are regulated within the Land Use Bylaw 2060-15 as follows:

- Minimum Driveway Length – 3 meters required – proposed 3.6 meters
- Minimum Side Yard Setback – 3.0 meters required – Proposed 4.2 meters
- Maximum Accessory Building Height – 6.5 meters required – Proposed 2.74 meters
- Maximum Parcel Coverage – 50% Coverage – Proposed 27% Coverage
- Maximum Number of Accessory Buildings – 2 maximum – Proposed 3 (Variance of 1 Accessory Building)
- Maximum total accessory building floor area – 688 sqft – Proposed 1192 sqft (73 % Variance)



**Key Issues:**

Number of Accessory Buildings – The applicant is proposing an additional accessory building which requires a variance of one accessory building.

Total Accessory Building floor area – The applicant is proposing an additional accessory building, pushing the total floor area for accessory buildings to 1192 sqft which is 504 sqft larger than the dwelling and requires a variance of (73%).

**Legislation and Policy:**

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw.

**RECOMMENDATION****Recommendation:**

That the Municipal Planning Commission approves this application subject to the following conditions:

1. That the owner/applicant is allowed three accessory buildings;
2. That the owner/applicant receives a variance of 73% for the total allowable floor area for accessory buildings;
3. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;
4. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code;
5. Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
6. The proposed development (Carport) shall be located in accordance with the approved plan; any changes to this site plan must be approved by the Town of Stettler;
7. It is the owner/applicant's responsibility to ensure that lot grading and drainage are compliant with Section 51 of the Town Of Stettler Land Use Bylaw #2060-15;
8. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
9. The owner/applicant must obtain a building permit for this development following the mandatory 21 day appeal period

**Alternatives:**

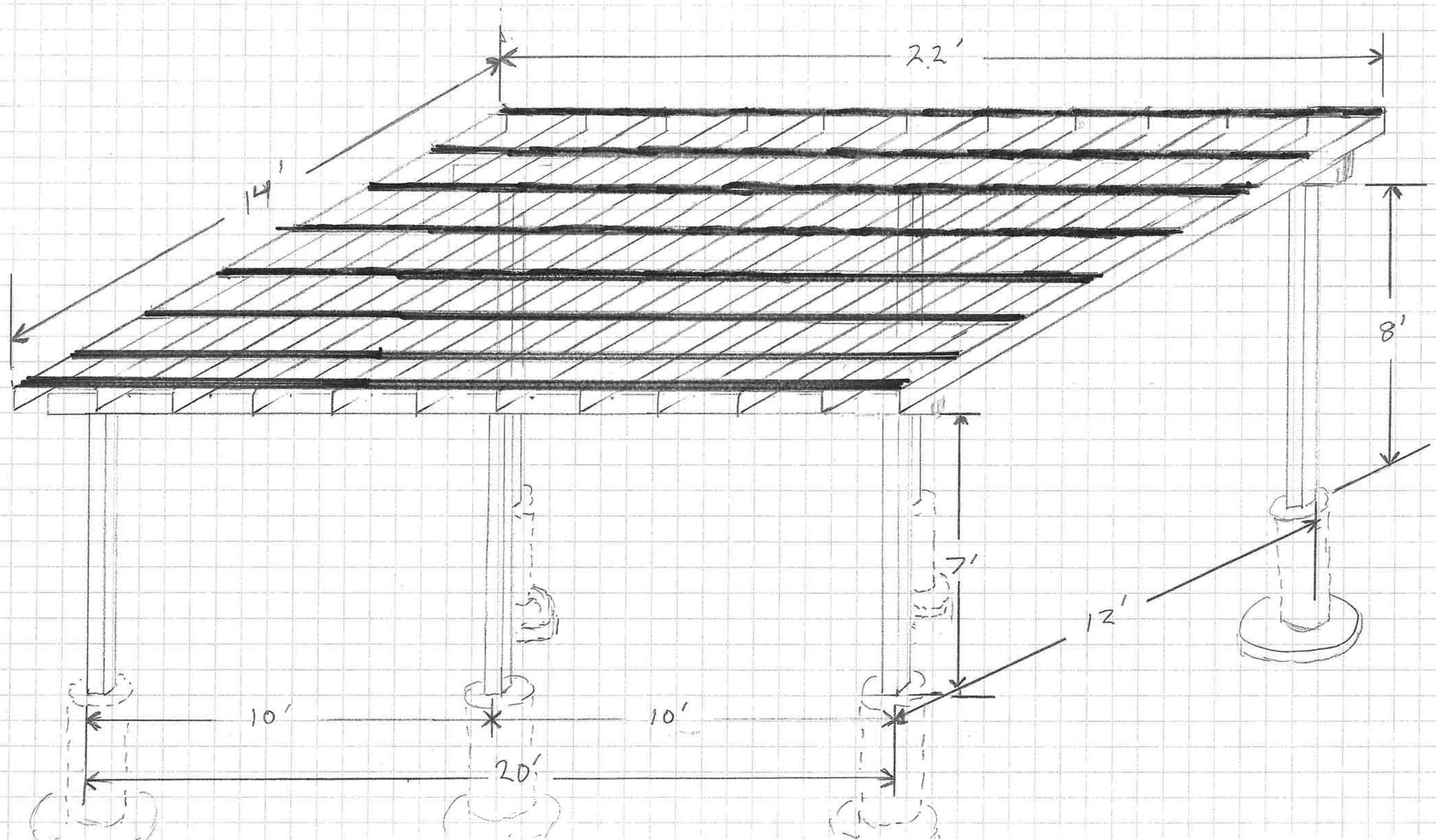
Defeat the application stating reasons.

**Author:**

Angela Stormoen, Development Officer

Excavation 6 Holes \$500  
Concrete \$400  
Building Materials \$1100

Carport 10' x 20'  
10" Sauna Tube 48"  
on 22" x 41" Footing  
Weather Shield Tin Roof



x 17' x 22'

3x12'

5th wheel 1 cm = 4' /  
8' x 30'

1 cm = 4'

Property Line

16'

C. D. M. O. N.  
P. 1. 1

184

16

211

12

1.1.1

10/10

Covered Bike  
& Lawn Mower  
area

Solarium  
she shed  
14 x 12

Storage Locker

26

Shed

Carport  
10' x 20'

Recycled  
Asphalt

## Long way

Recycled Asphalt

Town Drawing Lot" 139.97' by 49.97'  
Pin To Pin I measured 140.8 by 50'  
Southside Property Line to Deck 118"



DEVELOPMENT PERMIT APPLICATION FORM  
TOWN OF STETTLER (LAND USE BYLAW NO. 2060-15)

APPLICATION # 3604-2025 TAX ROLL # 420018000

APPLICATION TYPE: COMMERCIAL: ☒ INDUSTRIAL: ☐ INSTITUTIONAL: ☐ RESIDENTIAL: ☐ OTHER: ☐

PROJECT TYPE: NEW CONSTRUCTION: ☐ RENOVATION: ☐ DEMOLITION: ☐ CHANGE IN USE: ☐ OTHER: ☐

APPLICANT: Joseph Kaitaitaki MAILING ADDRESS: 4402 50 St

CITY: Stettler PROV: Alberta POSTAL CODE: T0C 2L0

PHONE: 403-262-9855 FAX:  EMAIL:

REGISTERED OWNER: Joseph Kaitaitaki ADDRESS: 4402 50 St

ADDRESS OF PROPERTY TO BE DEVELOPED: 4402 50 St Stettler

LOT: 1 BLOCK: A REGISTERED PLAN: 5834NY

EXISTING USE: Campground LAND USE DISTRICT: Commercial

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: Glamping tents and

weathered spa for public use.

BUILDING OCCUPANCY CLASSIFICATION NEW or CHANGE: Commercial use

*\*See Reverse for Major Occupancy Classifications and STETTLER REGIONAL FIRE DEPARTMENT REVIEW FORM*

PARCEL TYPE: INTERIOR ☒ CORNER ☐ PARCEL AREA: 3140 sqft

SETBACKS OF EITHER EXISTING OR PROPOSED BUILDINGS:

FRONT YARD: 20 feet SIDE YARDS: 15 feet and 15 feet

*\*Refer to Alberta Building Code High Intensity Residential Fire Standards if applicable*

REAR YARD: 25 feet FLOOR AREA: 4640 PARCEL COVERAGE: 15 %

HEIGHT OF MAIN BUILDING: 13 feet NO. OF OFF STREET PARKING STALLS: N/A

EXISTING: 425 PROPOSED:  SIZE OF OFF-STREET LOADING SPACE: N/A

RTM OR MOBILE HOME MAKE OF UNIT: N/A YEAR BUILT:

PROPOSED ACCESSORY USE OF LAND AND OR BUILDINGS (garages, etc.): 10 glamping tents

with attached deck and wood panel hydrotherapy spa

SIZE OF ACCESSORY BUILDING: 30 x 50 x 12 IN HEIGHT

DISTANCE FROM REAR PARCEL BOUNDARY: 20 feet DRIVEWAY LENGTH: 30 feet

DISTANCE FROM SIDE PARCEL BOUNDARY: 20 feet PARCEL COVERAGE: 15 %

ESTIMATED COST OF THE PROJECT OR CONTRACT PRICE: \$ 400,000

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: June 1 2026

DATE OF APPLICATION: May 20/25 SIGNATURE OF APPLICANT: [Signature]

APPLICATIONS SHALL BE ACCOMPANIED BY THE FOLLOWING:

- (1) A NON-RETURNABLE PROCESSING FEE (SEE POLICY #1 - BUILDING AND DEVELOPMENT PERMIT FEE SCHEDULE)
- (2) A SCALED SITE PLAN IN DUPLICATE SHOWING THE TREATMENT OF LANDSCAPED AREAS, IF REQUIRED, THE LEGAL DESCRIPTION, THE FRONT, REAR AND SIDE YARDS, IF ANY, ANY PROVISION OF OFF-STREET LOADING AND VEHICLE PARKING, AND ACCESS AND EGRESS POINTS TO THE PARCEL.
- (3) SCALED FLOOR PLANS, ELEVATIONS AND BUILDING SECTIONS IN DUPLICATE.
- (4) FURTHER INFORMATION MAY ALSO BE REQUIRED.

NOTE:

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TOWN OF STETTLER OFFICE USE ONLY:

Building Permit Required: <input type="checkbox"/>	MPC Required: <input type="checkbox"/> MPC Date: <input type="text"/> MPC Approval: <input type="text"/>
Business License Required: <input type="checkbox"/>	Alberta Transportation Review (adjacent to Hwy 12 or 56): <input type="text"/>
County Referral Required: <input type="checkbox"/>	Alberta Environment Review (adjacent to Red Willow Creek or Cold Lake): <input type="text"/>
Fire Department Review: <input type="checkbox"/>	Advertisement Date: <input type="text"/> Permit Issue Date: <input type="text"/>
Engineering Review: <input type="checkbox"/>	Application Accepted By: <input type="text"/>
Water: <input type="checkbox"/> Transportation: <input type="checkbox"/>	Application Approved By: <input type="text"/>



## Request For Decision

### Agenda Item:

#### Issue:

Development Permit Application 3604 - 2025

Applicant: Joseph Knihnitski

Legal: Block A, Plan 5834NY

Municipal: 4402-50 Street

Proposed Development: 10 Glamping Tents and Renovation (Wellness Spa)

#### Recommendation:

That the Municipal Planning Commission Approve this application subject to the following conditions:

1. The owner/applicant must keep glamping tents to an identified block of the park.
2. The owner/applicant must ensure that glamping tents are of new construction.
3. The owner/applicant must not allow more than one glamping tent unit per an identified park stall.
4. The owner/applicant must not allow more than one deck to be constructed or placed on a glamping tent stall.
5. The owner/applicant must ensure that all glamping tent units are kept up and do not become of a derelict or nuisance state.
6. The owner/applicant will be responsible for all water and sewer services contained within the development. The Town of Stettler is not responsible for private servicing.
7. Mobile homes are not permitted in the Recreational Facility Campground.
8. The proposed development (Glamping Tents) shall be located in accordance with the approved plan; any changes to this site plan must be approved by the Town of Stettler.
9. The owner is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code.
10. The applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15.
11. Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation.
12. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code.
13. The owner/applicant must obtain a building permit for this development following the mandatory 21 day appeal period.

#### General:

The applicant is proposing to add to the existing Prairie Junction RV Resort campground by renovating the existing main office to a wellness spa and adding 10 – 20 foot diameter glamping tents. The property is located within the C2: Commercial Highway District and as such a Recreation Facility is a discretionary use and requires Municipal Planning Commission Approval.

The glamping tents are proposed to occupy the 10 camping sites adjacent to the railway on the northwest side of the property. These sites have existing water, sewer and electrical hook ups and propose to be hooked up to gas as well. Each glamping site will have individual parking spots available.

The proposed wellness spa is a permitted use within a C2: Commercial Highway District as a Personal Service Shop. The parking requirements for such use is 3 stalls and the existing parking area has 22 stalls. Parking requirements for a recreation facility is at the discretion of the Development Authority. When taking into consideration the combination of a personal service shop and recreation facility, the area used for recreation provides parking at each individual stall/use and therefore parking is not a concern for this use.

Currently the campground has 53 camping stalls, Group Area, Grilling Shack, Laundromat/Shower House, Maintenance Shop, Main Office, 4 - one room Cabins and Small Church.

**Legislation and Policy:**

1. Staff has assessed this application against the provisions outlined in the Land Use Bylaw 2060-15.

**Development Review:**

Land Use District - C2: Commercial Highway District  
Recreational Facility - Discretionary Use  
Personal Service Shop – Permitted Use

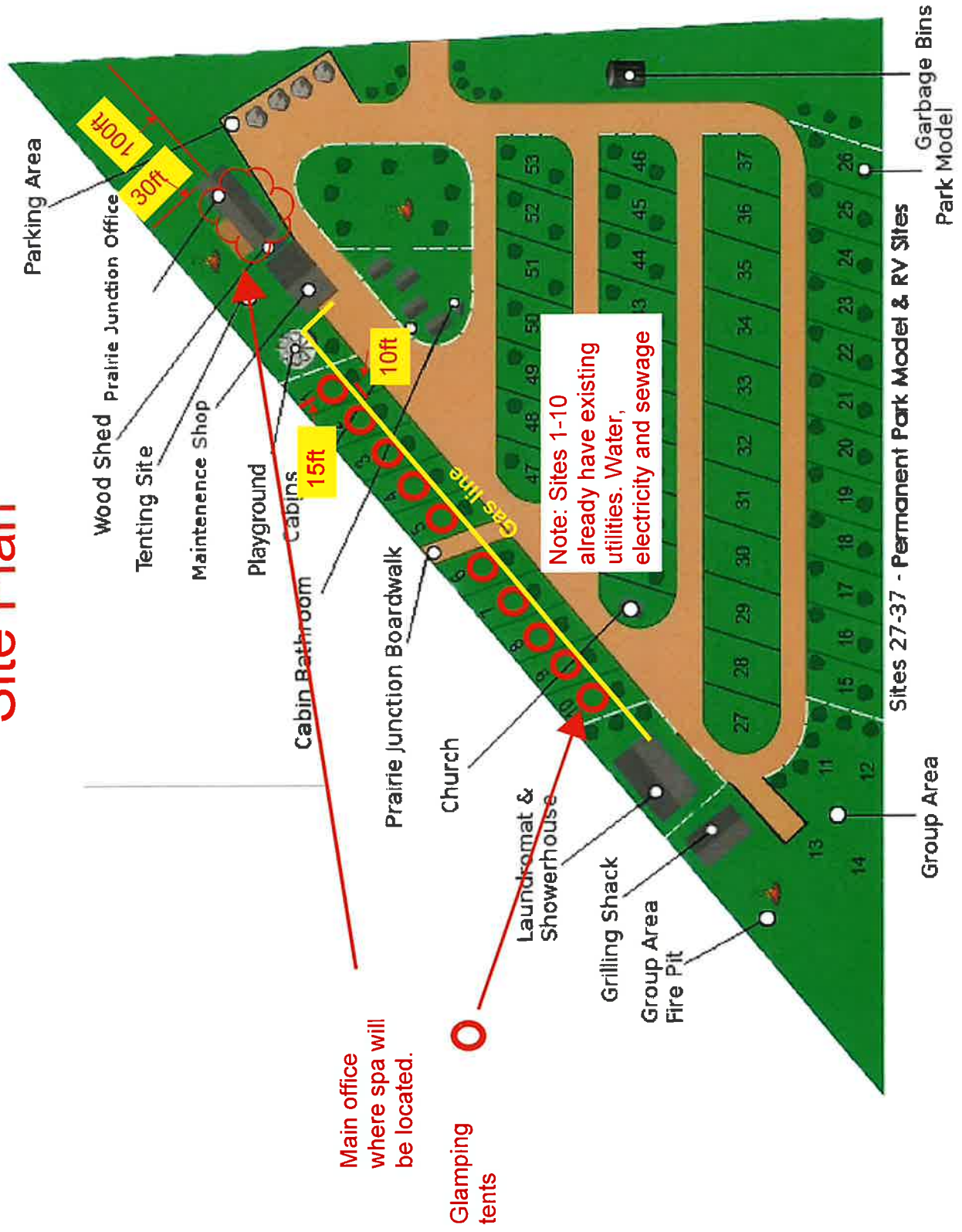
**Alternatives:**

- Approve the application with additional conditions
- Defeat the application stating reasons.

**Author:**

Angela Stormoen, Development Officer

# Site Plan



## Kendra Duff

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**From:** Prairie Sky RV Resort <prairieskyrvresort@gmail.com>  
**Sent:** May 23, 2025 1:28 PM  
**To:** Kendra Duff  
**Subject:** Prairie Junction Rv Resort  
**Attachments:** Main Building - Reception & Office & Furnace Room - Drawing 2 (1).pdf; Main Building - Spa Rooms & Bathrooms - Drawing 1 (1).pdf; Tent Floor Plan (1).pdf; Spa 2 (1).jpg; Jacuzzi (3).jpg; Sauna (3).jpg; Spa 1 (1).jpg; shutterstock\_2340837221 (1) (1).jpg

**CAUTION:** This email originated from outside of the Town of Stettler. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hey,

We spoke last week and I hope its not too late to slide this in. Sorry lots on the go.

See attached permits and plans.

### Hydro Therapy Spa

This is the scope for the contractors

### Carpentry & Decor

- Hotub wall will have a light up mountain mirale
- Opposite wall and sauna wall will have rock accent walls ( see chandelier picture ).
- The roof will have 5 single beams going across evenly ( Not like the picture ).
- The room will have two chandeliers
- Flooring will be white epoxy flooring ( marble look) or vinyl plank - Quote both
- Trex decking will be like picture .
- Cold plunge is a barrel
- Hot tub is 8x8 - Add a maintenance panel if possible.

### Electrical

- 220 for sauna add infrared lighting
- 120V for cold plunge cooler ( see attachment )
- 240V for hot tub ( see attachment )
- 2 chandeliers and 6 color changings pot lights in each spa room
- RGB lighting in sauna, along accent wall, in steps

### Plumbing

- Add proper hvac
- Add proper drainage for spa rooms
- Add drain lines and valves to hot tubs and cold plunges for easy maintenance
- Add hidden water tap on wall for easy cleaning and maintenance



- Install glass entry door
- Install ventilation windows (per video guide)
- Install skylight and automated curtain system
- Install solar exhaust fan
- Install curtain track inside dome and hang privacy curtain
- Install blank holder (hardware finish detail)

### **Bathroom Build-Out (Inside Dome)**

- Supply and install one **8 ft x 5 ft x 8 ft tall** interior bathroom
  - Includes framing, walls, ceiling
  - Plumbed shower, flush toilet, and vanity with sink
- Tie into existing on-site water, sewer, and electrical connections
- Integrate natural gas line from front trench to each unit for heater hookup

### **Electrical & Lighting Layout**

- North bathroom wall (acts as bed headboard):
  - Mount individual wall lights on each side of bed with separate switches
  - Install plugs on both sides of bed
- South bathroom wall (faces mini bar area):
  - Mount light above bar counter



Glamping Tent - The tents are 20ft diameter.

Facing train track

20ft

20ft

Gas  
fireplace

Door

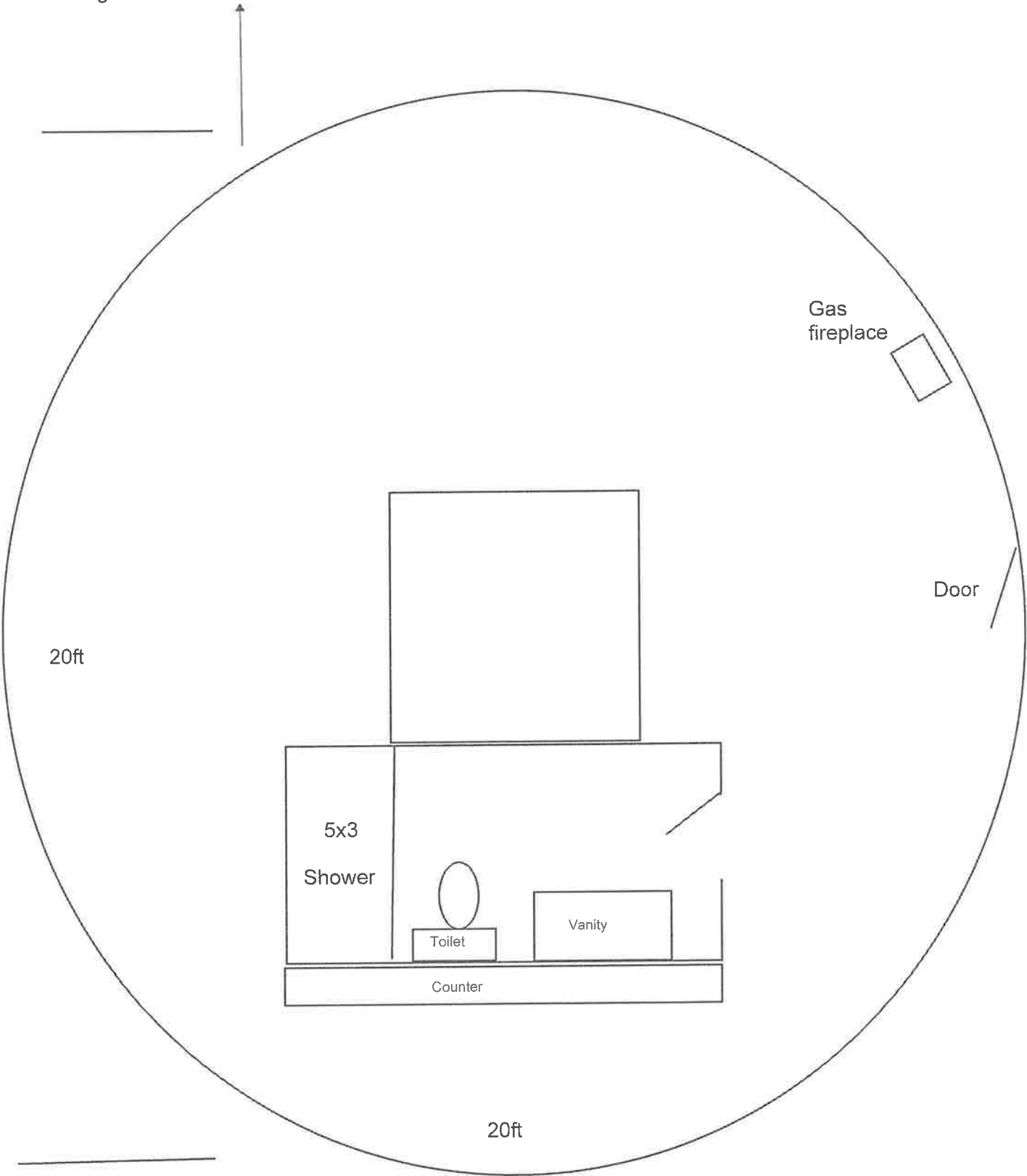
5x3  
Shower

Toilet

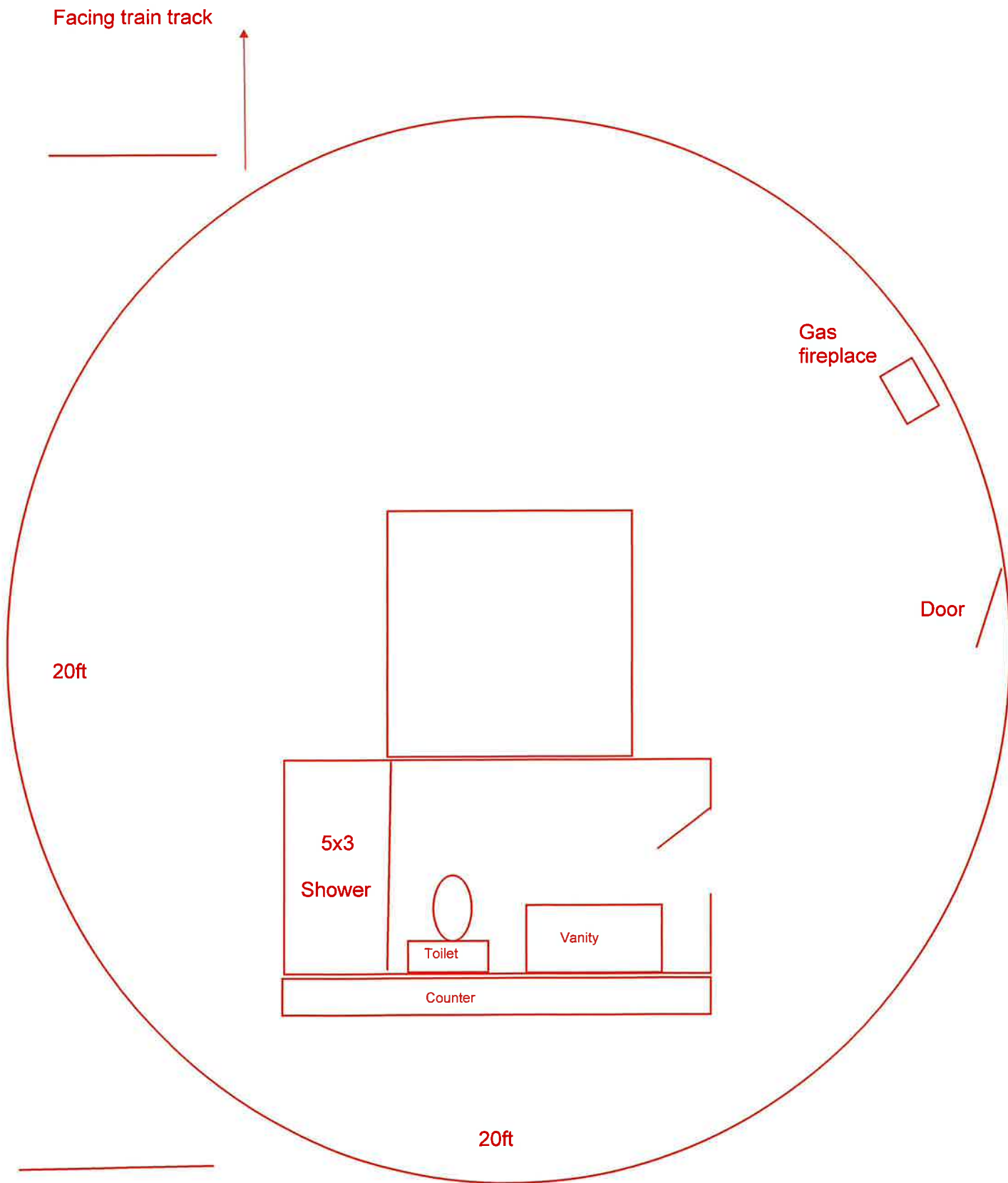
Vanity

Counter

Glamming Tent Layout



Glamping Tent Layout





Sauna



Spa 1

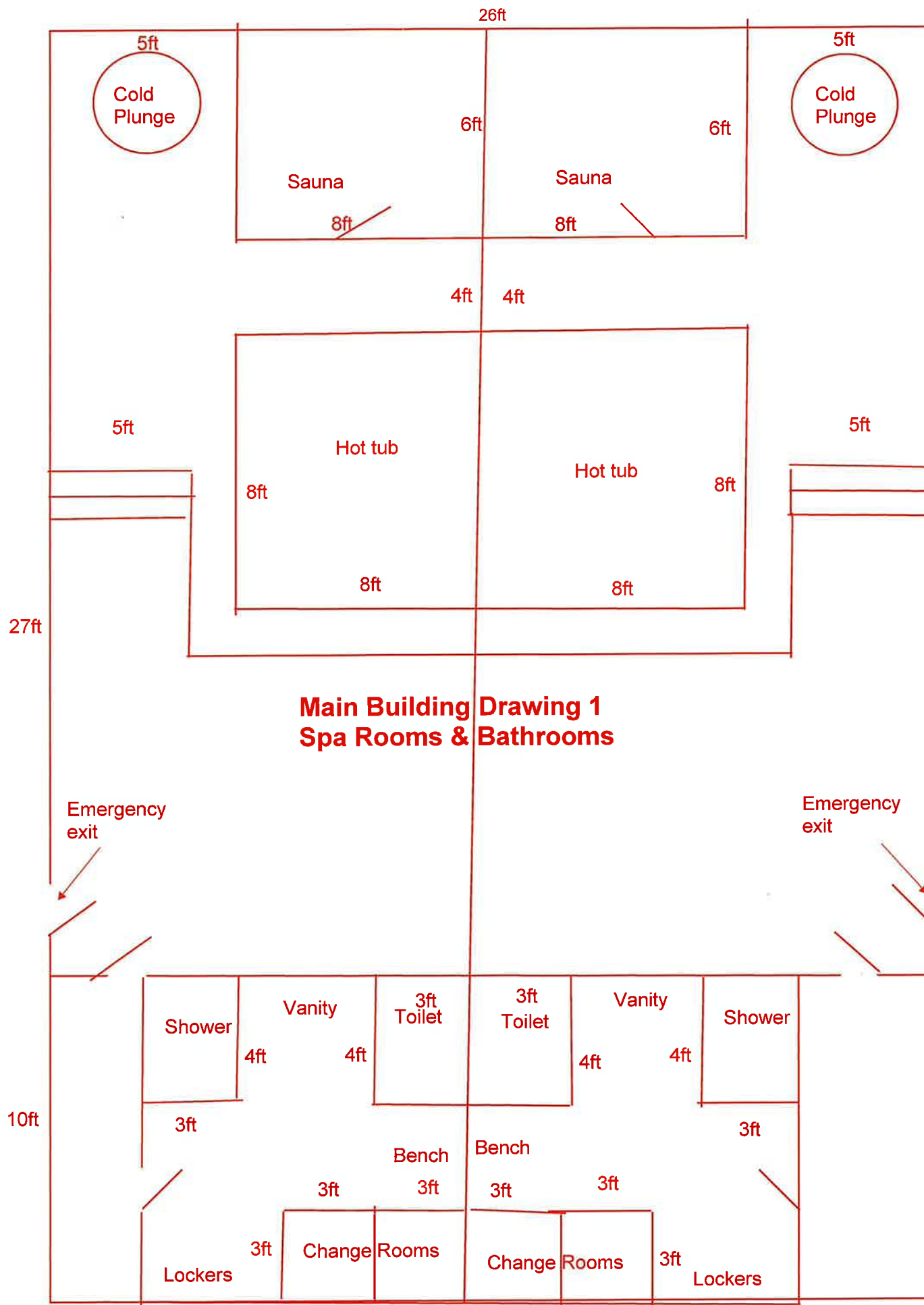


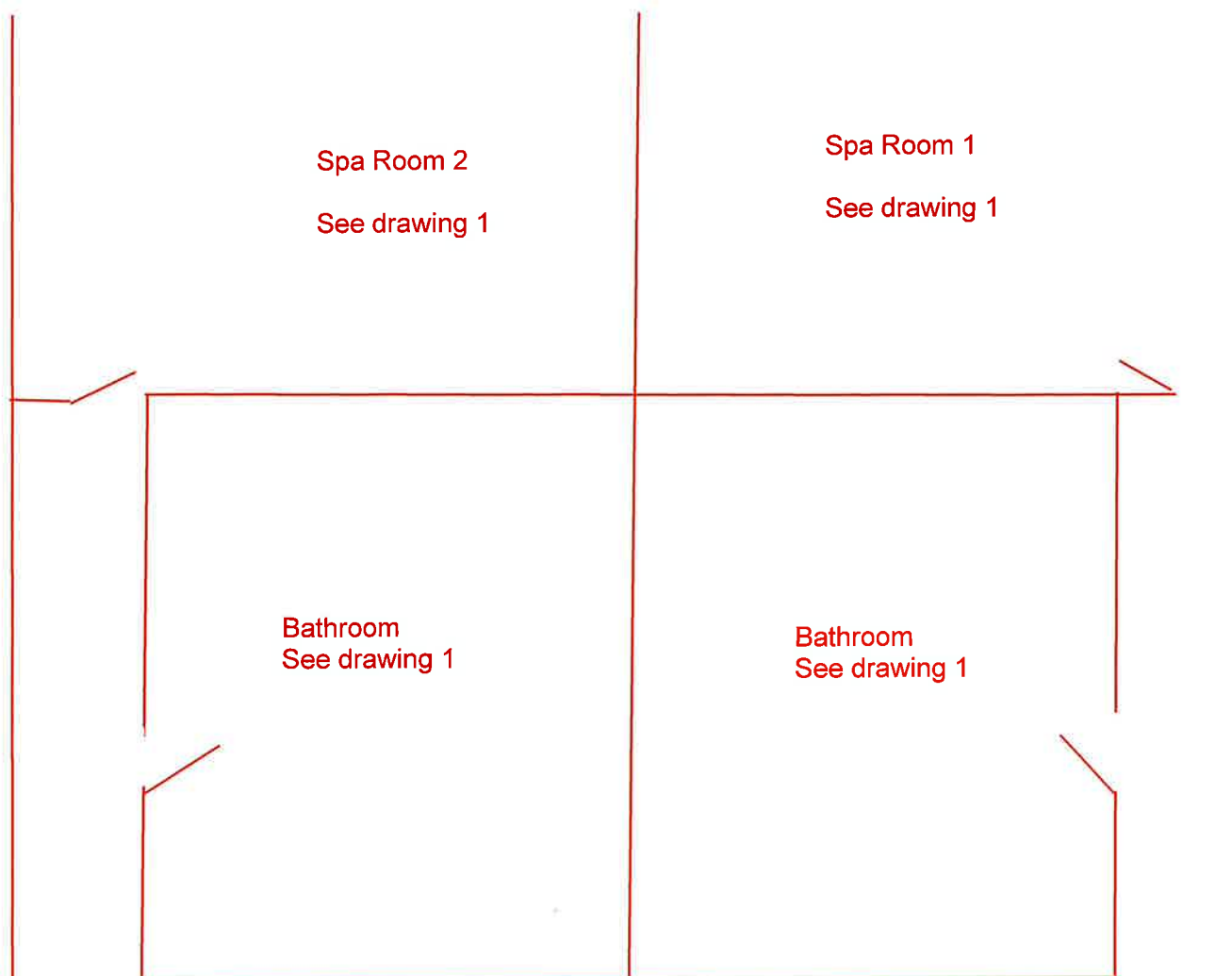


Spa 2



Jacuzzi





**Main Building Drawing 2**  
**Handicap Bathroom / Storage & Furnace Room**

