

MUNICIPAL PLANNING COMMISSION

AGENDA

September 4, 2025

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

1. Call to Order
2. Additions to the Agenda
3. Approval of Agenda
4. Confirmation of the July 3, 2025 MPC Meeting Minutes
5. Business Arising from the Minutes
6. **Development Application:** 3604 – 2025 Amendment
Applicant: Joseph Knihnitski
Legal: Block A, Plan 5834NY
Municipal: 4402 – 50 Street
Proposed Development: 1 - 35' Tipi (Spa), 9 – Specialty Accomodations (2 Dome Tents, 2 Horse Carriages, 2 Tipi's and 3 Future Sites)
7. Adjournment

MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
July 3, 2025

Present:

Councillors Cheryl Barros, Wayne Smith, Scott Pfeiffer, 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 8:28 a.m.

2. **Additions to Agenda**

None.

3. **Approval of Agenda**

Moved by Councillor Kurt Baker to accept the agenda as presented.

MOTION CARRIED

Unanimous

4. **Confirmation of the May 29, 2025 MPC Meeting Minutes**

Moved by Councillor Scott Pfeiffer that the Minutes of the May 29, 2025 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

None.

6. **Development Application:** 3616-2025

Applicant: Rowina Kobi

Legal: Pt. 17 & 18, Block 64, Plan 5847HW

Municipal: 4607 – 56 Street

Proposed Development: Accessory Use – Bed & Breakfast

Development Officer read a report that follows:

General:

The applicant is proposing to utilize the existing residence at 6006 - 50A Avenue as a short-term rental (Airbnb/VRBO) with two rooms to be rented. This is classified as a Bed and Breakfast Facility within the Town of Stettler Land Use Bylaw 2060-15.

As Bed and Breakfast Facility is a discretionary use in the R2: Residential General District, this application requires a Municipal Planning Commission decision.

As per Section 57 of the Town of Stettler Land use Bylaw #2060-15 the applicant is required to provide a total of four off-street parking stalls. This requirement will be a condition of the development permit as there is no existing parking pad.

Development Review:

Land Use District: R2: Residential General

Existing Land Use: Residential

Proposed Use: Residential, Bed and Breakfast

Required Parking Stalls: 4

Proposed Parking Stalls: 4

DEFINITIONS:

"BED AND BREAKFAST FACILITY" means a dwelling unit in which the occupant rents or leases a room or a suite of rooms on a temporary basis to vacationers or tourists, and which may include the provision of meals as part of and in addition to the rental paid for the room or suite of rooms. This does not include a hotel, motel, boarding or lodging house, or restaurant as defined herein.

Legislation and Policy:

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

Recommendation:

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

1. The owner/applicant must comply with all provisions of the Town of Stettler Land Use Bylaw #2060-15;
2. Compliance with the provisions of the Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
3. The proposed development (Bed and Breakfast) shall be located in accordance with the approved plan; any changes to the plan must be approved by the Town of Stettler;
4. The owner/applicant must supply any sign details and obtain approval from the Town of Stettler's Development Authority prior to installation;
5. The owner/applicant shall retain a Town of Stettler Business License prior to operation;

6. The owner/applicant shall ensure two on-site parking stall shall be provided for each dwelling unit, totaling 4 parking stalls.

Alternatives:

Approve the application with additional conditions.

Defeat the application stating reasons.

Discussion:

Councillor Scott Pfeiffer inquired if the owners would be living on the property, and Development Officer Angela Stormoen said they would not be. Councillor Wayne Smith said that if the gravel parking pad was in place, he saw no issues.

Moved by Councillor Wayne Smith that the application be approved as presented.

MOTION CARRIED

Unanimous

7. The meeting adjourned at 8:30 a.m. on a motion by Councillor Kurt Baker.



Request For Decision

Agenda Item:

Issue:

Development Permit Application 3604 – 2025 Amendment

Applicant: Joseph Knihnitski

Legal: Block A, Plan 5834NY

Municipal: 4402-50 Street

Proposed Development: 1 - 35' Tipi (Spa), 9 - Specialty Accommodations (2 Dome Tents, 2 Horse Carriages, 2 Tipis and 3 Future Sites)

Recommendation:

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

1. The owner/applicant must keep Specialty Accommodations (tents, carriages and tipis) to an identified block of the park.
2. The owner/applicant must ensure that dome tents, horse carriages and tipis are of new construction.
3. The owner/applicant must not allow more than one dome tent, horse carriage or tipi unit per an identified park stall.
4. The owner/applicant must not allow more than one deck to be constructed or placed on a camping stall.
5. The owner/applicant must ensure that all Specialty Accommodation (tents, carriages and tipis) 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 (1 Tipi (Spa), 9 Specialty Accommodations (2 Dome Tents, 2 Horse Carriages and 2 Tipis)) 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 #2190-25.
11. Compliance with the provisions of Land Use Bylaw #2190-25 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 amend the original development application presented and approved at the May 29, 2025 Municipal Planning Commission meeting.

The original development approval included a renovation of the existing main office into a wellness spa and 10 glamping tents at the existing Prairie Junction RV Resort campground.

The applicant proposes to keep the office building as is and alternately construct a Tipi outside the north side of the building to be used as a spa. Further, instead of 10 glamping tents to occupy the 10 camping sites adjacent to the railway on the northwest side of the property, the applicant proposes to construct 9 specialty accommodations with 2 tipis, 2 horse carriages, 2 dome tents and 3 future accommodations.

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 proposed specialty accommodation sites have existing water, sewer and electrical hook-ups and the applicant proposes to install gas service as well. Each specialty accommodation site will have individual parking spaces available.

The proposed tipi spa is 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 (tipi spa) and recreation facility (Prairie Junction RV Resort campground), 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

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 Kuchitski MAILING ADDRESS: 4402 50 St

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

PHONE: 403-763-4653 FAX: EMAIL:

REGISTERED OWNER: Joseph Kuchitski 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

wellness 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 sq ft

SETBACKS OF EITHER EXISTING OR PROPOSED BUILDINGS:

FRONT YARD: 20 Feet SIDE YARDS: 15 Feet and 10 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 bath + 1 wash parcel 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 IV - 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: <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"/>

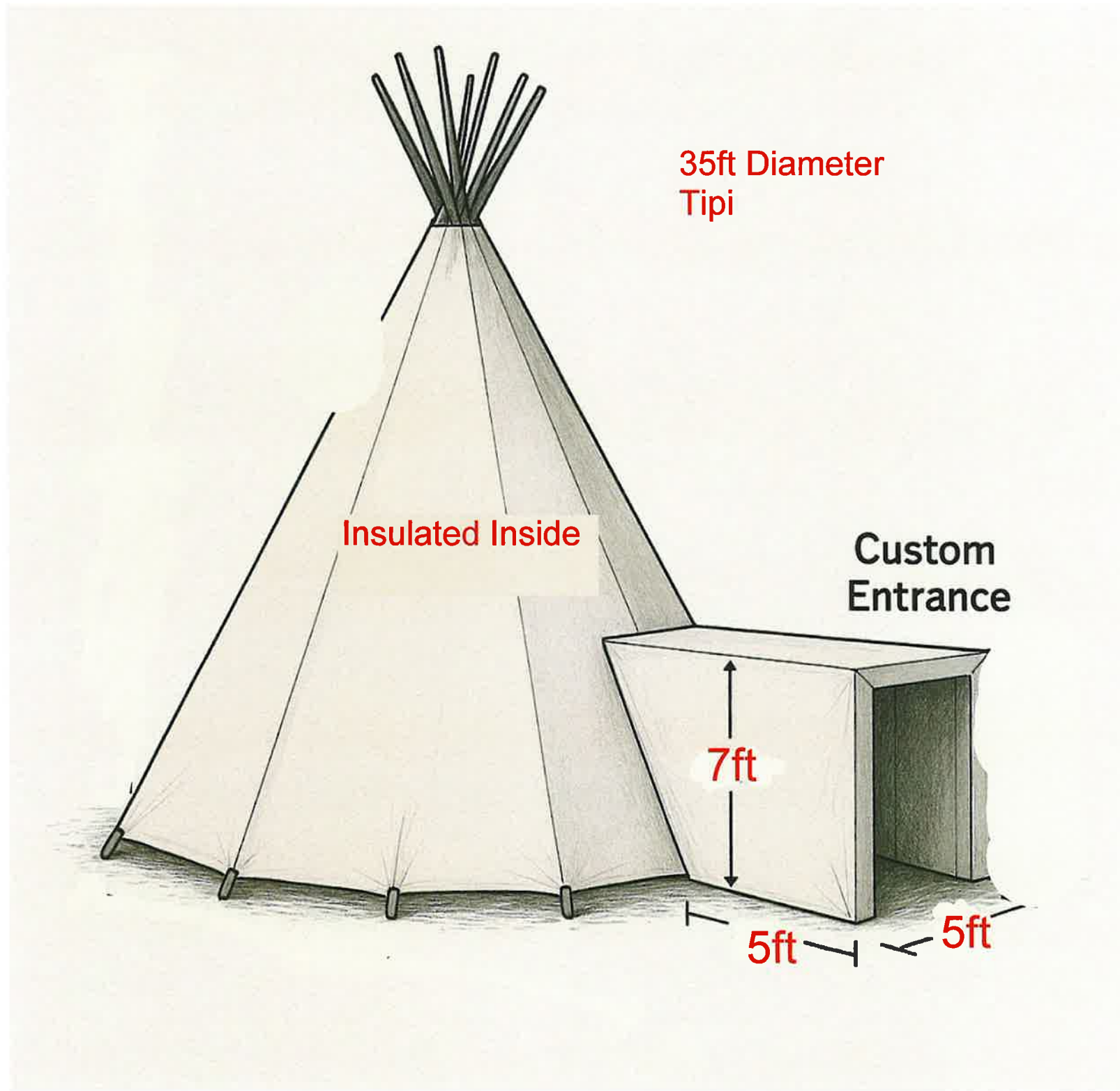


From back door to property
line is 51FT

5FT

35FT

11FT





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March 2025

PRODUCT SPECIFICATION SHEET

1850 FR S

Product Code: 1850FRS_61100

General Description:

A PVC coated polyester fabric that is fire retardant

BASE FABRIC

Fiber of Base Fabric:

Woven polyester scrim

Denier of Fabric:

1300/1000 Denier

Construction (Tapes/inch):

Warp 17 / Weft 18

COATED FABRIC

Overall Weight:

18 oz psy

Coating:

PVC distributed 55/45

Standard Colour:

Various colours available

TEST METHOD

MECHANICAL PROPERTIES

Tensile Strength (Cut Strip):

Warp 274 lbs / Weft 307 lbs

FS 191 5102

Tongue Tear Strength:

Warp 116 lbs / Weft 104 lbs

FS 191 5134

Adhesion:

14 / 11 lbs/ft

FS 191 5970

Elongation:

26 / 34%

FS 191 5102

Flammability:

PASS

NFPA 701 Method 1
CAN/ULC-S109-14, Large Scale

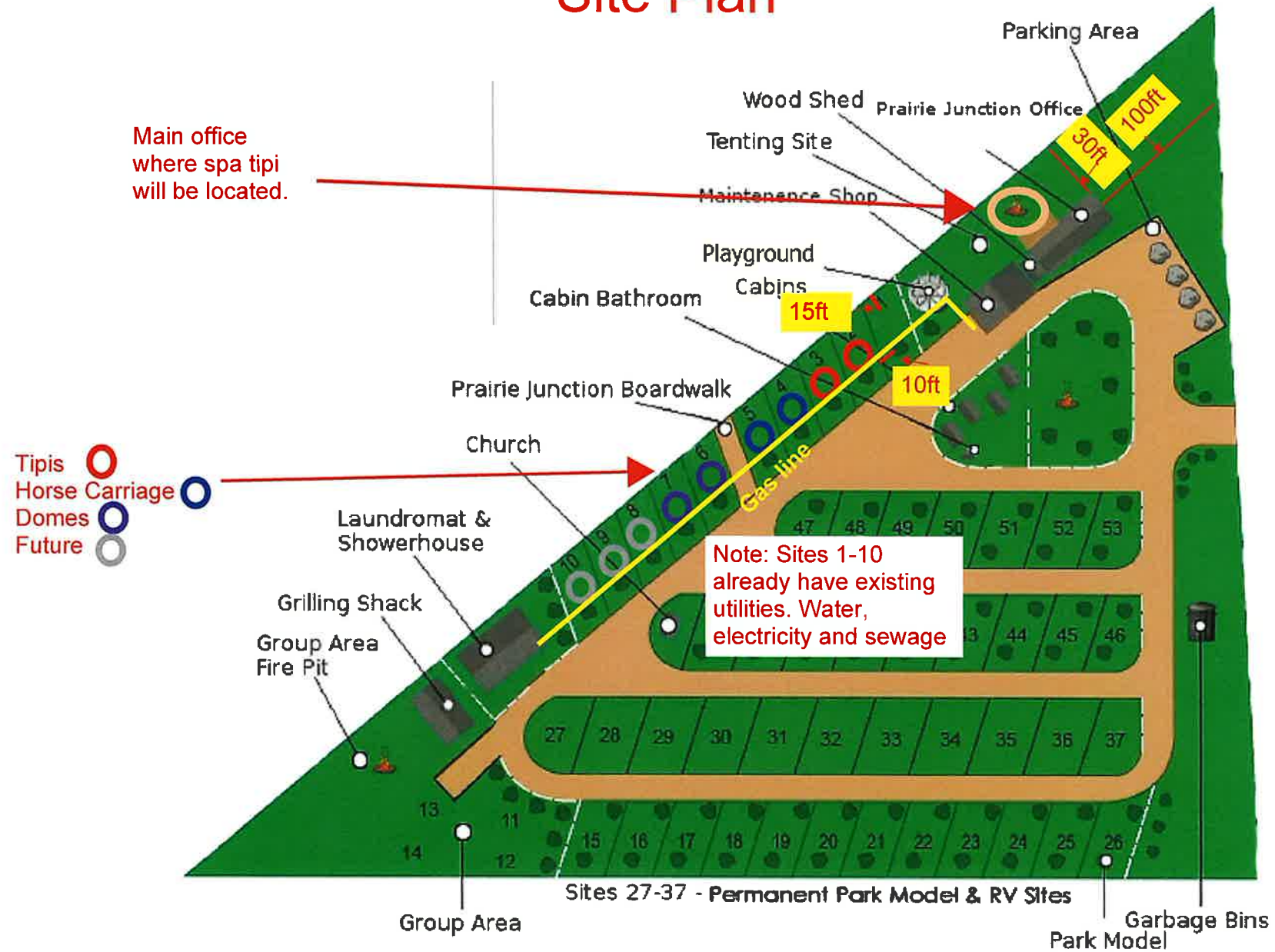
ROLL PROPERTIES

Width and Length:

61" x 100 yds

MILDEW AND ROT RESISTANT
ULTRAVIOLET LIGHT RESISTANT
RoHS Compliant
REACH Compliant

Site Plan





The horse carriages are 20ft long and 9ft wide. (2)



Glamping Dome - Pricing and design will stay the same, just different style of tent.



Tipi for sleeping quarters