



**September 29<sup>th</sup>, 2015**

**Agenda**

**Special Monthly Meeting – Call to Order – 5:00 PM**

**Adoption of Agenda –**

**Correspondence – Items Arising:**

- |  |           |
|--|-----------|
| <b>1. Flagstaff Regional Housing Group – Lodge Closure</b> | <b>A1</b> |
| <b>2. Public Notice – Complaint</b>                        | <b>A2</b> |

**Business:**

- |  |           |
|--|-----------|
| <b>1) Land Development – NE8-44-12 W4M</b> | <b>B1</b> |
| <b>2)</b>                                  |           |
| <b>3)</b>                                  |           |
| <b>4)</b>                                  |           |

**Adjournment -**



September 24, 2015

Flagstaff Lodge  
Box Room  
Sedgewick, AB ToB 4Co

At our last board meeting on September 15<sup>th</sup>, the Flagstaff Regional Housing Group discussed at great length the future of Flagstaff Lodge in Sedgewick. As we all know, the occupancy of the lodge has been declining for some time and we are now down to about 8 residents remaining. All of the members of the board are highly aware that the lodge is still your home and all of the discussions and decisions were respectful of this, but we are all aware that the indecision about the future of the lodge has caused some anxiety for the remaining residents.

Based on the declining occupancy and the extreme difficulty with the financial operations, the Board unanimously decided to close the lodge effective December 31, 2015. This was a very difficult decision but was necessary to try and minimize the financial impact to all of the funding municipalities in the region who support the lodge through funding from their taxes. This decision was also made with the appreciation that in the long run, the impact on your quality of life would be lessened by living in an empty lodge with fewer and fewer neighbours and friends.

The board instructed our managers to work with you individually to ensure that we have good discussion about your future living arrangements and the potential to stay within the Flagstaff Regional Housing Group family by being given priority for a place in the lodge in Forestburg. If due to your circumstances you may wish to seek an alternate arrangement, we have asked our managers to assist you in any way they can to help you through this process. The lead contact person who will be meeting you individually will be John Davis and he and his team will be contacting you shortly to start the discussions.

All of the Board members truly appreciate your continued support as we journey through this change and want you to know that this decision was not made lightly.

Thank you for your patience and understanding,

Donna Buelow  
Board Chair

## CAO Town of Sedgewick

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**From:** Brian & Patricia McGaffigan <twopilgrims2@gmail.com>  
**Sent:** September-25-15 9:46 AM  
**To:** Perry Robinson  
**Cc:** wdame@sedgewick.ca; eskoberg@sedgewick.ca; gsparrow@sedgewick.ca; crose@sedgewick.ca; gimlah@sedgewick.ca; Amanda Davis  
**Subject:** Public Notice: Seniors Public Housing Sedgewick

Mayor Robinson,

I am writing to you as a resident of the Flagstaff Region, a 16 year veteran of local government (Strome), a senior citizen in my 75<sup>th</sup> year, and as a “new/existing Canadian (50 years)” married to an “old stock Flagstaff Canadian”. Last but not least, I write as a member of the Board of the Flagstaff Regional Housing Group (FRHG).

Personally, I have lived and worked in rural Alberta for over 30 years and understand some of its angst amidst the incredible change that is happening and is still to occur. The issue of accommodations and care for Flagstaff County Seniors is and has always been, of great importance to myself and the FRHG Board members. Thus your letter dated July 22<sup>nd</sup> was very challenging to me personally and to the Board of FRHG in general.

It is with this background that I express my concern to you, your CAO, and the Town of Sedgewick Council that a letter (Public Notice: Seniors Public Housing Sedgewick) which you wrote to the residents of Sedgewick dated July 22 and posted on the Town website has not at the time of sending this note, been removed nor updated to reflect the current situation.

As a result of receiving notice of the referred letter, the FRHG Board held a special meeting on July 28<sup>th</sup> and to your satisfaction answered all the questions raised in that letter.

At the FRHG Board meeting of September 14<sup>th</sup> it was pointed out that the letter in question was still on the Town website.

As I send this note the letter is still posted causing me to question why?

This is a serious matter for me.

Sincerely,

Brian McGaffigan

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## PUBLIC NOTICE

### SENIORS HOUSING PROJECT SEDGEWICK

On behalf of myself, Mayor Robinson and the Council of the Town of Sedgewick this public notice is intended to convey and address matters related to the proposed ten unit self-contained living facility and demolition of the Flagstaff Lodge in Sedgewick (NE8-44-12 W4M).

First off, I Mayor Robinson have been appointed the new Flagstaff Regional Housing Group (FRHG) representative effective immediately. Any questions, comments or concerns are to be directed to myself [probinson@sedgewick.ca](mailto:probinson@sedgewick.ca) or to our Chief Administrative Officer, Amanda Davis [cao@sedgewick.ca](mailto:cao@sedgewick.ca).

We respect and support the need for seniors housing in Sedgewick. It has become evident that there are pertinent matters of business that have gone unanswered to date:

1. Who is responsible for the demolition of the Flagstaff Lodge and what is the timeline for this project?
2. Who will be the registered owner of the said lands (NE8-44-12 W4M)?
3. What is the back-up plan if the new project comes in over budget and additional funding cannot be obtained from the Alberta government?

Following our special council meeting of July 20<sup>th</sup>, 2015 a letter stating these concerns was sent to the FRHG board chair and executives of The Bethany Group (TBG).

Currently, the scope and execution timelines of the proposed project is unknown pending responses to the questions above. We fully understand these challenges and impacts. We believe that it is our responsibility to the taxpayers and citizens to ensure the FRHG and the Town of Sedgewick's financial and public liabilities are protected.

The Town of Sedgewick eagerly awaits a response from the FRHG as we have all intentions of fully supporting seniors housing projects in Sedgewick and feel strongly that the only viable option at this time is to readdress these projects in a more transparent engaging manner.

Please note that this services as a current state message to our citizens and the discussion does not end here; we are working diligently to ensure we have care for the seniors of Sedgewick and surrounding area.

Respectfully Yours,

Perry D. Robinson,  
Mayor – Town of Sedgewick



## CAO Town of Sedgewick

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**From:** Barb McArthur <barbmc@persona.ca>  
**Sent:** September-29-15 3:44 PM  
**To:** sedgewick.cao@persona.ca; Town of Sedgewick  
**Subject:** Lodge

Dear Town administration, mayor and councillors , Like many others, I was very upset with the inhumane way the Lodge residents were notified with their eviction notices.

I think we were all under the impression the Lodge in Forestburg was to be added on to before the Lodge closed. It has been good to see how many have been concerned and their comments on Facebook.

I have lived in Providence Place for the last year due to health reasons. This facility is managed by Connecting Care, a management team that looks after everything from training, to menus, to meal planning, to payroll and the like. There are over 90 residents in 80 rooms. The cost to Providence is \$7000.00 a month. They are on top of everything. I don't know if they would be interested in looking at the situation at the Lodge to see if they think it would be viable if more residents were attracted. I think that many have left the building because all they have heard for years is that it is going to be closed, and many who contemplated moving into there went elsewhere for the same reason.

It is too bad that over the years maintenance wasn't done to keep or bring the building up to better standards.

I really hope that something can be done to solve the problem there. There is still a need for Lodges where residents get fed three meals a day and can "age in place", until they require more medical attention.

Sincerely, Barb McArthur

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Version: 2014.0.4830 / Virus Database: 4365/10725 - Release Date: 09/29/15

----- Original Message -----

From: Michelle Wideman michelle.wideman@bethanygrp.ca  
To: Brian McGaffigan twopilgrims2@gmail.com, "Dell Wickstrom(dellran@cciwireless.ca)" dellran@cciwireless.ca, Donna Buelowd.buelow@hardisty.ca, "Donna.Buelow@albertahealthservices.ca" Donna.Buelow@albertahealthservices.ca, Edward Kusalikekusalik@telusplanet.net, "Gerald Kuefler (gkuefler@flagstaff.ab.ca)" gkuefler@flagstaff.ab.ca, "Jamie-Dee Hays (jamie\_dee\_hays@hotmail.com)" jamie\_dee\_hays@hotmail.com, "Perry Robinson (probinson@sedgewick.ca)" probinson@sedgewick.ca, Peter Miller rpmiller@persona.ca, Rick Krysrkrys@brilt.com, "Susan Armer (tarmer@xplornet.com)" tarmer@xplornet.com, "Sven Bernard (sven@bernardpc.com)" sven@bernardpc.com, Wade Linseth wlinseth@flagstaff.ab.ca

Sent: Tue 29/09/15 10:55 AM

Subject: Fwd: Sedgewick Community Meeting  
image003.png (63.1 Kb) attached

Good Morning,

Now that the residents, families and staff are aware of the plans to close Flagstaff Lodge effective December 31, 2015, it has been suggested that a Community Meeting be held in Sedgewick. This meeting would allow the opportunity for residents in the community to receive consistent messaging and hopefully provide a level of understanding as to why the decision was made.

The Board Chair is looking for your input/support in this regard - please provide any comments you may have.

Thank you,

-----  
Michelle Wideman

Executive Assistant | The Bethany Group

4612 - 53 Street, Camrose AB T4V 1Y6

tel: 780-679-2023 | fax: 780-679-2001

e-mail:

## Request for Decision (RFD)

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**Topic:** Land Development – NE 8-44-12 W4M  
**Initiated by:** FRHG  
**Prepared by:** Amanda Davis  
**Attachments:** 1. DPA – Project 1092-15 - Refusal – August 7<sup>th</sup>, 2015  
2. LUB #461 –Section 72 “I”  
3. LUB #461 – Section 74 “DC”  
4. LUB #461 – Section 66 “R2”  
5. Bylaw #520 Amending LUB

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### Recommendations:

1. That Sedgewick Town Council uphold the Development Permit refusal as per the letter issued August 7<sup>th</sup>, 2015 pertaining to PRT NE 8-44-12 W4M whereby holding the application accountable to request and achieve rezoning of the property.

**OR**

2. That Sedgewick Town Council give 1<sup>st</sup> reading to Bylaw #520 (either as DC or R2).

**OR**

3. That council defer this matter of business to the October 22<sup>nd</sup>, 2015 regular Council meeting.
- 

### Background:

On August 6<sup>th</sup>, 2015 a development permit application was received for the construction of a ten-unit suite on PRT NE8-44-12 W4M.

Administration refused the development permit in accordance with the Town of Sedgewick’s LUB #461 for the following reasons:

1. The development did not conform to the present Land Use District – Institutional
  - a. This would have required the applicant to submit a rezoning application in advance of submitting the development permit.
2. Two living structures are not permitted on one parcel of land –
  - a. An application for subdivision should have accompanied the development permit.

Prior to receiving a development permit on NE8-44-12 W4M administration request a pre-application meeting to discuss various matters of business which was disregarded by the management body. The items noted above could have been dealt with during the pre-application meeting which is standard within the development permit process.

As stated in the attached letter, the applicant may not resubmit a development permit on the same property for the same or similar use for six (6) months. Administration has not received a response from the applicant since the refusal was sent.

On September 15<sup>th</sup>, 2015 a Flagstaff Regional Housing Group (FRHG) meeting was held. No direction was provided to their administration to submit a rezoning application to the Town of Sedgewick in accordance with the refusal. As reported by Mayor Robinson, the FRHG board stated that the Town of Sedgewick should simply zone the property to Direct Control (DC). Further to this conversation a motion was made and carried by the FRHG stating:

‘MOVED that as of two months today we have a development permit in our hand. If we do not have a permit in hand we will look to take this project elsewhere at that time.’

**Current:**

PRT NE8-44-12 W4M (Flagstaff Lodge) is currently zoned “I” Institutional in accordance with the Town of Sedgewick’s Land Use Bylaw (LUB) #461 and is 2.82 acres in size.

**OPTION I:**

- Council uphold the existing permit refusal whereby holding the FRHG board accountable to submit an application for the rezoning of PRT NE8-44-12 W4M as per the refusal letter issued on August 7<sup>th</sup>, 2015 as this is due process.

**OPTION II:**

- Council could initiate the rezoning of PRT NE 8-44-12 W4M from “I” to Direct Control (DC).

**Section 74: DC Direct Control District (TOS LUB#461)**

**74.1 Purpose:**

**To provide for developments that, due to their unique characteristics, innovative ideas or because of unusual site constraints, require specific regulations unavailable in other land use districts. This district is not intended to be used in substitution for any other land use district in this Bylaw that could be used to achieve the same result.**

**74.2 Uses:**

Land uses and buildings will be subject to the approval of Council.

**74.3 Regulations:**

- (a) All site requirements shall be at the discretion of Council, based upon a review of the merits of the development proposal and the relevant land use planning considerations.
- (b) All development shall conform to the Town of Sedgewick Municipal Development Plan.
- (c) Council may refer to other sections of this bylaw to determine requirements for specific types of proposed land uses on property zoned under this District. However Council is not bound by any other provisions of this bylaw other than those under this District.
- (d) When deciding on a development permit application, Council shall consider the following:
  - The existing and future land use of neighboring properties;
  - The suitability of the site for the proposed use;
  - The provision of municipal or on-site services such as water and sewer; and
  - Any considerations which are unique to the proposed development.
- (e) Council may decide on other requirements as are necessary, having regard to the nature of the proposed development.



When a piece of land is zoned DC it takes away the public's right to appeal. Council then has 100% full control over the decision making for ALL development on the specific parcel of land – Council does not have to set any standard or conditions under DC zoning.

Any revisions pertaining to the LUB must follow a public hearing process. Council must hear any concerns raised at the public hearing and take them into consideration prior to final votes on a LUB amendment.

Should council deem DC to be an appropriate zone for the following should be considered:

1. How many developments shall be permitted on the parcel of land?
2. What is the minimum and maximum parcel size permitted?
3. What is the minimum and maximum building size?
4. What specific site specific conditions shall be applied?

OPTION III: Council could initiate rezoning from "I" to R2 Residential Multi Family District:

Section 66: R2 Residential Multi Family District (TOS LUB#461):

66.1 Purpose:

This district is generally intended to provide land for the development of higher density housing within Sedgewick.

66.2 Uses:

Permitted Uses:

- Accessory Building
- Apartment
- Dwelling, Duplex
- Dwelling, Fourplex,
- Dwelling, Row house
- Dwelling, Triplex,
- Home Occupation
- Public Assembly
- Public Use

## CAO Town of Sedgewick

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**From:** Erik Skoberg <ESkoberg@gibsons.com>  
**Sent:** September-29-15 3:23 PM  
**To:** cao@sedgewick.ca  
**Subject:** RE: Sept. 29, 2015 Agenda Package

Hi All,

Sorry I am unable to attend this new meeting date. Nevertheless a few comments for consideration;

1. FRHG
  - a. I have witness a lot of social meeting conversations since the recent decision by FRHG. It appears that there needs to be some public education on the following items;
    - i. Roles & Responsibilities of the Bethany group
    - ii. Roles & Responsibilities of FRHG
    - iii. Roles of the Municipalities with respect to the Lodges
  - b. I think it is important that the public is aware of how these groups are structured and what powers they do or don't have in this situation.
2. Development Permit
  - a. My original intent from the last meeting was to propose to defer the decision until we see how the eviction process played out and it appears that FRHG was not bluffing on this matter which leads me to ask two questions;
    - i. Can FRHG actually relocate the project if we don't cave to their threat?
    - ii. What is the hurry to build it now if there will be no residents?
      1. Should the process be followed as per bylaws in the current situation?
      2. Will the ground turning actually happen in the winter time now and incur winter construction cost adders?
      3. Does this project "need" to be on that piece of land?
        - a. Could it be relocated straight north to the proposed subdivision location?

Sure would be nice to know if we have the funding of only the 2.2 or solid confirmation that we have what it takes to build it.

### Erik Skoberg

Automation Supervisor  
Gibson Energy Inc.  
Direct: 780-888-8220  
Email: [eskoberg@gibsons.com](mailto:eskoberg@gibsons.com)  
[www.gibsons.com](http://www.gibsons.com)

**From:** Erik Skoberg [mailto:[eskoberg@sedgewick.ca](mailto:eskoberg@sedgewick.ca)]  
**Sent:** September-29-15 3:06 PM  
**To:** Erik Skoberg <ESkoberg@gibsons.com>  
**Subject:** Fwd: Sept. 29, 2015 Agenda Package

Sent using [CloudMagic](#)

-----Forwarded message-----

From: CAO Town of Sedgewick <[cao@sedgewick.ca](mailto:cao@sedgewick.ca)>

Date: Fri, Sep 25, 2015 at 4:08 PM

Subject: Sept. 29, 2015 Agenda Package

To: Cindy Rose, <[crose@sedgewick.ca](mailto:crose@sedgewick.ca)>, [eskoberg@sedgewick.ca](mailto:eskoberg@sedgewick.ca) <[eskoberg@sedgewick.ca](mailto:eskoberg@sedgewick.ca)>, [gimlah@sedgewick.ca](mailto:gimlah@sedgewick.ca) <[gimlah@sedgewick.ca](mailto:gimlah@sedgewick.ca)>, [gsparrow@sedgewick.ca](mailto:gsparrow@sedgewick.ca) <[gsparrow@sedgewick.ca](mailto:gsparrow@sedgewick.ca)>, Perry Robinson, <[probinson@sedgewick.ca](mailto:probinson@sedgewick.ca)>, Wayne Dame, <[wdame@sedgewick.ca](mailto:wdame@sedgewick.ca)>

Cc: [office@sedgewick.ca](mailto:office@sedgewick.ca) <[office@sedgewick.ca](mailto:office@sedgewick.ca)>

Good Afternoon Council,

Please find attached your Sept. 29, 2015 agenda package. If you have any questions please give me a call – I would suspect that there may be a public gallery at this meeting to listen to your discussions. No one is attending as a delegation they would simply be there to observe the meeting.

Erik is unable to attend the meeting as per his response. Him and I have spoken and he will send some comments via email.

Thank you,

**Amanda Davis**

Chief Administrative Officer

**Town of Sedgewick**

P.O. Box 129

Sedgewick, AB T0B 4C0

T: 780-384-3504

[cao@sedgewick.ca](mailto:cao@sedgewick.ca)

[www.sedgewick.ca](http://www.sedgewick.ca)

Information about the company can be found at <http://www.gibsons.com>.

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Version: 2014.0.4830 / Virus Database: 4365/10725 - Release Date: 09/29/15



4818 - 47 Street  
P.O. Box 129  
Sedgewick, AB T0B 4C0  
Phone: (780) 384-3504  
Fax: (780) 384-3545  
Website: [www.sedgewick.ca](http://www.sedgewick.ca)



August 7<sup>th</sup>, 2015

JMAA Architecture  
#2 5000-51<sup>st</sup> Avenue  
Red Deer, AB T4N4H5

Attention: Cory Leniuk

RE: Development Permit Application (Project No. 1092-15) - Refused

Dear Mr. Leniuk,

The Town of Sedgewick received email confirmation of payment for a Development Permit application (project no. 1092-15) on August 6<sup>th</sup>, 2015.

The Town of Sedgewick is unable to process this Development Permit as the application does not meet the requirements of our Land Use Bylaw (LUB) #461 under the existing Land Use District (I) Institutional.

Should you choose to proceed with this development you must first apply to the Town of Sedgewick and achieve rezoning (districting).

The type of building in which is being proposed "senior self-contained" is defined as an "Apartment" within LUB #461. Such development is permitted within the R2 Residential Multi Family District. Therefore the recommended zone for this development would be R2 as per your initial application.

Attached to this letter is an amendment application for the LUB along with a copy of the 'I' and 'R2' districts.

Pursuant to the Town of Sedgewick's Fees and Charges Bylaw #518 there is a \$250 fee (plus advertising fees) applicable for any request to amend the LUB. Please refer to Section 27 of the LUB for further information regarding amendments (attached).

It is also important to familiarize yourself with Section 22 of the LUB regarding Notice and Validity of Decision 22.8:

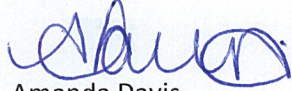
*"If an application for a development permit has been refused, by the Development Officer, Municipal Planning Commission or by the decision of the Subdivision and Development Appeal Board, another application for a permit may not be submitted on the same property, for the same or similar use of the land, by the same or any other applicant, for six (6) months after the date of the previous refusal or appeal decision."*

The Town of Sedgewick fully supports growth and development within our community however achieving rezoning is the first step in moving forward with this project.



Should you have any questions or concerns I can be reached at 780-384-3504 or via email at [cao@sedgewick.ca](mailto:cao@sedgewick.ca).

Sincerely,



Amanda Davis,  
Chief Administrative Officer

Enclos.

JMAA Architecture:

1. Application form filled out by JMAA
2. Copy of Email for Consent
3. (2) 11x17 drawings
4. (1) 24x36 drawing
5. (1) disc with all information on it
6. Cheque #4242 \$50.00

Town of Sedgewick:

1. Application for Amendment
2. Section 27 – LUB#461
3. Section 66 – LUB#461
4. Section 72 – LUB#461

cc. Tamlyn Beesley, Sedgewick Town Council





4818 - 47 Street  
P.O. Box 129  
Sedgewick, AB T0B 4C0  
Phone: (780) 384-3504  
Fax: (780) 384-3545  
Website: www.sedgewick.ca



Application # \_\_\_\_\_

Date July 31st, 2015

### APPLICATION FOR DEVELOPMENT PERMIT\*\*

I/We hereby make application under the provisions of the Land Use Bylaw for a development permit to construct the following building in accordance with the plans and supporting information submitted herewith this application.

Applicant(s): JMAA architecture Mailing Address: #2 5000 - 51st AVE, RED DEER, AB T4N 4H5  
Ph# 403.346.4542 C# \_\_\_\_\_ Fx# 403.341.2015 Email: cj@jmaa.ca

Civic Address of property to be developed: 5001-51st AVE SEDGEWICK, AB

Legal Description: Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_ or N 1/2 SEC 8, TWP 44, RGE 12, W4M

Registered Owner: FLAGSTAFF REGIONAL HOUSING GROUP \*\*\*\*\* Mailing Address: 44d - 47 St. FORESTBURG, AB T0B 1N0

Existing Use: SENIORS ACCOMMODATIONS Land Use District: INSTITUTIONAL

Type of Building/Development: SENIOR SELF-CONTAINED

Size: 819m<sup>2</sup> / 8,815ft<sup>2</sup> Percentage of lot occupied: 22.2% (INCLUDES EXISTING LODGE)

Foundation: SLAB ON GRADE Basement: NO Heating: RADIANT

Roofing: ASPHALT SHINGLES Ext. Finish: MASONRY / STONE Contractor: TBD

Setback from front lot line: 6.2m Setback from N/S/E/W side lot line: 6.2m

Setback from N/S/E/W side lot line: 50.3m Setback from rear lot line: 82.6m Building Height: 6.16m

Estimated Start Date: Aug 2015 Estimated Completion Date: July 2016

Estimated cost of project or contract price: \$ 1.9m

NOTE: Installation of water and sewer services must occur at basement excavation time.

NOTES: \_\_\_\_\_

\*\* Attach site plan to the application form.

Development Application Fees as follows: Res. \$50.00, Comm. \$50.00, Deck's, & Fences \$25.00

\_\_\_\_\_  
Elected Official

\_\_\_\_\_  
Appointed Official

[Signature]  
Signature of Applicant

Cory Leivick - ARCHITECT AIA

\_\_\_\_\_  
Signature of Applicant

Recreation Complex - Flagstaff Lodge - Senior's Club - Central High School - East Central Health Services - Royal Canadian Legion #55 - Flagstaff County Office  
Doctor - Dentist - Community Hall - Weekly Newspaper - Public Library - Museum - Motel - Bed & Breakfast - Sedgewick Lake Park Campground - Golf Course  
Walking Trail - Rodeo Grounds & Track - Football Field - Tourist Information Booth - Oil & Gas Industry - Bird & Big Game Hunting



## Cory Leniuk

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**From:** CAO Town of Sedgewick <cao@sedgewick.ca>  
**Sent:** Thursday, July 30, 2015 10:58 AM  
**To:** 'Tamlyn Beesley'  
**Cc:** 'Peter Miller - FRHG'; 'Gerald Kuefler - Flagstaff County'; 'Rick Krys'; 'Denis Beesley'; 'Perry Robinson,; Cory Leniuk; 'Manda Tran'  
**Subject:** RE: Seniors Self Contained Proposed Development

Thank you Tamlyn for this confirmation.

**Amanda Davis,**  
**Chief Administrative Officer**  
Town of Sedgewick  
P.O. Box 129  
Sedgewick, AB T0B 4C0  
T: 780-384-3504  
[cao@sedgewick.ca](mailto:cao@sedgewick.ca)  
[www.sedgewick.ca](http://www.sedgewick.ca)

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**From:** Tamlyn Beesley [<mailto:tamlyn.beesley@bethanygrp.ca>]  
**Sent:** July-29-15 3:27 PM  
**To:** CAO Town of Sedgewick  
**Cc:** Peter Miller - FRHG ([rpmliller@persona.ca](mailto:rpmliller@persona.ca)); Gerald Kuefler - Flagstaff County ([gkuefler@flagstaff.ab.ca](mailto:gkuefler@flagstaff.ab.ca)); Rick Krys ([rkrys@briltd.com](mailto:rkrys@briltd.com)); Denis Beesley; Perry Robinson,; Cory Leniuk; Manda Tran ([manda.tran@gov.ab.ca](mailto:manda.tran@gov.ab.ca))  
**Subject:** Seniors Self Contained Proposed Development

Hello Amanda,

Thank you for the discussion over the telephone. Flagstaff Regional Housing Group (FRHG) and The Bethany Group (TBG) would like to apply for a development permit for a 10 unit Seniors' Self Contained facility. The lands we would like to build on are described as:

Linc: 0021 024 633  
NE8-44-12-W4M  
5001 – 51 Ave Sedgewick, AB

We authorize Cory Leniuk from JMAA architecture to apply and discuss the development on FRHG and TBG's behalf. Please let me know if you have any concerns.

Thank you,  
Tamlyn Beesley  
Development Manager  
The Bethany Group  
780-566-1322

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RED DEER, ALBERTA T4N 4A8

4242



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00/100

08/06/2015

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TO THE  
ORDER  
OF

The Town of Sedgewick  
P.O. Box 129  
Sedgewick, AB T0B 4C0



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**JMAA ARCHITECTURE LTD.**

The Town of Sedgewick

08/06/2015

CHEQUE NO.  
4242

004242

50.00

Total

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Sedgewick, AB T0B 4C0  
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**Application for Amendment to the Land Use Bylaw – Town of Sedgewick**

Application # \_\_\_\_\_

I/we hereby make an application to Sedgewick Town Council to amend the Land Use Bylaw.

**Applicant(s):**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

**Registered Owner of Land:**

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

**Land Description:**

Plan \_\_\_\_\_ Block \_\_\_\_\_ Lot (s) \_\_\_\_\_

OR \_\_\_\_\_

**Amendment Proposed:**

Current Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

**Reason in support of Application for Zoning Amendments:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Attachments:

1. Certificate of Title: \_\_\_\_\_
2. Area Structure Plan: \_\_\_\_\_
3. Site Plan with Map: \_\_\_\_\_
4. Other: \_\_\_\_\_

Application Fee: \_\_\_\_\_

\_\_\_\_\_  
Registered Owner Signature\_\_\_\_\_  
Date\_\_\_\_\_  
Applicant's Signature\_\_\_\_\_  
Date

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*Town Use Only**Date of Council Meeting:* \_\_\_\_\_*Public Hearing Date:* \_\_\_\_\_*Final Rezoning Decision:* \_\_\_\_\_



## **FIVE: Amending the Bylaw**

### **Section 26: Bylaw Amendments**

- 26.1 Town Council may amend this Bylaw pursuant to the provisions of the Municipal Government Act.
- 26.2 Any person may apply to amend this Bylaw pursuant to the provisions of the Municipal Government Act and the requirements of the Land Use Bylaw.

### **Section 27: Contents of an Amendment Application**

- 27.1 An application to amend this Bylaw shall be made to the Town on the prescribed form, and shall be signed by the applicant or his agent authorized in writing. The following information and documents will accompany the application:
- 27.2 A written statement of the reason for the request to amend the Bylaw including a statement describing the implications of the amendment;
- 27.2.1 The required application fee.
- 27.2.2 If the amendment involves the rezoning of land to a different land use district, the following is also required:
- (a) A copy of the current Certificate of Title for the lands affected, or any other documentation satisfactory to the Development Authority verifying that the applicant has a legal interest in the land;
  - (b) If the applicant is an agent of the landowner, a letter from the landowner verifying the agent's authority to make the application;
  - (c) Permission for right of entry by the Development Officer or a designated officer of the Town; and
  - (d) A properly dimensioned map indicating the affected site and its relationship to existing land uses on adjacent properties;
- 27.2.3 Such additional information as the Development Officer may require to properly evaluate and to make recommendations to Council concerning the proposed amendment.
- 27.3 Council may require, prior to considering a proposed amendment to this Bylaw, that a developer prepare an Area Structure Plan in accordance with the Municipal Government Act or an Outline Plan in accordance with the Municipal Development Plan.



- 25.3 If a decision to approve a development permit is reversed by the Board, the development permit shall be null and void.
- 25.4 If a decision to refuse a development permit application is reversed by the Board, the Board shall direct the Development Officer to issue a development permit in accordance with its decision.
- 25.5 If a decision to approve a development permit application is varied by the Board, the Board shall direct the Development Officer to issue a development permit in accordance with its decision.
- 25.6 The decision of the Board is binding except on a question of jurisdiction or law, in which case the appellant may appeal to the Court of Appeal as provided in the Act.



## Section 66: R2 Residential Multi Family District

### 66.1 Purpose:

This district is generally intended to provide land for the development of higher density housing within Sedgewick.

### 66.2 Uses:

Permitted Uses	Discretionary Uses
Accessory Building	Assisted Living Facility
Apartment	Basement Suite
Dwelling, Duplex	- Dwelling, Single Detached
Dwelling, Fourplex	Dwelling, Single Detached – New Construction
Dwelling, Rowhouse	Dwelling, Single Detached
Dwelling, Triplex	- Relocated not of New Construction
Home Occupation	Group Care Facility
Public Assembly	Sectional Home (new)
Public Use	Utility Building
	Similar Use

### 66.3 Site Regulations:

In addition to the Regulations contained in Parts Seven, Eight and Nine, the following regulations shall apply to every development in this District.

Site Coverage	50%.
Minimum Floor Area	Not less than 75 m <sup>2</sup> (810 ft <sup>2</sup> ) for a one bedroom unit, and an additional 11 m <sup>2</sup> (119 ft <sup>2</sup> ) per unit for each bedroom in the unit included thereafter.
Minimum Parcel Area	Dwelling, Duplex, Triplex, Fourplex and Rowhouse (Per Unit): - 240 m <sup>2</sup> (2,592 ft <sup>2</sup> ) per unit. Dwelling, Apartment (Per Unit): - Shall be the greater of 555 m <sup>2</sup> (5,995 ft <sup>2</sup> ); or 80 m <sup>2</sup> (864 ft <sup>2</sup> )/one bedroom unit; 95 m <sup>2</sup> (1,026 ft <sup>2</sup> )/two bedroom unit; and 115 m <sup>2</sup> (1,242 ft <sup>2</sup> )/three bedroom unit.
Maximum Building Height	<u>Dwelling, Duplex, Triplex, Fourplex and Rowhouse:</u> - 10.0 metres (32.8 feet) from grade to roof peak. <u>Dwelling, Apartment:</u> At the discretion of the Development Authority. <u>Garage and Accessory Building</u> - 4.0 metres (13.1 feet) from grade to roof peak, with a maximum exterior wall height of 2.74 metres (9.0 feet).



Front Yard Setback	<u>Dwelling</u> - 6.0 metres (19.7 feet). <u>Garage and Accessory Building</u> - None in Front Yard.
Double Fronting Lots	A site abutting two streets or more shall have a front yard on each street and two side yards in accordance with the setback requirements of the Bylaw.
Rear Yard Setback	<u>Dwelling</u> - 6.0 metres (19.7 feet). <u>Garage and Accessory Building</u> - 0.6 metres (2.0 feet), except where vehicle doors face a lane 3.0 metres (9.8 feet). <u>Garage Roof Overhang</u> - 0.3 metres (1.0 feet).
Side Yard Setback	<u>Dwellings</u> - 1.5 metres (4.9 feet). <u>Garage and Accessory Building</u> - 1.5 metres (4.9 feet), except where vehicle doors face a lane 3.0 metres (9.8 feet). <u>Garage Roof Overhang</u> - 0.3 metres (1.0 feet).
Landscaping	All yards shall be landscaped with trees, shrubs and planted groundcover in accordance with plans approved by the Development Authority. Notwithstanding any provisions of this Bylaw to the contrary, as a condition of approval of a development permit, all landscaping and planting required must be carried out to the satisfaction of the Development Authority within twelve months of occupancy or commencement of operation of the development.
Parking	A two car parking area shall be provided to the rear, side or front of the dwelling. Notwithstanding, in the case of a dwelling fronting onto an arterial road, the parking area shall access from the lane where one is provided.



## Section 72: I Institutional District

### 72.1 Purpose:

To provide for an area for the development of public land, which are compatible with the adjacent surroundings.

### 72.2 Uses:

Permitted Uses	Discretionary Uses
Campground	Accessory Use
Community Hall	Building Demolition
Day Care Facility	Cemetery
Golf Course	Communication Tower
Institutional Use	Lagoon
Museum	Parking Lot (public)
Nursing Home	Public Assembly
Park	Recreation Facility
Public Use	Trade/Commercial School
School	Utility Building
Signs (Public)	Similar Use

### 72.3 Site Regulations:

In addition to the Regulations contained in Parts Seven, Eight and Nine, the following regulations shall apply to every development in this district.

Site Coverage	40%
Floor Area	n/a
Minimum Parcel Area	n/a
Maximum Building Height	10.0 metres (32.8 feet) without approval of the Development Authority.
Front Yard Setback	Equal to or greater than the building height.
Side Yard Setback	Equal to or greater than the building height.
Rear Yard Setback	Equal to or greater than the building height.
Parking	Section <sup>49</sup> 54 of this Bylaw.
Accessory Buildings	Section 33 of this Bylaw.

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Parking	Section <sup>49</sup> 54 of this Bylaw.
Accessory Buildings	Section <sup>49</sup> 33 of this Bylaw.

## **Section 74: DC Direct Control District**

### **74.1 Purpose:**

To provide for developments that, due to their unique characteristics, innovative ideas or because of unusual site constraints, require specific regulations unavailable in other land use districts. This district is not intended to be used in substitution for any other land use district in this Bylaw that could be used to achieve the same result.

### **74.2 Uses:**

Land uses and buildings will be subject to the approval of Council.

### **74.3 Regulations:**

- (a) All site requirements shall be at the discretion of Council, based upon a review of the merits of the development proposal and the relevant land use planning considerations.
- (b) All development shall conform to the Town of Sedgewick Municipal Development Plan.
- (c) Council may refer to other sections of this bylaw to determine requirements for specific types of proposed land uses on property zoned under this District. However Council is not bound by any other provisions of this bylaw other than those under this District.
- (d) When deciding a development permit application, Council shall consider the following:
  - The existing and future land use of neighbouring properties;
  - The suitability of the site for the proposed use;
  - The provision of municipal or on-site services such as water and sewer; and
  - Any considerations which are unique to the proposed development.
- (e) Council may decide on other requirements as are necessary, having regard to the nature of the proposed development.

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### 66.2 Uses:

Permitted Uses	Discretionary Uses
Accessory Building	Assisted Living Facility
Apartment	Basement Suite
Dwelling, Duplex	- Dwelling, Single Detached
Dwelling, Fourplex	Dwelling, Single Detached – New
Dwelling, Rowhouse	Construction
Dwelling, Triplex	Dwelling, Single Detached
Home Occupation	- Relocated not of New Construction
Public Assembly	Group Care Facility
Public Use	Sectional Home (new)
	Utility Building
	Similar Use

### 66.3 Site Regulations:

In addition to the Regulations contained in Parts Seven, Eight and Nine, the following regulations shall apply to every development in this District.

Site Coverage	50%.
Minimum Floor Area	Not less than 75 m <sup>2</sup> (810 ft <sup>2</sup> ) for a one bedroom unit, and an additional 11 m <sup>2</sup> (119 ft <sup>2</sup> ) per unit for each bedroom in the unit included thereafter.
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Parking	A two car parking area shall be provided to the rear, side or front of the dwelling. Notwithstanding, in the case of a dwelling fronting onto an arterial road, the parking area shall access from the lane where one is provided.

**Town of Sedgewick  
Bylaw #520**

**Province of Alberta**

**A Bylaw of the Town of Sedgewick in the Province of Alberta for the purpose of amending Land Use Bylaw #461.**

**WHEREAS** it is desirable to amend the Land Use Bylaw 461, as amended;

**And Whereas** Council has held a public hearing as required by Section 692 of the *Municipal Government Act, R.S.A. 2000, cM-26*, as amended.

**Now therefore**, the Council of the Town of Sedgewick, duly assembled, enacts the following;

1. The Land Use Bylaw of the Town of Sedgewick #461 is hereby amended as follows:
  - a. That PRT NE8-44-12 W4M be rezoned from “I” Institutional to \_\_\_\_\_ (“DC” Direct Control or “R2” Residential Multi Family District)

**That** this bylaw shall come into force and take effect upon receiving third reading.

**Read** a First time this \_\_\_\_\_ Day of \_\_\_\_\_, A.D. 2015

\_\_\_\_\_  
Perry D. Robinson, Mayor

\_\_\_\_\_  
Amanda Davis, CAO

**Read** a Second time this \_\_\_\_ Day of \_\_\_\_\_, A.D. 2015

**Read** a Third time this \_\_\_\_ Day of \_\_\_\_\_, A.D. 2015

\_\_\_\_\_  
Perry D. Robinson, Mayor

\_\_\_\_\_  
Amanda Davis, CAO