Okotoks Land Use Bylaw

BYLAW 17-21

ADOPTED JUNE 14, 2021

CONSOLIDATED VERSION INCLUDING AMENDMENTS ADOPTED UP TO OCTOBER 26, 2026



Okotoks
Historic Past, Sustainable Future

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CONSOLIDATED VERSION

The below amendments have been consolidated into this single version for the convenience of users. When making reference to this document, users are directed to contact the Town of Okotoks for any additional amendments. In case of any dispute, the original bylaws are to be consulted.

- Bylaw 19-21 (adopted October 25, 2021) - Map Amendment
- Bylaw 27-21 (adopted August 16, 2021) - Textual Amendment
- Bylaw 31-21 (adopted April 11, 2022) - Map Amendment
- Bylaw 32-21 (adopted January 10, 2022) - Map Amendment
- Bylaw 02-22 (adopted March 14, 2022) - Map Amendment
- Bylaw 04-22 (adopted March 14, 2022) - Map Amendment
- Bylaw 11-22 (adopted March 28, 2022) - Map Amendment
- Bylaw 14-22 (adopted June 14, 2022) - Textual Amendment
- Bylaw 04-23 (adopted February 27, 2023) - Textual Amendment
- Bylaw 18-23 (adopted April 11, 2023) - Map Amendment
- Bylaw 19-23 (adopted April 11, 2023) - Map Amendment
- Bylaw 20-23 (adopted April 11, 2023) - Map Amendment
- Bylaw 24-23 (adopted June 12, 2023) - Textual Amendment
- Bylaw 26-23 (adopted June 26, 2023) - Map Amendment
- Bylaw 32-23 (adopted October 10, 2023) - Textual Amendment
- Bylaw 12-24 (adopted March 25, 2024) - Textual Amendment
- Bylaw 18-24 (adopted June 10, 2024) - Textual Amendment
- Bylaw 26-24 (adopted October 15, 2024) - Map Amendment
- Bylaw 27-24 (adopted October 15, 2024) - Map Amendment
- Bylaw 33-24 (adopted February 24, 2025) - Map Amendment
- Bylaw 08-25 (adopted May 12, 2025) - Map Amendment
- Bylaw 10-25 (adopted April 28, 2025) - Map Amendment
- Bylaw 11-25 (adopted April 28, 2025) - Map Amendment
- Bylaw 20-25 (adopted June 23, 2025) - Map Amendment
- Bylaw 08-26 (adopted April 27, 2026) - Map Amendment
- Bylaw 10-26 (adopted April 27, 2026) - Map Amendment
- Bylaw 16-26 (adopted July 13, 2026) - Textual Amendment
- Bylaw 20-26 (adopted September 14, 2026) - Map Amendment
- Bylaw 22-26 (adopted October 26, 2026) - Textual Amendment

For easy reference, the amending bylaw numbers are noted adjoining the section that was the subject of the textual amendment.

CREDITS

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Historic Past, Sustainable Future

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intelligent futures

DAAS

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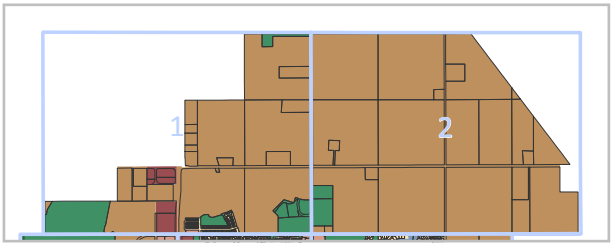
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Note: Page numbers in the Contents have been updated to reflect actual page numbers of consolidated version

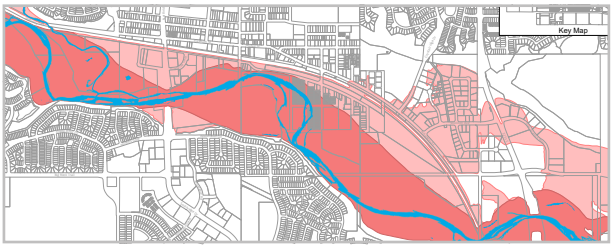
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HOW TO USE THIS BYLAW

STEP 1: Find your parcel(s) of land in Part 2: Maps & Overlays to identify your Land Use District. Refer to the key map number in blue to find a more detailed section of the Town.



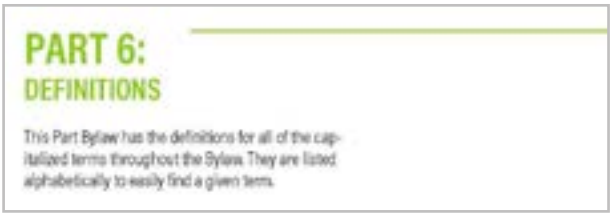
STEP 2: Check the Flood Hazard Overlay **and** Aerodrome Overlay **in Sections 2.2 and 2.3** to see if your parcel(s) is located in one of those areas. If so, additional restrictions will apply.



STEP 3: Check the applicable Land Use District in Part 3 for all relevant standards that would apply to your parcel(s). If one of the Overlays from Part 2 is also applicable, the standards for the Overlays take precedence.



STEP 4: Additional clarity on certain terms or words can be found in Part 6: Definitions.


PART 6:
DEFINITIONS

This Part Bylaw has the definitions for all of the capitalized terms throughout the Bylaw. They are listed alphabetically to easily find a given term.

All sign regulations and application process information is found in Part 4: Signs.



Any additional clarification on application process requirements, notification, appeals, enforcement, or decision making can be found in Part 5: Administration.

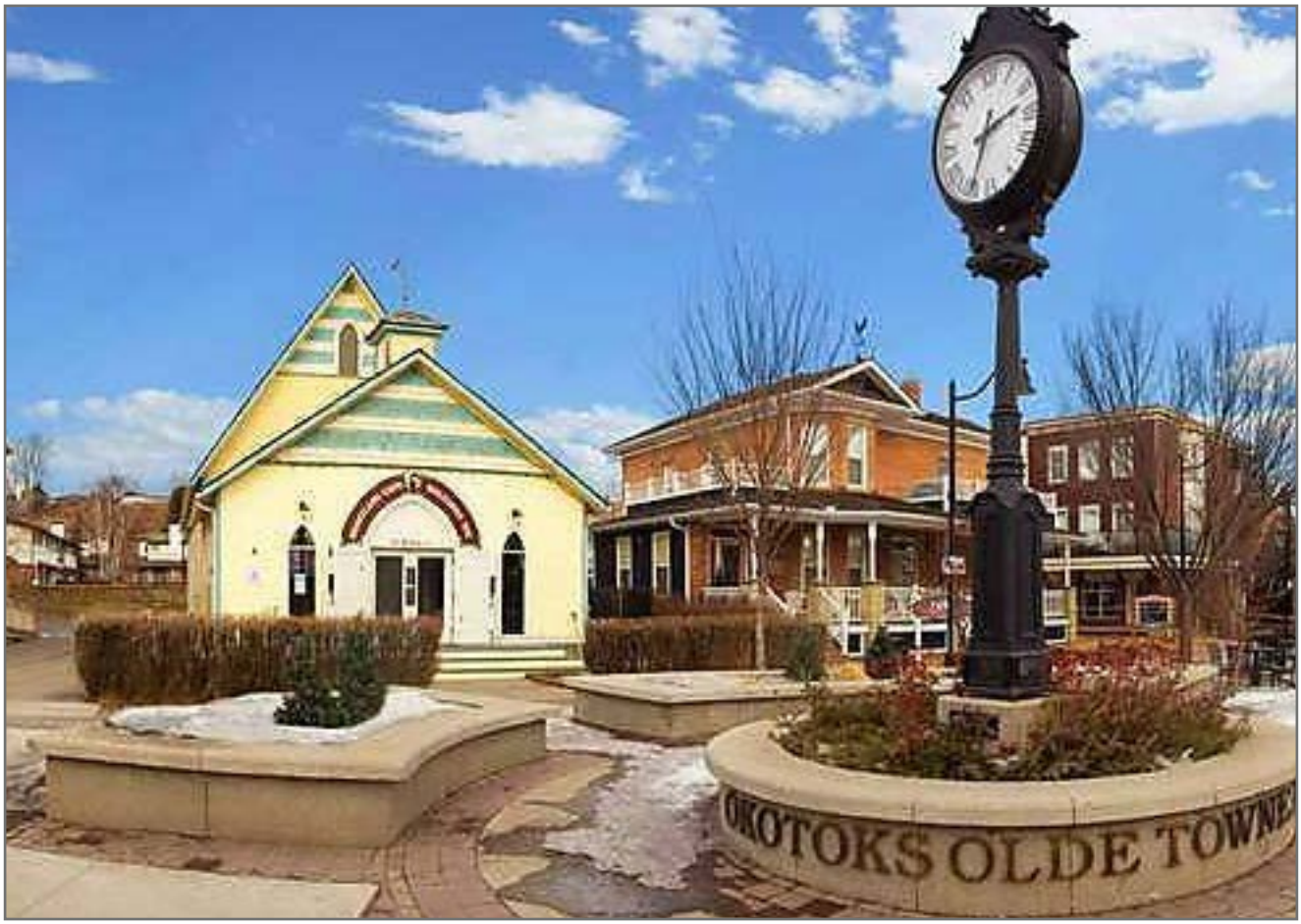

PART 5:
ADMINISTRATION

The Part of the Bylaw includes the details of the various application processes, decision making authority and responsibilities, amendment procedures, appeals, and enforcement. The following information outlines both the responsibilities of Applicants to provide certain information as well as how applications are reviewed.

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PART 1:
PURPOSE & AUTHORITY

Purpose, authority, applicability and transition requirements for the Bylaw are detailed in this section.



1.1 GENERAL PURPOSE

A. The purpose of this Land Use Bylaw, hereby known as "the **B**ylaw", is to enable sustainable Development based on the principles and policies of the Okotoks Municipal Development Plan. To accomplish this, the Bylaw organizes sustainable Development patterns by character Districts with the knowledge that Development decisions made today will impact future generations.

In order to ensure this purpose is achieved, all planning applications, including land use, Subdivision, and Development Permit applications, shall be evaluated using the Bylaw. Where applicable, such applications will also be evaluated using the principles of the Okotoks Municipal Development Plan and any other applicable statutory or non-statutory plan(s).

1.2 AUTHORITY

A. The Town of Okotoks, hereby known as "the Municipality", is authorized under the *Municipal Government Act*, as amended, to adopt the Bylaw.

B. The adoption of the Bylaw is necessary to promote the health, safety, and general welfare of the citizens of the Municipality and to assist in the coordinated, efficient, and economical Development of the Municipality. The Bylaw is implemented with the intention that it will work with the objectives and policies of the Okotoks Municipal Development Plan, and any other applicable statutory or non-statutory plan(s).

C. All Development within the Municipality must conform with the Bylaw.

1.3 APPLICABILITY

A. The Bylaw shall apply to all lands contained within the corporate limits of the Municipality.

B. The Bylaw shall be interpreted and applied in a manner that is consistent with the Okotoks Municipal Development Plan and other statutory plans and non-statutory plans adopted by the Municipality. Should a property be re-Districted or a District in the Bylaw be amended, it should conform to the Okotoks Municipal Development Plan and other statutory plans and non-statutory plans adopted by the Municipality.

C. Any application to re-District a property will be evaluated based on the Okotoks Municipal Development Plan and other statutory plans and non-statutory plans adopted by the Municipality.

D. The provisions of the Bylaw, when in conflict, shall take precedence over those of other municipal bylaws or regulations.

E. Compliance with the Bylaw does not exempt any person from compliance with any federal, provincial or municipal legislation, bylaws, regulations, approval process, licensing, or permitting requirements.

F. If any provision of the Bylaw is held by a court of competent jurisdiction to be invalid, then all other provisions will remain valid and enforceable.

G. Where proposed Development conflicts with any Easement or Right-Of-Way granted to the Municipality, the Development Authority may refuse to grant a Development Permit.

H. Where a statute, regulation, bylaw, or other enactment or document is referenced in the Bylaw, unless the contrary intention is stated, that reference means the statute, regulation, bylaw, or other enactment or document as amended or replaced from time-to-time and any amendments thereto.

I. Public roads and water bodies under the jurisdiction of the provincial or federal government are not regulated by the Bylaw, and are shown in Land Use Maps for the purposes of clarity and reference only. **(18-24)**

1.4 TRANSITION

A. The Bylaw shall come into full force and effect upon third and final reading.

B. Applications for Subdivision and Development which were submitted and deemed complete prior

to the Bylaw coming into force shall be evaluated under the provisions of Bylaw No. 40-98.

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PART 2:
MAPS & OVERLAYS

This section of the Bylaw divides the Municipality into Land Use Districts and includes the Overlays where additional standards take precedence related to technical limitations in different parts of the Municipality.



2.1 LAND USE MAPS

A. The Municipality is hereby divided into the following Districts:

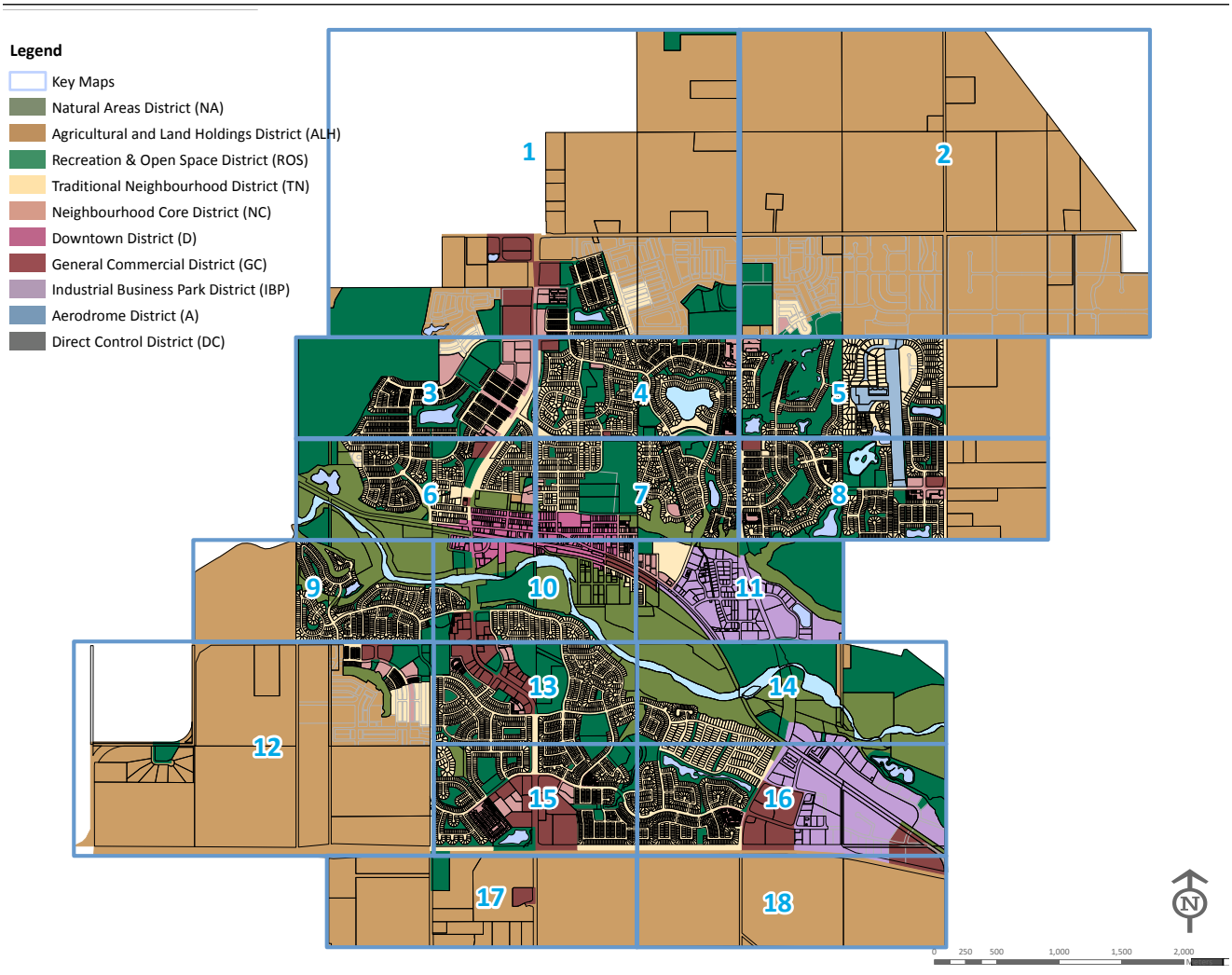
1. Natural Areas District (NA);
2. Agricultural & Land Holdings District (ALH);
3. Recreation & Open Space District (ROS);
4. Traditional Neighbourhood District (TN);
5. Neighbourhood Core District (NC);
6. Downtown District (D);
7. General Commercial District (GC);
8. Industrial & Business Park District (IBP);
9. Aerodrome District (A); and
10. Direct Control District (DC).

B. The Districts listed in 2.1 (A) are delineated on the maps in this Section, which shall be known as the "Land Use Maps" and form part of this Bylaw.

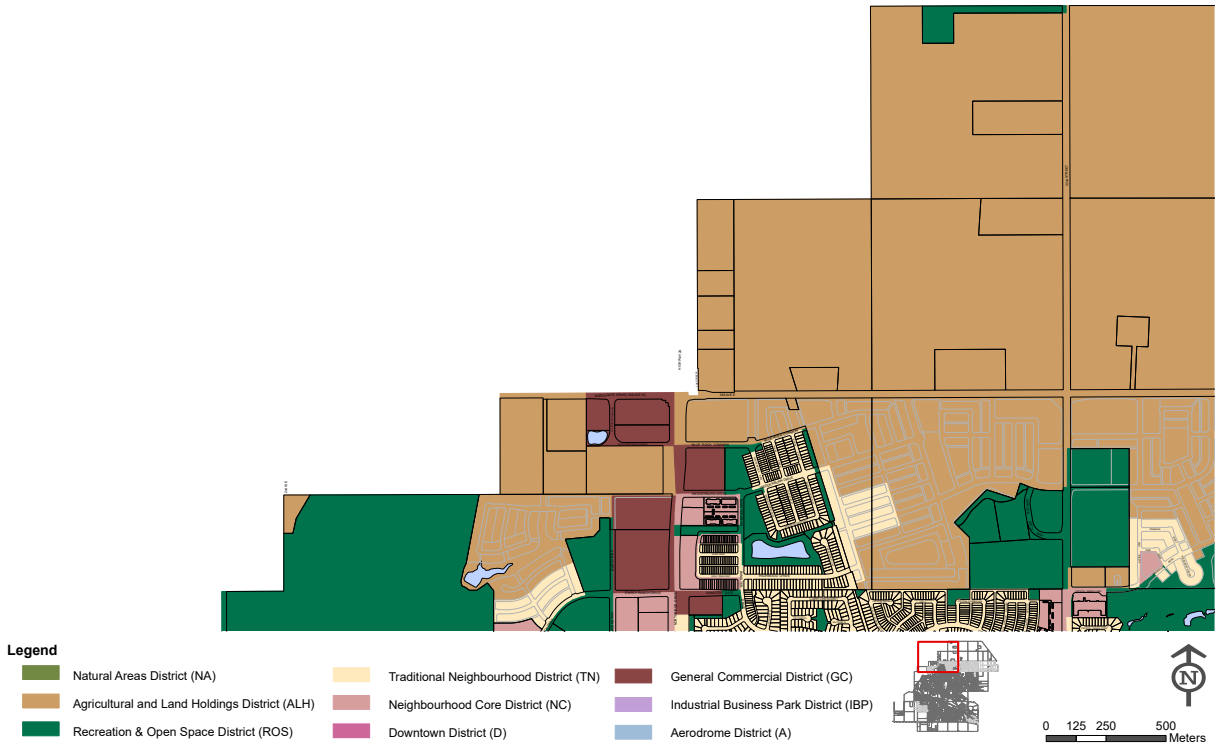
C. The Land Use Maps may be amended or replaced by bylaw from time-to-time.

D. In the event that a dispute should arise over the precise location of a boundary of any District as shown on the Land Use Maps, the Development Authority shall decide thereon.

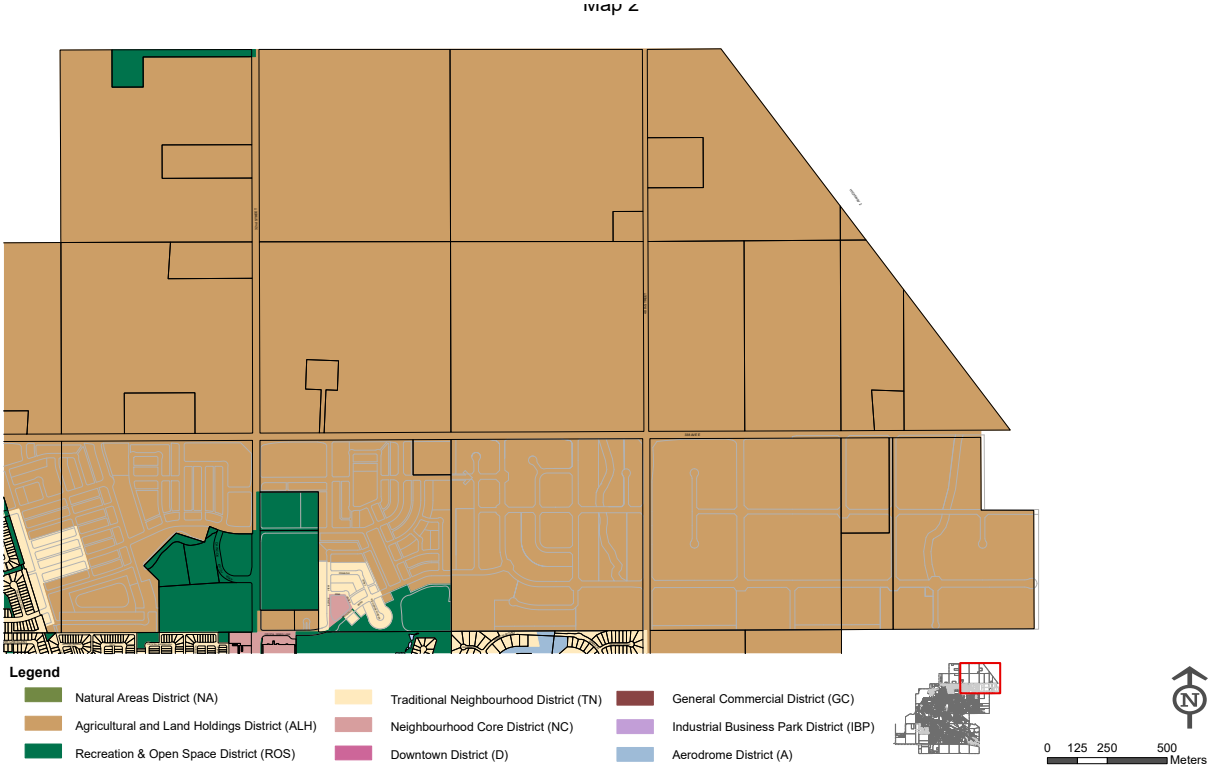
E. Where Direct Control Districts have been established pursuant to a previous land use bylaw and are identified in the Land Use Maps as Direct Control Districts, the direct control designations shall continue under this Bylaw.



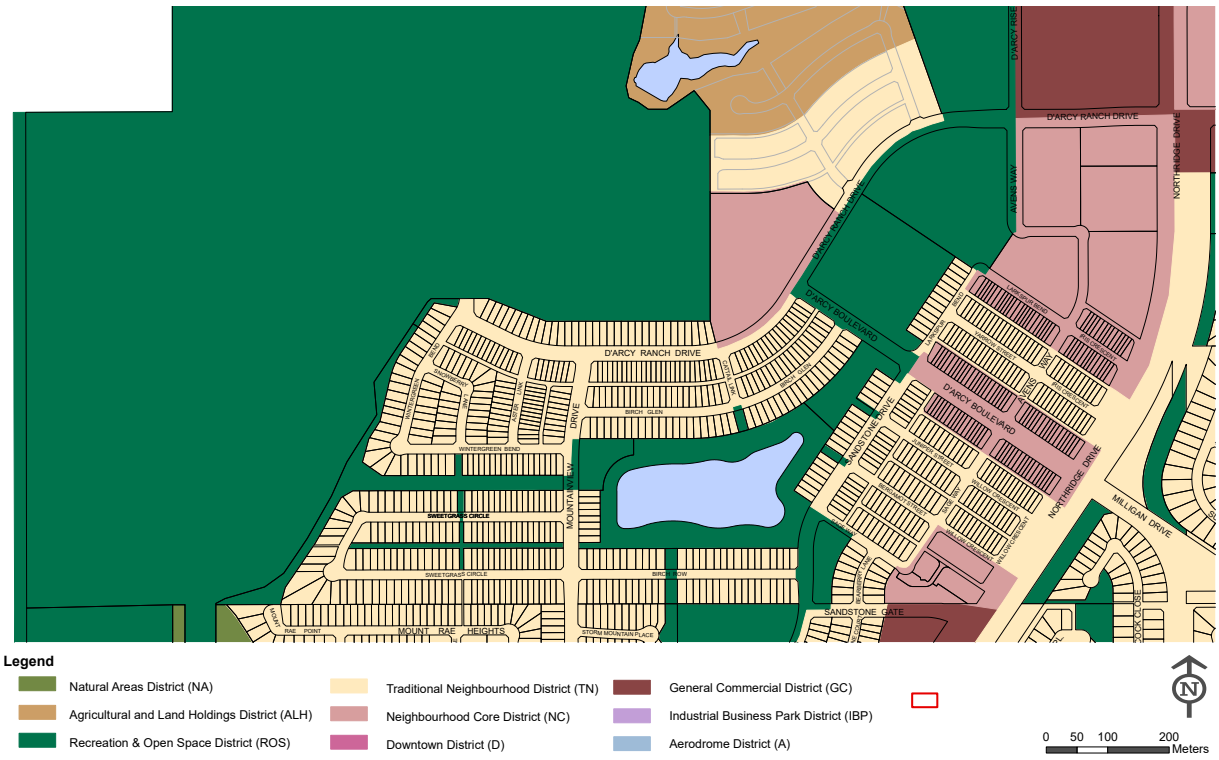
Map 2.1: Town of Okotoks Land Use Map



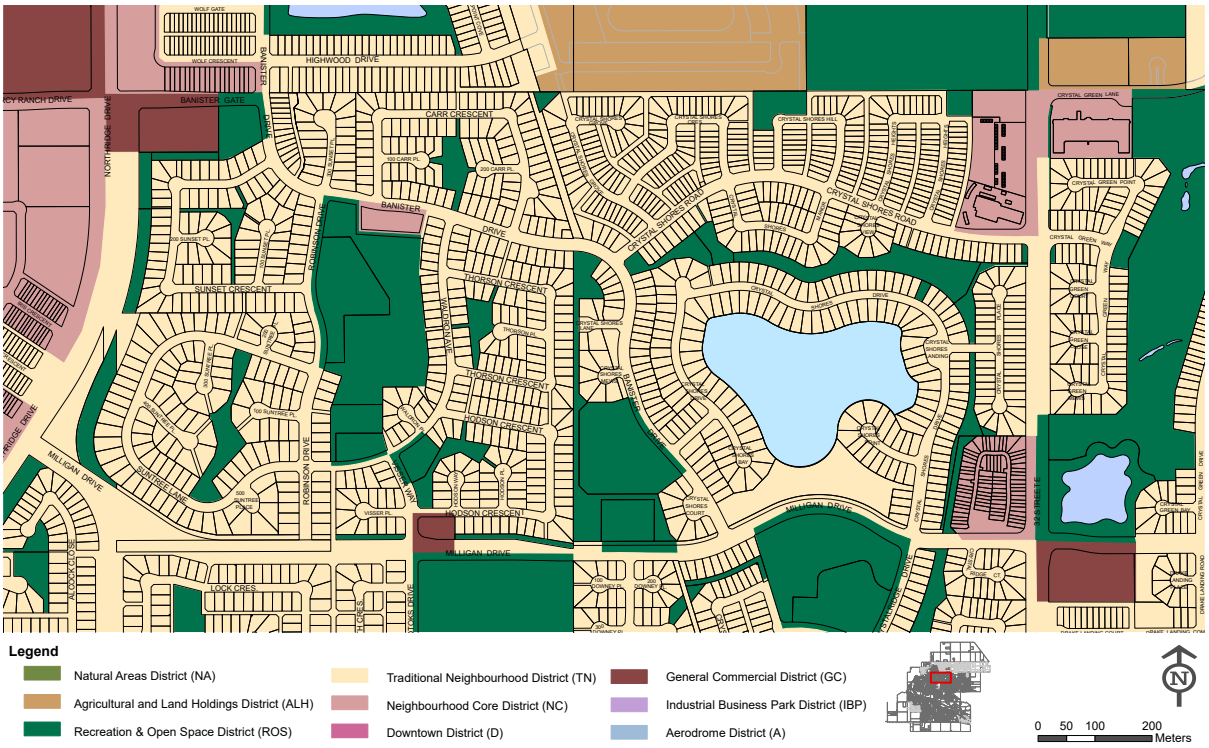
Map 2.2: Town of Okotoks Land Use Map - Key Map 1



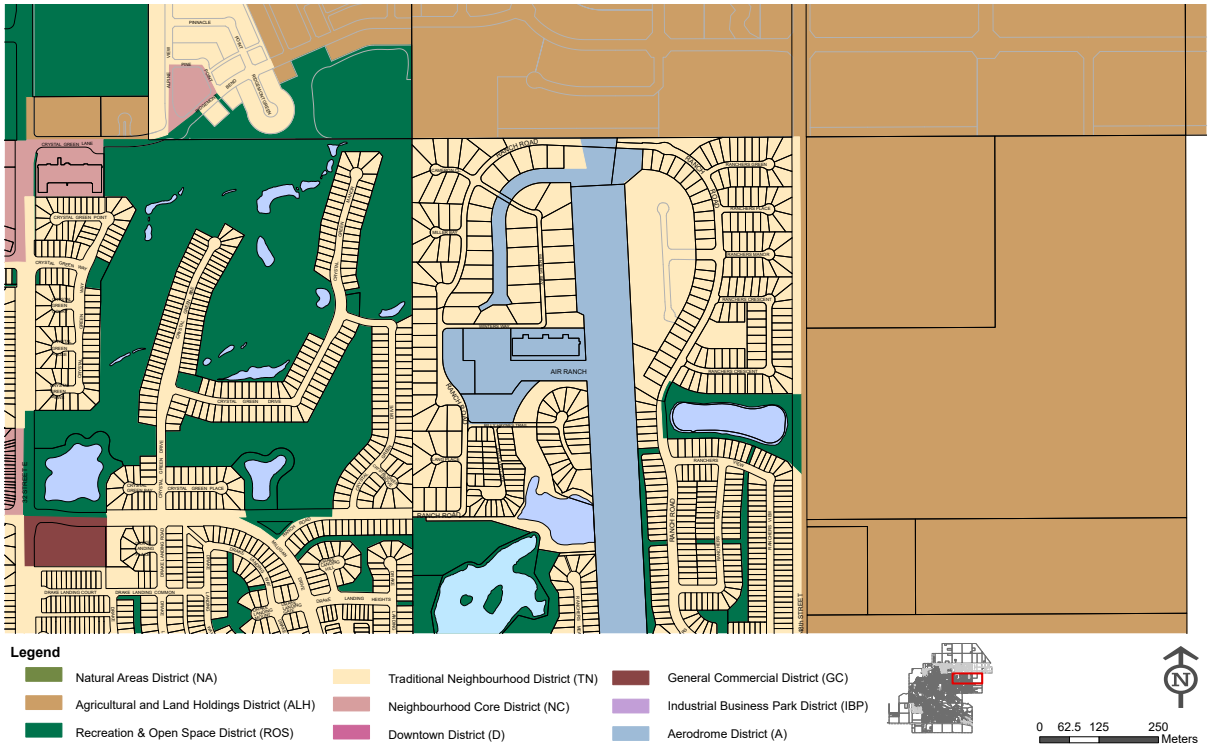
Map 2.3: Town of Okotoks Land Use Map - Key Map 2



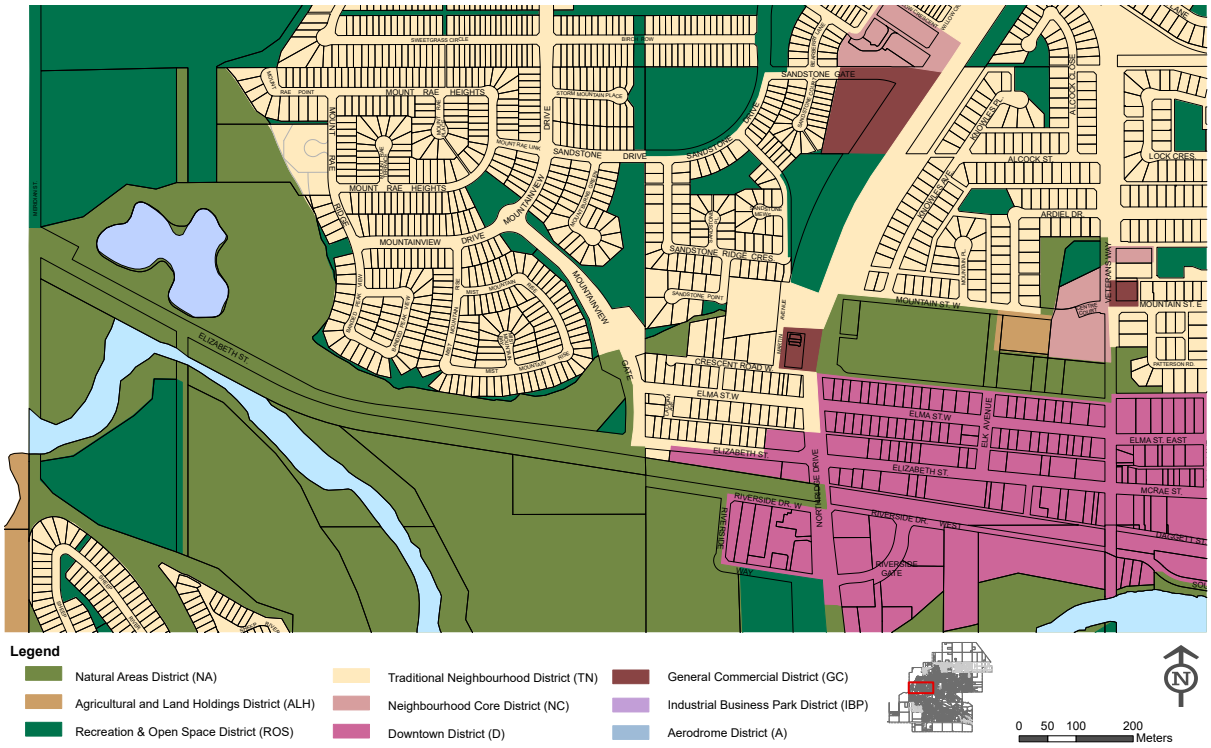
Map 2.4: Town of Okotoks Land Use Map - Key Map 3



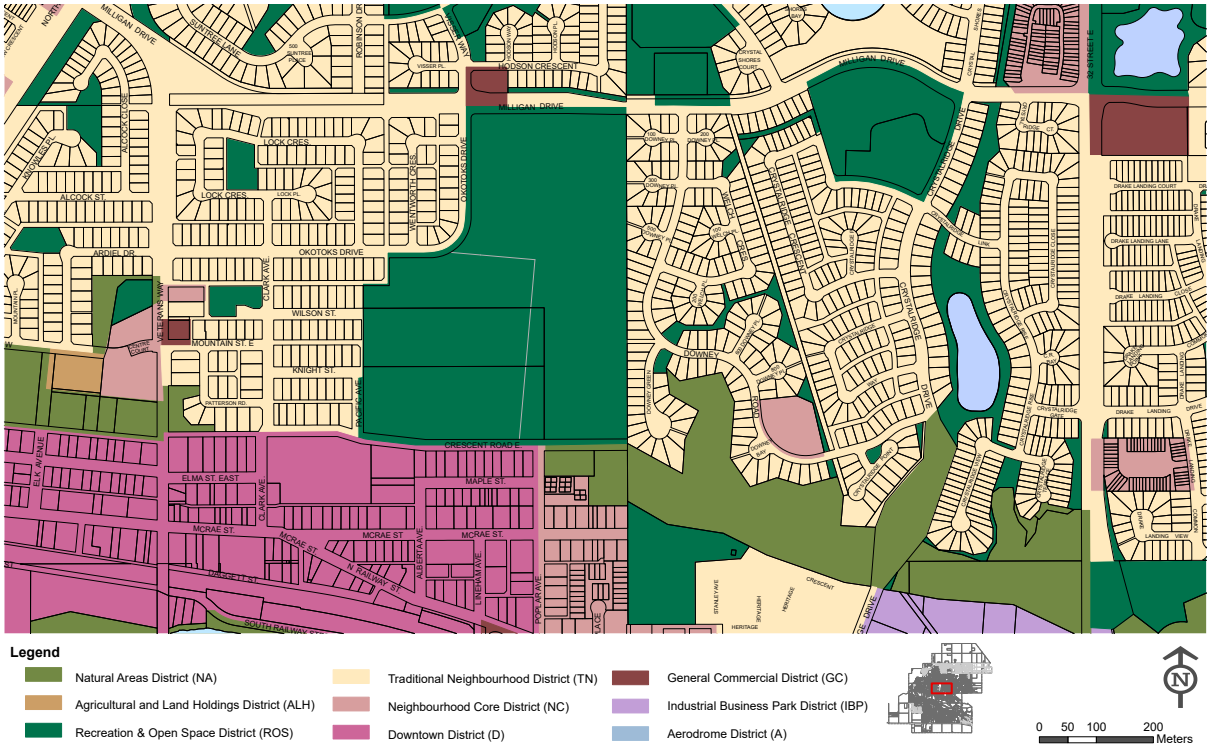
Map 2.5: Town of Okotoks Land Use Map - Key Map 4



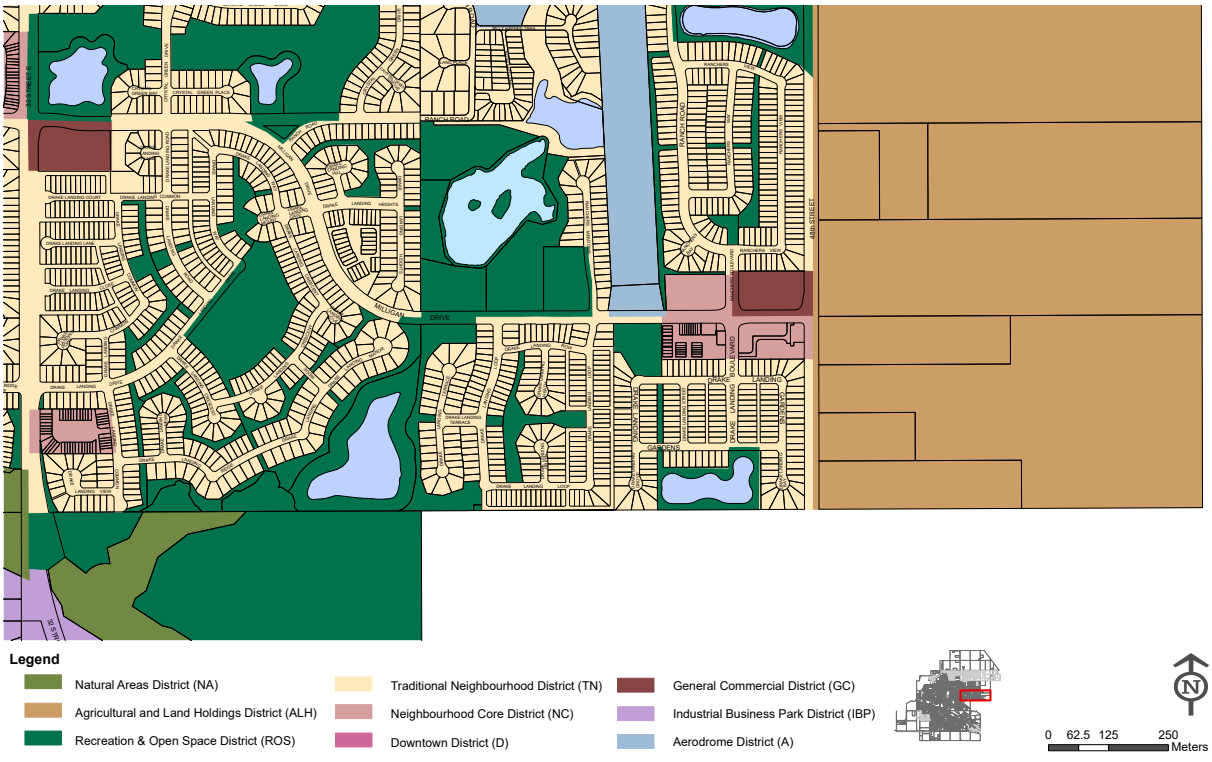
Map 2.6: Town of Okotoks Land Use Map - Key Map 5



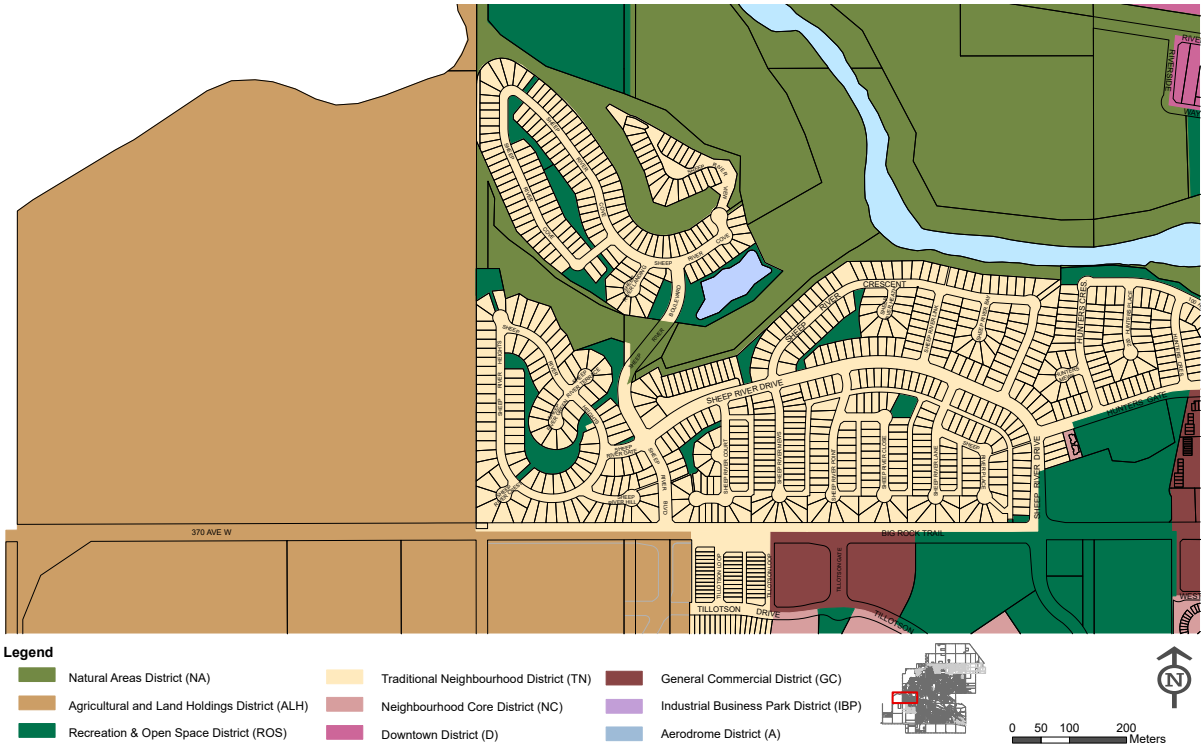
Map 2.7: Town of Okotoks Land Use Map - Key Map 6



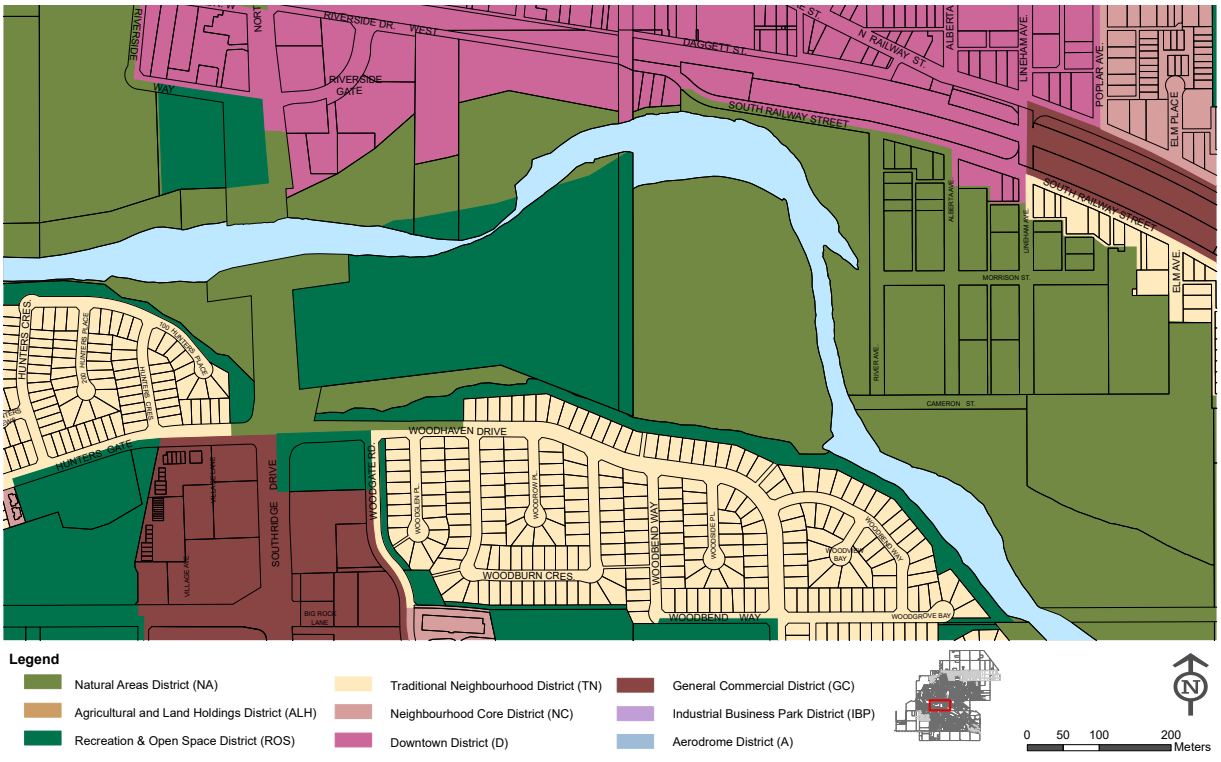
Map 2.8: Town of Okotoks Land Use Map - Key Map 7



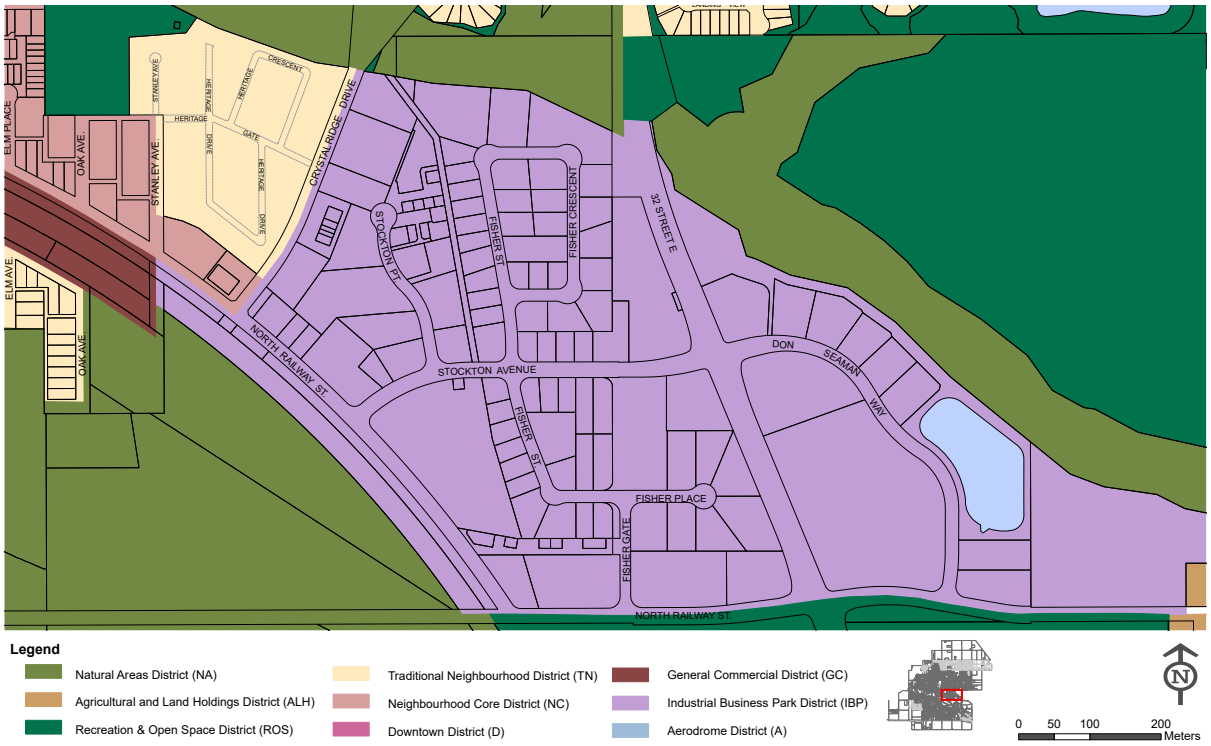
Map 2.9: Town of Okotoks Land Use Map - Key Map 8



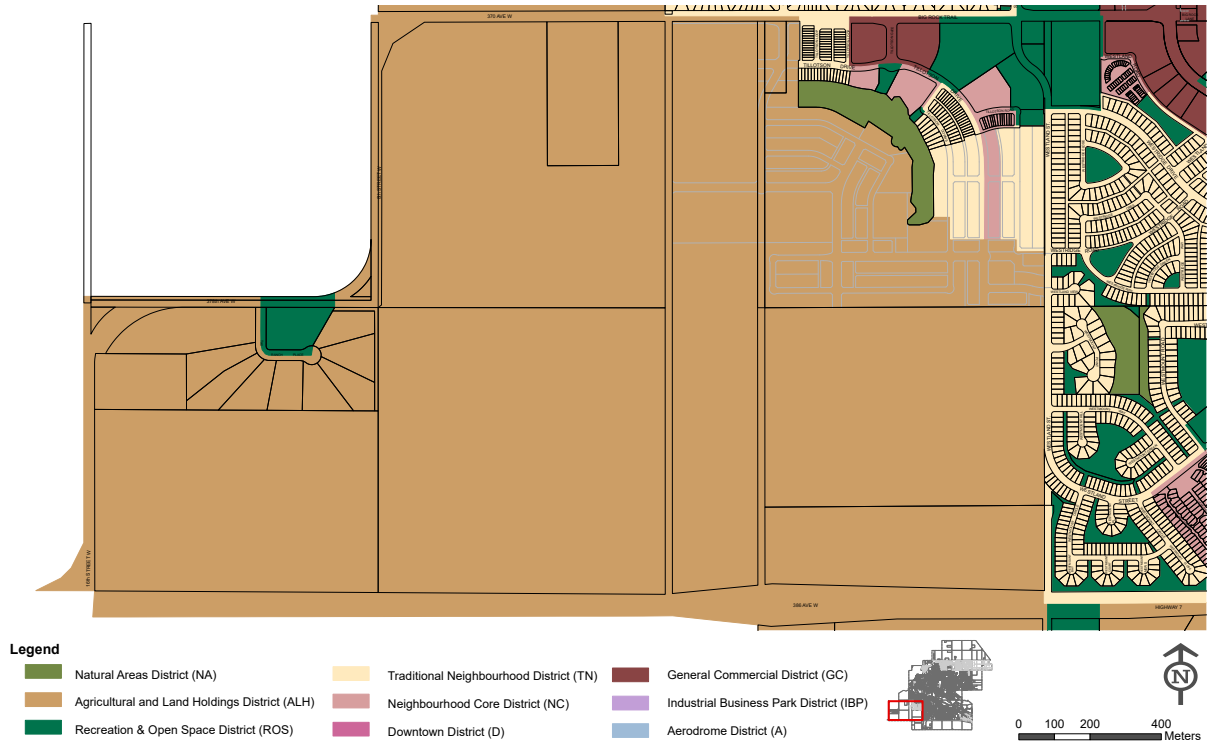
Map 2.10: Town of Okotoks Land Use Map - Key Map 9



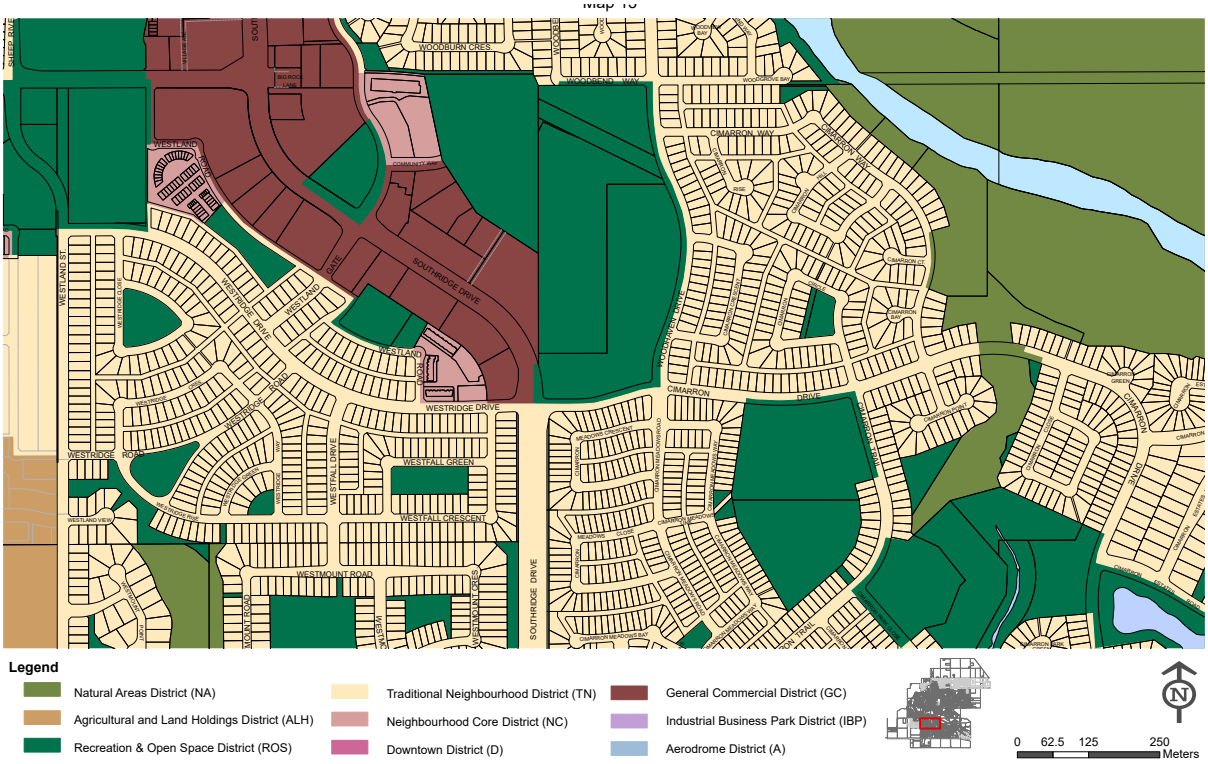
Map 2.11: Town of Okotoks Land Use Map - Key Map 10



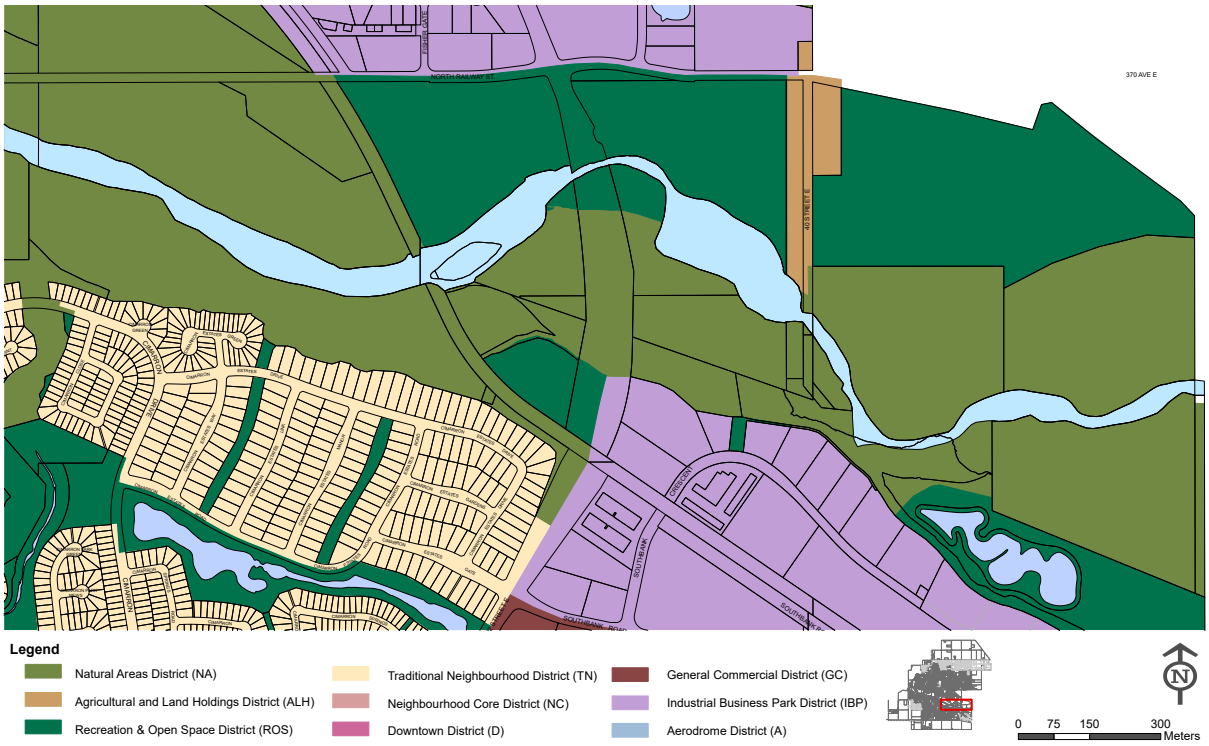
Map 2.12: Town of Okotoks Land Use Map - Key Map 11



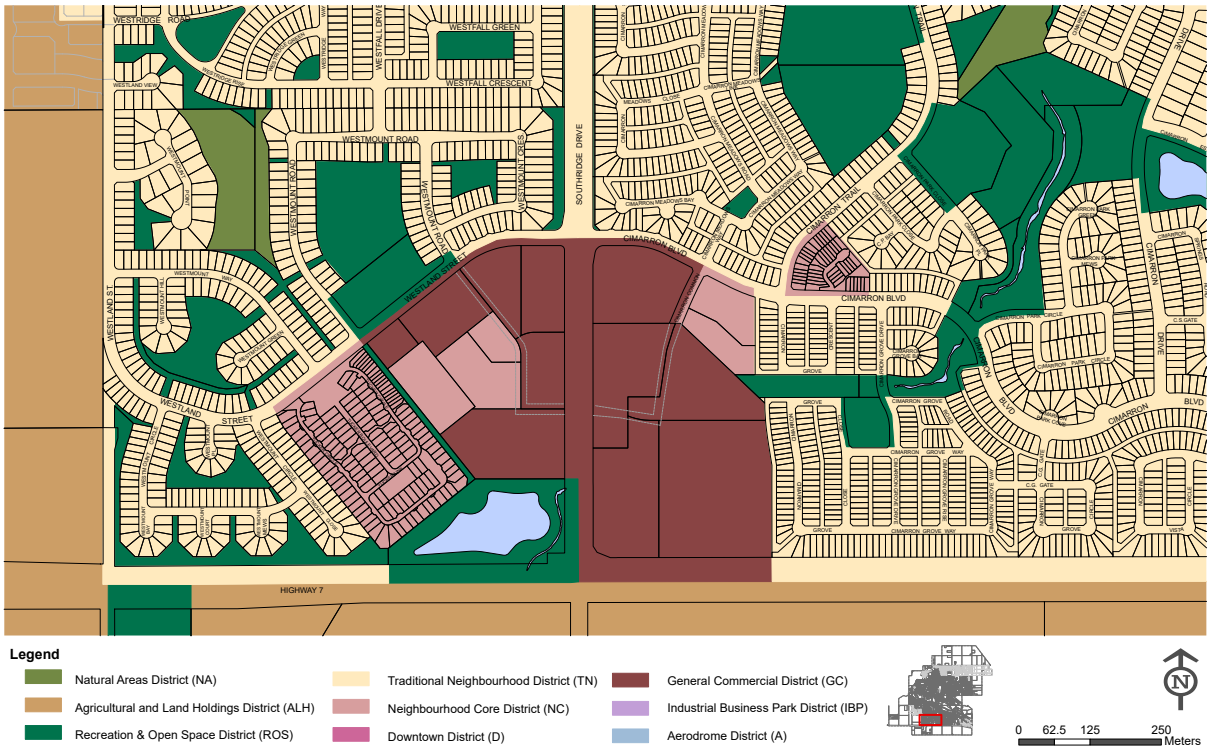
Map 2.13: Town of Okotoks Land Use Map - Key Map 12



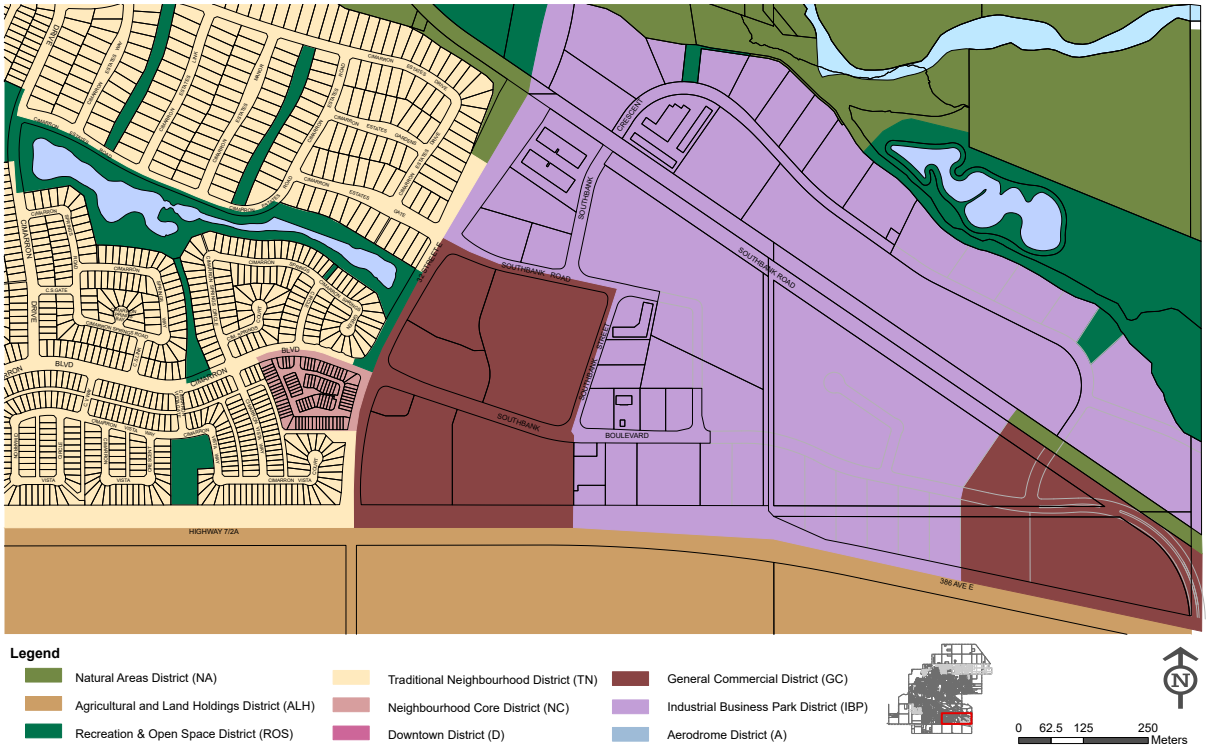
Map 2.14: Town of Okotoks Land Use Map - Key Map 13



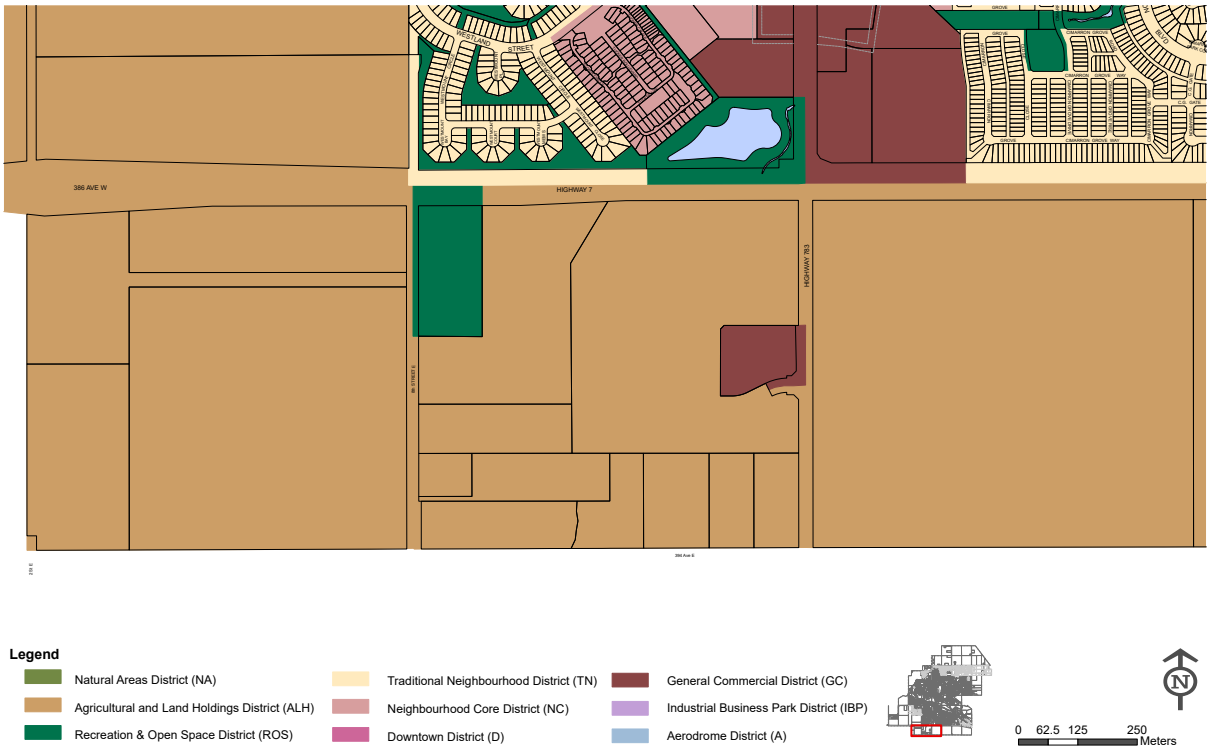
Map 2.15: Town of Okotoks Land Use Map - Key Map 14



Map 2.16: Town of Okotoks Land Use Map - Key Map 15



Map 2.17: Town of Okotoks Land Use Map - Key Map 16



Map 2.18: Town of Okotoks Land Use Map - Key Map 17



Map 2.19: Town of Okotoks Land Use Map - Key Map 18

2.2 FLOOD HAZARD OVERLAY

A. The purpose of the Flood Hazard Overlay is to identify lands within the Municipality that are liable to flooding during high-water events and to provide regulations so Development can be undertaken in a safe manner.

B. Lands subject to the Flood Hazard Overlay are identified in the Flood Hazard Overlay Map (Map 2.20) and are further delineated as being either Floodway, Flood Fringe, High Hazard Flood Fringe, or Protected Flood Fringe. **(22-26)**

C. Where there is a conflict between the Flood Hazard Overlay and a District, the Flood Hazard Overlay takes precedence.

D. Lands in the Floodway shall be subject to the following Development standards:

1. Uses

a. Notwithstanding the listed Uses for any District, including Direct Control Districts, the only use permitted within the Floodway are:

- Public Utility, and
- Recreation - Passive.

b. No other Permitted or Discretionary Uses shall be allowed, except where existing development is expressly permitted to remain or be replaced in accordance with this Overlay District.

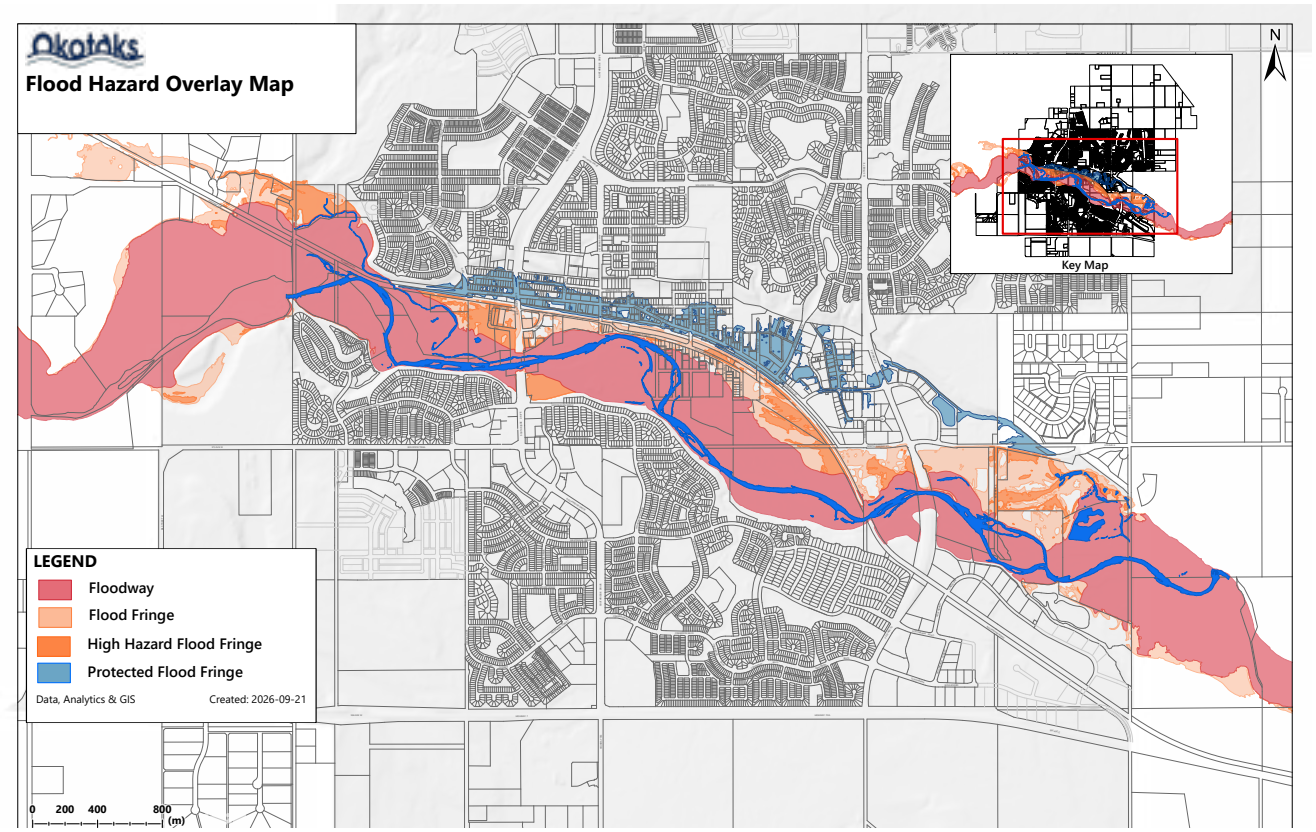
2. Subdivision:

a. No subdivision for non-public land use purposes shall be permitted other than:

- parcel consolidations, or
- boundary adjustments between existing parcels.

3. Development, Buildings or Structures:

a No new development, Buildings or other Structures shall be permitted except where required for:



Map 2.20: Flood Hazard Overlay Map

- Public Utilities;
- Flood protection works;
- Erosion protection works;
- Transportation infrastructure; or
- Other flood-compatible infrastructure approved by the Development Authority.

4. Replacement of Existing Buildings or Structures:

a. The replacement of an existing Building or Structure may be considered where:

- The replacement occurs substantially within the existing building footprint and location; and
- The hazards associated with flooding can be satisfactorily addressed to the satisfaction of the Development Authority.

b. Any replacement Building or Structure shall be designed and constructed to withstand anticipated flood conditions and associated flood hazards.

c. Habitable floor areas, including main floor elevations, and all mechanical and electrical equipment shall be located at or above the applicable Flood Protection Elevation (FPE) to the satisfaction of the Development Authority.

- Notwithstanding subsection (c), where an applicant demonstrates that strict compliance with the Flood Protection Elevation (FPE) cannot reasonably be achieved due to site-specific constraints or the requirement to remain substantially within the existing building footprint, the Development Authority may consider alternative Building Floodproofing measures that provide an equivalent or improved level of flood protection and public safety.

d. Foundations and structural systems shall be designed and constructed to resist applicable flood-related loads and hazards identified through required technical assessments.

e. Replacement Buildings or Structures shall address applicable flood, erosion, and river process hazards identified through required technical assessments and shall not increase flood risk on the subject Site or adjacent lands.

5. Parcels Containing Both Floodway and Flood Fringe Lands:

a. Where a parcel contains lands within both the Floodway and a Flood Fringe designation, Development may be permitted on the Flood Fringe portion of the parcel provided that:

- No Development encroaches into the Floodway;
- All applicable Flood Fringe regulations are satisfied; and
- Safe access and flood protection measures acceptable to the Development Authority are provided.

6. General Regulations:

a. No Development shall be permitted that may obstruct floodwaters, adversely affect flood conveyance, alter flood flow patterns, or create detrimental impacts on existing Development.

b. No excavation, placement of fill, stockpiling, grading, or other alteration of existing ground elevations shall be permitted within previously undisturbed areas unless supported by professional

analysis demonstrating that flood risks, drainage patterns, flood conveyance functions, and impacts on adjacent lands can be appropriately managed.

c. Notwithstanding any other provision of this Bylaw, Development involving the storage, handling, manufacture, processing, distribution, or disposal of hazardous materials, including chemicals, explosives, flammable liquids, toxic materials, or waste materials, shall not be permitted within the Floodway.

E. Lands in the Flood Fringe and High Hazard Flood Fringe shall be subject to the following Development standards:

1. Uses

a. All Uses permitted within the underlying District shall continue to be Permitted or Discretionary Uses within the Flood Fringe and High Hazard Flood Fringe.

2. Subdivision:

a. Subdivision may be considered where:

- Flood hazards and public safety considerations have been adequately assessed;
- Safe access, evacuation, and flood protection measures acceptable to the Development Authority can be provided; and
- The subdivision will not create or increase flood-related risks.

3. Development, Buildings or Structures:

a New development, or redevelopment, of Buildings and or Structures may be considered within the Flood Fringe and High Hazard Flood Fringe, subject to a site-specific assessment by the Development Authority.

b. New development, or redevelopment, of Buildings and Structures proposed shall be designed and constructed to withstand anticipated flood conditions and associated flood hazards.

c. Habitable floor areas, including the main floor elevation, and all mechanical and electrical equipment shall be located at or above the applicable Flood Protection Elevation (FPE).

d. Foundations and structural systems shall be designed and constructed to resist applicable flood-related loads and hazards, where identified through the required technical assessments.

e. The development, or redevelopment, of Buildings and or Structures shall address all applicable flood, erosion, and river processes identified through the required technical assessments, as required by the Development Authority, and shall not increase flood risk on the subject lands or adjacent lands.

f. Basements are permitted in new Buildings where appropriate Building Floodproofing measures are implemented (e.g., mechanical and electrical systems located above the Flood Protection Elevation (FPE)).

g. Dwelling Unit(s) located in the basement are prohibited in new and existing Buildings.

h. Access or egress between Primary Buildings and a Thoroughfare or private road must be raised above Flood Protection Elevation (FPE) to maintain emergency access.

4. General Regulations:

a. No excavation, placement of fill, stockpiling, grading, or other alteration of existing ground elevations shall be permitted within previously undisturbed areas unless supported by professional analysis demonstrating that flood risks,

drainage patterns, flood conveyance functions, and impacts on adjacent lands can be appropriately managed.

b. Notwithstanding any other provision of this Bylaw, developments involving the storage, handling, manufacture, processing, distribution, or disposal of hazardous materials, including chemicals, explosives, flammable liquids, toxic materials, or waste materials, shall not be permitted within the Flood Fringe or High Hazard Flood Fringe.

F. Lands in the Protected Flood Fringe shall be subject to the following Development standards:

1. Uses

a. All Uses permitted within the underlying District shall continue to be Permitted or Discretionary Uses within the Flood Fringe and High Hazard Flood Fringe.

2. Subdivision:

a. Subdivision may be considered where:

- Flood hazards and public safety considerations have been adequately assessed;
- Safe access, evacuation, and flood protection measures acceptable to the Development Authority can be provided; and
- The subdivision will not create or increase flood-related risks.

3. Development, Buildings or Structures:

a New development, or redevelopment, of Buildings and Structures shall incorporate flood-resilient design measures appropriate to the scale and nature of the proposed Development.

b. Dwelling Unit(s) located below the Flood Protection Elevation (FPE) are prohibited in new and existing Buildings.

- Notwithstanding subsection (b), the Development Authority may consider alternative approaches to residential flood mitigation where supported by professional analysis demonstrating that public safety and flood risk can be appropriately managed.

c. The Development Authority may require portions of a Development or critical building systems, including mechanical, electrical, communications, life-safety, and utility equipment, to be located at or above the applicable Flood Protection Elevation (FPE) where necessary to address flood risk, public safety, or infrastructure protection.

d. The development, or redevelopment, of Buildings and Structures shall address all applicable flood, erosion, and river processes identified through the required technical assessments, as required by the Development Authority, and shall not increase flood risk on the subject lands or adjacent lands.

e. Basements are permitted in new Buildings where appropriate Building Floodproofing measures are implemented (e.g., mechanical and electrical systems located above the Flood Protection Elevation (FPE));

4. General Regulations:

a. No excavation, placement of fill, stockpiling, grading, or other alteration of existing ground elevations shall be permitted within previously undisturbed areas unless supported by professional analysis demonstrating that flood risks, drainage patterns, flood conveyance functions, and impacts on adjacent lands can be appropriately managed.

b. Notwithstanding any other provision of this Bylaw, developments involving the storage, handling, manufacture,

processing, distribution, or disposal of hazardous materials, including chemicals, explosives, flammable liquids, toxic materials, or waste materials, shall not be permitted within the Protected Flood Fringe

5. Alternative Building Floodproofing:
   a. The Development Authority may approve alternative Building Floodproofing approaches where:
      - Flood risk and public safety can be appropriately managed;
      - Flood risk is not increased on the subject Site or adjacent lands;
      - The intent of this Overlay District is maintained; and
      - Appropriate flood resilience measures are incorporated.
   b. In evaluating alternative Building Floodproofing approaches, the Development Authority may have regard for whether strict application of the Flood Protection Elevation requirement would:
      - Create accessibility barriers by requiring building entrances, pedestrian connections, or accessible routes that do not reasonably support universal access;
      - Require excessive grade changes, retaining walls, ramps, stairs, or other site alterations that negatively affect the functionality of the Site or surrounding public realm;
      - Result in building forms, elevations, or streetscape conditions that are incompatible with the intended character of the area;
      - Create significant constraints to redevelopment, infill, adaptive reuse, or revitalization of existing developed areas;
      - Impede the development of strategically important sites identified by the Town for economic development, housing, mixed-use development, or community-serving uses; or
      - Result in a development outcome that, in the opinion of the Development Authority, is inconsistent with the intent of this Overlay District or the objectives of the Municipal Development Plan.

G. In addition to the requirements of Section 5.1 Development Permit Application Requirements, the following items shall be included as part of a development permit application in the Flood Hazard Area:

1. Notwithstanding any other provision of this Bylaw, including any Direct Control District, a Development Permit is required for all Development, Redevelopment, additions, and Changes of Use within the Flood Fringe and High Hazard Flood Fringe.
2. An application for a permitted redevelopment or reconstruction of an existing Building or Structure within the Floodway, shall include Information sufficient to demonstrate that the proposed redevelopment is substantially within the existing building footprint and location
3. An application for development within the Floodway, High Hazard Flood Fringe, and Flood Fringe, shall include:
   a. Details of all proposed Building Floodproofing measures, including:
      - The applicable Designated Flood Level (DFL) and Flood Protection Elevation (FPE);

- The proposed elevations of habitable floor areas;
- The location and elevation of mechanical, electrical, and life-safety equipment; and
- The proposed measures to protect the development from flood-related hazards.

b. Where required by the Development Authority, a Hydrotechnical Assessment prepared by a Qualified Professional that:
   - Identifies applicable flood, erosion, river processes, affecting the site;
   - Evaluates the potential effects of the proposed redevelopment on flood conveyance, flood levels, flow velocities, and flood behaviour;
   - Demonstrates that the proposed redevelopment will not create or increase flood impacts on the subject site or adjacent lands; and
   - Confirms compliance with any applicable hydraulic performance criteria specified by the development authority;
   - Information demonstrating that safe access, emergency response considerations, and public safety risks have been appropriately addressed; and
   - Any additional technical studies or information considered necessary by the development authority to evaluate flood hazards, erosion hazards, river processes, public safety, Building Floodproofing measures, or compliance with the floodway development standards.

C. The Development Authority may require the assessment to identify recommended mitigation measures, design considerations, operational measures, or other actions necessary to address flood risk and protect public safety.

4. An application for development within the Protected Flood Fringe may require the submission of all of the requirements of the above section 3 at the discretion of the Development Authority if deemed necessary to protect public safety and address flood risk.

(22-26)

2.3 AERODROME OVERLAY

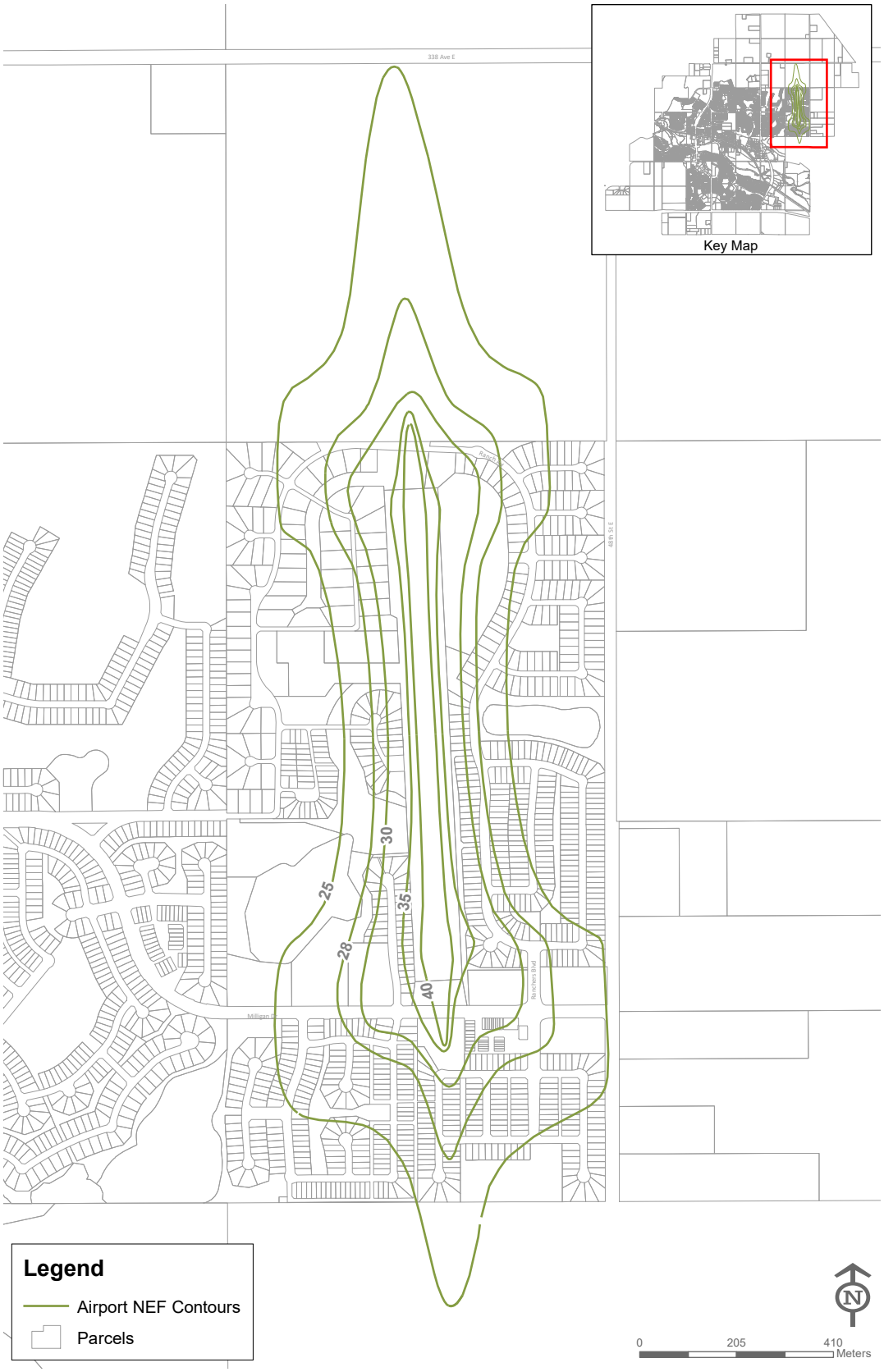
A. The purpose of the Aerodrome Overlay is to identify lands within the Municipality around the Okotoks Air Ranch Airport that are impacted by airplane noise.

B. Lands subject to the Aerodrome Overlay are identified in the Aerodrome NEF Contour Map for Noise Exposure Forecast (NEF) contours for noise impacts.

C. Where there is a conflict between the Aerodrome Overlay and a Land Use District, the Overlay takes precedence.

D. New Development must be considered based on the impact of aircraft noise and compatibility with aerodrome operations.

E. Construction must conform to the exterior acoustic insulation requirements of the Alberta Building Code, as amended, for those Sites that lie within the NEF 25 or greater contours as indicated on Map 2.21.



Map 2.21: Aerodrome NEF Contour Map

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PART 3:
LAND USE DISTRICTS

This section of the Bylaw specifies the Uses, desired character, and general standards for each District mapped on the Land Use Maps in Part 2.



3.1 GENERAL OVERVIEW

A. The Land Use Districts within the Municipality include the following:

1. Natural Areas District (NA);
2. Agricultural & Land Holdings District (ALH);
3. Recreation & Open Space District (ROS);
4. Traditional Neighbourhood District (TN);
5. Neighbourhood Core District (NC);
6. Downtown District (D);
7. General Commercial District (GC);
8. Industrial & Business Park District (IBP); and
9. Aerodrome District (A).

B. Each District is reflective of a unique physical and social character as illustrated in each Land Use District.

C. In addition to the regulations specified within each Land Use District, all parts of the Bylaw apply, as appropriate, to all Sites within the Municipality.

D. Images are for illustrative purposes only to demonstrate the applicability and use of the standards. Where a conflict between an image and a textual standard occurs, the textual standard prevails.

3.2 PERMITTED AND DISCRETIONARY USES

A. The Permitted and Discretionary Uses Table, Table 3.1, lists the various types of Uses and identifies whether a Use is a Permitted Use, a Discretionary Use, or a Prohibited Use for all Land Use Districts.

1. **Permitted Uses** are identified as 'P' in Table 3.1.
2. **Discretionary Uses** are identified as 'D' in Table 3.1.
3. **Prohibited Uses** are blank in Table 3.1.

B. The Tables in the sections of the Bylaw relating to individual Districts are provided for convenience only. Where a conflict between one of those Tables and Table 3.1 occurs, Table 3.1 prevails.

C. If the Development Authority considers it appropriate to do so, the Development Authority may approve a Development Permit for a Discretionary Use as a Temporary Development. When proposed by an applicant for a Development Permit, the Development Authority may approve a Development Permit for a Permitted Use as a Temporary Development.

D. If a Use could fit under more than one Use definition, the definition that best fits shall apply as determined by the Development Authority.

E. The Permitted and Discretionary Uses for all Districts include all things that are necessary or customary for those Uses.

Table 3.1: Permitted and Discretionary Uses

	NA	ALH	ROS	TN	NC	D	GC	IBP	A
RESIDENTIAL									
Dwelling Unit(s)	D	P		P	P	P	D		
Temporary Dwelling Unit(s)	D	D	D	D	D	D	D	D	D
LODGING									
Short Term Lodging - General		P		D	D	P	D		
Campground			D						
Short Term Lodging - Large			D			D	P	D	D
BUSINESS									
Arts & Crafts				D	P	P	P	P	D
Home Occupation - Major		P		P	D	P	P		
Home Occupation - Minor	P	P		P	P	P	P		
Office			P	D	P	P	P	P	D
COMMERCIAL									
Entertainment Establishment			D	D	D	D	P	P	
Golf Course			D						
Animal Boarding & Breeding		D				D	P	P	
Restaurant / Café			P	D	P	P	P	P	D
Cannabis Retail			D		D	D	D	D	
Retail & Service - General			P	D	P	P	P	D	
Retail & Service - Large			D			D	D	P	
Service Station							D	D	D
Show Home				P	P	P	D		
Pop-Up	D	D	P	D	D	P	P	P	D
Health & Human Services			D	D	P	P	P	P	

	NA	ALH	ROS	TN	NC	D	GC	IBP	A
INDUSTRIAL									
Aerodrome									P
Industrial - Medium								D	
Industrial - Light						D	D	P	D
Outdoor Storage		D	D					P	D
Wash Station							D	D	
INSTITUTIONAL									
Death Care			D	D	D	D	P	P	
Culture			P	P	P	P	P	D	
Education		D	D	D	P	P	P	D	D
Government			P	P	P	P	P	P	P
Emergency Medical & Treatment			D	D	D	D	D	D	
Recreation - Active	D		P	P	P	P	P	P	
Recreation - Passive	P	P	P	P	P	P	P	P	
Parking Lot - Independent			P			D	D	D	D
Special Events	P	P	P	P	P	P	P	P	P
AGRICULTURE									
Agriculture - General		P	P					D	
Agriculture - Intensive		D	D					D	
Agriculture - Urban	D	P	P	P	P	P	P	P	P
Equestrian Facility		D							
OTHER									
Accessory Building or Structure	D	P	P	P	P	P	D	D	P
Public Utility	P	P	P	P	P	P	P	P	P
Excavation, Stripping & Grading	D	P	P	P	P	P	P	P	P
Private Utility	D	P	P	P	P	P	P	P	P

(27-21, 14-22, 18-24)

NA

3.3 NATURAL AREAS DISTRICT (NA)

A. Overview

General Description: The Primary intent is to protect and enhance natural areas and Natural Assets throughout the Municipality.

Mix of Uses: Activities will be limited to passive and active recreation that supports or enhances the natural environment. Minimal Development may occur in a few areas that have historical consideration for Single Detached Dwellings or home occupations.

Site and Building Form: Development shall remain primarily natural such as tree stands, Escarpments, or other Natural Assets, except in the limited cases where Singled Detached Dwellings may be considered or in the cases where active recreation does not detract from the area.

(14-22)



Figure 3.1: The Sheep River is a central focus of this District

B. Examples



Environmental areas in the Municipality are protected from Development



The Sheep River is a central feature of this District



Pathways provide Access to environmental areas and support alternative modes of transportation



Passive opportunities for recreation are allowed



Escarpments and Natural Assets are protected in this District with additional standards for Building placement



Development is limited to Single Detached Dwellings and home-based businesses with permissions from previous bylaws

NA

C. Uses

The following Uses are identified either as Permitted Uses, Discretionary Uses or Prohibited Uses within each Use category. Definitions for each Use are found in Part 6: Definitions.

KEY

Permitted Use	P
Discretionary Use	D
Prohibited Use	

RESIDENTIAL

Dwelling Unit(s)	D
Temporary Dwelling Unit(s)	D

LODGING

Short Term Lodging - General	
Campground	
Short Term Lodging - Large	

BUSINESS

Arts & Crafts	
Home Occupation - Major	
Home Occupation - Minor	P
Office	

COMMERCIAL

Entertainment Establishment	
Golf Course	
Animal Boarding & Breeding	
Restaurant / Café	
Cannabis Retail	
Retail & Service - General	
Retail & Service - Large	
Service Station	
Show Home	
Pop-Up	D
Health & Human Services	

INDUSTRIAL

Aerodrome	
Industrial - Medium	
Industrial - Light	
Outdoor Storage	
Wash Station	

INSTITUTIONAL

Death Care	
Culture	
Education	
Government	
Emergency Medical & Treatment	
Recreation - Active	D
Recreation - Passive	P
Parking Lot - Independent	
Special Events	P

AGRICULTURE

Agriculture - General	
Agriculture - Intensive	
Agriculture - Urban	D
Equestrian Facility	

OTHER

Accessory Building or Structure	D
Public Utility	P
Excavation, Stripping & Grading	D
Private Utility	D

(14-22, 18-24)

NA

D. Use Standards

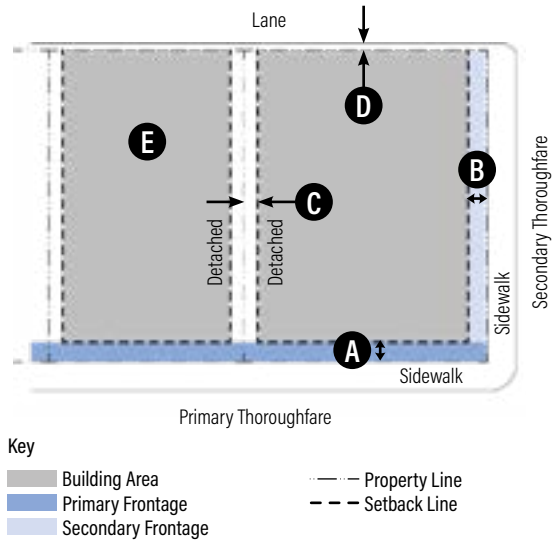
The following standards are required for the identified Uses:

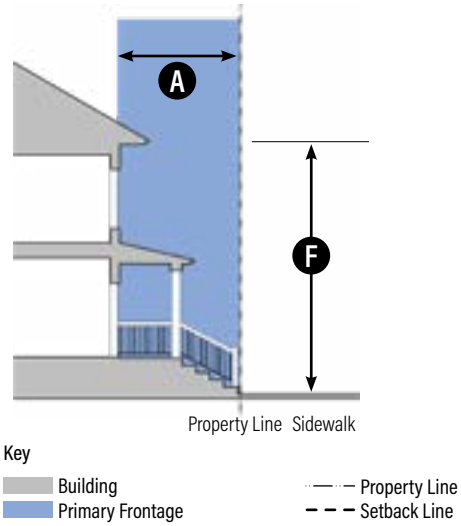
1. **Temporary Dwelling Unit(s)** must be greater than 10 square metres.
2. **Home Occupation - Minor** must: (18-24)
   - **A.** Be located wholly within a Building;
   - **B.** Be operated by a resident of the Dwelling Unit;
   - **C.** Have no more than 1 non-illuminated Sign up to 0.2 square metres;
   - **D.** Have a maximum of 3 client visits per day;
   - **E.** Not include any non-resident employees; and
   - **F.** Not cause nuisances by way of noise, vibration, smoke, dust, fumes, odours, heat, light, electrical or radio disturbance detectable beyond the boundary of the Site.
3. **Excavation, Stripping & Grading** must have approved engineered drawings that meet all technical requirements of the Municipality.

NA

E. Building and Placement Standards

All Buildings must be located wholly on a Site and designed in accordance with the following standards:





a. Building Setbacks	
Primary Frontage	A Minimum 3.5 metres
Secondary Frontage	B Minimum 3.0 metres
Interior Side Yard	C Minimum 1.2 metres
Rear Yard	D Minimum 1.2 metres

b. Miscellaneous	
Site Coverage	E Maximum 50 percent
Natural Assets	Variances to Building placement and design standards may be considered to preserve existing mature trees or other Natural Assets at the discretion of the Development Authority

c. Residential Density	
Number of Dwelling Unit(s) per Parcel	Maximum 2, provided the Dwelling Units are contained within a single Building

d. Building Height	
Primary Buildings	F Maximum 2 Storeys
Accessory Buildings	Maximum 1 Storey

e. Building Design (14-22)	
Allowable Projections into Setbacks	As specified under Section 5.20
Architecture	Exterior building finish materials must be permanent and of a durable material. The materials and design must be compatible with other buildings on the site and in the vicinity.
Utilities & Mechanical Equipment	Must be Buffered or incorporated into the Building design, where appropriate

NA

F. Active Transportation & Vehicular Circulation Standards

Each Site shall be effectively connected to the Municipality's vehicle and Active Transportation Networks. This connectivity should be carried through a Site to further the effectiveness of these networks and provide multiple ways of moving throughout a space regardless of the mode of transportation.

1. Active Transportation Networks

a. General	
Active Transportation Networks should enhance the Municipality's existing Active Transportation Network and consider various modes of transportation including walking, cycling, rolling, and transit accessibility throughout all areas of the Municipality, including Parking Lots.	
b. Miscellaneous	
Width	Minimum 1.5 metres Minimum 3.0 metres for regional pathways
Surface	Hard landscaped, but may be permeable
Grade	Minimal or no Grade changes at Primary Entrances integrated with Accessibility Features

2. Vehicular Circulation

a. General	
Vehicular circulation should maximize pedestrian safety with minimal curb cuts and shared Accesses.	
b. Site Access	
Number	Maximum 1, unless alternative emergency or service access is required
Location	From a Lane first then a Secondary Thoroughfare. Where this is not possible, Access from the Primary Thoroughfare may be considered
c. Private Roads	
Carriageway width	7.0 - 9.0 metres
Design Standards	Surfaces must be paved and constructed to acceptable engineering standards and designed to accommodate emergency vehicles with adequate signage or design features to ensure roads are not blocked or impeded

NA

G. Outdoor Lighting Standards

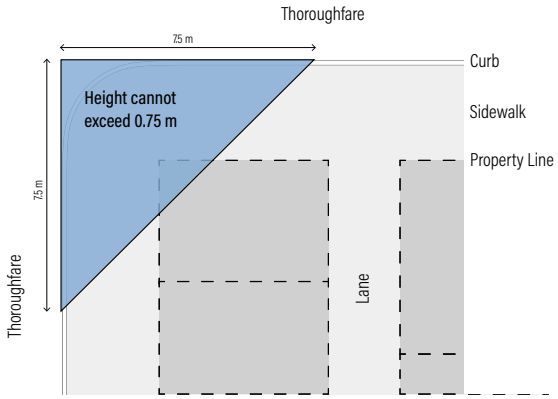
a. General	
All permanently installed lighting shall be Dark Sky Compliant.	
b. Lighting	
Light Fixtures	Must be Fully Shielded Not produce direct glare visible to an observer at ground level at the Property Line of any property within 100 metres of the Site.
Site Illumination	Maximum of 13.5 lux at any location within the Site, except for within covered areas of a Building or Structure, within 5.0 metres of a Building entrance or exit, or temporary seasonal lighting.
Illumination beyond the Site	Not produce more than 5.4 lux beyond 8.0 metres of the Property Line, excluding any lighting outside of the Site.

(14-22)

H. Additional Standards

The following standards apply to all Development in the Natural Areas District unless otherwise specified.

1. **Vehicular Access:** Shared Access may be considered between 2 or more adjacent Sites.
2. **Corner Sight Triangle:** No Building, Structure, Fence, or landscaping will obstruct vision above 0.75 metres in height within a 7.5 metres corner cut area as measured from the curb.



3. **Prohibited Objects:** Razor wire is prohibited in this District.

(14-22)

NA

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ALH

3.4 AGRICULTURAL & LAND HOLDINGS DISTRICT (ALH)

A. Overview

General Description: The Primary intent is to continue to support rural agricultural activities prior to transitioning to urban style Development.

Mix of Uses: Activities will include a variety of rural agricultural, country residential and supporting Uses.

Site and Building Form: Development shall be rural in nature with clusters of Buildings in a homestead / outbuilding or country residential configuration. Subdivision may be considered subject to the provisions of the Municipal Development Plan.



Figure 3.2: Bird's eye view of existing Buildings and Development in the Agricultural & Land Holdings District

B. Examples



Building and other structures support agricultural and related business Uses



Extensive agricultural production is the Primary pursuit



Agricultural facilities may be used for hosting events and community gatherings



Agritourism can support local agriculture and economic development



Building placement is flexible in this less formal District, relating primarily to distances from highways



Farmers markets, farm gate sales and other farm-based businesses are considered part of this District

ALH

C. Uses

The following Uses are identified either as Permitted Uses, Discretionary Uses or Prohibited Uses within each Use category. Definitions for each Use are found in Part 6: Definitions.

KEY

Permitted Use	P
Discretionary Use	D
Prohibited Use	

RESIDENTIAL

Dwelling Unit(s)	P
Temporary Dwelling Unit(s)	D

LODGING

Short Term Lodging - General	P
Campground	
Short Term Lodging - Large	

BUSINESS

Arts & Crafts	
Home Occupation - Major	P
Home Occupation - Minor	P
Office	

COMMERCIAL

Entertainment Establishment	
Golf Course	
Animal Boarding & Breeding	D
Restaurant / Café	
Cannabis Retail	
Retail & Service - General	
Retail & Service - Large	
Service Station	
Show Home	
Pop-Up	D
Health & Human Services	

INDUSTRIAL

Aerodrome	
Industrial - Medium	
Industrial - Light	
Outdoor Storage	D
Wash Station	

INSTITUTIONAL

Death Care	
Culture	
Education	D
Government	
Emergency Medical & Treatment	
Recreation - Active	
Recreation - Passive	P
Parking Lot - Independent	
Special Events	P

AGRICULTURE

Agriculture - General	P
Agriculture - Intensive	D
Agriculture - Urban	P
Equestrian Facility	D

OTHER

Accessory Building or Structure	P
Public Utility	P
Excavation, Stripping & Grading	P
Private Utility	P

(14-22, 18-24)

D. Use Standards

The following standards are required for the identified Uses:

1. **Temporary Dwelling Unit(s)** must be greater than 10 square metres.
2. **Short Term Lodging - General** must:
   - **A.** Be contained within a Dwelling Unit(s);
   - **B.** Not change the external appearance or character of the Building and not include Structural Alterations except Minor Structural Alterations which are required for the Use;
   - **C.** Minimize nuisances such as parking, noise or traffic generation, to the satisfaction of the Development Authority; and
   - **D.** Have no more than 1 non-illuminated Sign up to 2.5 square metres.
3. **Home Occupation - Major** must:
   - **A.** Not exceed 2 businesses per Dwelling Unit;
   - **B.** Have no more than 2 non-resident employees;
   - **C.** Have no more than 1 non-illuminated Sign up to 1.0 square metres; and
   - **D.** Have a maximum of 10 client visits per day or 8 students per class in which event, have a maximum of 2 classes per day.
4. **Home Occupation - Minor** must:
   - **A.** Be located wholly within a Building; **(18-24)**
   - **B.** Be operated by a resident of the Dwelling Unit;
   - **C.** Have no more than 1 non-illuminated Sign up to 0.2 square metres;
   - **D.** Have a maximum of 3 client visits per day; and
   - **E.** Not include any non-resident employees.
5. **Animal Boarding & Breeding** may be restricted on the number of animals, the size or number of Buildings or Structures, the number of non-residential trips per day, manure management requirements, noise or other nuisance abatement measures, or any other matter the Development Authority deems necessary. **(27-21)**
6. **Outdoor Storage** must:
   - **A.** For property lines to the side or rear of the Primary Building, additional landscaping, fencing and / or Setbacks may be required where not screened by a Building or Structure, to the satisfaction of the Development Authority;
   - **B.** Not include occupation of any recreational vehicle; and
   - **C.** Not include the storage of salvage or derelict vehicles or equipment, freight vehicles, used products or similar discarded or recyclable materials where the storage of recreational vehicles is the Primary Use.
7. **Education** is limited to child care facilities.
8. **Agriculture - General** must:
   - **A.** Not exceed the keeping of Livestock at densities greater than 1 animal unit per 1.21 hectares;
   - **B.** Confine Livestock within the boundaries of that Site;
   - **C.** Maintain pastures to ensure no overgrazing occurs;
   - **D.** Manage manure to ensure no contamination or runoff onto adjacent lands, riparian areas, or to a watercourse; and
   - **E.** Manage manure to limit odours.
9. **Agriculture - Intensive** must demonstrate water usage and conservation methods to the satisfaction of the Development Authority.

ALH

10. **Equestrian Facility** must:
    - **A.** Locate Accessory Buildings or Structures at least 2.4 metres from the Primary Building;
    - **B.** Limit Livestock on Site to 9 Animal Units except for Animal Units brought on Site temporarily (not kept on Site overnight) which Livestock must instead comply with the provisions of an approved Development Permit for Animal Units allowed on Site at any one time;
    - **C.** Have a maximum arena size of 1,500 square metres; and
    - **D.** Comply with additional conditions regarding the number of events held per year, the number of Buildings or Structures, or any other condition deemed necessary by the Development Authority.
11. **Excavation, Stripping & Grading** must have approved engineered drawings that meet all technical requirements of the Municipality.
12. **Pop-Ups** must:
    - **A.** Be limited to 4 per Site; and
    - **B.** Have no more than 1 non-illuminated Sign per Pop-Up up to 0.2 square metres.

(14-22)

E. Water Usage & Subdivision Limitations

In addition to the general requirement to demonstrate sufficient water pursuant to the Bylaw, the following requirements apply in this District:

1. **Subdivision:** No Subdivision is permitted without an approved Neighbourhood Area Structure Plan, except where the Subdivision is for a single Parcel from a previously unsubdivided quarter section up to a maximum of 10 acres.
2. **Land Use Bylaw Amendments:** In considering an amendment to the Land Use Bylaw that re-Districts a Site from Agricultural Holdings to any other District, Council must consider whether there is a concurrent planning application or active Development of the subject lands to justify an increase of allocation of water capacity to a Site.

F. Building and Placement Standards

All Buildings must be wholly located on a Site and designed in accordance with the following standards:

	Sites less than 8.49 hectares	*Sites greater than or equal to 8.49 hectares*
a. Building Setbacks *From Right-of-Way Boundary*		
From a provincial highway	Minimum 40.0 metres	
From a municipal road	Minimum 35.0 metres	
From an internal or service road	Minimum 15.0 metres	Minimum 20.0 metres
All others	Minimum 7.5 metres	Minimum 15.0 metres
b. Miscellaneous		
Site Coverage	Maximum 40 percent	
Natural Assets	Variances to Building placement and design standards may be considered to preserve existing mature trees or Natural Assets at the discretion of the Development Authority	

(18-24)

	Sites less than 8.49 hectares	*Sites greater than or equal to 8.49 hectares*
c. Residential Density		
Number of Dwelling Units per Parcel	Maximum 2, or if Site consists of more than 1 Parcel, maximum 2 per Site	Maximum 4, or if Site consists of more than 1 Parcel, maximum 4 per Site
d. Building Height		
Primary Building	Maximum 2.5 Storeys	Maximum 2.5 Storeys
Accessory Buildings	Maximum 2 Storeys	Maximum 2 Storeys
e. Building Design **(14-22)**		
Allowable Projections into Setbacks	As specified under Section 5.20	
Architecture	Exterior building finish materials must be permanent and of a durable material. The materials and design must be compatible with other buildings on the site and in the vicinity.	

(18-24)

ALH

G. Vehicular Circulation Standards

Each Site shall be designed according to the following standards:

1. Vehicular Circulation

a. General	
Vehicular circulation should maximize safety with shared Accesses where possible.	
b. Site Access	
Number	Minimum of 1, unless alternative emergency access is required
Shared Access	Encouraged between 2 or more adjacent Sites
c. Private Roads	
Carriageway width	7.0 - 9.0 metres
Design Standards	Surfaces must be paved and constructed to acceptable engineering standards and designed to accommodate emergency vehicles with adequate signage or design features to ensure roads are not blocked or impeded

2. Vehicular Parking

a. General	
Vehicle parking shall be designed for safety by reducing the number of stalls located together and separating parking stalls with landscaping.	
b. Size	
Maximum total area of Site to be used for Parking Lot accessory to the Primary Use	20 percent

H. Outdoor Lighting Standards

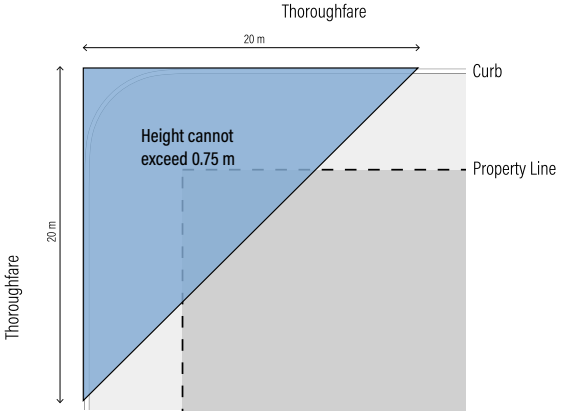
a. General	
All permanently installed lighting shall be Dark Sky Compliant.	
b. Lighting	
Light Fixtures	Must be Fully Shielded Not produce direct glare visible to an observer at ground level at the Property Line of any property within 100 metres of the Site.
Site Illumination	Maximum of 13.5 lux at any location within the Site, except for within covered areas of a Building or Structure, within 5.0 metres of a Building entrance or exit, or temporary seasonal lighting.
Illumination beyond the Site	Not produce more than 5.4 lux beyond 8.0 metres of the Property Line, excluding any lighting outside of the Site.

(14-22)

I. Additional Standards

The following standards apply to all Development in the Agricultural & Land Holdings District unless otherwise specified.

1. **Vehicular Access:** Shared Access may be considered between 2 or more adjacent Sites.
2. **Corner Sight Triangle:** No Building, Structure, Fence, or landscaping will obstruct vision above 0.75 metres in height and shall be located within a 20.0 metre corner cut area as measured from the curb.



3. **Prohibited Objects:** Razor wire is prohibited in this District except when approved in association with Agriculture-Intensive Uses.

(14-22)

ROS

3.5 RECREATION & OPEN SPACE DISTRICT (ROS)

A. Overview

General Description: The Primary intent is to support a variety of public and private recreational activities for both local and regional patrons.

Mix of Uses: Activities will include a variety of active and passive recreation with supporting Uses or Buildings related to the Primary intent of the District.

Site and Building Form: Development shall be open space for outdoor activities or small to large institutional Buildings for indoor activities or a combination thereof. Lot sizes, shapes and spaces dedicated to specific activities are based on the topography and landscape appropriate for the activity, as well as the impact to the value and function of existing Natural Assets.



Figure 3.3: Bird's eye view of existing Buildings and Development in the Recreation & Open Space District

B. Examples



Passive recreation such as pathways and informal opportunities for recreation should be located throughout the Municipality



Active recreation opportunities, whether indoor or outdoor, support healthy communities



Activities for all ages have physical and mental health benefits



Community events often locate in open spaces



Winter design should continue to enable four season recreation and activities



Recreation Buildings should be identifiable and Accessible for multiple modes of transportation

ROS

C. Uses

The following Uses are identified either as Permitted Uses, Discretionary Uses or Prohibited Uses within each Use category. Definitions for each Use are found in Part 6: Definitions.

KEY

Permitted Use	P
Discretionary Use	D
Prohibited Use	

RESIDENTIAL

Dwelling Unit(s)	
Temporary Dwelling Unit(s)	D

LODGING

Short Term Lodging - General	
Campground	D
Short Term Lodging - Large	D

BUSINESS

Arts & Crafts	
Home Occupation - Major	
Home Occupation - Minor	
Office	P

COMMERCIAL

Entertainment Establishment	D
Golf Course	D
Animal Boarding & Breeding	
Restaurant / Café	P
Cannabis Retail	D
Retail & Service - General	P
Retail & Service - Large	D
Service Station	
Show Home	
Pop-Up	P
Health & Human Services	D

INDUSTRIAL

Aerodrome	
Industrial - Medium	
Industrial - Light	
Outdoor Storage	D
Wash Station	

INSTITUTIONAL

Death Care	D
Culture	P
Education	D
Government	P
Emergency Medical & Treatment	D
Recreation - Active	P
Recreation - Passive	P
Parking Lot - Independent	P
Special Events	P

AGRICULTURE

Agriculture - General	P
Agriculture - Intensive	D
Agriculture - Urban	P
Equestrian Facility	

OTHER

Accessory Building or Structure	P
Public Utility	P
Excavation, Stripping & Grading	P
Private Utility	P

(14-22, 18-24)

ROS

D. Use Standards

The following standards are required for the identified Uses:

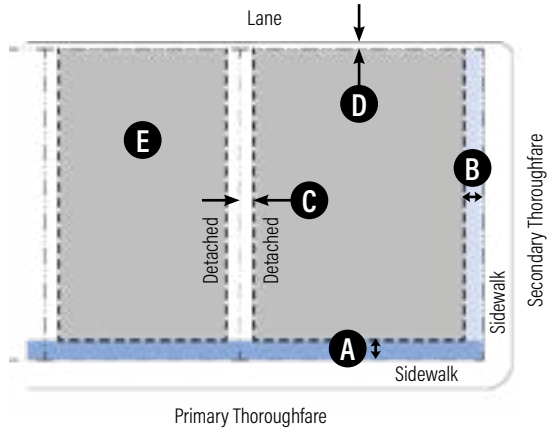
1. **Temporary Dwelling Unit(s)** must be greater than 10 square metres.
2. **Campground(s)** must:
   - **A.** Operate for a maximum of 184 consecutive days per year;
   - **B.** Not include recreation vehicle storage;
   - **C.** Be Accessed by roads that meet or exceed standards acceptable to the Municipality; and
   - **D.** Locate camping Sites more than 15 metres from a Property Line.
3. **Cannabis Retail** must address all Alberta Gaming, Liquor and Cannabis requirements for operations and locations.
4. **Outdoor Storage** must:
   - **A.** For property lines to the side or rear of the Primary Building, additional landscaping, fencing and / or Setbacks may be required where not screened by a Building or Structure, to the satisfaction of the Development Authority;
   - **B.** Not include occupation of any recreational vehicle; and
   - **C.** Not include the storage of salvage or derelict vehicles or equipment, freight vehicles, used products or similar discarded or recyclable materials where the storage of recreational vehicles is the Primary Use.
5. **Emergency Medical & Treatment**:
   - **A.** Must be located on a Primary Thoroughfare;
   - **B.** Must have Access to parks or open space through a direct pedestrian connection; and
   - **C.** May require additional Setbacks or Buffering from adjacent Uses.
6. **Agriculture - General** must not include the keeping of Livestock.
7. **Agriculture - Intensive** must demonstrate water usage and conservation methods to the satisfaction of the Development Authority, and must not include the keeping of livestock.
8. **Excavation, Stripping & Grading** must have approved engineered drawings that meet all technical requirements of the Municipality.
9. **Pop-Ups** must:
   - **A.** Be limited to 2 per Site; and
   - **B.** Have no more than 1 non-illuminated Sign per Pop-Up up to 0.2 square metres.

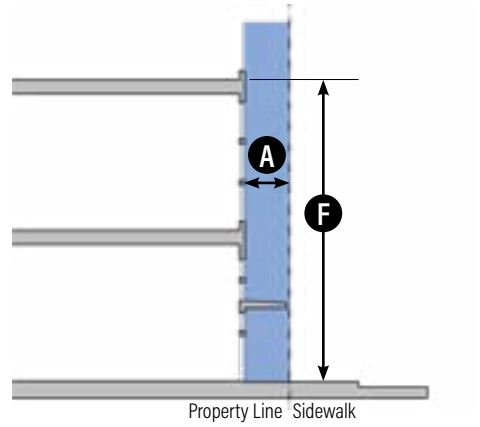
(14-22)

ROS

E. Building and Placement Standards

All Buildings must be located on a Site and designed in accordance with the following standards:





a. Building Setbacks	
Primary Frontage	A Minimum 2 metres
Secondary Frontage	B Minimum 2 metres
Interior Side Yard	C Minimum 1.2 metres
Rear Yard	D Minimum 1.2 metres
b. Miscellaneous	
Site Coverage	E Maximum 40 percent
Natural Assets	Variances to Building placement and design standards may be considered to preserve existing mature trees or Natural Assets at the discretion of the Development Authority

c. Building Height	
Primary Buildings *Grade to Eave*	F Maximum 3 Storeys
Accessory Buildings *Grade to Eave*	Maximum 1 Storey
d. Building Design (14-22)	
Allowable Projections into Setbacks	As specified under Section 5.20
Architecture	Buildings shall have consistent architectural features and Building materials on all sides. Exterior building finish materials must be permanent and of a durable material. The materials and design must be compatible with other buildings on the site and in the vicinity.
Utilities & Mechanical Equipment	Must be Buffered or incorporated into the Building design, where appropriate

F. Landscaping & Buffering Standards

Permeable surfaces and a healthy tree canopy are important for the Municipality. Hardy urban adapted plants should be used and placed in groups where possible. The following standards apply to all Sites, but may be varied for institutional Uses or Sites designated as reserve land, at the discretion of the Development Authority:

1. Site Coverage	
Any portion of a Site not occupied by a Structure, Parking Lot, patio, walkway, or storage area shall be Landscaped.	
2. Trees	
Minimum number on Sites greater than 2,500 square metres	1 tree per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater, where 40 percent of those trees are coniferous. Public school sites may be reduced to 1 tree per 70 square metres
Minimum number on Sites less than 2,500 square metres	3 trees
Location	The Primary and / or Secondary Frontages
Minimum size at time of planting	Half of the coniferous trees must be at least 2.0 metres in height with the other half being at least 3.0 metres in height
	Half of the deciduous trees must have a Caliper of at least 50 millimetres with the other half a minimum of 70 millimetres
3. Shrubs	
Minimum number on Sites greater than 2,500 square metres	1 shrub per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater
Minimum number on Sites less than 2,500 square metres	5 shrubs
Minimum size at time of planting	600 millimetres height or spread
4. Miscellaneous	**(24-23)**
Minimum Soil Requirements	30 centimetres of High Quality Soil and growing material is required for all Landscaped Areas
Fencing & Buffering	Maximum 2.4 metres high, excluding Fences for safety of Recreation - Active uses
	Additional Buffering may be required for non-residential Sites adjacent to residential Sites

ROS

G. Active Transportation & Vehicular Circulation Standards

Each Site shall be effectively connected to the Municipality's vehicle and Active Transportation Networks. This connectivity should be carried through a Site to further the effectiveness of these networks and to provide multiple ways of moving throughout a space regardless of the mode of transportation.

1. Active Transportation Networks

a. General	
Active Transportation Networks should enhance the Municipality's existing Active Transportation Network and consider various modes of transportation including walking, cycling, rolling, and transit Accessibility throughout all areas of the Municipality, including Parking Lots.	
b. Miscellaneous	
Width	Minimum 1.5 metres Minimum 3.0 metres for regional pathways
Surface	Hard landscaped, but may be permeable
Grade	Minimal or no Grade changes at Primary Entrances integrated with Accessibility Features

2. Vehicular Circulation

a. General	
Vehicular circulation should maximize pedestrian safety with minimal curb cuts and shared Accesses.	
b. Site Access	
Number	Minimum 2, unless additional emergency Access is required
Location	From a Secondary Thoroughfare. Where this is not possible, Access from the Primary Thoroughfare may be considered
c. Private Roads	
Carriageway width	7.0 - 9.0 metres
Design Standards	Surfaces must be paved and constructed to acceptable engineering standards and designed to accommodate emergency vehicles with adequate signage or design features to ensure roads are not blocked or impeded

ROS

H. Bicycle & Vehicle Parking Standards

Both bicycle and vehicle parking are important Site design characteristics and support multiple modes of connection with the broader community. Bicycle Parking standards and Vehicle Parking standards are identified for different sizes of Buildings or Sites. Design and Access standards also inform where each can be located on a Site and inform connectivity to the Thoroughfares.

1. Bicycle Parking

a. General	
Bicycle Parking Structures must be highly visible and include a permanent rack or hook-up system.	
b. Minimum Number of Stalls	
For Buildings less than 4,600 square metres	6 stalls per Building
For Buildings more than 4,600 square metres	6 stalls per public Entrance
c. Miscellaneous	
Location	Within 10.0 metres of a public entrance, but must not impede pedestrian circulation or Access to a Building
Access	Bicycle Parking must be physically connected to an Active Transportation Network
Bicycle requirements for stairs	Where stairs or curbs are located in the Bicycle Parking network, ramps or similar Structures must be used to Access all Bicycle Parking Structures

2. Parking Lots

a. General	
Vehicle Parking shall be designed for pedestrian safety by reducing the number of stalls located together and separating parking stalls with landscaping.	
b. Size	
Maximum total coverage of Site	50 percent
Parking stall size	Minimum 2.6 metres by 6.0 metres
c. Parking Lot Design	
Major drive aisles	Combine circulation routes requiring wider widths (i.e. fire Lanes, services areas)
Parking aisles	Orient perpendicular to Primary Entrances
Parking Rows	Maximum 20 continuous spaces divided into parking courts by pedestrian or vehicular circulation or landscaping
Pedestrian Walkway Location	Parallel to parking rows: maximum of every 4 rows Perpendicular to parking rows: maximum of every 20 stalls

ROS

Pedestrian Walkway Design	Minimum width 1.5 metres and raised in accordance with the Town of Okotoks General Design and Construction Specifications Clear delineation with contrasting colour, pavement pattern or Grade where path crosses a vehicular Lane
Buffer from Primary Thoroughfare	All parking stalls adjacent to the Primary Thoroughfare will be Buffered with landscaping
Landscaping	Located a minimum of every 4 rows Minimum 3 metres wide with shade trees and opportunities for bio-retention
Covered Parking **(18-24)**	Where parking lot areas are covered by a Structure, the covering Structure must be permanent and of a durable material. The material and design must be compatible with other buildings on the Site and in the vicinity.
d. Miscellaneous	
Location	To the side or rear of the Primary Building

I. Loading Standards

Non-residential Uses require dedicated space for the loading and / or unloading of goods to support the business or commercial activities. These Sites will be subject to the following standards to integrate this space with the other Site design considerations.

a. General	
All non-residential Uses shall provide sufficient space and Access for loading vehicles to the satisfaction of the Development Authority.	
b. Size	
Minimum Loading Space	3.1 metres by 9.2 metres
Vertical clearance from Grade	Minimum 4.3 metres
c. Miscellaneous	
Location	To the side or rear of the Primary Building
Access & circulation	From a public road, a Lane, or a clearly defined traffic aisle, and shall not obstruct patron or emergency vehicle circulation
Buffering	Loading areas shall be Buffered as per (F) Landscaping & Buffering Standards

J. Outdoor Lighting Standards

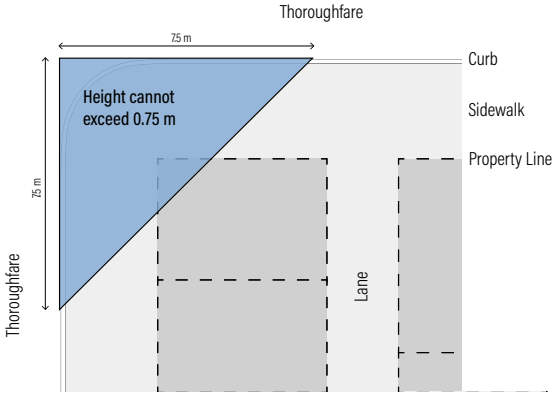
a. General	
All permanently installed lighting shall be Dark Sky Compliant.	
b. Lighting	
Light Fixtures	Must be Fully Shielded Not produce direct glare visible to an observer at ground level at the Property Line of any property within 100 metres of the Site.
Site Illumination	Maximum of 26.9 lux at any location within the Site, except for within covered areas of a Building or Structure, within 5.0 metres of a Building entrance or exit, or temporary seasonal lighting.
Illumination beyond the Site	Not produce more than 5.4 lux beyond 8.0 metres of the Property Line, excluding any lighting outside of the Site.

(14-22)

K. Additional Standards

The following standards apply to all Development in the Recreation & Open Space District unless otherwise specified.

1. **Corner Sight Triangle:** No Building, Structure, Fence, or landscaping will obstruct vision above 0.75 metres in height within a 7.5 metre corner cut area as measured from the curb.



2. **Prohibited Objects:** Commercial Vehicles are prohibited from parking in a Frontage. Razor wire is prohibited in this District.
3. **Waste & Recycling:** All Uses must provide a solid waste storage area suitable for 3- or 4-stream waste diversion for the intended Use and designed to the satisfaction of the Development Authority. All waste and recycling areas must be:
   A. Located at the side or rear of a Site and Buffered from view;
   B. Accessed from a private roadway or Lane ; and
   C. Placed in a location easily Accessible for users and pickups.
4. **Sidewalk Patios & Outdoor Eating Areas:** May be considered where they do not impede pedestrian movement, at the discretion of the Development Authority.

(14-22)

TN 3.6 TRADITIONAL NEIGHBOURHOOD DISTRICT (TN)

A. Overview

General Description: The Primary intent is to provide a variety of primarily detached or side-by-side housing options in a neighbourhood that includes commercial, business or community activities which support day-to-day needs.

Mix of Uses: Activities are primarily residential integrated with some local commercial, business and community activities that support day-to-day needs such as corner stores, home occupations or community services.

Site and Building Form: All Buildings shall be residential in their form regardless of the use and shall include a variety of Parcel size and Building types in new communities to support a mix of housing types. Residential Buildings shall be detached or side-by-side. All Buildings shall be oriented to the street with limited parking in the front yard. Buildings may be clustered or oriented to parks where appropriate vehicular Access is provided that does not compromise the public orientation of the Buildings.

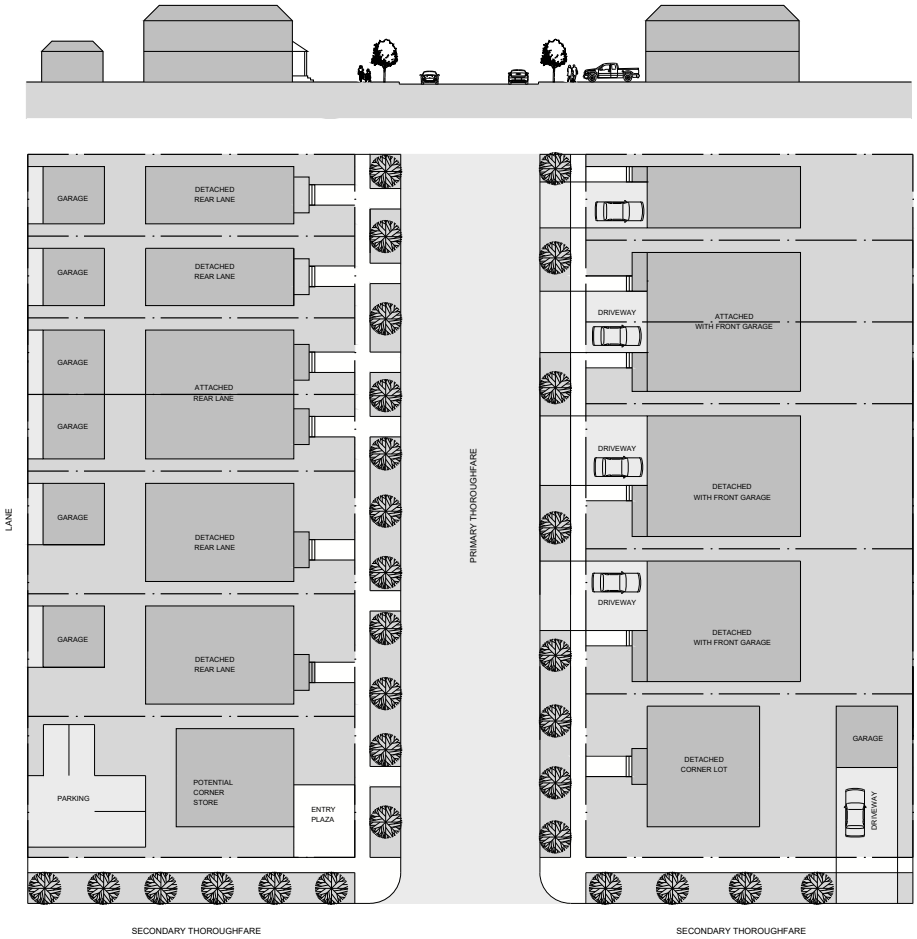


Figure 3.4: Illustrative example of Buildings and Site arrangement in the Traditional Neighbourhood District

B. Examples



Neighbourhoods and streets should have a variety of housing types and styles



Where garages are Accessed from the street, Building entrances should be more visible than the garage



Alternative energy and urban agriculture can add to a sustainable community



Neighbourhoods should be designed for additional dwelling units to increase affordable housing options



Houses can be arranged around a central courtyard as an alternative to private yards



Street trees in boulevards have environmental benefits as well as health benefits

TN

C. Uses

The following Uses are identified either as Permitted Uses, Discretionary Uses or Prohibited Uses within each Use category. Definitions for each Use are found in Part 6: Definitions.

KEY

Permitted Use	P
Discretionary Use	D
Prohibited Use	

RESIDENTIAL

Dwelling Unit(s)	P
Temporary Dwelling Unit(s)	D

LODGING

Short Term Lodging - General	D
Campground	
Short Term Lodging - Large	

BUSINESS

Arts & Crafts	D
Home Occupation - Major	P
Home Occupation - Minor	P
Office	D

COMMERCIAL

Entertainment Establishment	D
Golf Course	
Animal Boarding & Breeding	
Restaurant / Café	D
Cannabis Retail	
Retail & Service - General	D
Retail & Service - Large	
Service Station	
Show Home	P
Pop-Up	D
Health & Human Services	D

INDUSTRIAL

Aerodrome	
Industrial - Medium	
Industrial - Light	
Outdoor Storage	
Wash Station	

INSTITUTIONAL

Death Care	D
Culture	P
Education	D
Government	P
Emergency Medical & Treatment	D
Recreation - Active	P
Recreation - Passive	P
Parking Lot - Independent	
Special Events	P

AGRICULTURE

Agriculture - General	
Agriculture - Intensive	
Agriculture - Urban	P
Equestrian Facility	

OTHER

Accessory Building or Structure	P
Public Utility	P
Excavation, Stripping & Grading	P
Private Utility	P

(27-21, 14-22, 18-24)

D. Use Standards

The following standards are required for the identified Uses:

1. **Dwelling Unit(s)** where located above a garage must place windows, doors, and landscaping to reduce direct views of an adjacent Site.
2. **Temporary Dwelling Unit(s)** must be greater than 10 square metres.
3. **Short Term Lodging - General** must:
   - **A.** Be contained within a Dwelling Unit(s);
   - **B.** Not change the external appearance or character of the Building and not include Structural Alterations except Minor Structural Alterations which are required for the Use;
   - **C.** Minimize nuisances such as parking, noise or traffic generation, to the satisfaction of the Development Authority; and
   - **D.** Have no more than 1 non-illuminated Sign up to 0.2 square metres.
4. **Home Occupation - Major** must:
   - **A.** Have no more than 1 non-resident employee;
   - **B.** Have no more than 1 non-illuminated Sign up to 0.2 square metres;
   - **C.** Not cause nuisances by way of noise, vibration, smoke, dust, fumes, odours, heat, light, electrical or radio disturbance detectable beyond the boundary of the Site;
   - **D.** Have a maximum of 10 client visits per day; and
   - **E.** Not include Outdoor Storage, or vehicle and equipment repairs or servicing.
5. **Home Occupation - Minor** must:
   - **A.** Be located wholly within a Building;
   - **B.** Be operated by a resident of the Dwelling Unit;
   - **C.** Have no more than 1 non-illuminated Sign up to 0.2 square metres;
   - **D.** Have a maximum of 3 client visits per day;
   - **E.** Not include any non-resident employees; and
   - **F.** Not cause nuisances by way of noise, vibration, smoke, dust, fumes, odours, heat, light, electrical or radio disturbance detectable beyond the boundary of the Site.

(18-24)

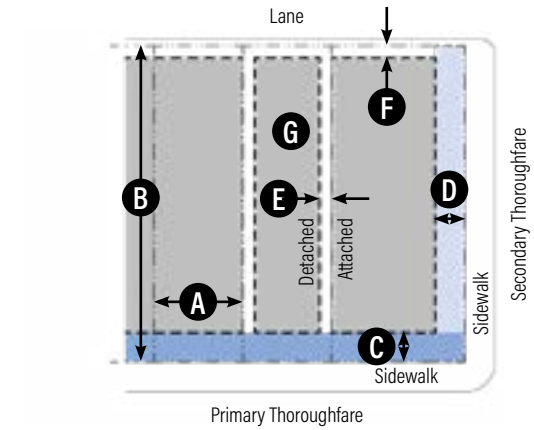
6. **Retail & Service - General** must:
   - **A.** Be located on a Corner Site with Access from a Secondary Thoroughfare;
   - **B.** Maintain a residential Building form; and
   - **C.** Not have a Building footprint larger than 275.0 square metres.
7. **Emergency Medical & Treatment**:
   - **A.** Must be located on a Primary Thoroughfare;
   - **B.** Must be located on a corner Site or have Access to a Lane;
   - **C.** Must have Access to parks or open space through a direct pedestrian connection; and
   - **D.** May require additional Setbacks or Buffering from adjacent Uses.
8. **Excavation, Stripping & Grading** must have approved engineered drawings that meet all technical requirements of the Municipality.
9. **Pop-Ups** must:
   - **A.** Be limited to 1 per Site; and
   - **B.** Have no more than 1 non-illuminated Sign per Pop-Up up to 0.2 square metres.

(14-22)

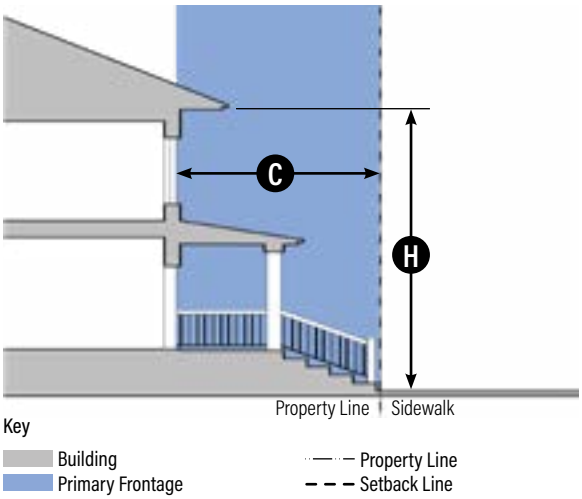
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E. Building and Placement Standards

All Buildings must be located on a Site and designed in accordance with the following standards:



		Rear Lane Access		*No Lane Access*	
		Detached Buildings	*Attached Buildings*	*Detached Buildings*	*Attached Buildings*
a. Lot Size					
Width	A	Minimum 8.5 metres	Minimum 6.7 metres	Minimum 10.4 metres	Minimum 9.0 metres
Depth	B	Minimum 28.0 metres			
b. Building Setbacks					**(27-21, 14-22)**
Primary Frontage	C	Minimum 3.0 metres	Minimum 3.0 metres	Minimum 6.0 metres	Minimum 6.0 metres
Secondary Frontage	D	Minimum 3.0 metres or 6.0 metres for a vehicle Access			
Interior Side Yard - Primary Building	E	Minimum 1.2 metres	Minimum 0.0 metres	Minimum 1.2 metres	Minimum 0.0 metres
Interior Side Yard - Accessory Buildings	E	Minimum 0.6 metres	Minimum 0.0 metres	Minimum 0.6 metres	Minimum 0.0 metres
Interior Side Yard - Zero Lot Line	E	0.0 metres on attached side and 1.5 metres on unattached side with appropriate maintenance and encroachment Easements registered on both Parcels adjacent to the zero Setback			
Rear Yard	F	**Primary Buildings:** Minimum 1.2 metres **Accessory Buildings:** Minimum 1.0 metres			
c. Miscellaneous					**(27-21)**
Site Coverage	G	Maximum 50 percent	Maximum 60 percent	Maximum 50 percent	Maximum 60 percent



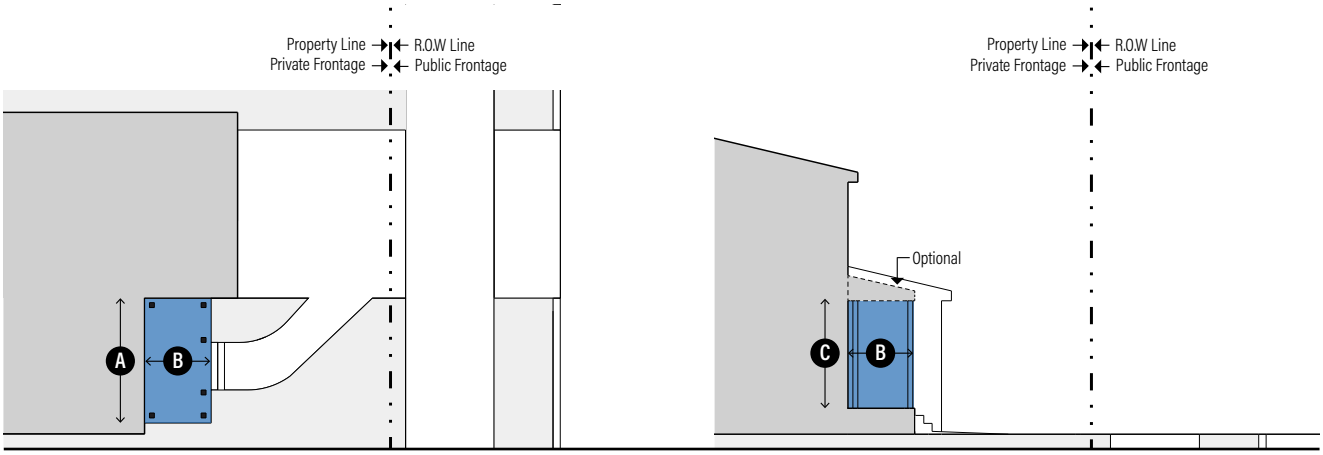
	Rear Lane Access		*No Lane Access*	
	Detached Buildings	*Attached Buildings*	*Detached Buildings*	*Attached Buildings*
Optional Courtyard	Where applied, the minimum width is 5.0 metres with 2 Accesses			
Natural Assets	Variances to Building placement and design standards may be considered to preserve existing mature trees or Natural Assets at the discretion of the Development Authority			
d. Residential Density				**(27-21)**
Number of Dwelling Units per Parcel	Maximum 4	Maximum 4	Maximum 2	Maximum 2
e. Height				
Primary Buildings (H)	Maximum 2 Storeys			
Accessory Building	No higher than the Primary Building			
f. Design Standards				**(27-21, 14-22)**
Allowable Projections into Setbacks	As specified under Section 5.20			
Architecture	Exterior building finish materials must be permanent and of a durable material. The materials and design must be compatible with other buildings on the site and in the vicinity.			
Private Utilities & Mechanical Equipment	Private Utilities and Mechanical Equipment shall be Buffered or incorporated into the Building design, where appropriate			

TN

F. Frontage Standards

To ensure Buildings are scaled and oriented to enhance pedestrian Access and visibility of entrances, all Buildings must include one of the following Frontage Types for the Primary Entrance of all Primary Buildings:

1. Front Attached Garage

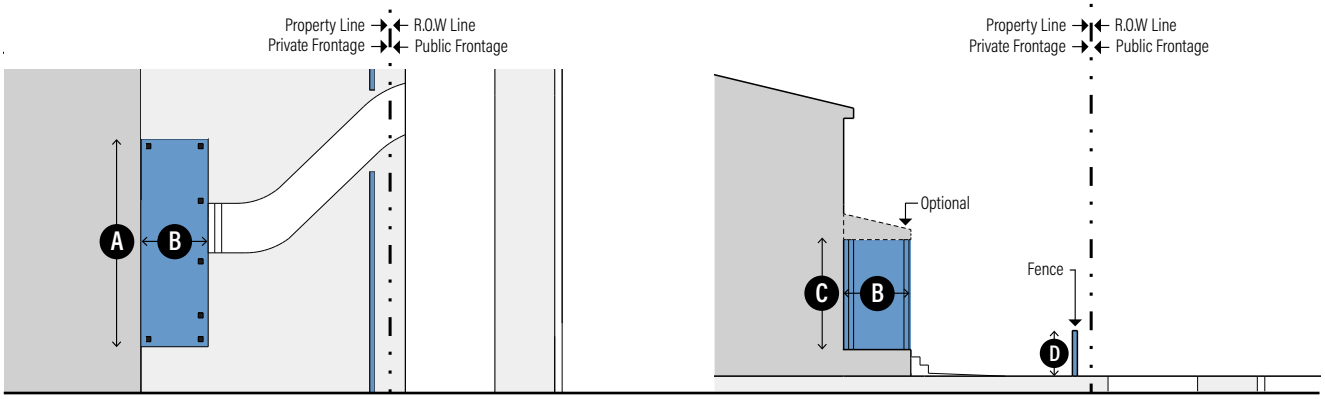


a. Description		
A Frontage wherein a driveway and attached garage are located. Where possible, the width of the driveway and curb cut shall be minimized.		
b. Entrance Size		
Width	Minimum 1.2 metres	A
Depth	Minimum 1.2 metres	B
Height	Minimum 2.4 metres	C
c. Miscellaneous		
Garage Width	Maximum 70 percent of Site Width	
Safety	Entrance must be wholly visible from the Primary Thoroughfare	





2. Common Yard with Optional Fence



a. Description
A planted Frontage where the Façade is set back from the Frontage Line with an attached porch permitted to Encroach into a Setback, but cannot extend beyond the Property Line. A Fence at the Frontage Line maintains street spatial definition. Front Fences are optional. Porches shall be no less than 1.8 metres deep and may be covered where appropriate.

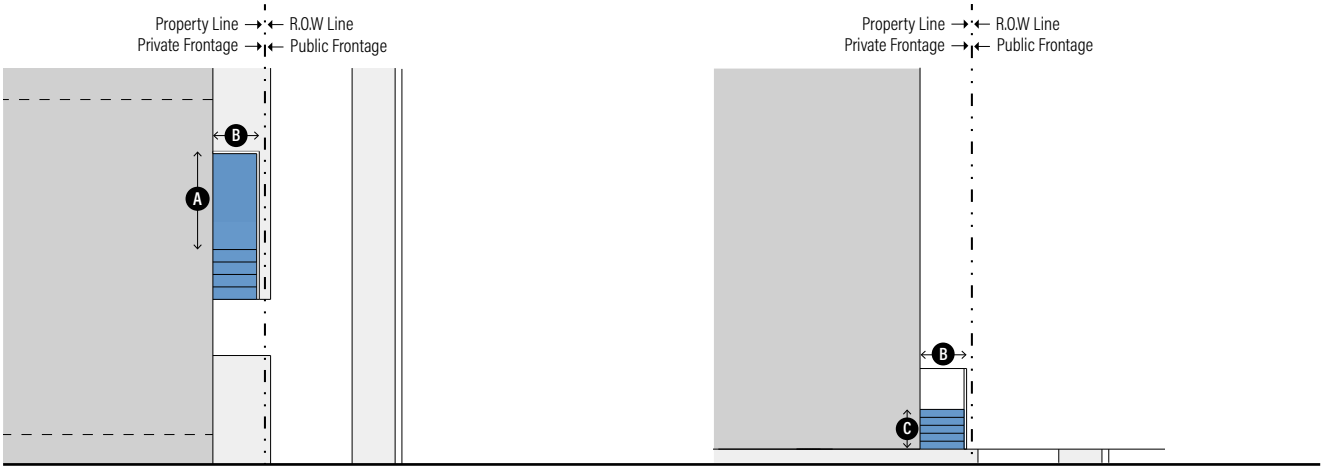
b. Entrance Size		
Width	Minimum 1.2 metres	A
Depth	Minimum 1.8 metres	B
Height	Minimum 2.4 metres	C
c. Miscellaneous		
Fence Height	Maximum 1.0 metre	D
Corner Site	Extend porch and Fence to Secondary Frontage	





TN

3. Stoop



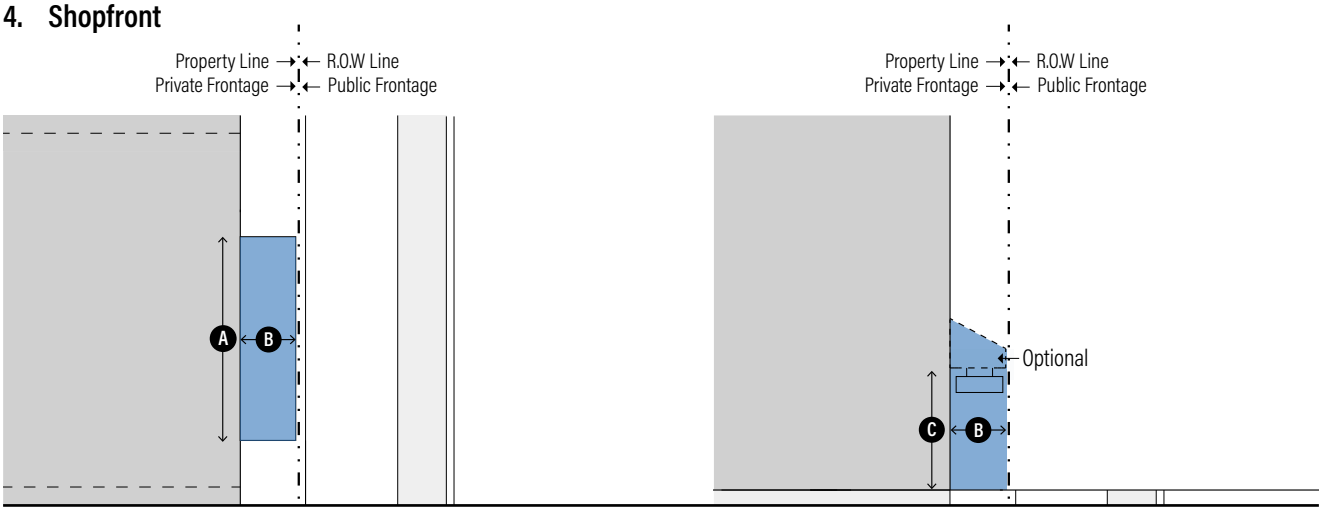
a. Description		
A Frontage where the Façade may be aligned close to the property line with the first Storey elevated from Grade sufficiently to ensure privacy for the windows. The Entrance is usually an exterior stair and landing that incorporates the appropriate Accessibility Features.		
b. Entrance Size		
Width	Minimum 1.8 metres not including stairs or Accessibility Features	A
Depth	Maximum 1.5 metres	B
Height	Aligned with floor height	C
c. Miscellaneous		
Landscaping	Hard landscaping should be limited to the Entrance, stairs, Accessibility Features, and / or walkway(s) to and from the Entrance	
Optional Projections over Entrance (i.e. awnings)	Maximum 4.0 metres from floor height	





TN

4. Shopfront



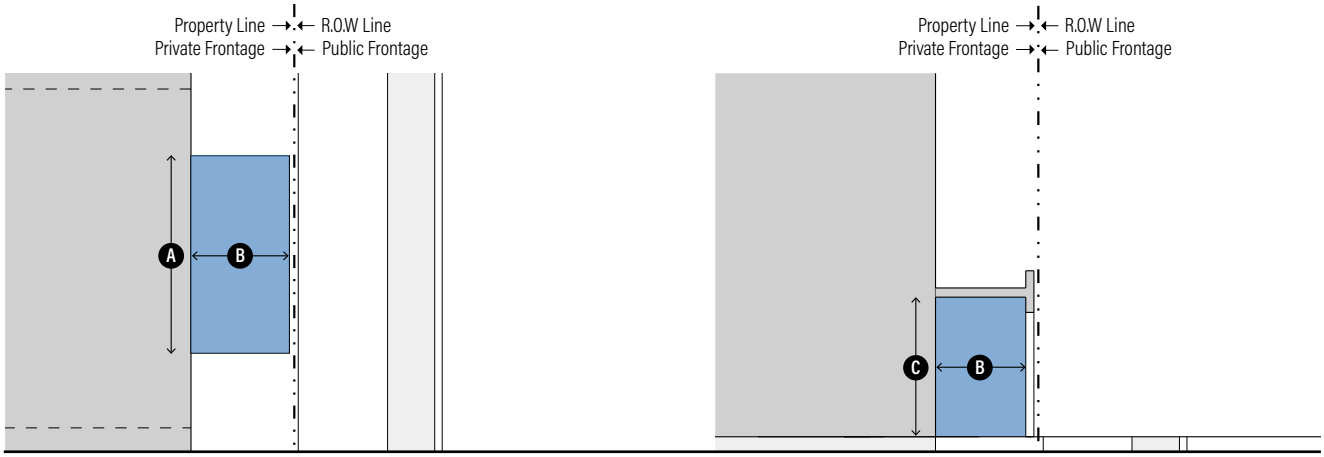
a. Description	
A Frontage where the Entrance is at sidewalk Grade and where the Façade has several windows on the ground floor with an awning or similar Structure projecting over the Entrance. Only permitted on Corner Sites.	
b. Entrance Size	
Width	Minimum 50 percent of Lot (A)
Depth	Minimum 3.0 metres (B)
Height	Maximum 3.05 metres (C)
c. Miscellaneous	
Corner Sites	Entrance may be located close to the corner and extended to the Secondary Frontage
Signs	Should include a Projection Sign integrated with the Entrance





TN

5. Gallery / Veranda



a. Description		
A Frontage where the Entrance is an attached cantilevered Eave or lightweight colonnade overhanging the Entrance.		
b. Entrance Size		
Width	Minimum 30 percent of Site	A
Depth	Minimum 3.0 metres	B
Height	Minimum 3.05 metres	C
c. Miscellaneous		
Integration with Adjacent Buildings	The width of the Entrance should be seamlessly continued to adjacent Buildings	





TN

G. Landscaping & Buffering Standards

Permeable surfaces and a healthy tree canopy are important for the Municipality. Hardy urban adapted plants should be used and placed in groups where possible. The following standards apply to all Sites, but may be varied for institutional Uses or Sites designated as Reserve Land, at the discretion of the Development Authority.

1. Site Coverage	
Any portion of a Site not occupied by a Structure, parking area, patio, walkway, or storage area shall be landscaped.	
2. Trees	
Minimum number on Sites greater than 2,500 square metres	1 tree per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater, where 40 percent of those trees are coniferous
Minimum number on Sites less than 2,500 square metres	3 trees
Location	The Primary and / or Secondary Frontages
Minimum size at time of planting	Half of the coniferous trees must be at least 2.0 metres in height with the other half being at least 3.0 metres in height
	Half of the deciduous trees must have a Caliper of at least 50 millimetres with the other half a minimum of 70 millimetres
3. Shrubs	
Minimum number on Sites greater than 2,500 square metres	1 shrub per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater
Minimum number on Sites less than 2,500 square metres	5 shrubs
Minimum size at time of planting	600 millimetres height or spread
4. Miscellaneous	**(24-23)**
Minimum Soil Requirements	30 centimetres of High Quality Soil and growing material is required for all Landscaped Areas
Fencing & Buffering	Primary Frontage: Maximum 1.0 metres high
	Maximum 2.3 metres high on any other portion of a Site, provided fences over 2.0 metres high are Open Style Fences
	Additional Buffering may be required for non-residential Sites adjacent to residential Sites

TN

H. Active Transportation & Vehicular Circulation Standards

Each Site should be effectively connected to the Municipality's vehicle and Active Transportation Networks. This connectivity should be carried through a Site to further the effectiveness of these networks and to provide multiple ways of moving throughout a space regardless of the mode of transportation.

1. Active Transportation Networks

a. General	
Active Transportation Networks should enhance the Municipality's existing Active Transportation Network and consider various modes of transportation including walking, cycling, rolling, and transit accessibility throughout all areas of the Municipality, including Parking Lots.	
b. Miscellaneous	
Width	Minimum 1.5 metres Minimum 3.0 metres for regional pathways
Surface	Hard landscaped, but may be permeable
Grade	Minimal or no Grade Changes at Primary Entrances integrated with Accessibility Features

2. Vehicular Circulation

a. General	
Vehicular circulation should maximize pedestrian safety with minimal curb cuts and shared Accesses.	
b. Site Access	
Number	1 per Dwelling Unit to a maximum of 2 per Parcel for Parcels with multiple Dwelling Units or non-residential Uses
Location	From a Lane first then a Secondary Thoroughfare. Where this is not possible, Access from the Primary Thoroughfare may be considered
Shared Access	Encouraged between 2 or more adjacent Sites
c. Private Roads & Driveways **(14-22, 18-24)**	
Onsite carriageway width	7.0 - 9.0 metres
Driveway within Frontage width	Maximum 70% of the Site Width or 9.0 metres, whichever is less
Design Standards	Surfaces must be paved and constructed to acceptable engineering standards and designed to accommodate emergency vehicles with adequate signage or design features to ensure roads are not blocked or impeded

I. Bicycle & Vehicle Parking Standards

Both bicycle and vehicle parking are important Site design characteristics and support multiple modes of connection with the broader community. Minimum Bicycle Parking standards and Vehicle Parking standards are identified for different sizes of Buildings or Sites. Design and Access standards also inform where each can be located on a Site and inform connectivity to the Thoroughfares.

1. Bicycle Parking

a. General	
Bicycle Parking Structures must be highly visible and include a permanent rack or hook-up system.	
b. Minimum Number of Stalls	
For Buildings less than 4.600 square metres with non-residential Uses or more than 4 Dwelling Units	6 stalls per Building
For Buildings more than 4.600 square metres	6 stalls per public Entrance
c. Miscellaneous	
Location	Within 10.0 metres of a public entrance, but must not impede pedestrian circulation or Access to a Building
Access	Bicycle Parking must be physically connected to an Active Transportation Network
Bicycle requirements for stairs	Where stairs or curbs are located in the Bicycle Parking network, ramps or similar Structures must be used to Access all Bicycle Parking Structures

2. Vehicle Parking

a. General	
Vehicle parking is to be designed for pedestrian safety by reducing the number of stalls located together and breaking them up with landscaping.	
b. Size	
Maximum total coverage of Site	50 percent
Parking stall size	Minimum 2.6 metres by 6.0 metres
c. Parking Lot Design	
Major drive aisles	Combine circulation routes requiring wider widths (i.e. fire Lanes, services areas)
Parking aisles	Orient perpendicular to Primary Entrances
Parking Rows	Maximum 20 continuous spaces divided into parking courts by pedestrian or vehicular circulation or landscaping
Pedestrian Walkway Location	Parallel to parking rows: maximum of every 4 rows Perpendicular to parking rows: maximum of every 20 stalls
Pedestrian Walkway Design	Minimum width 1.5 metres and raised in accordance with the Town of Okotoks General Design and Construction Specifications Clear delineation with contrasting colour, pavement pattern or Grade where path crosses a vehicular Lane

TN

Buffer from Primary Thoroughfare	All parking stalls adjacent to the Primary Thoroughfare will be Buffered with landscaping
Landscaping	Located a minimum of every 4 rows Minimum 3 metres wide with shade trees and opportunities for bio-retention
Covered Parking **(18-24)**	Where parking lot areas are covered by a Structure, the covering Structure must be permanent and of a durable material. The material and design must be compatible with other buildings on the Site and in the vicinity.
d. Miscellaneous	
Location	To the side or rear of the Primary Building

J. Loading Standards

Non-residential Uses require dedicated space for the loading and / or unloading of goods to support the business or commercial activities. These Sites will be subject to the following standards to integrate this space with the other Site design considerations.

a. General	
All non-residential Uses shall provide sufficient space and Access for loading vehicles to the satisfaction of the Development Authority.	
b. Size	
Minimum Loading Space	3.1 metres by 9.2 metres
Vertical clearance from Grade	Minimum 4.3 metres
c. Miscellaneous	
Location	To the side or rear of the Primary Building
Access & Circulation	From a public road, a Lane, or a clearly defined traffic aisle, and shall not obstruct patron or emergency vehicle circulation
Buffering	Loading areas shall be Buffered as per (G) Landscaping & Buffering Standards

K. Outdoor Lighting Standards

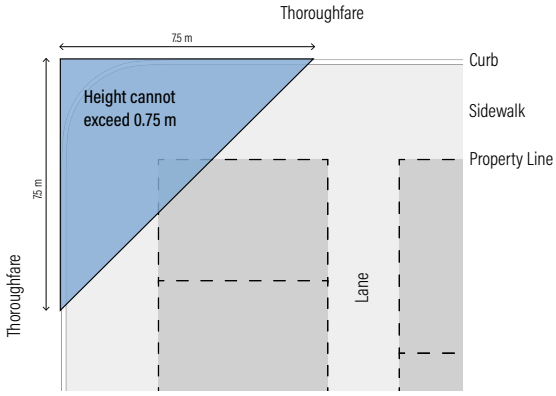
a. General	
All permanently installed lighting shall be Dark Sky Compliant.	
b. Lighting	
Light Fixtures	Must be Fully Shielded Not produce direct glare visible to an observer at ground level at the Property Line of any property within 100 metres of the Site.
Site Illumination	Maximum of 13.5 lux at any location within the Site, except for within covered areas of a Building or Structure, within 5.0 metres of a Building entrance or exit, or temporary seasonal lighting.
Illumination beyond the Site	Not produce more than 5.4 lux beyond 8.0 metres of the Property Line, excluding any lighting outside of the Site.

(14-22)

L. Additional Standards

The following standards apply to all Development in the Traditional Neighbourhood District unless otherwise specified.

1. **Corner Sight Triangle:** No Building, Structure, Fence, or landscaping will obstruct vision above 0.75 metres in height within a 7.5 metre corner cut area as measured from the curb.



2. **Prohibited Objects:** Commercial Vehicles are prohibited from parking in a Frontage. Razor wire is prohibited in this District.
3. **Waste & Recycling:** All Uses must provide a solid waste storage area suitable for 3- or 4-stream waste diversion for the intended Use and designed to the satisfaction of the Development Authority. All waste and recycling areas must be:
   A. Located at the side or rear of a Site and Buffered from view;
   B. Accessed from a public roadway or Lane ; and
   C. Placed in a location easily Accessible for users and pickups.
4. **Sidewalk Patios & Outdoor Eating Areas:** May be considered where they do not impede pedestrian movement, at the discretion of the Development Authority.
5. **Drive-thru Facilities** are not permitted.

(14-22)

NC

3.7 NEIGHBOURHOOD CORE DISTRICT (NC)

A. Overview

General Description: The Primary intent is to provide a variety of housing options, and may include a central neighbourhood hub, where dwellings are primarily attached or multi-unit with street-oriented entrances and mixed with non-commercial activities.

Mix of Uses: Activities are primarily residential integrated with a variety of neighbourhood-scale commercial, business or community activities.

Site and Building Form: Buildings shall be primarily attached or with multiple units, and are cohesively oriented either to the external street network, such as for several smaller Parcels, or to an internal street network, such as for a larger Site with multiple Buildings or units. Buildings entrances may be singular or shared. Parking should be located either to the side or rear of the Building depending on the relationship between the Buildings, as well as the external and / or internal connectivity conditions. Mixed Use Buildings are preferred Development types.

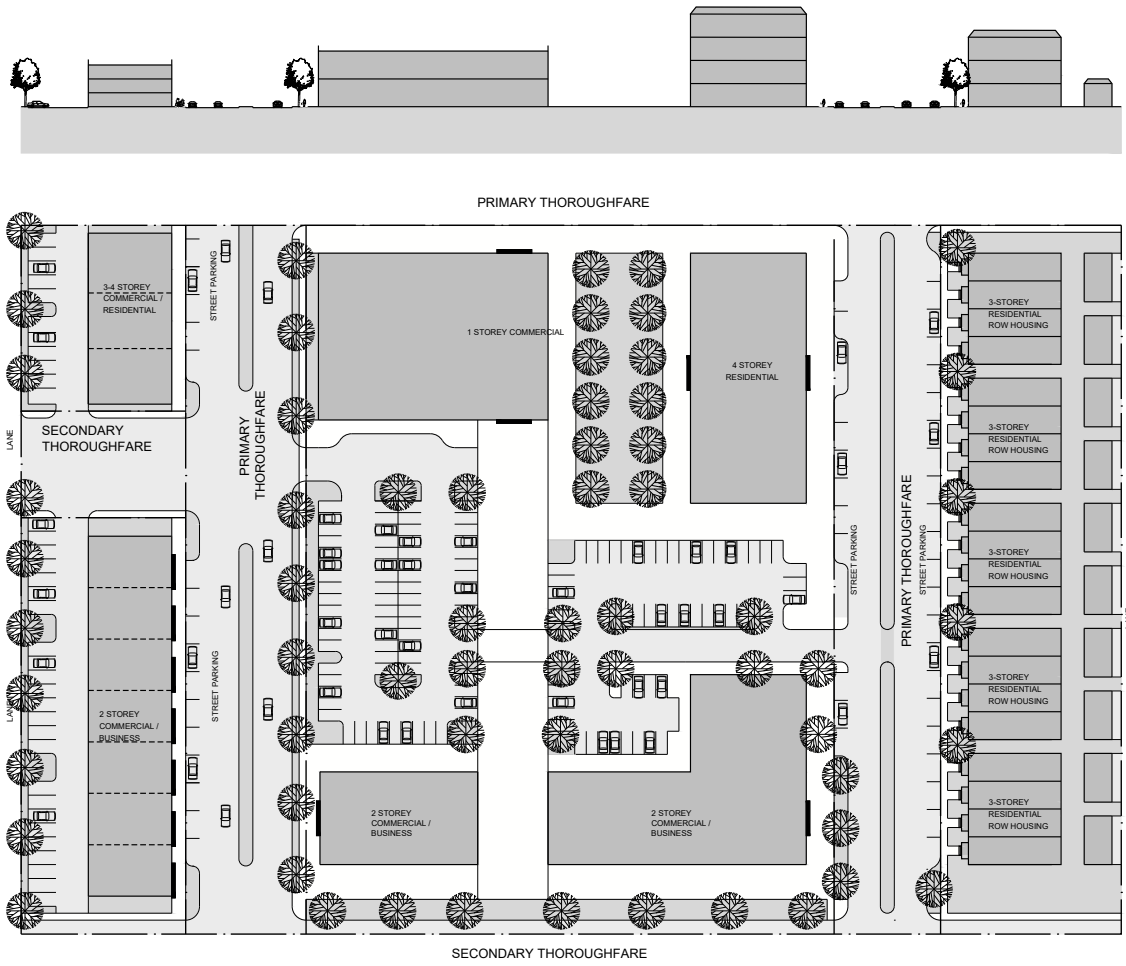


Figure 3.5: Illustrative example of Buildings and Site arrangement in the Neighbourhood Core District

B. Examples



Row housing should have low front walls for privacy and Stepbacks can help reduce the perception of size



Row houses should have vehicle Access from the rear to increase pedestrian safety and provide a nicer public realm



Apartment Buildings should be limited in size and include balconies



Retail, commercial, and business Uses should be integrated with residential for a Main Street feel



Sustainable Building options should be integrated into the design of new communities



Commercial Buildings should have a consistent size and scale and add to the neighbourhood character

NC

C. Uses

The following Uses are identified either as Permitted Uses, Discretionary Uses or Prohibited Uses within each Use category. Definitions for each Use are found in Part 6: Definitions.

KEY

Permitted Use	P
Discretionary Use	D
Prohibited Use	

RESIDENTIAL

Dwelling Unit(s)	P
Temporary Dwelling Unit(s)	D

LODGING

Short Term Lodging - General	D
Campground	
Short Term Lodging - Large	

BUSINESS

Arts & Crafts	P
Home Occupation - Major	D
Home Occupation - Minor	P
Office	P

COMMERCIAL

Entertainment Establishment	D
Golf Course	
Animal Boarding & Breeding	
Restaurant / Café	P
Cannabis Retail	D
Retail & Service - General	P
Retail & Service - Large	
Service Station	
Show Home	P
Pop-Up	D
Health & Human Services	P

INDUSTRIAL

Aerodrome	
Industrial - Medium	
Industrial - Light	
Outdoor Storage	
Wash Station	

INSTITUTIONAL

Death Care	D
Culture	P
Education	P
Government	P
Emergency Medical & Treatment	D
Recreation - Active	P
Recreation - Passive	P
Parking Lot - Independent	
Special Events	P

AGRICULTURE

Agriculture - General	
Agriculture - Intensive	
Agriculture - Urban	P
Equestrian Facility	

OTHER

Accessory Building or Structure	P
Public Utility	P
Excavation, Stripping & Grading	P
Private Utility	P

(14-22, 18-24)

D. Use Standards

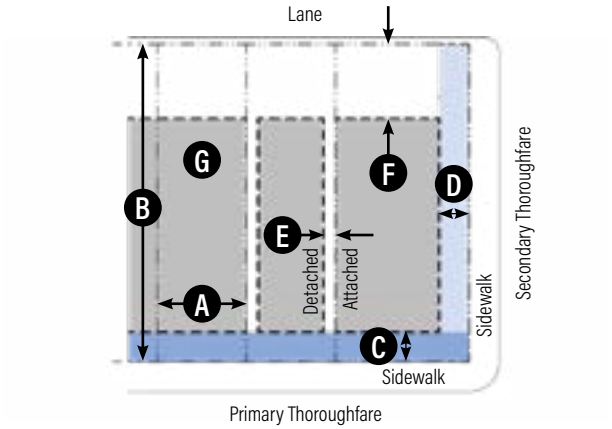
The following standards are required for the identified Uses:

1. **Dwelling Unit(s)** where located above a garage must place windows, doors, and landscaping to reduce direct views of an adjacent Site.
2. **Temporary Dwelling Unit(s)** must be greater than 10 square metres.
3. **Short Term Lodging - General** must:
   - **A.** Be contained within a Dwelling Unit(s);
   - **B.** Not change the external appearance or character of the Building and must not include Structural Alterations except Minor Structural Alterations which are required for the Use;
   - **C.** Minimize nuisances such as parking, noise or traffic generation, to the satisfaction of the Development Authority; and
   - **D.** Have no more than 1 non-illuminated Sign up to 0.2 square metres.
4. **Home Occupation - Major** must:
   - **A.** Have no more than 1 non-resident employee;
   - **B.** Have no more than 1 non-illuminated Sign up to 0.2 square metres;
   - **C.** Not cause nuisances by way of noise, vibration, smoke, dust, fumes, odours, heat, light, electrical or radio disturbance detectable beyond the boundary of the Site;
   - **D.** Have a maximum of 10 client visits per day; and
   - **E.** Not include Outdoor Storage, or vehicle and equipment repairs or servicing.
5. **Home Occupation - Minor** must:
   - **A.** Be located wholly within a Building;
   - **B.** Be operated by a resident of the Dwelling Unit;
   - **C.** Have no more than 1 non-illuminated Sign up to 0.2 square metres;
   - **D.** Have a maximum of 3 client visits per day;
   - **E.** Not include any non-resident employees; and
   - **F.** Not cause nuisances by way of noise, vibration, smoke, dust, fumes, odours, heat, light, electrical or radio disturbance detectable beyond the boundary of the Site. **(18-24)**
6. **Emergency Medical & Treatment**:
   - **A.** Must be located on a Primary Thoroughfare;
   - **B.** Must be located on a Corner Site or have Access to a Lane;
   - **C.** Must have Access to parks or open space through a direct pedestrian connection; and
   - **D.** May require additional Setbacks or Buffering from adjacent Uses. **(18-24)**
7. **Cannabis Retail** must comply with all Alberta Gaming, Liquor and Cannabis requirements for operations and locations.
8. **Excavation, Stripping & Grading** must have approved engineered drawings that meet all technical requirements of the Municipality.
9. **Pop-Ups** must:
   - **A.** Be limited to 2 per Site; and
   - **B.** Have no more than 1 non-illuminated Sign per Pop-Up up to 0.2 square metres. **(14-22)**
10. **Restaurant / Café** must not be located above a Dwelling Unit and must have a separate exterior access if contained within the same Building as Dwelling Units. **(18-24)**
11. **Retail & Service – General** must not be located above a Dwelling Unit and must have a separate exterior access if contained within the same Building as Dwelling Units. **(18-24)**

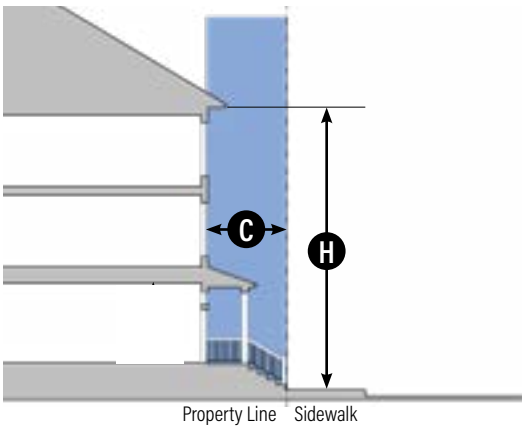
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E. Building and Placement Standards

All Buildings must be located on a Site and designed in accordance with the following standards:



		Residential Only		*With Non-Residential Uses*	
		Row Units	*Stacked Units*	*Row Units*	*Stacked Units*
a. Lot Size					
Width	A	Minimum 5.5 metres	15.0 - 32.0 metres	Minimum 7.5 metres	
Depth	B	Minimum 32.0 metres			
b. Building Setbacks					**(27-21, 14-22)**
Primary Frontage	C	3.0 - 6.0 metres	4.5 - 7.5 metres	2.0 - 6.0 metres	
Secondary Frontage	D	3.0 - 6.0 metres	4.5 - 7.5 metres	2.0 - 6.0 metres	
Detached Interior Side Yard	E	**Primary Buildings:** Minimum 1.2 metres **Accessory Buildings:** Minimum 0.6 metres			
Attached Interior Side Yard	E	Minimum 0.0 metres			
Rear Yard	F	**Primary Buildings:** Minimum 1.2 metres **Accessory Buildings:** Minimum 1.0 metres			
c. Miscellaneous					**(27-21)**
Site Coverage	G	Maximum 70 percent		20 - 70 percent	
Optional Courtyard		Where applied, the minimum width is 5.0 metres with 2 Accesses			
Natural Assets		Variances to Building placement and design standards may be considered to preserve existing mature trees or Natural Assets at the discretion of the Development Authority			



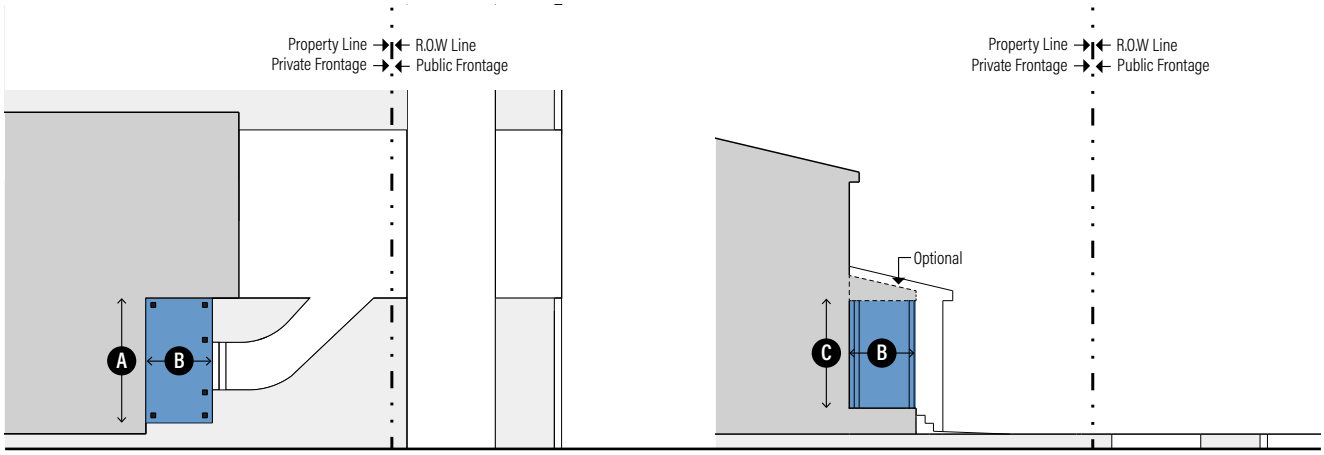
		Residential Only		*With Non-Residential Uses*	
		Row Units	*Stacked Units*	*Row Units*	*Stacked Units*
d. Residential Density					
Number of Dwelling Unit(s) per Parcel		Minimum 3, or if Site consists of more than 1 Parcel, minimum 3 per Site	Minimum 4	Minimum 3 if Dwelling Units are included	Minimum 2 if Dwelling Units are included
e. Height					
Primary Buildings	H	2 - 4 Storeys	2 - 6 Storeys	2 - 4 Storeys	
Accessory Building *Grade to Eave*		Maximum 2 Storeys and never higher than the Primary Building(s)			
f. Design Standards					**(14-22)**
Allowable Projections into Setbacks		As specified under Section 5.20.			
Architecture		Exterior building finish materials must be permanent and of a durable material. The materials and design must be compatible with other buildings on the site and in the vicinity.			
Private Utilities & Mechanical Equipment		Private Utilities and Mechanical Equipment shall be Buffered or incorporated into the Building design, where appropriate			

NC

F. Frontage Standards

To ensure Buildings are scaled and oriented to enhance pedestrian Access and the visibility of entrances, all Buildings must include one of the following Frontage Types for the Primary Entrance of all Primary Buildings:

1. Front Attached Garage



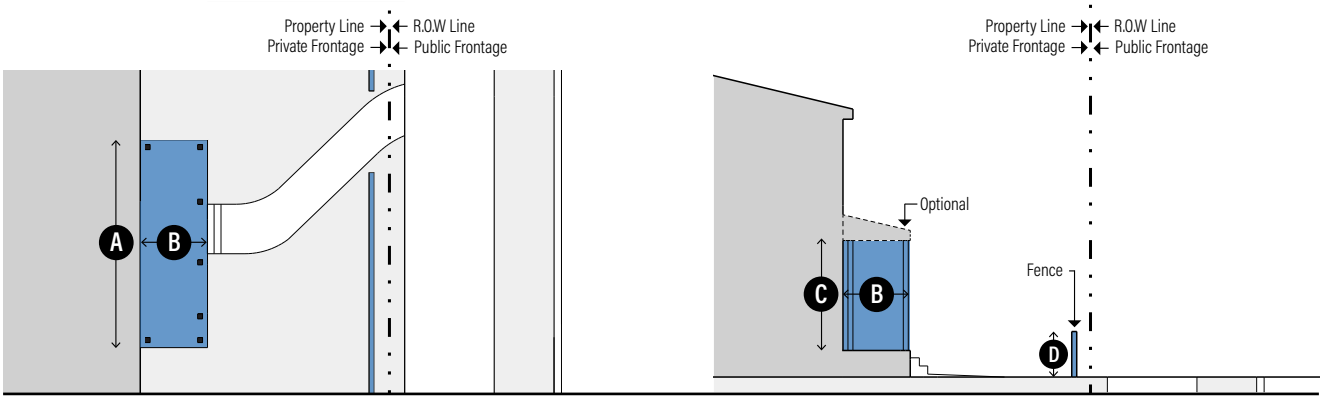
a. Description		
A Frontage wherein a driveway and attached garage are located. Where possible, the width of the driveway and curb cut shall be minimized.		
b. Entrance Size		
Width	Minimum 1.2 metres	A
Depth	Minimum 1.2 metres	B
Height	Minimum 2.4 metres	C
c. Miscellaneous		
Garage Width	Maximum 80 percent of Site Width	
Safety	Entrance must be wholly visible from the Primary Thoroughfare	





NC

2. Common Yard with Optional Fence



a. Description
A planted Frontage where the Façade is set back from the Frontage Line with an attached porch permitted to Encroach into a Setback, but cannot extend beyond the Property Line. A Fence at the Frontage Line maintains street spatial definition. Front Fences are optional. Porches shall be no less than 1.8 metres deep and may be covered where appropriate.

b. Entrance Size		
Width	Minimum 1.2 metres	A
Depth	Minimum 1.8 metres	B
Height	Minimum 2.4 metres	C

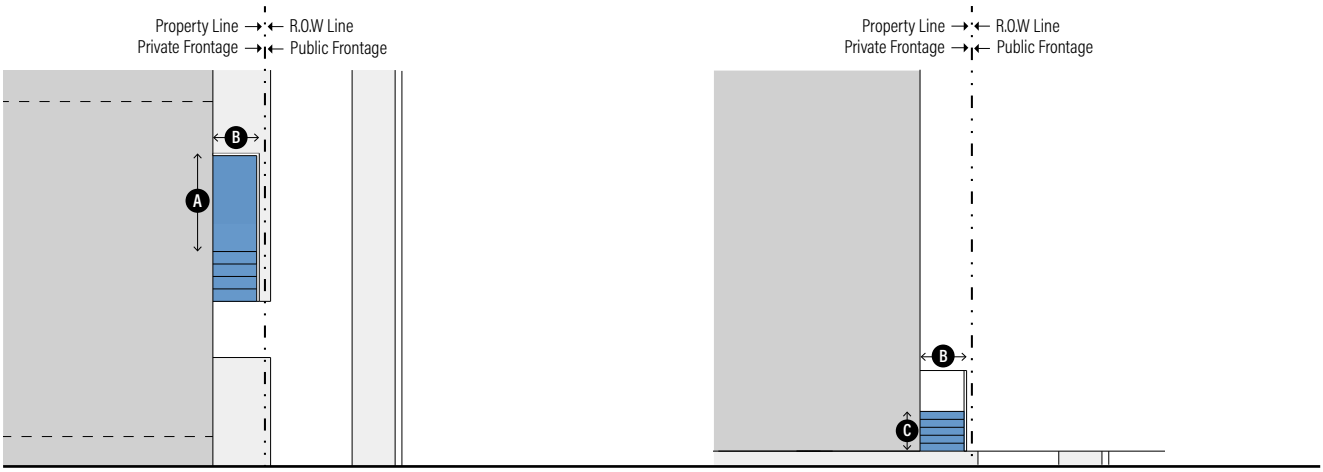
c. Miscellaneous		
Fence Height	Maximum 1.0 metre	D
Corner Site	Extend porch and Fence to Secondary Frontage	





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3. Stoop

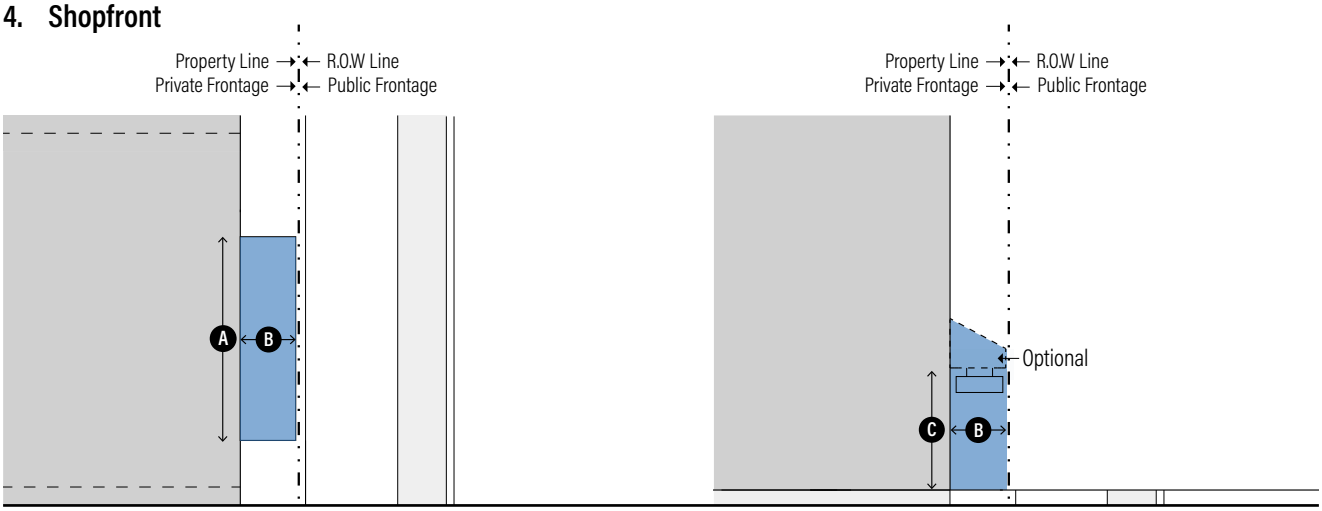


a. Description		
A Frontage where the Façade may be aligned close to the property line with the first Storey elevated from Grade sufficiently to ensure privacy for the windows. The Entrance is usually an exterior stair and landing that incorporates the appropriate Accessibility Features.		
b. Entrance Size		
Width	Minimum 1.8 metres not including stairs or Accessibility Features	A
Depth	Maximum 1.5 metres	B
Height	Aligned with floor height	C
c. Miscellaneous		
Landscaping	Hard landscaping should be limited to the Entrance, stairs, Accessibility Features, and / or walkway(s) to and from the Entrance	
Optional Projections over Entrance (i.e. awnings)	Maximum 4.0 metres from floor height	





4. Shopfront



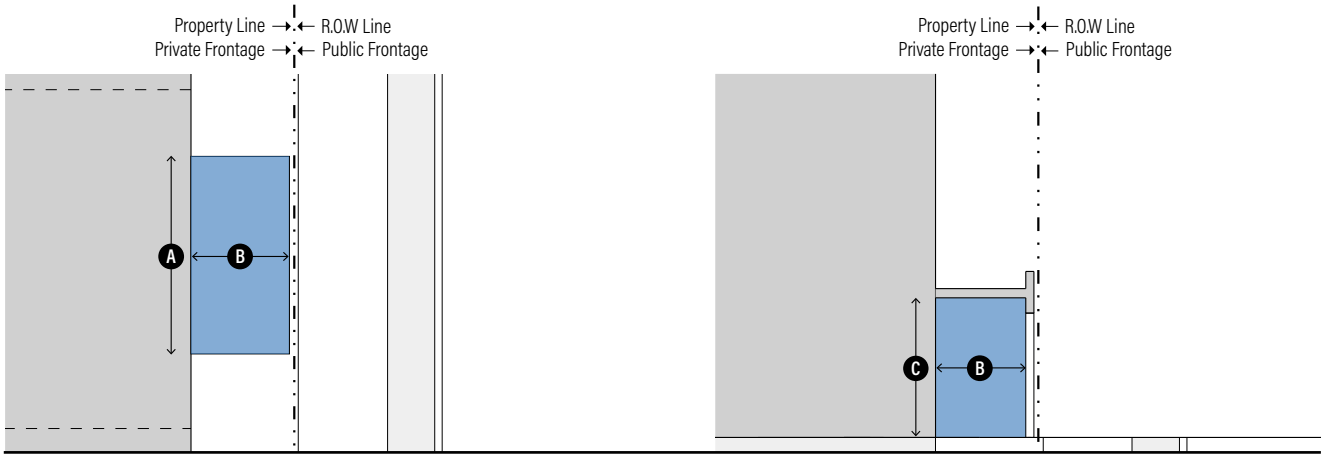
a. Description		
A Frontage where the Entrance is at sidewalk Grade and where the Façade has several windows on the ground floor with an awning or similar Structure projecting over the Entrance.		
b. Entrance Size		
Width	Minimum 75 percent of Lot	A
Depth	Minimum 1.5 metres	B
Height	Maximum 3.05 metres	C
c. Miscellaneous		
Landscaping	Minimum 2.0 metres of hard landscaping from the Building Façade seamlessly integrated with Public Realm	
Ground Floor Uses	Non-residential	
Ground Floor Transparency	Minimum 70 percent	
Corner Sites	Entrance should be extended to the Secondary Frontage	
Signs	Must include a Projection Sign integrated with the Entrance	





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5. Gallery / Veranda



a. Description		
A Frontage where the Entrance is an attached cantilevered Eave or lightweight colonnade overhanging the Entrance.		
b. Entrance Size		
Width	Minimum 50 percent of Lot	A
Depth	Minimum 3.0 metres	B
Height	Minimum 3.05 metres	C
c. Miscellaneous		
Landscaping	**For commercial areas:** Hard landscaping must be contiguous and seamlessly integrated with the public sidewalk with no Grade adjustments **For all other areas:** Hard landscaping must be limited to sidewalks and existing driveways	
Design	Must be integrated with the residential character for residential Buildings	
Integration with Adjacent Buildings	The width of the Entrance should be seamlessly continued to adjacent Buildings	





NC

G. Landscaping & Buffering Standards

Permeable surfaces and a healthy tree canopy are important for the Municipality. Hardy urban adapted plants should be used and placed in groups where possible. The following standards apply to all Sites, but may be varied for institutional Uses or Sites designated as Reserve Land, at the discretion of the Development Authority:

1. Site Coverage	
Any portion of a Site not occupied by a Structure, Parking Lot, patio, walkway, or storage area shall be landscaped.	
2. Trees	
Minimum number on Sites greater than 2,500 square metres	1 tree per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater, where 40 percent of those trees are coniferous
Minimum number on Sites less than 2,500 square metres	3 trees
Location	The Primary and / or Secondary Frontages
Minimum size at time of planting	Half of the coniferous trees must be at least 2.0 metres in height with the other half being at least 3.0 metres in height
	Half of the deciduous trees must have a Caliper of at least 50 millimetres with the other half a minimum of 70 millimetres
3. Shrubs	
Minimum number on Sites greater than 2,500 square metres	1 shrub per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater
Minimum number on Sites less than 2,500 square metres	5 shrubs
Minimum size at time of planting	600 millimetres height or spread
4. Miscellaneous	**(24-23)**
Minimum Soil Requirements	30 centimetres of High Quality Soil and growing material is required for all Landscaped Areas
Fencing & Buffering	Primary Frontage: Maximum 1.0 metres high
	Maximum 2.3 metres high on any other portion of a Site, provided fences over 2.0 metres high are Open Style Fences
	Additional Buffering may be required for non-residential Sites adjacent to residential Sites

NC

H. Active Transportation & Vehicular Circulation Standards

Each Site should be effectively connected to the Municipality's vehicle and Active Transportation Networks. This connectivity should be carried through a Site to further the effectiveness of these networks and provide multiple ways of moving throughout a space regardless of the mode of transportation.

1. Active Transportation Networks

a. General	
Active Transportation Networks should enhance the Municipality's existing Active Transportation Network and consider various modes of transportation including walking, cycling, rolling, and transit accessibility throughout all areas of the Municipality, including Parking Lots.	
b. Miscellaneous	
Width	Minimum 1.5 metres Minimum 3.0 metres for regional pathways
Surface	Hard landscaped, but may be permeable
Grade	Minimal or no Grade changes at Primary Entrances integrated with Accessibility Features

2. Vehicular Circulation

a. General	
Vehicular circulation should maximize pedestrian safety with minimal curb cuts and shared Accesses.	
b. Site Access	
Number	1 per Dwelling Unit to a maximum of 2 per Parcel for Parcels with multiple Dwelling Units or Parcels with non-residential Uses
Location	From a Lane first then a Secondary Thoroughfare. Where this is not possible, Access from the Primary Thoroughfare may be considered
Shared Access	Encouraged between 2 or more adjacent Sites
c. Private Roads & Driveways	
Carriageway width	7.0 - 9.0 metres
Design Standards	Surfaces must be paved and constructed to acceptable engineering standards and designed to accommodate emergency vehicles with adequate signage or design features to ensure roads are not blocked or impeded

NC

I. Bicycle & Vehicle Parking Standards

Both bicycle and vehicle parking are important Site design characteristics and support multiple modes of connection with the broader community. Minimum Bicycle Parking standards and maximum vehicle parking standards are identified for different sizes of Buildings or Sites. Design and Access standards also inform where each can be located on a Site and inform connectivity to the Thoroughfares.

1. Bicycle Parking

a. General	
Bicycle Parking Structures must be highly visible and include a permanent rack or hook-up system.	
b. Minimum Number of Stalls	
For Buildings less than 4.600 square metres with non-residential Uses or more than 4 Dwelling Units	6 stalls per Building
For Buildings more than 4.600 square metres	6 stalls per public Entrance
c. Miscellaneous	
Location	Within 10.0 metres of a public entrance, but must not impede pedestrian circulation or Access to a Building
Access	Bicycle Parking must be physically connected to an Active Transportation Network
Bicycle requirements for stairs	Where stairs or curbs are located in the Bicycle Parking network, ramps or similar Structures must be used to Access all Bicycle Parking Structures

2. Vehicle Parking

a. General	
Vehicle parking is to be designed for pedestrian safety by reducing the number of stalls located together and ensuring they are broken up with landscaping.	
b. Size	
Maximum total coverage of Site	50 percent
Parking stall size	Minimum 2.6 metres by 6.0 metres
c. Parking Lot Design	
Major drive aisles	Combine circulation routes requiring wider widths (i.e. fire Lanes, services areas)
Parking aisles	Orient perpendicular to Primary Entrances
Parking Rows	Maximum 20 continuous spaces divided into parking courts by pedestrian or vehicular circulation or landscaping
Pedestrian Walkway Location	Parallel to parking rows: maximum of every 4 rows Perpendicular to parking rows: maximum of every 20 stalls

NC

Pedestrian Walkway Design	Minimum width 1.5 metres and raised in accordance with the Town of Okotoks General Design and Construction Specifications Clear delineation with contrasting colour, pavement pattern or Grade where path crosses a vehicular Lane
Buffer from Primary Thoroughfare	All parking stalls adjacent to the Primary Thoroughfare will be Buffered with landscaping
Landscaping	Located a minimum of every 4 rows Minimum 3 metres wide with shade trees and opportunities for bio-retention
Covered Parking **(18-24)**	Where parking lot areas are covered by a Structure, the covering Structure must be permanent and of a durable material. The material and design must be compatible with other buildings on the Site and in the vicinity.
d. Miscellaneous	
Location	To the side or rear of the Primary Building where possible

J. Loading Standards

Non-residential Uses require dedicated space for the loading and / or unloading of goods to support the business or commercial activities. These Sites will consider the following standards to integrate this space with the other Site design considerations.

a. General	
All non-residential Uses shall provide sufficient space and Access for loading vehicles to the satisfaction of the Development Authority.	
b. Size	
Minimum Loading Space	3.1 metres by 9.2 metres
Vertical clearance from Grade	Minimum 4.3 metres
c. Miscellaneous	
Location	To the side or rear of the Primary Building
Access & circulation	From a public road, a Lane, or a clearly defined traffic aisle, and shall not obstruct patron or emergency vehicle circulation
Buffering	Loading areas will be Buffered as per (G) Landscaping & Buffering Standards

K. Outdoor Lighting Standards

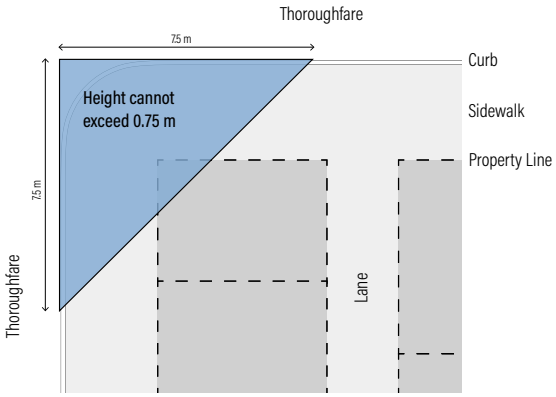
a. General	
All permanently installed lighting shall be Dark Sky Compliant.	
b. Lighting	
Light Fixtures	Must be Fully Shielded Not produce direct glare visible to an observer at ground level at the Property Line of any property within 100 metres of the Site.
Site Illumination	Maximum of 26.9 lux at any location within the Site, except for within covered areas of a Building or Structure, within 5.0 metres of a Building entrance or exit, or temporary seasonal lighting.
Illumination beyond the Site	Not produce more than 5.4 lux beyond 8.0 metres of the Property Line, excluding any lighting outside of the Site.

(14-22)

L. Additional Standards

The following standards apply to all Development in the Neighbourhood Core District unless otherwise specified.

1. **Corner Sight Triangle:** No Building, Structure, Fence, or landscaping will obstruct vision above 0.75 metres in height within a 7.5 metre corner cut area as measured from the curb.



2. **Prohibited Objects:** Commercial Vehicles are prohibited from parking in a Frontage. Razor wire is prohibited in this District.
3. **Waste & Recycling:** All Uses must provide a solid waste storage area suitable for 3- or 4-stream waste diversion for the intended Use and designed to the satisfaction of the Development Authority. All waste and recycling areas must be:
   A. Located at the side or rear of a Site and Buffered from view;
   B. Accessed from a public roadway or Lane ; and
   C. Placed in a location easily Accessible for users and pickups.
4. **Sidewalk Patios & Outdoor Eating Areas:** May be considered where they do not impede pedestrian movement, at the discretion of the Development Authority.
5. **Drive-thru Facilities** are not permitted.

(14-22)

D 3.8 DOWNTOWN DISTRICT (D)

A. Overview

General Description: The Primary intent is to support local business activities and encourage sensitive infill Development with a high-quality design and pedestrian connectivity in the Okotoks downtown area. Heritage resources should be preserved, respected and enhanced where possible.

Mix of Uses: Activities include a blend of business, commercial, community and residential in a variety of configurations with active Uses located on ground levels and service or residential Uses located on higher Storeys.

Site and Building Form: All Buildings shall be oriented to the Primary street network and will include design considerations oriented first to pedestrians, such as entrances, winter design considerations, signage, and Bicycle Parking. Parking Lots shall be shared and located to the side or rear of the Building where possible.

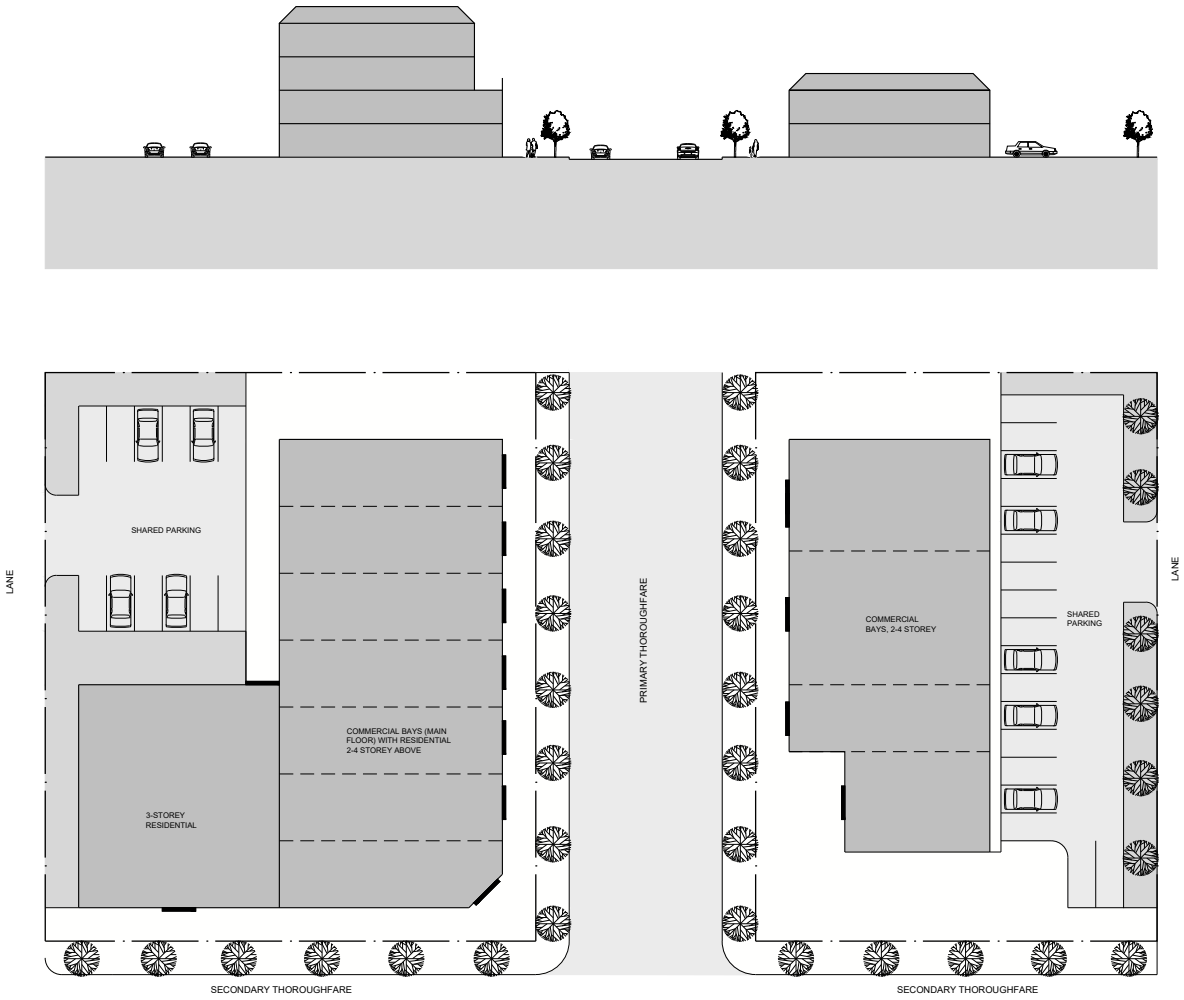
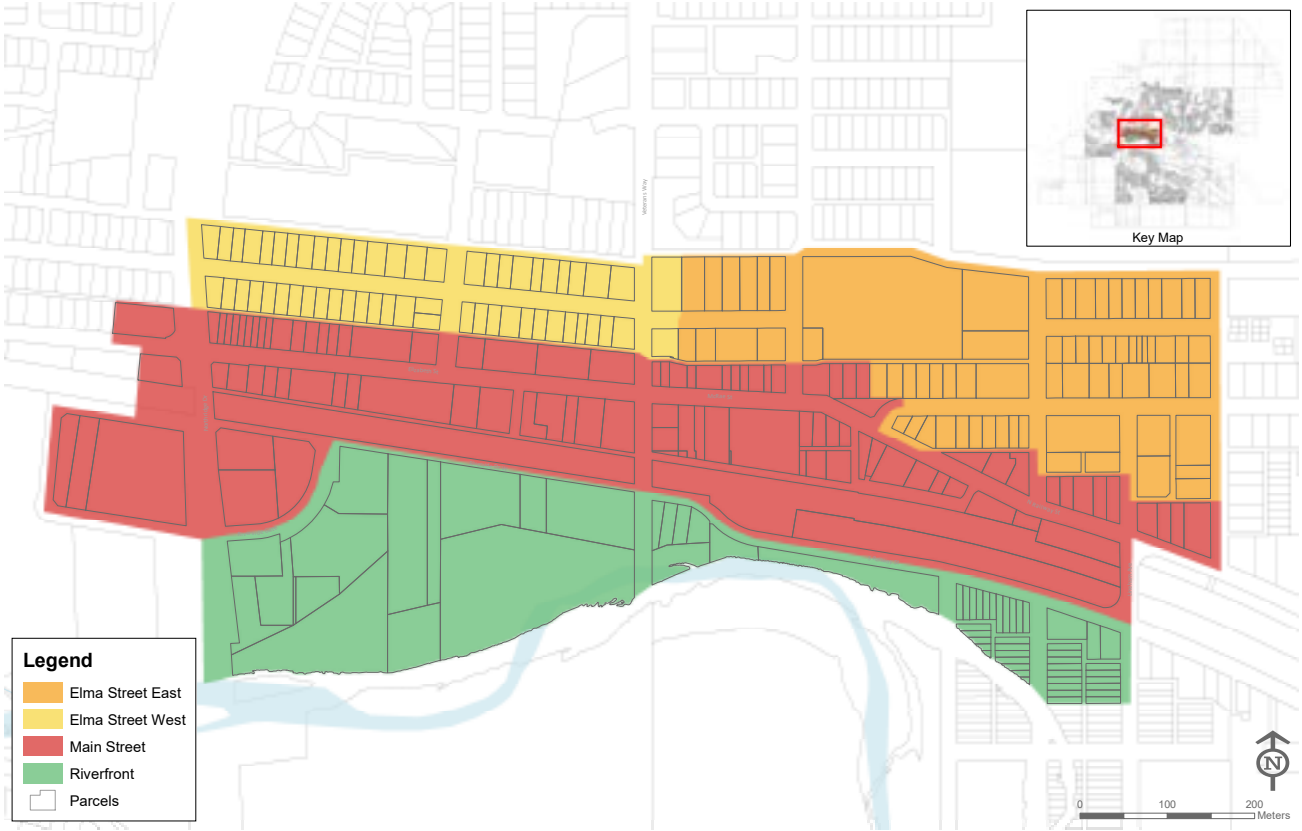


Figure 3.6: Illustrative example of Buildings and Site arrangement in the Downtown District

B. Character Areas

The Okotoks Downtown Urban Design Master Plan divides the Downtown District into the following Character Areas. Additional or different standards apply where identified through this Section. The boundaries of each Character Area are delineated on Map 3.1.



Map 3.1: Character Areas in the Downtown District

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1. **Main Street:** Buildings along the Main Street should be mixed use and sustainable. Incremental changes will shift from the current form of Parking Lots in the front to a more integrated mixed use environment with Buildings framing the street and parking Parcels to the side and rear.



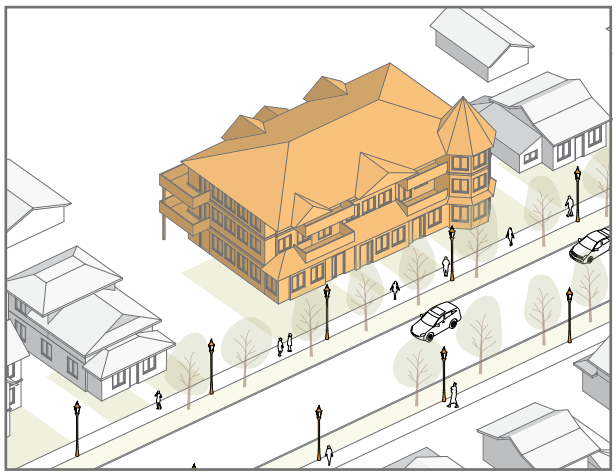


2. **Elma Street West:** Elma Street West is the historic District of Okotoks. This area showcases the Municipality's heritage, predominantly through Queen Anne Revival style houses constructed in the early 1900s. Infill Development sensitive to the existing character means new additions and renovations to historic structures that are subordinate to, distinguishable from and compatible with the existing Building. These adjustments will improve the mixed-use function of the Buildings while maintaining the heritage image of the area.





3. **Elma Street East:** Midrise residential Buildings will allow the Municipality to accommodate an increasing population at a scale that is compatible with the adjacent low-rise Buildings. An increased population in close proximity to Downtown Okotoks will help support the Downtown stores and will bring vitality to the area. It is important to ensure pedestrian and active-transportation linkages from this neighbourhood to the Main Street. Fostering a Downtown that is compact and mixed-use will create an environment for best practices where people value economic, environmental and social sustainability.





4. **Riverfront:** The Riverfront is the most natural of the four character areas. Development in this area will protect, maintain and rehabilitate the river valley lands on the publicly owned natural environments allowing for sensitive Development of the adjacent lands.





D

C. Uses

The following Uses are identified either as Permitted Uses, Discretionary Uses or Prohibited Uses within each Use category. Definitions for each Use are found in Part 6: Definitions.

KEY

Permitted Use	P
Discretionary Use	D
Prohibited Use	

RESIDENTIAL

Dwelling Unit(s)	P
Temporary Dwelling Unit(s)	D

LODGING

Short Term Lodging - General	P
Campground	
Short Term Lodging - Large	D

BUSINESS

Arts & Crafts	P
Home Occupation - Major	P
Home Occupation - Minor	P
Office	P

COMMERCIAL

Entertainment Establishment	D
Golf Course	
Animal Boarding & Breeding	D
Restaurant / Café	P
Cannabis Retail	D
Retail & Service - General	P
Retail & Service - Large	D
Service Station	
Show Home	P
Pop-Up	P
Health & Human Services	P

INDUSTRIAL

Aerodrome	
Industrial - Medium	
Industrial - Light	D
Outdoor Storage	
Wash Station	

INSTITUTIONAL

Death Care	D
Culture	P
Education	P
Government	P
Emergency Medical & Treatment	D
Recreation - Active	P
Recreation - Passive	P
Parking Lot - Independent	D
Special Events	P

AGRICULTURE

Agriculture - General	
Agriculture - Intensive	
Agriculture - Urban	P
Equestrian Facility	

OTHER

Accessory Building or Structure	P
Public Utility	P
Excavation, Stripping & Grading	P
Private Utility	P

(14-22, 18-24)

D. Use Standards

The following standards are required for the identified Uses:

1. **Dwelling Unit(s)** where located above a garage must place windows, doors, and landscaping to reduce direct views of an adjacent Site.
2. **Temporary Dwelling Unit(s)** must be greater than 10 square metres.
3. **Short Term Lodging - General** must:
   - **A.** Be contained within a Dwelling Unit(s);
   - **B.** Not change the external appearance or character of the Building and not include Structural Alterations except Minor Structural Alterations which are required for the Use;
   - **C.** Minimize nuisances such as parking, noise or traffic generation, to the satisfaction of the Development Authority; and
   - **D.** Have no more than 1 non-illuminated Sign up to 0.2 square metres.
4. **Home Occupation - Major** must:
   - **A.** Have no more than 1 non-resident employee;
   - **B.** Have no more than 1 non-illuminated Sign up to 0.2 square metres;
   - **C.** Not cause nuisances by way of noise, vibration, smoke, dust, fumes, odours, heat, light, electrical or radio disturbance detectable beyond the boundary of the Site;
   - **D.** Have a maximum of 10 client visits per day; and
   - **E.** Not include Outdoor Storage, or vehicle and equipment repairs or servicing.
5. **Home Occupation - Minor** must:
   - **A.** Be located wholly within a Building;
   - **B.** Be operated by a resident of the Dwelling Unit;
   - **C.** Have no more than 1 non-illuminated Sign up to 0.2 square metres;
   - **D.** Have a maximum of 3 client visits per day;
   - **E.** Not include any non-resident employees; and
   - **F.** Not cause nuisances by way of noise, vibration, smoke, dust, fumes, odours, heat, light, electrical or radio disturbance detectable beyond the boundary of the Site. **(18-24)**
6. **Cannabis Retail** must comply with all Alberta Gaming, Liquor and Cannabis requirements for operations and locations.
7. **Industrial - Light** is limited to breweries, wineries, or distilleries which must have all mechanical systems and processes wholly enclosed or contained in a Building. **(14-22)**
8. **Emergency Medical & Treatment** except medical clinics or dental offices:
   - **A.** Must be located on a Primary Thoroughfare;
   - **B.** Must be located on a Corner Site or have Access to a Lane;
   - **C.** Must have Access to parks or open space through a direct pedestrian connection; and
   - **D.** May require additional Setbacks or Buffering from adjacent Uses. **(18-24)**
9. **Animal Boarding & Breeding** are limited to small animal veterinary services and may be restricted on the number of animals, the size or number of Buildings or Structures, the number of non-residential trips per day, manure management requirements, noise or other nuisance abatement measures, or any other matter the Development Authority deems necessary. **(27-21)**
10. **Excavation, Stripping & Grading** must have

D

approved engineered drawings that meet all technical requirements of the Municipality.

11. **Pop-Ups** must:
    - **A.** Be limited to 2 per Site; and
    - **B.** Have no more than 1 non-illuminated Sign per Pop-Up up to 0.2 square metres. **(14-22)**
12. **Restaurant / Café** must not be located above a Dwelling Unit and must have a separate exterior access if contained within the same Building as Dwelling Units. **(18-24)**
13. **Retail & Service – General** must not be located above a Dwelling Unit and must have a separate exterior access if contained within the same Building as Dwelling Units. **(18-24)**

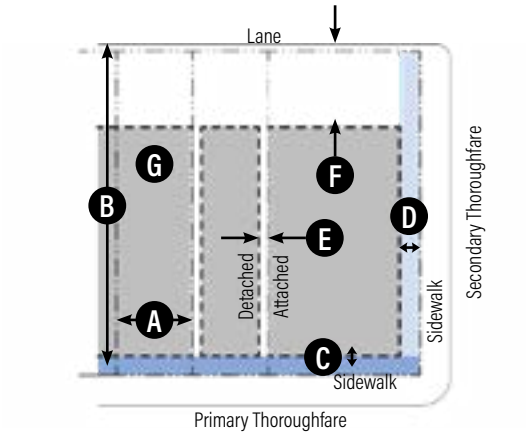
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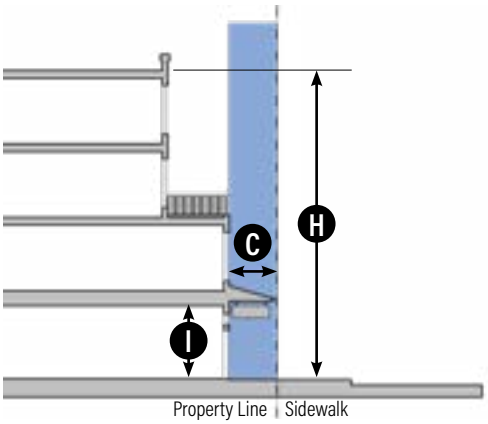
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E. Building and Placement Standards

All Buildings must be located on a Site and designed in accordance with the following standards:



		Main Street	*Elma Street East*	*Elma Street West*	*Riverfront*
a. Lot Size					
Width	A	Minimum 7.5 metres	15.0 - 32.0 metres	6.0 - 32.0 metres	Minimum 6.0 metres
Depth	B	Minimum 32.0 metres			
b. Building Setbacks					**(27-21, 14-22, 18-24)**
Primary Frontage	C	0.0 - 4.0 metres	1.0 - 5.0 metres	3.0 - 6.0 metres	Minimum 2.0 metres
Secondary Frontage	D	3.0 - 6.0 metres	4.5 - 7.5 metres	2.0 - 6.0 metres	Minimum 2.0 metres
Attached Interior Side Yard	E	0.0 metres			
Detached Interior Side Yard		Minimum 2.0 metres	**Primary Buildings:** Minimum 1.2 metres **Accessory Buildings:** Minimum 0.6 metres		
Rear Yard	F	Minimum 1.2 metres			
c. Miscellaneous					**(27-21, 14-22)**
Site Coverage	G	20 - 70 percent	Maximum 70 percent	Maximum 60 percent	
Optional Courtyard		Where applied, the minimum width is 5.0 metres with 2 Accesses			
Natural Assets		Variances to Building placement and design standards may be considered to preserve existing mature trees or Natural Assets at the discretion of the Development Authority			
d. Residential Density					
Number of Dwelling Unit(s) per Parcel		Maximum 250 per hectare and limited to the second story or above	Maximum 250 per hectare	Maximum 4	Maximum 100 per hectare



Key

Building
Primary Frontage
Property Line
Setback Line

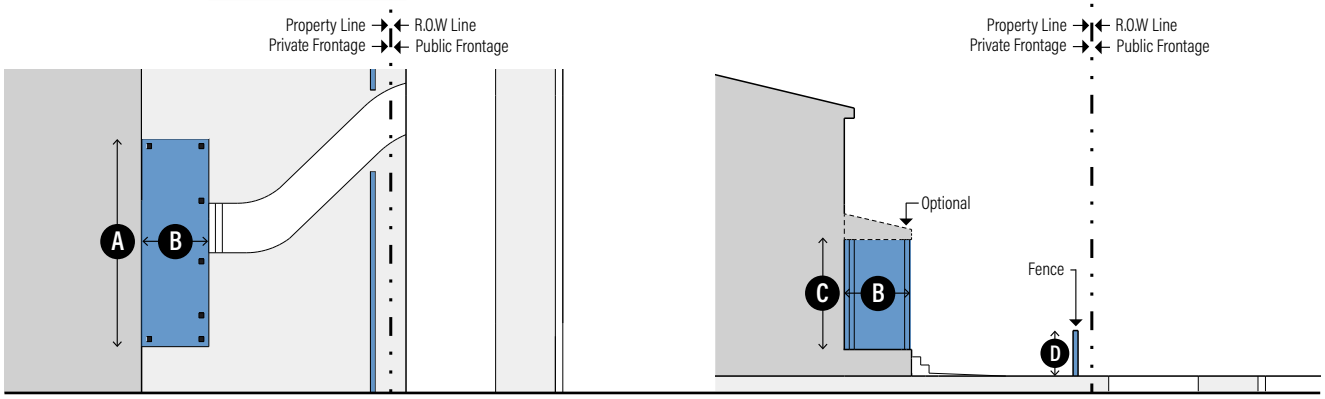
		Main Street	*Elma Street East*	*Elma Street West*	*Riverfront*
e. Height					**(14-22, 18-24)**
Primary Buildings	H	2 - 6 Storeys	2 - 4 Storeys	1 - 4 Storeys	1 - 3 Storeys
Ground Floor	I	Minimum 3.0 metres			
Accessory Building		Maximum 2 Storeys and never higher than the Primary Building(s)			
f. Design Standards					**(27-21, 14-22)**
Allowable Projections into Setbacks		As specified under Section 5.20			
Building Form		Minimum 2.5 metre Stepback at 3rd Storey	Residential form and character with peaked roofs		No requirement
Architecture		Buildings shall have consistent architectural features, Building materials and colours on all sides. Exterior building finish materials must be permanent and of a durable material. The materials and design must be compatible with other buildings on the site and in the vicinity. **For Elma Street West:** Respect historical character in form and materials when integrating new additions or changes			
Private Utilities & Mechanical Equipment		Private Utilities and Mechanical Equipment shall be Buffered or incorporated into the Building design, where appropriate			

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F. Frontage Standards

To ensure Buildings are scaled and oriented to enhance pedestrian Access and the visibility of entrances, all Buildings must include one of the following Frontage Types for the Primary Entrance of all Primary Buildings:

1. Common Yard with Optional Fence

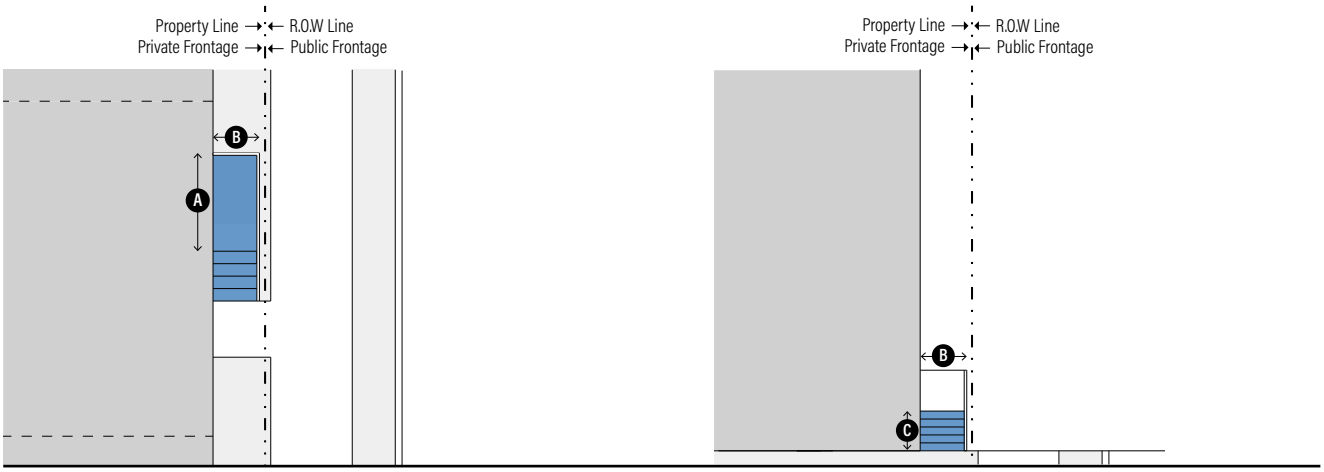


a. Description		
A planted Frontage where the Façade is set back from the Frontage Line with an attached porch permitted to Encroach into a Setback, but cannot extend beyond the Property Line. A Fence at the Frontage Line maintains street spatial definition. Front Fences are optional. Porches shall be no less than 1.8 metres deep and may be covered where appropriate.		
b. Entrance Size		
Width	Minimum 1.2 metres	A
Depth	Minimum 1.8 metres	B
Height	Minimum 2.4 metres	C
c. Miscellaneous		
Fence Height	Maximum 1.0 metres	
Corner Site	Extend porch and Fence to Secondary Frontage	





2. Stoop



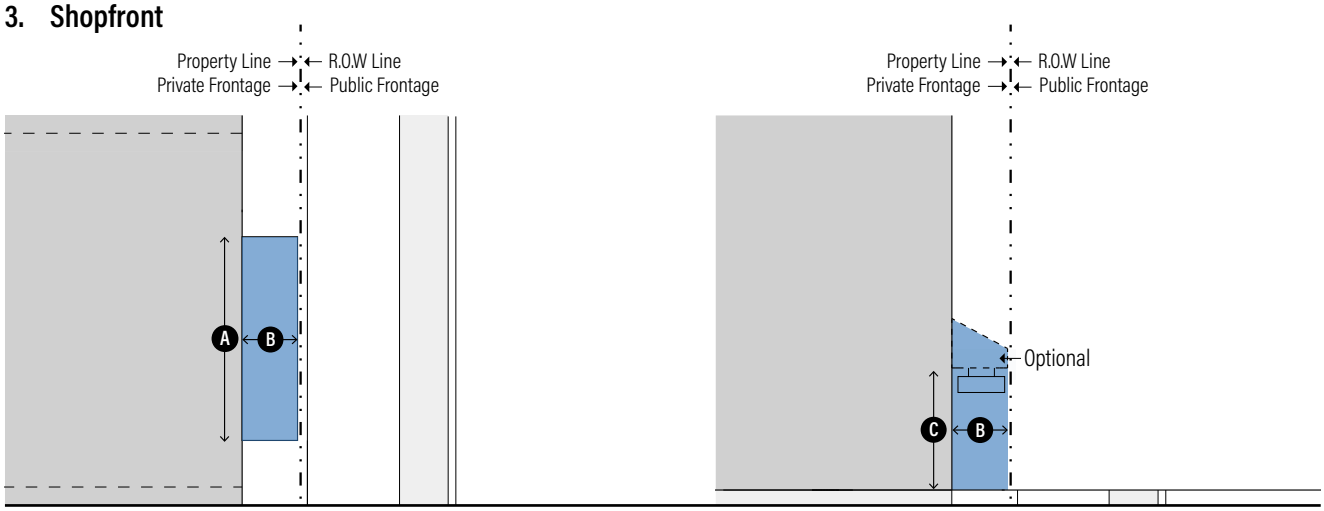
a. Description		
A Frontage where the Façade may be aligned close to the property line with the first Storey elevated from Grade sufficiently to ensure privacy for the windows. The Entrance is usually an exterior stair and landing that incorporates the appropriate Accessibility Features.		
b. Entrance Size		
Width	Minimum 3.0 metres not including stairs or Accessibility Features	A
Depth	Maximum 1.5 metres	B
Height	Aligned with floor height	C
c. Miscellaneous		
Landscaping	Hard landscaping should be limited to the Entrance, stairs, Accessibility Features, and / or walkway(s) to and from the Entrance	
Optional Projections over Entrance (i.e. awnings)	Maximum 4.0 metres from floor height	





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3. Shopfront



a. Description
A Frontage where the Entrance is at sidewalk Grade and where the Façade has several windows on the ground floor with an awning or similar Structure projecting over the Entrance.

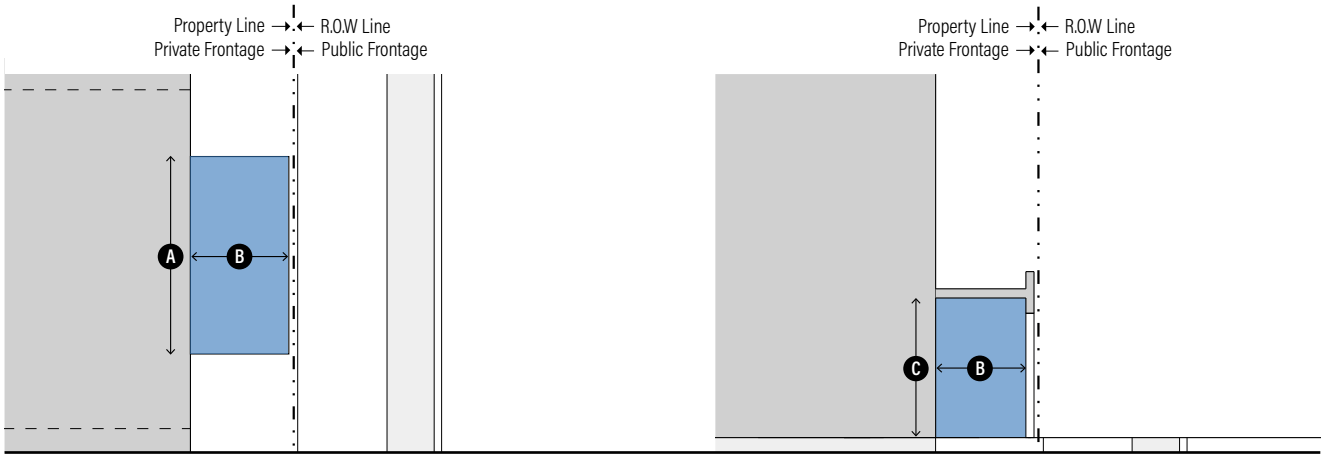
b. Entrance Size		
Width	Minimum 50 percent of Lot	A
Depth	Minimum 3.0 metres	B
Height	Maximum 3.05 metres	C

c. Miscellaneous	
Landscaping	Minimum 2.0 metres of hard landscaping from the Building Façade seamlessly integrated with Public Realm
Ground Floor Uses	Non-residential
Ground Floor Transparency	Minimum 70 percent
Corner Sites	Entrance should be extended to the Secondary Frontage
Signs	Must include a Projection Sign integrated with the Entrance





4. Gallery / Veranda



a. Description		
A Frontage where the Entrance is an attached cantilevered Eave or lightweight colonnade overhanging the Entrance.		
b. Entrance Size		
Width	Minimum 50 percent of Lot	A
Depth	Minimum 3.0 metres	B
Height	Minimum 3.05 metres	C
c. Miscellaneous		
Landscaping	Hard landscaping must be contiguous and seamlessly integrated with the public sidewalk with no Grade adjustments Trees are encouraged where possible	
Integration with Adjacent Buildings	The width of the Entrance should be seamlessly continued to adjacent Buildings	





D

G. Landscaping & Buffering Standards

Permeable surfaces and a healthy tree canopy are important for the Municipality. Hardy urban adapted plants should be used and placed in groups where possible. The following standards apply to all Sites, but may be varied for institutional Uses or Sites designated as Reserve Land, at the discretion of the Development Authority.

1. Site Coverage	
Any portion of a Site not occupied by a Structure, Parking Lot, patio, walkway, or storage area shall be landscaped.	
2. Trees	
Minimum number on Sites greater than 2,500 square metres	1 tree per 35.0 square metres based on either a minimum of 10 percet of the Site or overall Landscaped Area, whichever is greater, where 40 percent of those trees are coniferous
Minimum number on Sites less than 2,500 square metres	3 trees
Location	As per Frontage Standard with remaining trees in the Secondary Frontage or as Buffering
Minimum size at time of planting	Half of the coniferous trees must be at least 2.0 metres in height with the other half being at least 3.0 metres in height
	Half of the deciduous trees must have a Caliper of at least 50 millimetres with the other half a minimum of 70 millimetres
3. Shrubs	
Minimum number on Sites greater than 2,500 square metres	1 shrub per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater
Minimum number on Sites less than 2,500 square metres	5 shrubs
Minimum size at time of planting	600 millimetres height or spread
4. Miscellaneous	**(14-22, 24-23)**
Minimum Soil Requirements	30 centimetres of High Quality Soil and growing material is required for all Landscaped Areas
Fencing & Buffering	Primary Frontage: Maximum 1.0 metres high
	Maximum 2.3 metres high on any other portion of a Site, provided fences over 2.0 metres high are Open Style Fences
	Additional Buffering may be required for non-residential Sites adjacent to residential Sites

H. Active Transportation & Vehicular Circulation Standards

Each Site should be effectively connected to the Municipality's vehicle and Active Transportation Networks. This connectivity should be carried through a Site to further the effectiveness of these networks and provide multiple ways of moving throughout a space regardless of the mode of transportation.

1. Active Transportation Networks

a. General	
Active Transportation Networks should enhance the Municipality's existing Active Transportation Network and consider various modes of transportation including walking, cycling, rolling, and transit accessibility throughout all areas of the Municipality, including Parking Lots.	
b. Miscellaneous	
Width	Minimum 1.5 metres Minimum 3.0 metres for regional pathways
Surface	Hard landscaped, but may be permeable
Grade	Minimal or no Grade changes at Primary Entrances integrated with Accessibility Features

2. Vehicular Circulation

a. General	
Vehicular circulation should maximize pedestrian safety with minimal curb cuts and shared Accesses.	
b. Site Access	
Number	1 per Dwelling Unit to a maximum of 2 per Parcel for Parcels with multiple Dwelling Units or non-residential Uses
Location	From a Lane first then a Secondary Thoroughfare. Where this is not possible, Access from the Primary Thoroughfare may be considered
Shared Access	Encouraged between 2 or more adjacent Sites
c. Private Roads & Driveways	
Carriageway width	7.0 - 9.0 metres
Design Standards	Surfaces must be paved and constructed to acceptable engineering standards and designed to accommodate emergency vehicles with adequate signage or design features to ensure roads are not blocked or impeded **For Elma Street West:** Driveways Accessing the Primary Thoroughfare may be considered, but must include additional landscaping

D

I. Bicycle & Vehicle Parking Standards

Both bicycle and vehicle parking are important Site design characteristics and support multiple modes of connection with the broader community. Bicycle Parking standards and maximum vehicle parking standards are identified for different sizes of Buildings or Sites. Design and Access standards also inform where each can be located on a Site and inform connectivity to the Thoroughfares.

1. Bicycle Parking

a. General	
Bicycle Parking Structures must be highly visible and include a permanent rack or hook-up system.	
b. Minimum Number of Stalls	
For Buildings less than 4.600 square metres	6 stalls per Building
For Buildings more than 4.600 square metres	6 stalls per public Entrance
c. Miscellaneous	
Location	Within 10.0 metres of a public entrance, but must not impede pedestrian circulation or Access to a Building
Access	Bicycle Parking must be physically connected to an Active Transportation Network
Bicycle requirements for stairs	Where stairs or curbs are located in the Bicycle Parking network, ramps or similar Structures must be used to Access all Bicycle Parking Structures

2. Vehicle Parking

a. General	
Vehicle parking is to be designed for pedestrian safety by reducing the number of stalls located together and ensuring they are broken up.	
b. Size	
Maximum total area of Site **(18-24)**	50 percent, or no maximum for parcels where Parking Lot – Independent is the only use
Parking stall size	Minimum 2.6 metres by 6.0 metres
c. Parking Lot Design	
Major drive aisles	Combine circulation routes requiring wider widths (i.e. fire Lanes, services areas)
Parking aisles	Orient perpendicular to Primary Entrances
Parking Rows	Maximum 20 continuous spaces divided into parking courts by pedestrian or vehicular circulation or landscaping
Pedestrian Walkway Location	Parallel to parking rows: maximum of every 4 rows Perpendicular to parking rows: maximum of every 20 stalls

Pedestrian Walkway Design	Minimum width 1.5 metres and raised in accordance with the Town of Okotoks General Design and Construction Specifications. Clear delineation with contrasting colour, pavement pattern or Grade where path crosses a vehicular Lane
Buffer from Primary Thoroughfare	All parking stalls adjacent to the Primary Thoroughfare will be Buffered with landscaping
Landscaping	Located a minimum of every 4 rows Minimum 3 metres wide with shade trees and opportunities for bio-retention
Covered Parking **(18-24)**	Where parking lot areas are covered by a Structure, the covering Structure must be permanent and of a durable material. The material and design must be compatible with other buildings on the Site and in the vicinity.
d. Miscellaneous	
Location	To the side or rear of the Primary Building
Accessible vehicle parking for Lots with 11 or more stalls	Accessible stalls must be provided in a location with easiest pedestrian Access to the Primary Entrance in accordance with the Alberta Safety Codes Council

D

J. Loading Standards

Non-residential Uses require dedicated space for the loading and / or unloading of goods to support the business or commercial activities. These Sites will consider the following standards to integrate this space with the other Site design considerations.

a. General	
All non-residential Uses shall provide sufficient space and Access for loading vehicles to the satisfaction of the Development Authority.	
b. Size	
Minimum Loading Space	3.1 metres by 9.2 metres
Vertical clearance from Grade	Minimum 4.3 metres
c. Miscellaneous	
Location	To the side or rear of the Primary Building
Access & circulation	From a public road, a Lane, or a clearly defined traffic aisle, and shall not obstruct patron or emergency vehicle circulation
Buffering	Loading areas will be Buffered as per (G) Landscaping & Buffering Standards

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K. Outdoor Lighting Standards

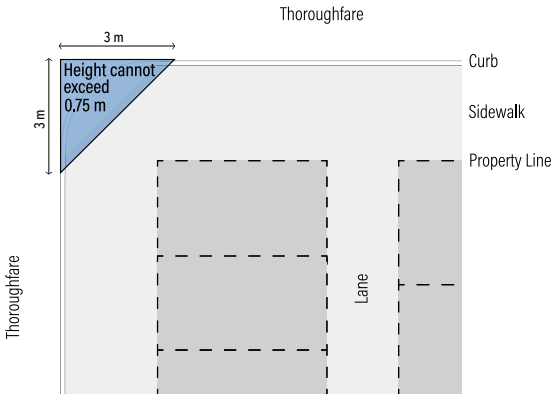
a. General	
All permanently installed lighting shall be Dark Sky Compliant.	
b. Lighting	
Light Fixtures	Must be Fully Shielded Not produce direct glare visible to an observer at ground level at the Property Line of any property within 100 metres of the Site.
Site Illumination	Maximum of 53.8 lux at any location within the Site.
Illumination beyond the Site	Not produce more than 5.4 lux beyond 8.0 metres of the Property Line, excluding any lighting outside of the Site.

(14-22)

L. Additional Standards

The following standards apply to all Development in the Downtown District unless otherwise specified.

1. **Corner Sight Triangle:** No Building, Structure, Fence, or landscaping will obstruct vision above 0.75 metres in height within a 3.0 metres corner cut area as measured from the curb.



2. **Prohibited Objects:** Commercial Vehicles are prohibited from parking in a Frontage. Razor wire is prohibited in this District.
3. **Waste & Recycling:** All Uses must provide a solid waste storage area suitable for 3- or 4-stream waste diversion for the intended Use and designed to the satisfaction of the Development Authority. All waste and recycling areas must be:
   A. Located at the side or rear of a Site and Buffered from view;
   B. Accessed from a public roadway or Lane; and
   C. Placed in a location easily Accessible for users and pickups.
4. **Sidewalk Patios & Outdoor Eating Areas:** May be considered where they do not impede pedestrian movement, at the discretion of the Development Authority.
5. **Drive-thru Facilities** are not permitted.

(14-22)

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GC

3.9 GENERAL COMMERCIAL DISTRICT (GC)

A. Overview

General Description: The Primary intent is to provide employment opportunities through various commercial and office Buildings with provisions for higher density residential opportunities as either a town-wide destination or neighbourhood destination.

Mix of Uses: Activities include a blend of office, commercial and residential in a variety of configurations.

Site and Building Form: Lots shall be a variety of sizes and configurations oriented cohesively either to the external and internal grid-like street network with multiple vehicular and pedestrian Accesses. Multi-unit residential forms should be integrated on-Site or adjacent to promote walkability and enhance business opportunities.

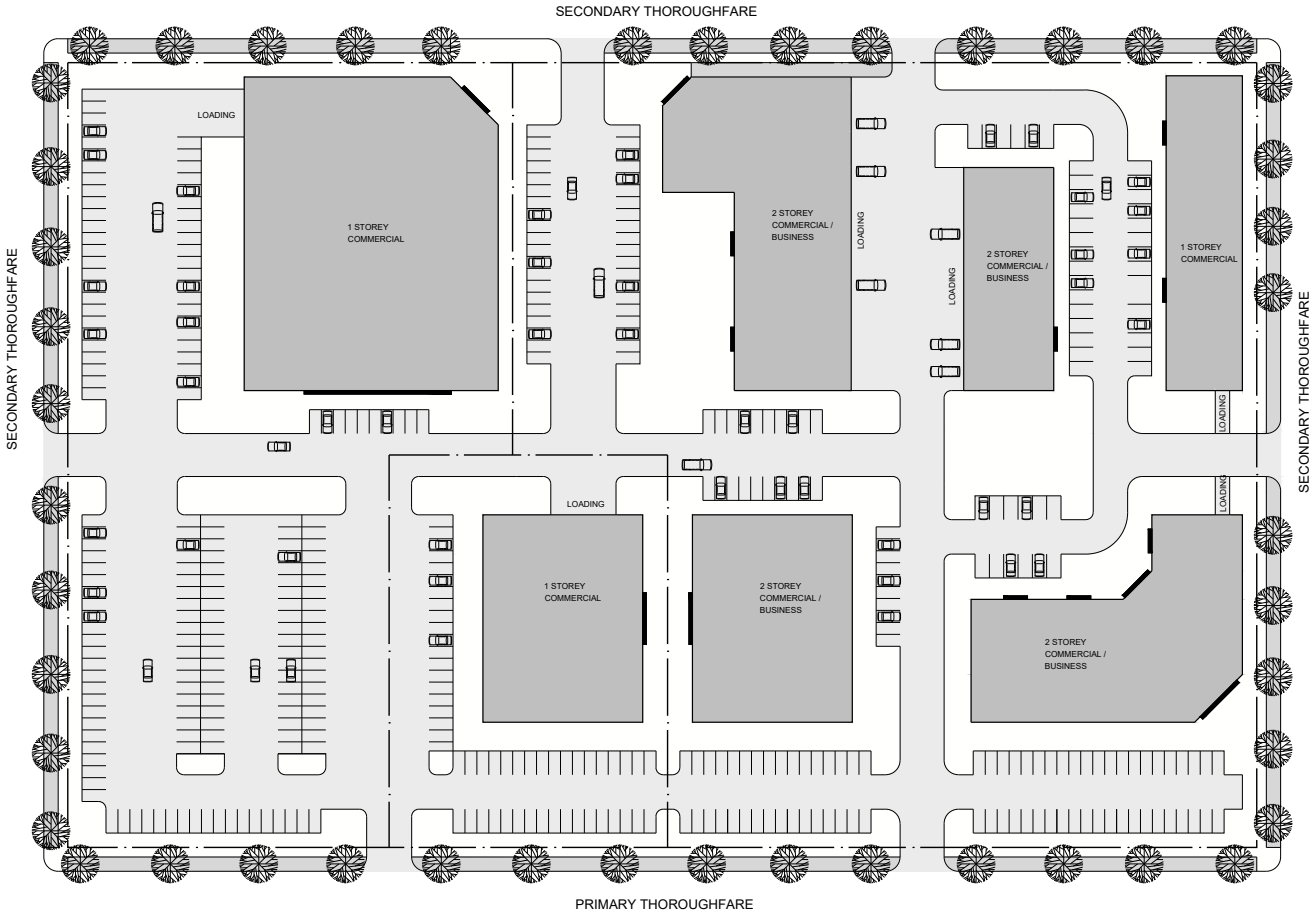


Figure 3.7: Illustrative example of Buildings and Site arrangement in the General Commercial District

B. Examples



Buildings should be arranged as continuous series of units with street parking and wide sidewalks



Buildings should be multiple Storeys with retail at Grade and commercial opportunities above, where possible.



Parking Parcels should include landscaping with an integrated pedestrian network



Residential Development may be incorporated with retail at Grade



Larger stores should be integrated architecturally with the neighbourhood and be easily Accessible for pedestrians



Alternative Building forms can add vibrancy and alternative options for business owners

GC

C. Uses

The following Uses are identified either as Permitted Uses, Discretionary Uses or Prohibited Uses within each Use category. Definitions for each Use are found in Part 6: Definitions.

KEY

Permitted Use	P
Discretionary Use	D
Prohibited Use	

RESIDENTIAL

Dwelling Unit(s)	D
Temporary Dwelling Unit(s)	D

LODGING

Short Term Lodging - General	D
Campground	
Short Term Lodging - Large	P

BUSINESS

Arts & Crafts	P
Home Occupation - Major	P
Home Occupation - Minor	P
Office	P

COMMERCIAL

Entertainment Establishment	P
Golf Course	
Animal Boarding & Breeding	P
Restaurant / Café	P
Cannabis Retail	D
Retail & Service - General	P
Retail & Service - Large	D
Service Station	D
Show Home	D
Pop-Up	P
Health & Human Services	P

INDUSTRIAL

Aerodrome	
Industrial - Medium	
Industrial - Light	D
Outdoor Storage	
Wash Station	D

INSTITUTIONAL

Death Care	P
Culture	P
Education	P
Government	P
Emergency Medical & Treatment	D
Recreation - Active	P
Recreation - Passive	P
Parking Lot - Independent	D
Special Events	P

AGRICULTURE

Agriculture - General	
Agriculture - Intensive	
Agriculture - Urban	P
Equestrian Facility	

OTHER

Accessory Building or Structure	D
Public Utility	P
Excavation, Stripping & Grading	P
Private Utility	P

(14-22, 18-24)

D. Use Standards

The following standards are required for the identified Uses:

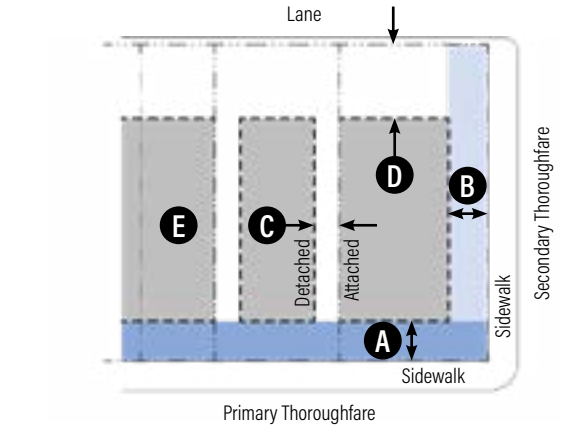
1. **Dwelling Unit(s)** are limited to second Storey or higher.
2. **Temporary Dwelling Unit(s)** must be greater than 10 square metres.
3. **Short Term Lodging - General** must:
   - **A.** Be contained within a Dwelling Unit(s);
   - **B.** Not change the external appearance or character of the Building and not include Structural Alterations except Minor Structural Alterations which are required for the Use; and
   - **C.** Minimize nuisances such as parking, noise or traffic generation, to the satisfaction of the Development Authority.
4. **Home Occupation - Major** must:
   - **A.** Have no more than 1 non-resident employee;
   - **B.** Have no more than 1 non-illuminated Sign up to 0.2 square metres;
   - **C.** Not cause nuisances by way of noise, vibration, smoke, dust, fumes, odours, heat, light, electrical or radio disturbance detectable beyond the boundary of the Site;
   - **D.** Have a maximum of 10 client visits per day; and
   - **E.** Not include Outdoor Storage, or vehicle and equipment repairs or servicing.
5. **Home Occupation - Minor** must:
   - **A.** Be located wholly within a Building;
   - **B.** Be operated by a resident of the Dwelling Unit;
   - **C.** Have no more than 1 non-illuminated Sign up to 0.2 square metres;
   - **D.** Have a maximum of 3 client visits per day;
   - **E.** Not include any non-resident employees; and
   - **F.** Not cause nuisances by way of noise, vibration, smoke, dust, fumes, odours, heat, light, electrical or radio disturbance detectable beyond the boundary of the Site. **(18-24)**
6. **Animal Boarding & Breeding** may be restricted on the number of animals, the size or number of Buildings or Structures, the number of non-residential trips per day, manure management requirements, noise or other nuisance abatement measures, or any other matter the Development Authority deems necessary. **(27-21)**
7. **Cannabis Retail** must comply with all Alberta Gaming, Liquor and Cannabis requirements for operations and locations.
8. **Service Station** must be in a Building adjacent to a Primary Thoroughfare.
9. **Industrial - Light** is limited to breweries, wineries, or distilleries which must have all mechanical systems and processes wholly enclosed or contained in a Building. **(18-24)**
10. **Wash Station** must:
    - **A.** Demonstrate water usage and water conservation methods to the satisfaction of the Development Authority.
    - **B.** Not have any vehicle existing doors located within 23.0 meters of the TN District or NC District, when measured to the nearest property line of a Parcel designated as TN District or NC District; and
    - **C.** Provide at least 2 vehicle stacking spaces for the wash bay entrance door. **(18-24)**

GC

11. **Emergency Medical & Treatment**:
    - **A.** Must be located on a Primary Thoroughfare;
    - **B.** Must be located on a Corner Site or have Access to a Lane;
    - **C.** Must have Access to parks or open space through a direct pedestrian connection; and
    - **D.** May require additional Setbacks or Buffering from adjacent Uses. **(18-24)**
12. **Excavation, Stripping & Grading** must have approved engineered drawings that meet all technical requirements of the Municipality.
13. **Pop-Ups** must:
    - **A.** Be limited to 2 per Site; and
    - **B.** Have no more than 1 non-illuminated Sign per Pop-Up up to 0.2 square metres. **(14-22)**

E. Building and Placement Standards

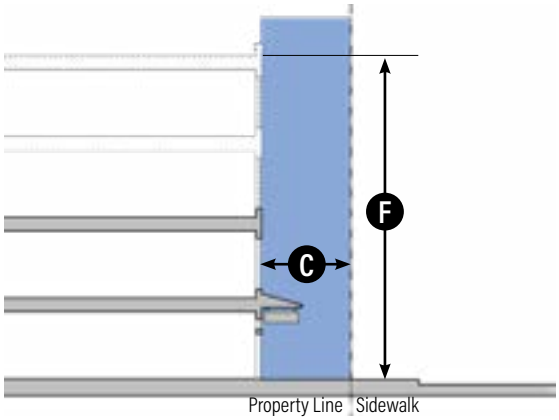
All Buildings must be located on a Site and designed in accordance with the following standards:



Key

Building Area
Primary Frontage
Secondary Frontage
Property Line
Setback Line

a. Building Setbacks		
Primary Frontage	A	4.0 - 14.0 metres
Secondary Frontage	B	4.0 - 14.0 metres
Detached Interior Side Yard	C	3.0 - 7.5 metres
Attached Interior Side Yard		0.0 metres
Rear Yard	D	Minimum 7.5 metres
b. Miscellaneous		**(27-21)**
Site Coverage	E	Maximum 70 percent
Optional Courtyard		Where applied, the minimum width is 5.0 metres with 2 Accesses
Natural Assets		Variances to Building placement and design standards may be considered to preserve existing mature trees or Natural Assets at the discretion of the Development Authority



Key

Building
Primary Frontage
Property Line
Setback Line

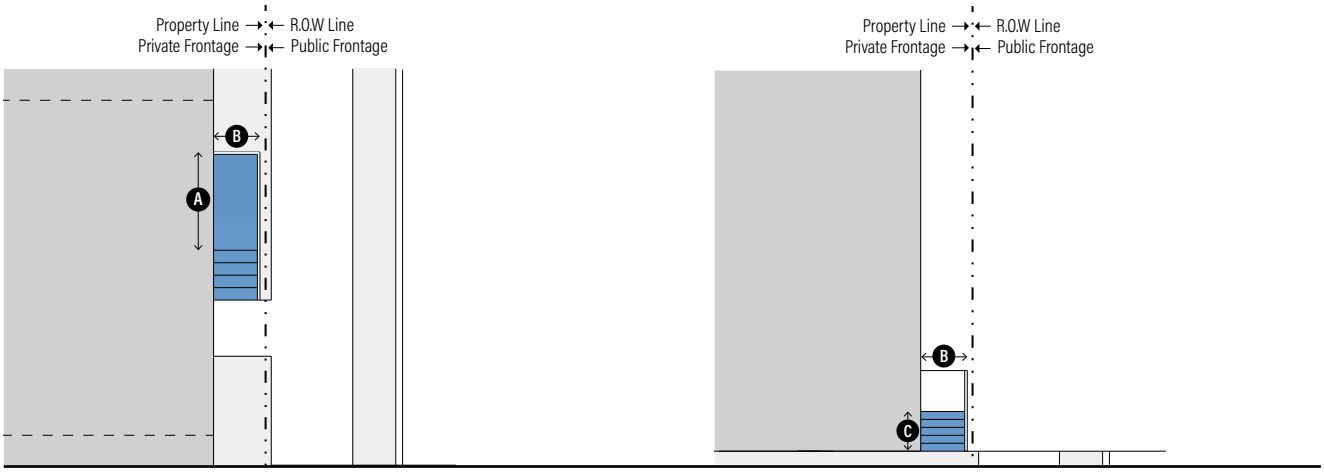
c. Residential Density		
Number of Dwelling Unit(s) per hectare		Maximum 250 units
d. Building Height		
Primary Buildings	F	1 - 4 Storeys
Accessory Buildings		Maximum 1 Storey
e. Building Design		**(14-22)**
Allowable Projections into Setbacks		As specified under Section 5.20
Architecture		Buildings shall have consistent architectural features, Building materials and colours on all sides. Exterior building finish materials must be permanent and of a durable material. The materials and design must be compatible with other buildings on the site and in the vicinity.
Utilities & Mechanical Equipment		Must be Buffered or incorporated into the Building design, where appropriate

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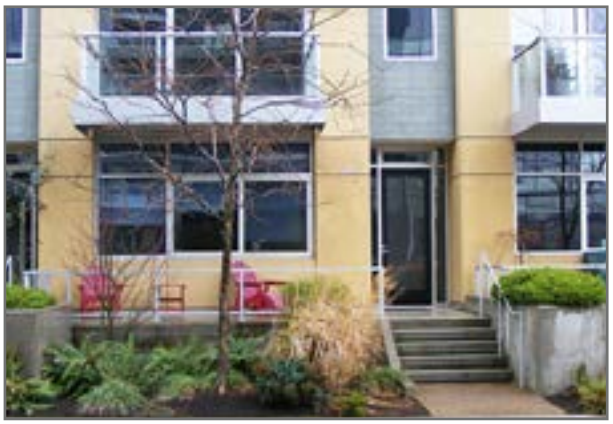
F. Frontage Standards

To ensure Buildings are scaled and oriented to enhance pedestrian Access and visibility of entrances, all Buildings must include one of the following Frontage Types for the Primary Entrance of all Primary Buildings:

1. Stoop

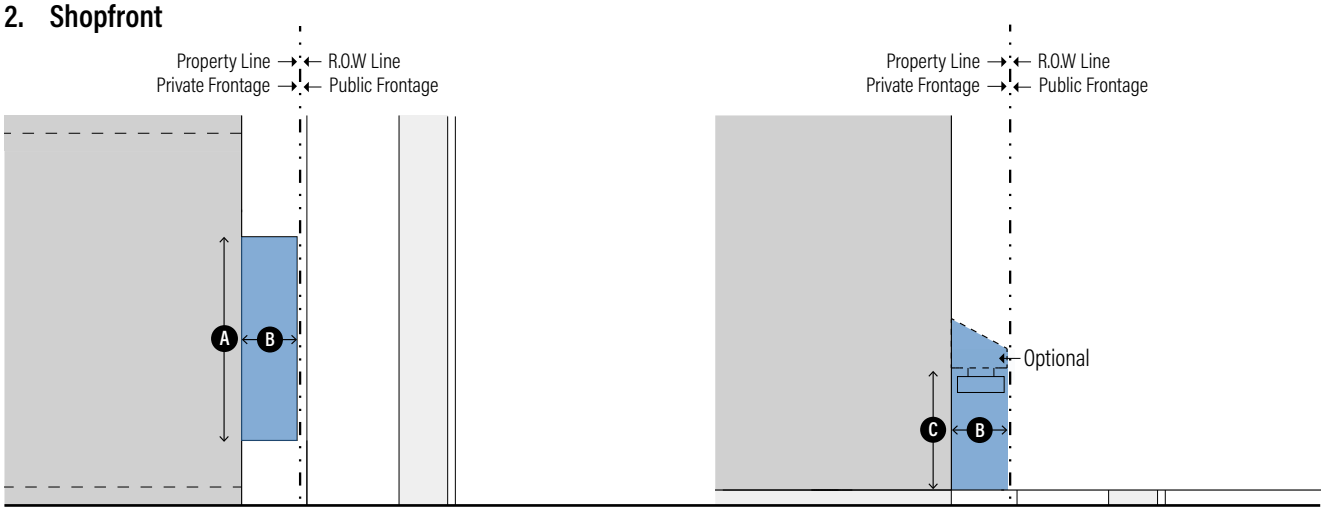


a. Description		
A Frontage where the Façade may be aligned close to the property line with the first Storey elevated from Grade sufficiently to ensure privacy for the windows. The Entrance is usually an exterior stair and landing that incorporates the appropriate Accessibility Features.		
b. Entrance Size		
Width	Minimum 3.0 metres not including stairs or Accessibility Features	A
Depth	Maximum 1.5 metres	B
Height	Aligned with floor height	C
c. Miscellaneous		
Landscaping	Hard landscaping should be limited to the Entrance, stairs, Accessibility Features, and / or walkway(s) to and from the Entrance	
Optional Projections over Entrance (i.e. awnings)	Maximum 4.0 metres from floor height	





2. Shopfront



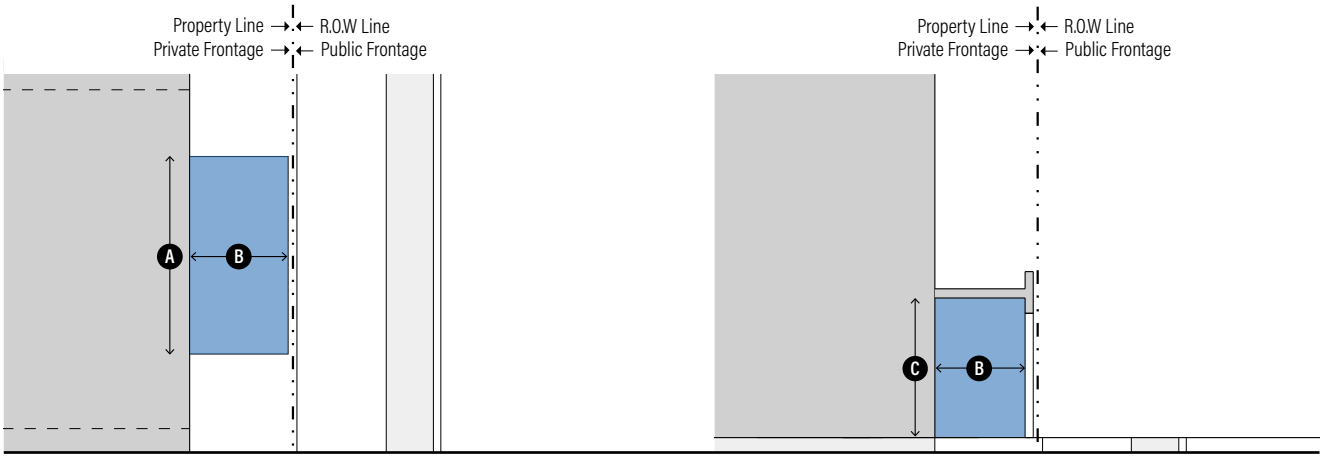
a. Description		
A Frontage where the Entrance is at sidewalk Grade and where the Façade has several windows on the ground floor with an awning or similar Structure projecting over the Entrance.		
b. Entrance Size		
Width	Minimum 50 percent of Lot	A
Depth	Minimum 3.0 metres	B
Height	Maximum 3.05 metres	C
c. Miscellaneous		
Landscaping	Minimum 2.0 metres of hard landscaping from the Building Façade seamlessly integrated with Public Realm	
Corner Sites	Entrance should be extended to the Secondary Frontage	
Signs	Must include a Projection Sign integrated with the Entrance	





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3. Gallery / Veranda



a. Description		
A Frontage where the Entrance is an attached cantilevered Eave or lightweight colonnade overhanging the Entrance.		
b. Entrance Size		
Width	Minimum 50 percent of Lot	A
Depth	Minimum 3.0 metres	B
Height	Minimum 3.05 metres	C
c. Miscellaneous		
Landscaping	Hard landscaping must be contiguous and seamlessly integrated with the public sidewalk with no Grade adjustments Trees are encouraged where possible	
Integration with Adjacent Buildings	The width of the Entrance should be seamlessly continued to adjacent Buildings	





G. Landscaping & Buffering Standards

Permeable surfaces and a healthy tree canopy are important for the Municipality. Only native plants should be used and placed in groups where possible. The following standards apply to all Sites, but may be varied for institutional Uses or Sites designated as Reserve Land, at the discretion of the Development Authority:

1. Site Coverage	
Any portion of a Site not occupied by a Structure, Parking Lot, patio, walkway, or storage area shall be landscaped.	
2. Trees	
Minimum number on Sites greater than 2,500 square metres	1 tree per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater, where 40 percent of those trees are coniferous
Minimum number on Sites less than 2,500 square metres	3 trees
Location	The Primary and / or Secondary Frontages
Minimum size at time of planting	Half of the coniferous trees must be at least 2.0 metres in height with the other half being at least 3.0 metres in height
	Half of the deciduous trees must have a Caliper of at least 50 millimetres with the other half a minimum of 70 millimetres

3. Shrubs	
Minimum number on Sites greater than 2,500 square metres	1 shrub per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater
Minimum number on Sites less than 2,500 square metres	5 shrubs
Minimum size at time of planting	600 millimetres height or spread
4. Miscellaneous	
Minimum Soil Requirements	30 centimetres of High Quality Soil and growing material is required for all Landscaped Areas
Fencing & Buffering	Maximum 2.4 metres high and cannot be in a Primary Frontage
	Additional Buffering may be required for non-residential Sites adjacent to residential Sites

GC

H. Active Transportation & Vehicular Circulation Standards

Each Site should be effectively connected to the Municipality's vehicle and Active Transportation Networks. This connectivity should be carried through a Site to further the effectiveness of these networks and to provide multiple ways of moving throughout a space, regardless of the mode of transportation.

1. Active Transportation Networks

a. General	
Active Transportation Networks should enhance the Municipality's existing Active Transportation Network and consider various modes of transportation including walking, cycling, rolling, and transit accessibility throughout all areas of the Municipality, including Parking Lots.	
b. Miscellaneous	
Width	Minimum 1.5 metres Minimum 3.0 metres for regional pathways
Surface	Hard landscaped, but may be permeable
Grade	Primary Entrances must be designed to integrate Accessibility Features including minimal Grade changes where site conditions allow

2. Vehicular Circulation

a. General	
Vehicular circulation should maximize pedestrian safety with minimal curb cuts and shared Accesses.	
b. Site Access	
Number	1 per Dwelling Unit to a maximum of 2 per Parcel for Parcels with multiple Dwelling Units or non-residential Uses
Location	From a Lane first then a Secondary Thoroughfare. Where this is not possible, Access from the Primary Thoroughfare may be considered
Shared Access	Encouraged between 2 or more adjacent Sites
c. Private Roads	
Carriageway width	7.0 - 9.0 metres
Design Standards	Surfaces must be paved and constructed to acceptable engineering standards and designed to accommodate emergency vehicles with adequate signage or design features to ensure roads are not blocked or impeded

I. Bicycle & Vehicle Parking Standards

Both bicycle and vehicle parking are important Site design characteristics and support multiple modes of connection with the broader community. Bicycle Parking standards and maximum vehicle parking standards are identified for different sizes of Buildings or Sites. Design and Access standards also inform where each can be located on a Site and inform connectivity to the Thoroughfares.

1. Bicycle Parking

a. General	
Bicycle Parking Structures must be highly visible and include a permanent rack or hook-up system.	
b. Minimum Number of Stalls	
For Buildings less than 4.600 square metres	6 stalls per Building
For Buildings more than 4.600 square metres	6 stalls per public Entrance
c. Miscellaneous	
Location	Within 10.0 metres of a public entrance, but must not impede pedestrian circulation or Access to a Building
Access	Bicycle Parking must be physically connected to an active transportation network
Bicycle requirements for stairs	Where stairs or curbs are located in the Bicycle Parking network, ramps or similar Structures must be used to Access all Bicycle Parking Structures

2. Vehicle Parking

a. General	
Vehicle parking is to be designed for pedestrian safety by reducing the number of stalls located together and ensuring they are broken up.	
b. Size	
Maximum total area of Site **(18-24)**	50 percent, or no maximum for parcels where Parking Lot – Independent is the only use
Parking stall size	Minimum 2.6 metres by 6.0 metres
c. Parking Lot Design	
Major drive aisles	Wherever possible, combine circulation routes requiring wider widths (i.e. fire Lanes, services areas)
Parking aisles	Where possible, orient aisles perpendicular to Primary Entrances
Parking Rows	Maximum 20 continuous spaces divided into parking courts by pedestrian or vehicular circulation or landscaping
Pedestrian Walkway Location	Parallel to parking rows: maximum of every 4 rows Perpendicular to parking rows: maximum of every 20 stalls

GC

Pedestrian Walkway Design	Minimum width 1.5 metres and raised in accordance with the Town of Okotoks General Design and Construction Specifications Clear delineation with contrasting colour, pavement pattern or Grade where path crosses a vehicular Lane
Buffer from Primary Thoroughfare	All parking stalls adjacent to the Primary Thoroughfare will be Buffered with landscaping
Landscaping	Located a minimum of every 4 rows Minimum 3 metres wide with shade trees and opportunities for bio-retention
Covered Parking **(18-24)**	Where parking lot areas are covered by a Structure, the covering Structure must be permanent and of a durable material. The material and design must be compatible with other buildings on the Site and in the vicinity.
d. Miscellaneous	
Location	To the side or rear of the Primary Building

J. Loading Standards

Non-residential Uses require dedicated space for the loading and / or unloading of goods to support the business or commercial activities. These Sites will consider the following standards to integrate this space with the other Site design considerations.

a. General	
All non-residential Uses shall provide sufficient space and Access for loading vehicles to the satisfaction of the Development Authority.	
b. Size	
Minimum Loading Space	3.1 metres by 9.2 metres
Vertical clearance from Grade	Minimum 4.3 metres
c. Miscellaneous	
Location	To the side or rear of the Primary Building
Access & Circulation	From a public road, a Lane, or a clearly defined traffic aisle, and shall not obstruct patron or emergency vehicle circulation
Buffering	Loading areas will be Buffered as per (G) Landscaping & Buffering Standards

K. Outdoor Lighting Standards

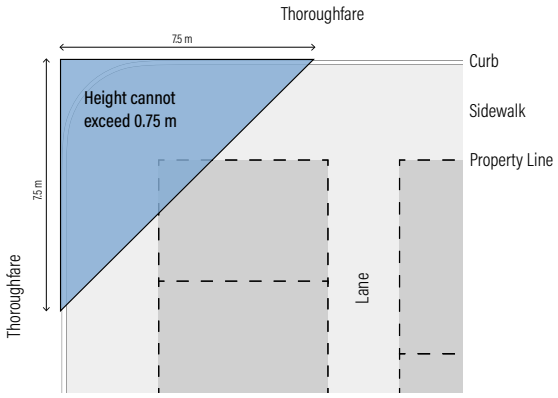
a. General	
All permanently installed lighting shall be Dark Sky Compliant.	
b. Lighting	
Light Fixtures	Must be Fully Shielded Not produce direct glare visible to an observer at ground level at the Property Line of any property within 100 metres of the Site.
Site Illumination	Maximum of 53.8 lux at any location within the Site.
Illumination beyond the Site	Not produce more than 5.4 lux beyond 8.0 metres of the Property Line, excluding any lighting outside of the Site.

(14-22)

L. Additional Standards

The following standards apply to all Development in the General Commercial District unless otherwise specified.

1. **Corner Sight Triangle:** No Building, Structure, Fence, or landscaping will obstruct vision above 0.75 metres in height within a 7.5 metre corner cut area.



2. **Prohibited Objects:** Commercial Vehicles are prohibited from parking in a Frontage. Razor wire is prohibited in this District.
3. **Waste & Recycling:** All Uses must provide a solid waste storage area suitable for 3- or 4-stream waste diversion for the intended Use and designed to the satisfaction of the Development Authority. All waste and recycling areas must be:
   A. Located at the side or rear of a Site and Buffered from view;
   B. Accessed from a public roadway or Lane; and
   C. Placed in a location easily Accessible for users and pickups.
4. **Sidewalk Patios & Outdoor Eating Areas:** May be considered where they do not impede pedestrian movement, at the discretion of the Development Authority.

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5. **Drive-thru Facilities:** Any Development with a Drive-thru must include drive aisles that:
   - **A.** Have a minimum of 6 queuing spaces on Site;
   - **B.** Are not located in a Frontage Area or Setback Area;
   - **C.** Are not Accessed from a Lane; and
   - **D.** Are Buffered to the satisfaction of the Development Authority when adjacent to a residential area.

(14-22)

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IBP 3.10 INDUSTRIAL BUSINESS PARK DISTRICT (IBP)

A. Overview

General Description: The Primary intent is to provide for light and medium industrial activities with inside and / or outside storage.

Mix of Uses: Activities include a variety of light or medium industrial opportunities with minimal off-Site impacts.

Site and Building Form: Sites are a variety of sizes with both vehicular and pedestrian connectivity. Buildings are oriented to visitor and / or patron Access with appropriate space and Access for loading, delivery, and / or storage.

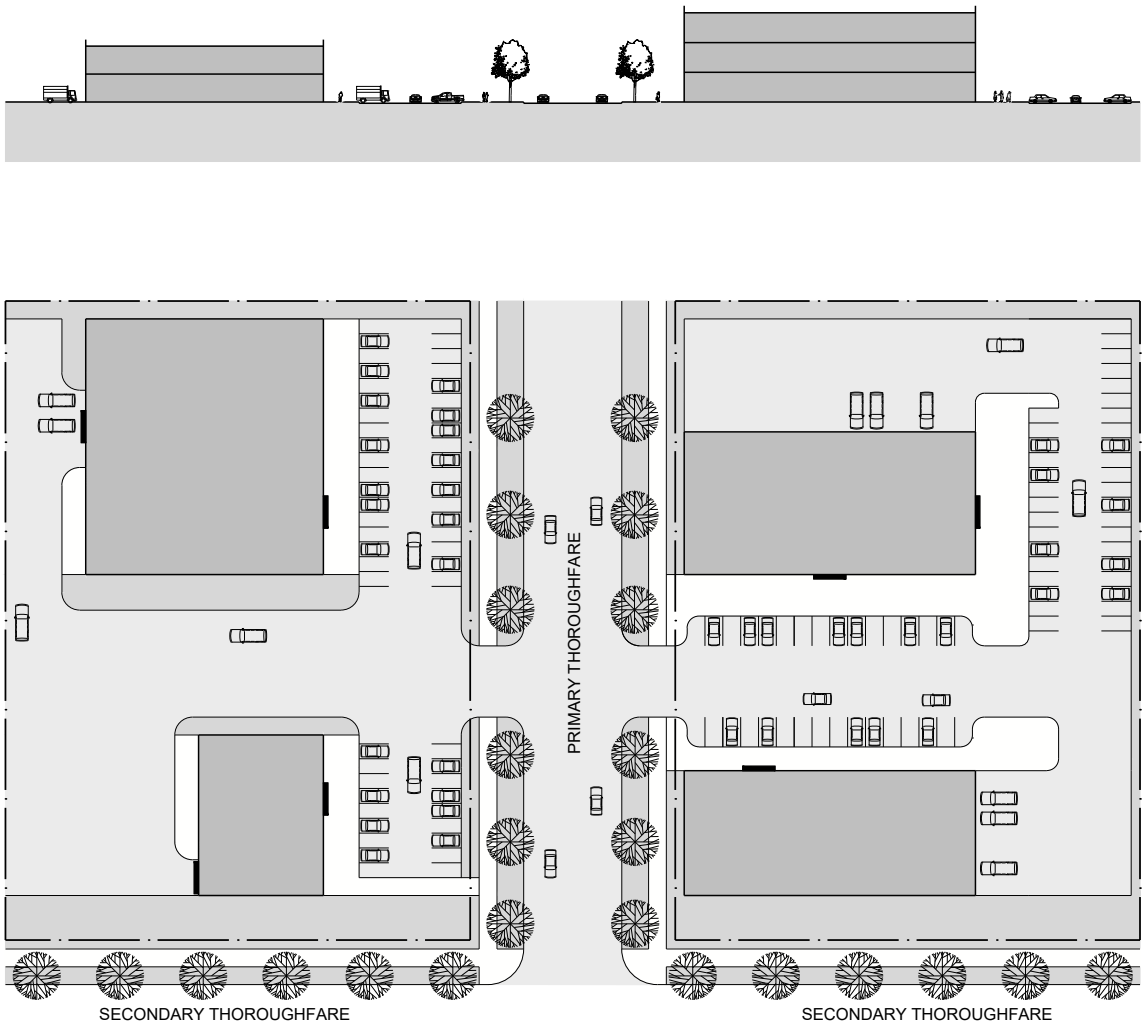


Figure 3.8: Illustrative example of Building and Site arrangement in the Industrial & Business Park District

B. Examples



Office Buildings with windows increase visibility and sunlight for workers



Prefabricated options help to integrate business function and design



Creative Uses for shipping containers are an affordable alternative



Building entrances should be highly visible with projections for winter design



Retail and restaurants add vibrancy outside of business hours



Loading areas and other functional requirements should be integrated with the Building and the Site

IBP

C. Uses

The following Uses are identified either as Permitted Uses, Discretionary Uses or Prohibited Uses within each Use category. Definitions for each Use are found in Part 6: Definitions.

KEY

Permitted Use	P
Discretionary Use	D
Prohibited Use	

RESIDENTIAL

Dwelling Unit(s)	
Temporary Dwelling Unit(s)	D

LODGING

Short Term Lodging - General	
Campground	
Short Term Lodging - Large	D

BUSINESS

Arts & Crafts	P
Home Occupation - Major	
Home Occupation - Minor	
Office	P

COMMERCIAL

Entertainment Establishment	P
Golf Course	
Animal Boarding & Breeding	P
Restaurant / Café	P
Cannabis Retail	D
Retail & Service - General	D
Retail & Service - Large	P
Service Station	D
Show Home	
Pop-Up	P
Health & Human Services	P

INDUSTRIAL

Aerodrome	
Industrial - Medium	D
Industrial - Light	P
Outdoor Storage	P
Wash Station	D

INSTITUTIONAL

Death Care	P
Culture	D
Education	D
Government	P
Emergency Medical & Treatment	D
Recreation - Active	P
Recreation - Passive	P
Parking Lot - Independent	D
Special Events	P

AGRICULTURE

Agriculture - General	D
Agriculture - Intensive	D
Agriculture - Urban	P
Equestrian Facility	

OTHER

Accessory Building or Structure	D
Public Utility	P
Excavation, Stripping & Grading	P
Private Utility	P

(14-22, 18-24)

D. Use Standards

The following standards are required for the identified Uses:

1. **Temporary Dwelling Unit(s)** must be greater than 10 square metres and must be associated with another Use.
2. **Animal Boarding & Breeding** may be restricted on the number of animals, the size or number of Buildings or Structures, the number of non-residential trips per day, manure management requirements, noise or other nuisance abatement measures, or any other matter the Development Authority deems necessary. **(27-21)**
3. **Cannabis Retail** must comply with all Alberta Gaming, Liquor and Cannabis requirements for operations and locations.
4. **Service Station** must be in a Building adjacent to a Primary Thoroughfare.
5. **Industrial - Medium** must be Buffered to the satisfaction of the Development Authority when adjacent to a non-industrial Use.
6. **Industrial - Light** must:
   - **A.** not include more than 50% of the Site for Outdoor Storage; and
   - **B.** be Buffered to the satisfaction of the Development Authority when adjacent to a non-industrial Use. **(18-24)**
7. **Outdoor Storage**:
   - **A.** For property lines to the side or rear of the Primary Building, additional landscaping, fencing and / or Setbacks may be required where not screened by a Building or Structure, to the satisfaction of the Development Authority;
   - **B.** Must not include occupation of any recreational vehicle; and
   - **C.** Must restrict the storage of salvage or derelict vehicles or equipment, freight vehicles, used products or similar discarded or recyclable materials where the storage of recreational vehicles is the Primary Use.
8. **Wash Station** must:
   - **A.** Demonstrate water usage and water conservation methods to the satisfaction of the Development Authority.
   - **B.** Not have any vehicle existing doors located within 23.0 meters of the TN District or NC District, when measured to the nearest property line of a Parcel designated as TN District or NC District; and
   - **C.** Provide at least 2 vehicle stacking spaces for the wash bay entrance door. **(18-24)**
9. **Emergency Medical & Treatment:**
   - **A.** Must be located on a Primary Thoroughfare;
   - **B.** Must be located on a Corner Site or have Access to a Lane;
   - **C.** Must have Access to parks or open space through a direct pedestrian connection; and
   - **D.** May require additional Setbacks or Buffering from adjacent Uses. **(18-24)**
10. **Agriculture - General** must not include the keeping of Livestock.
11. **Agriculture - Intensive** must demonstrate water usage and water conservation methods to the satisfaction of the Development Authority.
12. **Excavation, Stripping & Grading** must have approved engineered drawings that meet all technical requirements of the Municipality.
13. **Pop-Ups** must:
    - **A.** Be limited to 2 per Site; and
    - **B.** Have no more than 1 non-illuminated Sign per Pop-Up up to 0.2 square metres. **(14-22)**

IBP

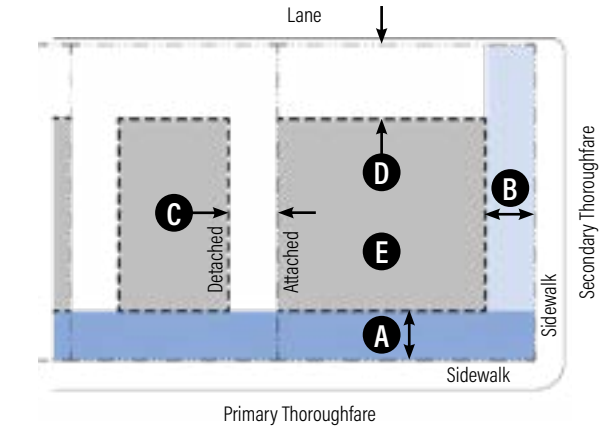
E. Site Specific Exceptions

Notwithstanding the Permitted and Discretionary Uses listed in Sections 3.10 (C) and (D), Development on the lands within the shaded area below must comply with the provisions of a restrictive covenant involving Nexen Inc. (and amendments thereto) that is registered on the titles to the lands which prohibits certain activities occurring on the lands:



F. Building and Placement Standards

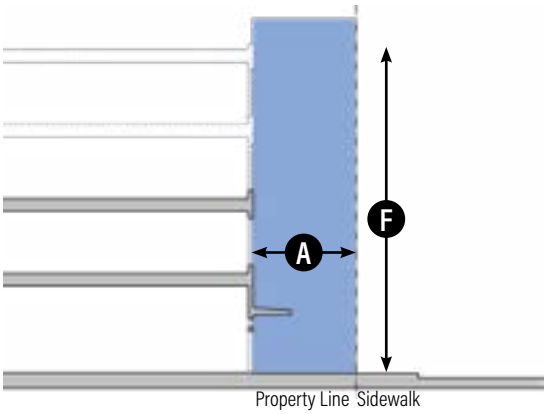
All Buildings must be located on a Site and designed in accordance with the following standards:



Key

Building Area
Primary Frontage
Secondary Frontage
Property Line
Setback Line

a. Building Setbacks		
Primary Frontage	A	5.0 - 15.0 metres
Secondary Frontage	B	5.0 - 15.0 metres
Detached Interior Side Yard	C	5.0 - 7.5 metres
Attached Interior Side Yard	C	0.0 metres
Rear Yard	D	Minimum 7.5 metres
b. Miscellaneous		(27-21)
Site Coverage	E	Maximum 50 percent
Natural Assets		Variances to Building placement and design standards may be considered to preserve existing mature trees or Natural Assets at the discretion of the Development Authority



Key

Building
Primary Frontage
Property Line
Setback Line

c. Building Height		
Primary Buildings	F	Maximum 4 Storeys
Accessory Buildings		1 - 2 Storeys
d. Building Design		(14-22)
Allowable Projections into Setbacks		As specified under Section 5.20.
Architecture		Buildings shall have consistent architectural features, Building materials and colours on all sides. Exterior building finish materials must be permanent and of a durable material. The materials and design must be compatible with other buildings on the site and in the vicinity.

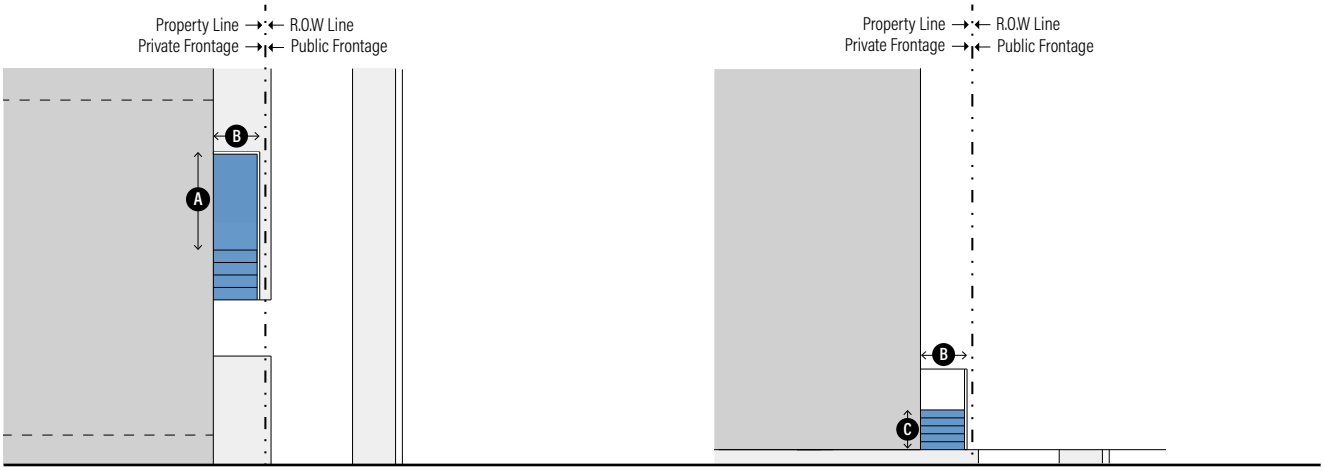
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Architecture (continued)	Alternative building standards may be considered by the Development Authority if they have a high degree of architectural interest along exteriors that front onto roadways or open spaces or provide a significantly more advanced sustainable design features than mandated by Alberta Building Code.
Utilities & Mechanical Equipment	Must be Buffered or incorporated into the Building design, where appropriate

G. Frontage Standards

To ensure Buildings are scaled and oriented to enhance pedestrian Access and the visibility of entrances, all Buildings must include one of the following Frontage Types for the Primary Entrance of all Primary Buildings:

1. Stoop



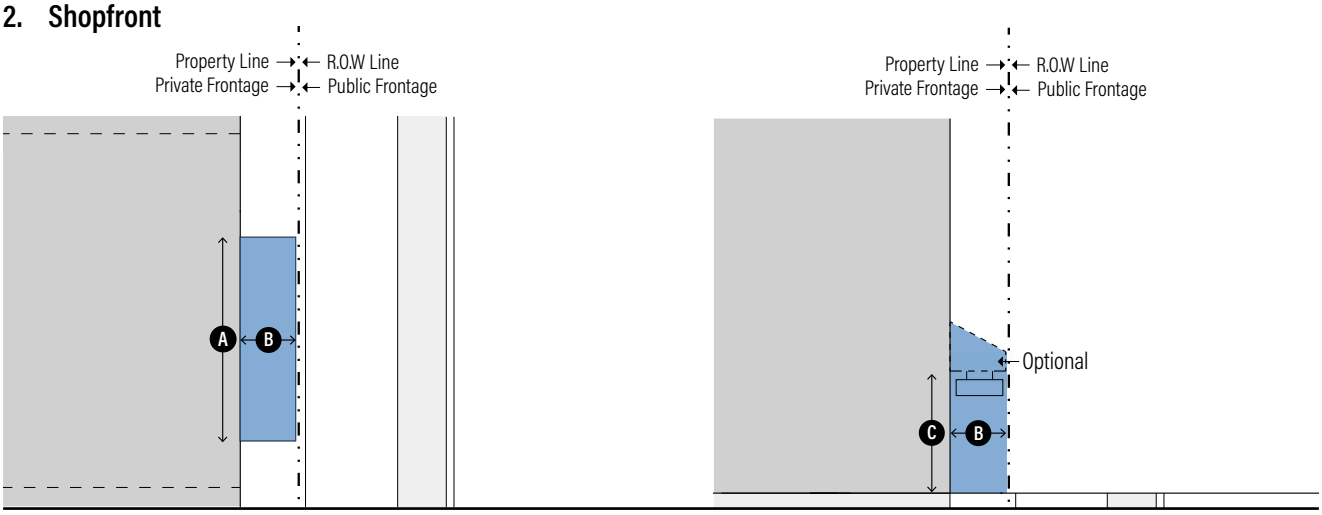
a. Description		
A Frontage where the Façade may be aligned close to the property line with the first Storey elevated from Grade sufficiently to ensure privacy for the windows. The Entrance is usually an exterior stair and landing that incorporates the appropriate Accessibility Features.		
b. Entrance Size		
Width	Minimum 3.0 metres not including stairs or Accessibility Features	A
Depth	Maximum 1.5 metres	B
Height	Aligned with floor height	C
c. Miscellaneous		
Optional Projections over Entrance	Maximum 4.0 metres from floor height	





IBP

2. Shopfront



a. Description
A Frontage where the Entrance is at sidewalk Grade and where the Façade has several windows on the ground floor with an awning or similar Structure projecting over the Entrance. Only permitted on corner Sites.

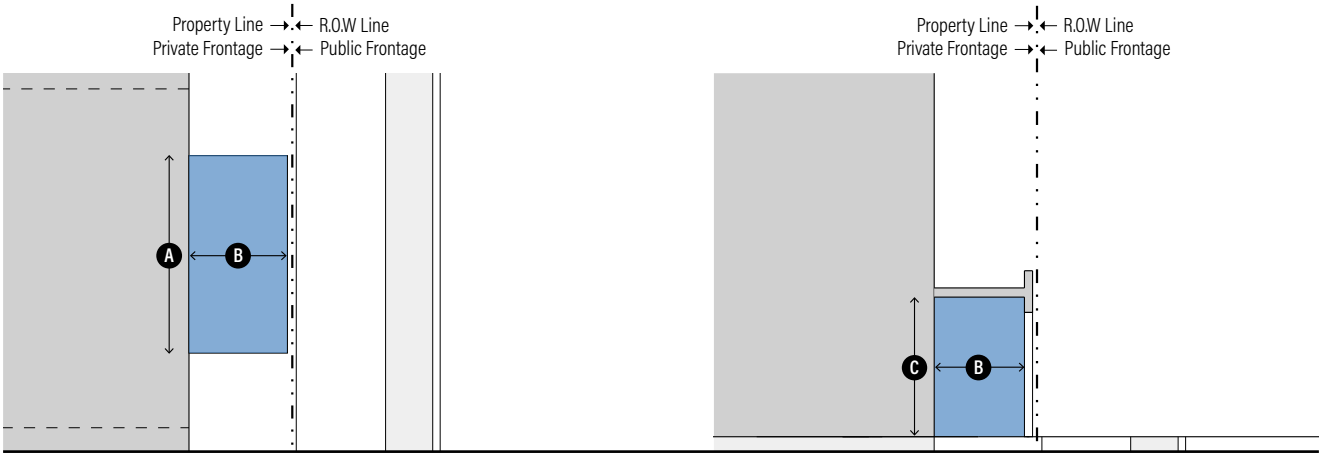
b. Entrance Size		
Width	Minimum 30 percent of Lot	A
Depth	Minimum 1.5 metres	B
Height	Maximum 3.05 metres	C

c. Miscellaneous	
Ground Floor Transparency	Minimum 30 percent of Building Façade
Corner Sites	Entrance may be located close to the corner and extended to the Secondary Frontage





3. Gallery / Veranda



a. Description		
A Frontage where the Entrance is an attached cantilevered Eave or lightweight colonnade overhanging the Entrance.		
b. Entrance Size		
Width	Minimum 15 percent	A
Depth	Minimum 3.0 metres	B
Height	Minimum 3.5 metres	C
c. Miscellaneous		
Integration with Adjacent Buildings	The width of the Entrance should be seamlessly continued to adjacent Buildings	





IBP

H. Landscaping & Buffering Standards

Permeable surfaces and a healthy tree canopy are important for the Municipality. Hardy urban adapted plants should be used and placed in groups where possible. The following standards apply to all Sites, but may be varied for institutional Uses or Sites designated as Reserve Land, at the discretion of the Development Authority:

1. Site Coverage	
Any portion of a Site not occupied by a Structure, Parking Lot, patio, walkway, or storage area shall be landscaped.	
2. Trees	
Minimum number on Sites greater than 2,500 square metres	1 tree per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater, where 40 percent of those trees are coniferous
Minimum number on Sites less than 2,500 square metres	3 trees
Location	The Primary and / or Secondary Frontages
Minimum size at time of planting	Half of the coniferous trees must be at least 2.0 metres in height with the other half being at least 3.0 metres in height
	Half of the deciduous trees must have a Caliper of at least 50 millimetres with the other half a minimum of 70 millimetres

3. Shrubs	
Minimum number on Sites greater than 2,500 square metres	1 shrub per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater
Minimum number on Sites less than 2,500 square metres	5 shrubs
Minimum size at time of planting	600 millimetres height or spread
4. Miscellaneous	
Minimum Soil Requirements	30 centimetres of High Quality Soil and growing material is required for all Landscaped Areas
Fencing & Buffering	Maximum 2.4 metres
	Additional Buffering may be required for non-residential Sites adjacent to residential Sites

I. Active Transportation & Vehicular Circulation Standards

Each Site should be effectively connected to the Municipality's vehicle and Active Transportation Networks. This connectivity should be carried through a Site to further the effectiveness of these networks and provide multiple ways of moving throughout a space regardless of the mode of transportation.

1. Active Transportation Networks

a. General	
Active Transportation Networks should enhance the Municipality's existing Active Transportation Network and should consider various modes of transportation including walking, cycling, rolling, and transit accessibility throughout all areas of the Municipality, including Parking Lots.	
b. Miscellaneous	
Width	Minimum 1.5 metres Minimum 3.0 metres for regional pathways
Surface	Hard landscaped, but may be permeable
Grade	Minimal or no Grade changes at Primary Entrances integrated with Accessibility Features

2. Vehicular Circulation

a. General	
Vehicular circulation should maximize pedestrian safety with minimal curb cuts and shared Accesses.	
b. Site Access	
Number	1 per Dwelling Unit to a maximum of 2 per Parcel for Parcels with multiple Dwelling Units or non-residential Uses
Location	From a Lane first then a Secondary Thoroughfare. Where this is not possible, Access from the Primary Thoroughfare may be considered
Shared Access	Encouraged between 2 or more adjacent Sites
c. Private Roads	
Carriageway width	7.0 - 9.0 metres
Design Standards	Surfaces must be paved and constructed to acceptable engineering standards and designed to accommodate emergency vehicles with adequate signage or design features to ensure roads are not blocked or impeded

IBP

J. Bicycle & Vehicle Parking Standards

Both bicycle and vehicle parking are important Site design characteristics and support multiple modes of connection with the broader community. Bicycle Parking standards and maximum vehicle parking standards are identified for different sizes of Buildings or Sites. Design and Access standards also inform where each can be located on a Site and inform connectivity to the Thoroughfares.

1. Bicycle Parking

a. General	
Bicycle Parking Structures must be highly visible and include a permanent rack or hook-up system.	
b. Minimum Number of Stalls	
For Buildings less than 9,000 square metres	6 stalls per Building
For Buildings more than 9,000 square metres	6 stalls per public Entrance
c. Miscellaneous	
Location	Within 10.0 metres of a public entrance, but must not impede pedestrian circulation or Access to a Building
Access	Bicycle Parking must be physically connected to an Active Transportation Network
Bicycle requirements for stairs	Where stairs or curbs are located in the Bicycle Parking network, ramps or similar Structures must be used to Access all Bicycle Parking Structures

2. Vehicle Parking

a. General	
Vehicle parking is to be designed for pedestrian safety by reducing the number of stalls located together and ensuring they are broken up with landscaping.	
b. Size	
Maximum total area of Site	80 percent including Outdoor Storage and loading areas
Parking stall size	Minimum 2.6 metres by 6.0 metres
c. Parking Lot Design	
Major drive aisles	Combine circulation routes requiring wider widths (i.e. fire Lanes, services areas)
Parking aisles	Orient perpendicular to Primary Entrances
Parking Rows	Maximum 20 continuous spaces divided into parking courts by pedestrian or vehicular circulation or landscaping
Pedestrian Walkway Location	Parallel to parking rows: maximum of every 4 rows Perpendicular to parking rows: maximum of every 20 stalls
Pedestrian Walkway Design	Minimum width 1.5 metres and raised in accordance with the Town of Okotoks General Design and Construction Specifications Clear delineation with contrasting colour, pavement pattern or Grade where path crosses a vehicular Lane

Buffer from Primary Thoroughfare	All parking stalls adjacent to the Primary Thoroughfare will be Buffered with landscaping
Landscaping	Located a minimum of every 4 rows Minimum 3 metres wide with shade trees and opportunities for bio-retention
Covered Parking **(18-24)**	Where parking lot areas are covered by a Structure, the covering Structure must be permanent and of a durable material. The material and design must be compatible with other buildings on the Site and in the vicinity.
d. Miscellaneous	
Location	To the side or rear of the Primary Building

IBP

K. Loading Standards

Non-residential Uses require dedicated space for the loading and / or unloading of goods to support the business or commercial activities. These Sites will consider the following standards to integrate this space with the other Site design considerations.

a. General	
All non-residential Uses shall provide sufficient space and Access for loading vehicles to the satisfaction of the Development Authority.	
b. Size	
Minimum Loading Space	3.1 metres by 9.2 metres
Vertical clearance from Grade	Minimum 4.3 metres
c. Miscellaneous	
Location	To the side or rear of the Primary Building
Access & circulation	From a public road, a Lane, or a clearly defined traffic aisle, and shall not obstruct patron or emergency vehicle circulation
Landscaping & Buffering	Loading areas will be Buffered as per (H) Landscaping & Buffering Standards.

IBP

L. Outdoor Lighting Standards

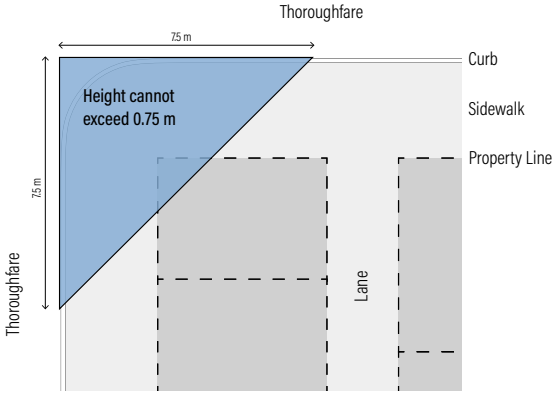
a. General	
All permanently installed lighting shall be Dark Sky Compliant.	
b. Lighting	
Light Fixtures	Must be Fully Shielded Not produce direct glare visible to an observer at ground level at the Property Line of any property within 100 metres of the Site.
Site Illumination	Maximum of 53.8 lux at any location within the Site.
Illumination beyond the Site	Not produce more than 5.4 lux beyond 8.0 metres of the Property Line, excluding any lighting outside of the Site.

(14-22)

M. Additional Standards

The following standards apply to all Development in the Industrial & Business Park District unless otherwise specified:

1. **Corner Sight Triangle:** No Building, Structure, Fence, or landscaping will obstruct vision above 0.75 metres in height within a 7.5 metre corner cut area.



2. **Prohibited Objects:** Razor wire is prohibited in this District except when approved in association with Industrial-Light, Industrial-Medium, and Agriculture-Intensive Uses.
3. **Waste & Recycling:** All Uses must provide a solid waste storage area suitable for 3- or 4-stream waste diversion for the intended Use and designed to the satisfaction of the Development Authority. All waste and recycling areas must be:
   A. Located at the side or rear of a Site and Buffered from view;
   B. Accessed from a public roadway or Lane; and
   C. Placed in a location easily Accessible for users and pickups.
4. **Sidewalk Patios & Outdoor Eating Areas:** May be considered where they do not impede pedestrian movement, at the discretion of the Development Authority.

IBP

5. **Drive-thru Facilities:** Any Development with a Drive-thru must include drive aisles that:

   A. Have a minimum of 6 queuing spaces on Site;

   B. Are not located in a Frontage Area or Setback Area;

   C. Are not Accessed from a Lane; and

   D. Are Buffered to the satisfaction of the Development Authority when adjacent to a residential area.

(14-22)

A

3.11 AERODROME DISTRICT (A)

A. Overview

General Description: The Primary intent is to allow Development that is compatible with the existing Aerodrome and associated activities. Additional Uses not associated with the Aerodrome may be limited due to constraints of the surrounding transportation network and potential impacts to adjacent residential communities.

Mix of Uses: Activities are primarily associated with the aerodrome with a few supporting activities.



Figure 3.9: Illustrative example of Buildings and Site arrangement in the Aerodrome District

B. Uses

The following Uses are identified either as Permitted Uses, Discretionary Uses or Prohibited Uses within each Use category. Definitions for each Use are found in Part 6: Definitions.

KEY

Permitted Use	P
Discretionary Use	D
Prohibited Use	

RESIDENTIAL

Dwelling Unit(s)	
Temporary Dwelling Unit(s)	D

LODGING

Short Term Lodging - General	
Campground	
Short Term Lodging - Large	D

BUSINESS

Arts & Crafts	D
Home Occupation - Major	
Home Occupation - Minor	
Office	D

COMMERCIAL

Entertainment Establishment	
Golf Course	
Animal Boarding & Breeding	
Restaurant / Café	D
Cannabis Retail	
Retail & Service - General	
Retail & Service - Large	
Service Station	D
Show Home	
Pop-Up	D
Health & Human Services	

INDUSTRIAL

Aerodrome	P
Industrial - Medium	
Industrial - Light	D
Outdoor Storage	D
Wash Station	

INSTITUTIONAL

Death Care	
Culture	
Education	D
Government	P
Emergency Medical & Treatment	
Recreation - Active	
Recreation - Passive	
Parking Lot - Independent	D
Special Events	P

AGRICULTURE

Agriculture - General	
Agriculture - Intensive	
Agriculture - Urban	P
Equestrian Facility	

OTHER

Accessory Building or Structure	P
Public Utility	P
Excavation, Stripping & Grading	P
Private Utility	P

(14-22, 18-24)

A

C. Use Standards

The following standards are required for the identified Uses:

1. **Temporary Dwelling Unit(s)** must be greater than 10 square metres and must be Accessory to another Use.
2. **Industrial - Light** must:
   - **A.** not include more than 50% of the Site for Outdoor Storage; and
   - **B.** be Buffered to the satisfaction of the Development Authority when adjacent to a non-industrial Use. **(18-24)**
3. **Outdoor Storage** must be Buffered when adjacent to non-industrial Uses by additional landscaping, fencing and / or Setbacks where not Buffered by a Building or Structure, to the satisfaction of the Development Authority.
4. **Excavation, Stripping & Grading** must have approved engineered drawings that meet all technical requirements of the Municipality.
5. **Pop-Ups** must: **(14-22)**
   - **A.** Be limited to 2 per Site; and
   - **B.** Have no more than 1 non-illuminated Sign per Pop-Up up to 0.2 square metres.

D. Building and Placement Standards

All Buildings must be located on a Site and designed in accordance with the following standards:

a. Building Setbacks	
Primary Frontage	Minimum 6.0 metres
Secondary Frontage	Minimum 6.0 metres
Interior Side Yard	Minimum 6.0 metres
Rear Yard	Minimum 6.0 metres
b. Miscellaneous	**(27-21)**
Site Coverage	Maximum 85 percent
Natural Assets	Variances to Building placement and design standards may be considered to preserve existing mature trees or Natural Assets at the discretion of the Development Authority
c. Residential Density	
Residential units	No residential units allowed
d. Building Height	
Primary Buildings	Maximum 1 Storey
Accessory Buildings	Maximum 1 Storey

e. Building Design	(14-22)
Allowable Projections into Setbacks	As specified under Section 5.20
Architecture	Exterior building finish materials must be permanent and of a durable material. The materials and design must be compatible with other buildings on the site and in the vicinity. Any Building features required by any federal aviation legislation or Transport Canada authority are exempt from these Architecture requirements
Private Utilities & Mechanical Equipment	Must be Buffered or incorporated into the Building design, where appropriate

A

E. Landscaping & Buffering Standards

Permeable surfaces and a healthy tree canopy are important for the Municipality. Hardy urban adapted plants should be used and placed in groups where possible. The following standards apply to all Sites, but may be varied for institutional Uses or Sites designated as Reserve Land, at the discretion of the Development Authority:

1. Site Coverage	
Any portion of a Site not occupied by a Structure, Parking Lot, patio, walkway, or storage area shall be landscaped.	
2. Trees	
Minimum number on Sites greater than 2,500 square metres	1 tree per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater, where 40 percent of those trees are coniferous
Minimum number on Sites less than 2,500 square metres	3 trees
Location	The Primary and / or Secondary Frontages
Minimum size at time of planting	Half of the coniferous trees must be at least 2.0 metres in height with the other half being at least 3.0 metres in height
	Half of the deciduous trees must have a Caliper of at least 50 millimetres with the other half a minimum of 70 millimetres
3. Shrubs	
Minimum number on Sites greater than 2,500 square metres	1 shrub per 35.0 square metres based on either a minimum of 10 percent of the Site or overall Landscaped Area, whichever is greater
Minimum number on Sites less than 2,500 square metres	5 shrubs
Minimum size at time of planting	600 millimetres height or spread
4. Miscellaneous	
Minimum Soil Requirements	30 centimetres of High Quality Soil and growing material is required for all Landscaped Areas.

F. Active Transportation & Vehicular Circulation Standards

Each Site should be effectively connected to the Municipality's vehicle and Active Transportation Networks. This connectivity should be carried through a Site to further the effectiveness of these networks and to provide multiple ways of moving throughout a space regardless of the mode of transportation.

1. Active Transportation Networks

a. General	
Active Transportation Networks should enhance the Municipality's existing Active Transportation Network and consider various modes of transportation including walking, cycling, rolling, and transit Accessibility.	
b. Miscellaneous	
Width	Minimum 1.5 metres Minimum 3.0 metres for regional pathways
Surface	Hard Landscaped, but may be permeable
Grade	Minimal or no Grade changes at Primary Entrances integrated with Accessibility Features

2. Vehicular Circulation

a. General	
Vehicular circulation should maximize pedestrian safety with minimal curb cuts and shared Accesses.	
b. Site Access	
Number	1 per Dwelling Unit to a maximum of 2 per Parcel for Parcels with multiple Dwelling Units or non-residential Uses
Location	From a Lane first then a Secondary Thoroughfare. Where this is not possible, Access from the Primary Thoroughfare may be considered
Shared Access	Encouraged between 2 or more adjacent Sites
c. Private Roads	
Carriageway width	7.0 - 9.0 metres
Design Standards	Surfaces must be paved and constructed to acceptable engineering standards and designed to accommodate emergency vehicles with adequate signage or design features to ensure roads are not blocked or impeded

A

G. Bicycle & Vehicle Parking Standards

Both bicycle and vehicle parking are important Site design characteristics and support multiple modes of connection with the broader community. Minimum Bicycle Parking standards and maximum vehicle parking standards are identified for different sizes of Buildings or Sites. Design and Access standards also inform where each can be located on a Site and inform connectivity to the Thoroughfares.

1. Bicycle Parking

a. General	
Bicycle Parking Structures must be highly visible and include a permanent rack or hook-up system.	
b. Minimum Number of Stalls	
For Buildings less than 9.000 square metres	2 stalls per Building
For Buildings more than 9.000 square metres	6 stalls per public Entrance
c. Miscellaneous	
Location	Within 10.0 metres of a public entrance, but must not impede pedestrian circulation or Access to a Building
Access	Bicycle Parking must be physically connected to an Active Transportation Network
Bicycle requirements for stairs	Where stairs or curbs are located in the Bicycle Parking network, ramps or similar Structures must be used to Access all Bicycle Parking Structures

2. Vehicle Parking

a. General	
Vehicle parking is to be designed for pedestrian safety by reducing the number of stalls located together and ensuring they are broken up with landscaping.	
b. Size	
Maximum total area of Site	80 percent
Parking stall size	Minimum 2.6 metres by 6.0 metres
c. Miscellaneous	
Location	To the side or rear of the Primary Building
Access	From the Secondary Thoroughfare
Buffer from Primary Thoroughfare	All parking stalls adjacent to the Primary Thoroughfare shall be Buffered with landscaping
Covered Parking **(18-24)**	Where parking lot areas are covered by a Structure, the covering Structure must be permanent and of a durable material. The material and design must be compatible with other buildings on the Site and in the vicinity.

H. Loading Standards

a. General	
All non-residential Uses shall provide sufficient space and Access for loading vehicles to the satisfaction of the Development Authority.	
b. Size	
Minimum Loading Space	3.1 metres by 9.2 metres
Vertical clearance from Grade	Minimum 4.3 metres
c. Miscellaneous	
Access & circulation	From a public road, a Lane, or a clearly defined traffic aisle, and shall not obstruct patron or emergency vehicle circulation

I. Outdoor Lighting Standards

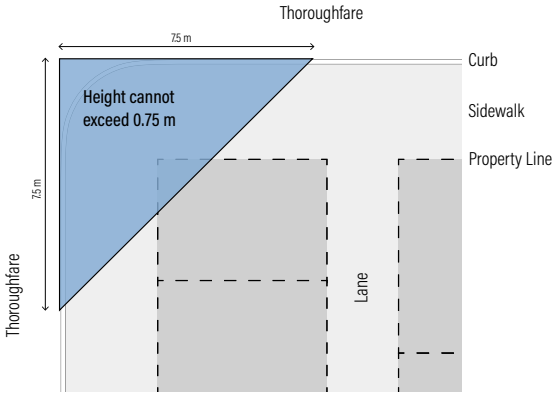
a. General	
All permanently installed lighting shall be Dark Sky Compliant and consistent with this section unless otherwise required by Transport Canada.	
b. Lighting	
Light Fixtures	Must be Fully Shielded Not produce direct glare visible to an observer at ground level at the Property Line of any property within 100 metres of the Site.
Site Illumination	Maximum of 53.8 lux at any location within the Site.
Illumination beyond the Site	Not produce more than 5.4 lux beyond 8.0 metres of the Property Line, excluding any lighting outside of the Site.

(14-22)

J. Additional Standards

The following standards apply to all Development in the Aerodrome District unless otherwise specified.

1. **New Development:** All new Development must demonstrate Access that will not negatively impact adjacent neighbourhoods.
2. **Corner Sight Triangle:** No Building, Structure, Fence, or landscaping will obstruct vision above 0.75 metres in height within a 7.5 metre corner cut area as measured from the curb.



3. **Prohibited Objects:** Razor wire fencing is prohibited on all Sites in the District.
4. **Waste & Recycling:** All Uses must provide a solid waste storage area suitable for 3- or 4-stream waste diversion for the intended Use and designed to the satisfaction of the Development Authority. All waste and recycling areas must be:
   - A. Located at the side or rear of a Site and Buffered from view;
   - B. Accessed from a public roadway or Lane; and
   - C. Placed in a location easily Accessible for users and pickups.
5. **Drive-thru Facilities** are not permitted.

(14-22)

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PART 4:
SIGNS

This section of the Bylaw includes the regulations for signs throughout the Municipality. It includes information on which type of signs are allowed and where; how signs should be maintained; signs that are not allowed; and how to apply for a sign permit.



4.1 SIGN ADMINISTRATION

A. In considering a Development Permit application for a Sign, the Development Authority must have due regard to the amenities of the District in which the Sign is located, the design of the proposed Sign, and ensure that the Sign does not conflict with the general character of the surrounding streetscape or the architecture of nearby Buildings.

B. No Sign shall be erected so as to obstruct free and clear vision of vehicular traffic, or be located, or display a light intensity or color where it may interfere (or be confused) with any authorized traffic sign, signal or device and in so doing create a traffic hazard.

C. No person shall erect, construct or maintain a sign or display structure so as to create a hazard for pedestrian or vehicular traffic.

D. A Sign which is separate from a Building must be located so as to comply with the Primary Frontage requirements applicable, unless otherwise specified.

E. A Sign shall not be erected on, or attached to, municipal, provincial, or federal property, Buildings, or Structures unless permission is granted in writing from the authority having jurisdiction.

F. Signs shall be maintained in good condition and in a state of good repair, including keeping the area around the Sign clean and free of overgrown vegetation and refuse material and, upon removal, the immediate area around the Sign shall be restored, including the ground or any Building to which the Sign was attached, as close as possible to its original condition prior to the installation of the Sign to the satisfaction of the Development Authority.

G. The message on a Sign shall relate to the Use of the Parcel(s) on which the Sign is located.

H. If a Sign could fit under more than one Use definition, the definition that best fits shall apply as determined by the Development Authority.

I. Electronic messaging, images and illumination: Where a Sign includes electronic messaging the Sign:

1. Messaging and images must remain static for a minimum of 6 seconds with a transition period of 1 second or less;
2. Must display only a blank black screen in the event of a malfunction of the display;
3. Must be turned off from 10:00 PM until 6:00 AM if located within 30 metres of the Traditional Neighbourhood District; and
4. Must meet all provincial regulations and the specifications of the Canadian Standards Association.

J. Notwithstanding the above, Election Signage is exempt from the requirements of a development permit and all the sign standards of this bylaw provided it complies with the provisions of the Town of Okotoks Election Signage Bylaw, including any amendments thereto. **(12-24)**

4.2 SIGN NOT REQUIRING A DEVELOPMENT PERMIT

Except as otherwise provided in the Bylaw, a Development Permit is not required for the following Signs provided that they otherwise comply with the provisions of the Bylaw in all respects and do not form part of a Development which requires a Development Permit. Proponents of any Sign not requiring a Development Permit should consult with the Development Officer to ensure compliance with the Bylaw:

A. A-Board Signs where they are Permitted Uses on the subject Site;

B. Projecting Signs that are Permitted Uses on the subject Site;

C. Bench Signs;

D. Community Information Signs;

E. Window Signs that does not exceed 30 percent of the window area; **(14-22)**

F. Identification Signs less than 0.2 square metres in area;

G. 1 Temporary Sign that does not exceed 3.0 square metres in area;

H. 1 Temporary Sign that does not exceed 18.0 square metres within the ALH District for the purposes of advertising an approved conceptual planning scheme or Subdivision;

I. Signs associated with an approved Home Occupation - Minor or Home Occupation - Major;

J. Municipal Signs used to indicate street names, to control traffic, or to identify municipal Buildings or lands , or otherwise provide direction and wayfinding; **(14-22)**

K. An official notice, Sign, placard or bulletin required to be displayed pursuant to the provisions of federal, provincial, or municipal legislation;

L. Existing lawful Signs when only the face of a previously approved Sign is being changed;

M. On-Site traffic circulation and parking regulations provided the Sign does not exceed 1.0 square metre in area and is no more than 1.2 metres high from Grade;

N. Maintenance of any lawful Sign; and

O. Signs intended to provide guidance, warning or restraint of persons, provided the Sign does not exceed 0.4 square metres in area.

4.3 SIGNS STANDARDS

Signs will enhance the character of the community, provide orientation to pedestrians, cyclists, and motorists and will be design and scaled for active transportation methods. Signs must not impede pedestrian or vehicular circulation or visibility, or the general safety of the public. In addition to the general standards for all Signs in Section 4.1, The following standards apply for each sign type throughout the Land Use Districts:

1. A-Board Sign

A self-supporting A-shaped Sign or sandwich board which is set upon the ground and has no external supporting Structure.



	NA	*ALH*	*ROS*	*TN*	*NC*
a. Use	Permitted when associated with non-residential Uses Discretionary when associated with residential Uses				

b. Size	
Height	Maximum 1.0 metres
Width	Maximum 0.6 metres
c. Miscellaneous	
Location	On the same Site or within the adjacent Public Frontage
Number	Maximum 1 per business

1. A-Board Sign Continued

A self-supporting A-shaped Sign or sandwich board which is set upon the ground and has no external supporting Structure.



	D	*GC*	*IBP*	*A*
a. Use	Permitted when associated with non-residential Uses Discretionary when associated with residential Uses	Permitted	Permitted	Permitted

(14-22)

b. Size	
Height	Maximum 1.0 metres
Width	Maximum 0.6 metres
c. Miscellaneous	
Location	On the same Site or within the adjacent Public Frontage
Number	Maximum 1 per business

2. Fascia Sign

A Sign that is mounted flush to a Building surface or similar Structure that shall be directly related to the use in said Building or Site. This includes a Sign that is made up of individual letters / symbols that are affixed to a surface, such as the Building Façade, which functions as the Sign board.



	NA	*ALH*	*ROS*	*TN*	*NC*
a. Use	Discretionary	Discretionary	Permitted	Discretionary when associated with non-residential Uses	Permitted when associated with non-residential Uses
b. Size					**(14-22)**
Area		Maximum 5.0 square metres or 15% of bay façade, whichever is less		Maximum 3.0 square metres or 15% of bay façade, whichever is less	
Width		Minimum 1.2 metres			
c. Miscellaneous					
Projection *from Building Façade*	Maximum 20 centimetres				
Number **(27-21)**	Maximum 1 per Bay Façade				
Design	Must be integrated architecturally with the Building Façade				
Lighting	No requirement			No back lighting	

2. Fascia Sign Continued

A Sign that is mounted flush to a Building surface or similar Structure that shall be directly related to the use in said Building or Site. This includes a Sign that is made up of individual letters / symbols that are affixed to a surface, such as the Building Façade, which functions as the Sign board.



	D	*GC*	*IBP*	*A*
a. Use	Permitted	Permitted	Permitted	Permitted

b. Size			**(14-22)**
Area	Maximum 3.0 square metres or 15% of bay façade, whichever is less	Maximum 5.0 square metres or 15% of bay façade, whichever is less	
Width	Same as width of bay or Entrance	Minimum width of bay or Entrance	Minimum 1.2 metres
c. Miscellaneous			
Projection *from Building Façade*	Maximum 20 centimetres		
Number **(27-21)**	Maximum 1 per Bay Façade		
Design	Must be integrated architecturally with the Building Façade		
Lighting	No back lighting	No requirement	

3. Ground Sign

A Sign which is structurally independent from a Building and is mounted on a foundation, a pole, or is suspended between two or more poles.



	NA	*ALH*	*ROS*	*TN*	*NC*
a. Use	Discretionary	Discretionary	Discretionary	Discretionary when associated with non-residential Uses	Discretionary when associated with non-residential Uses
b. Size					**(14-22)**
Height *from Grade*	Maximum 3.0 metres	Maximum 6.0 metres	Maximum 9.0 metres	**Community Information Signs:** Maximum 3.0 metres **All other:** Maximum 1.0 metres	**Commercial Sites:** Maximum 6.0 metres **All other areas:** Maximum 3.0 metres
Area	Maximum 3.0 square metres	Maximum 5.0 square metres	Maximum 9.0 square metres	**Community Information Signs:** Maximum 3.0 square metres **All other:** Maximum 1.0 square metres	**Commercial areas:** Maximum 5.0 square metres **All other areas:** Maximum 3.0 square metres
c. Miscellaneous					
Location	Within the Private Frontage and not within 0.6 metres of a property line				
Number	Maximum 1 per Site				
Design	Must be integrated architecturally with the Building Façade and include landscaping				

3. Ground Sign Continued

A Sign which is structurally independent from a Building and is mounted on a foundation, a pole, or is suspended between two or more poles.



	D	*GC*	*IBP*	*A*	
a. Use	Discretionary	Permitted	Permitted	Discretionary	**(14-22)**
b. Size					**(14-22)**
Height *from Grade*	**Main Street and Riverfront:** Maximum 3.0 metres **Elma Street West and Elma Street East:** Maximum 1.0 metres	Maximum 9.0 metres		No requirement	
Area	**Main Street and Riverfront Areas:** Maximum 3.0 square metres **Elma Street West and Elma Street East:** Maximum 1.1 square metres	Maximum 9.0 square metres			
c. Miscellaneous					
Location	Within the Private Frontage and not within 0.6 metres of a property line				
Number	Maximum 1 per Site				
Design	Must be integrated architecturally with the Building Façade and include landscaping				

4. Projecting Sign

A Sign which is mounted on and projects from a Building either on an awning or canopy, or projects perpendicular from a Building Façade. A Projecting Sign may extend into a Right-of-Way, Setback, or beyond the Property Line where permissible subject to Section 5.20.

(14-22)



	NA	*ALH*	*ROS*	*TN*	*NC*
a. Use	Discretionary	Discretionary	Permitted	Discretionary	Permitted
b. Size					
Area	Maximum 1.5 square metres				
c. Miscellaneous					
Projection *from Building Façade*	Maximum 1.5 metres				
Vertical Clearance *from Grade*	Minimum 2.1 metres				
Location	Immediately above or adjacent to the Primary Entrance				Immediately above or adjacent to the Primary Entrance, or if the Use is location on a higher floor, at the corner of the same Building at the 2nd Storey
Number	Maximum 1 per Parcel	Maximum 1 per Business	Maximum 1 per Entrance		
Design	Must be integrated architecturally with the Building Façade				

4. Projecting Sign Continued

A Sign which is mounted on and projects from a Building either on an awning or canopy, or projects perpendicular from a Building Façade. A Projecting Sign may extend into a Right-of-Way, Setback, or beyond the Property Line where permissible subject to Section 5.20.



(14-22)

	D	*GC*	*IBP*	*A*
a. Use	Permitted	Permitted	Permitted	Discretionary

b. Size	
Area	Maximum 1.5 square metres
c. Miscellaneous	
Projection *from Building Façade*	Maximum 1.5 metres
Vertical Clearance *from Grade*	Minimum 2.1 metres
Location	Immediately above or adjacent to the Primary Entrance, or if the Use is location on a higher floor, at the corner of the same Building at the second Storey
Number	Maximum 1 per Entrance
Design	Must be integrated architecturally with the Building Façade

5. Roof Sign

A Sign which projects above the top eaves or is erected upon or above a roof or a parapet of a Building.



	NA	*ALH*	*ROS*	*TN*	*NC*
a. Use	Not Permitted	Discretionary	Discretionary	Not Permitted	Not Permitted
b. Size					
Area		Maximum 3.0 square metres			
c. Miscellaneous					
Extension *from Roof*		Maximum 2.0 metres			
Number		Maximum 1 per Site			
Design		Must be integrated architecturally with the Building Façade			

5. Roof Sign Continued

A Sign which projects above the top eaves or is erected upon or above a roof or a parapet of a Building.



	D	*GC*	*IBP*	*A*
a. Use	Not Permitted	Discretionary	Discretionary	Not Permitted

b. Size			
Area		Maximum 3.0 square metres	
c. Miscellaneous			
Extension *from Roof*		Maximum 2.0 metres	
Number		Maximum 1 per Site	
Design		Must be integrated architecturally with the Building Façade	

6. Temporary Sign

A Sign that can be carried or transported from one Site to another and which is not permanently fastened to the ground or a Structure, and which is not an A-Board Sign.



	NA	*ALH*	*ROS*	*TN*	*NC*
a. Use	Permitted	Permitted	Permitted	Permitted	Permitted
b. Size					
Height from Grade	Maximum 1.2 metres	Maximum 3.0 metres		Maximum 1.2 metres	
Area	Maximum 0.8 metres	Maximum 18.0 square metres	Maximum 9.0 square metres	Maximum 0.8 square metres	
c. Miscellaneous					**(14-22)**
Location	Must be wholly within a Parcel and not be placed: 1. Within 0.6 metres of a property line 2. On a private internal sidewalk 3. In a manner that obstructs the visibility of vehicles or pedestrians at Site Accesses or internal intersections				
Number	Maximum 1 per Site, for a Site under 2 hectares Maximum 2 per Site, for a Site of 2 or more hectares			Maximum 1 per Site	

6. Temporary Sign Continued

A Sign that can be carried or transported from one Site to another and which is not permanently fastened to the ground or a Structure, and which is not an A-Board Sign.



	D	*GC*	*IBP*	*A*
a. Use	Permitted	Permitted	Permitted	Permitted

b. Size		
Height from Grade	Maximum 1.2 metres	Maximum 3.0 metres
Area	Maximum 0.8 square metres	Maximum 9.0 square metres
c. Miscellaneous		**(14-22)**
Location	Must be wholly within a Parcel and not be placed: 1. Within 0.6 metres of a property line 2. On a private internal sidewalk 3. In a manner that obstructs the visibility of vehicles or pedestrians at Site accesses or internal intersections	
Number	Maximum 1 per Site	Maximum 1 per Site, for a Site under 2 hectares Maximum 2 per Site, for a Site of 2 or more hectares

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PART 5:
ADMINISTRATION

This section of the Bylaw includes the details of the various application processes, decision-making authority and responsibilities, amendment procedures, appeals, and enforcement considerations. The following information outlines both the responsibilities of Applicants to provide certain information as well as how applications are reviewed.

It is the intent of the Municipality to work collaboratively with applicants, the community and stakeholders to make sound planning decisions as per Municipality plans and bylaws that will support sustainable Development for future generations.



5.1 INTERPRETATION

A. The terms "shall" and "must" shall be interpreted as mandatory and the term "may" shall be interpreted as optional.

B. Words and terms used in the Bylaw shall have the same meaning as given to them in the *Act* unless otherwise defined in the Bylaw. Where no definition is provided in the *Act* or the Bylaw, the *Alberta Interpretation Act* shall be used, and if no definition is provided there, the Canadian Oxford Dictionary shall be used.

C. Where a range of numbers are provided, the first number is considered a minimum and the second number is considered a maximum.

D. Where in conflict, numerical metrics and text shall take precedence over graphic metrics and images. Graphics and images are to support the standards of the Bylaw.

E. For the purpose of confirming compliance with the Bylaw:

1. measurements shall be in metric and rounded off to one decimal point. Metric measurements take precedence over imperial measurements; and
2. an existing Primary or Accessory Building on a Site that does not meet the minimum or maximum Building Setbacks for the District where it is located is compliant, if the Primary Building is within:
   - 0.2 metres of the minimum Primary Frontage or Secondary Frontage Setback,
   - 0.1 metres of the Rear Yard Setback, or
   - 0.1 metres of the Interior Side Yard where the Building is not attached, a Zero Lot Line, and wholly within the Site. **(14-22, 16-26)**

F. Except for cases in which there are specific context requires otherwise, the following interpretation shall also apply to the Bylaw:

1. Words used in the present tense shall also mean the future tense;
2. Words used in the singular shall also mean the plural and vice versa; and
3. Words used in the masculine gender shall include the feminine or neutral gender and vice versa.

G. Floor area located primary below Grade is not counted towards height maximums.

5.2 AMENDMENTS TO THE BYLAW

A. Council may, in accordance with the *Act*, amend or repeal any portion of the Bylaw, without the property owner's consent.

B. An application to amend the Bylaw may be made by any person by submitting the following to the Development Authority:

1. The prescribed application form, signed by the owner or authorized agent (with proof of such authorization);
2. The required fee, as established by Council;
3. In the case of a re-Districting amendment:
   - **a.** Digital plan(s) showing the lands which are subject to the amendment and the relationship to existing land Use on adjacent properties;
   - **b.** A current copy of the Certificate of Title for said lands issued within 30 days of the application; and
   - c. Demonstration of sufficient water supply assigned to the lands to support the minimum Development potential for the Site.
4. A written statement of the applicant's reason for the application in a form satisfactory to the Municipality; and
5. Any other supporting information which, at the discretion of the Development Authority, is necessary to assess the application, including ((but not limited to)), servicing studies for water, sanitary and storm water, impact assessments for environment or traffic, conceptual plans for future Development.

C. Where a re-Districting application does not comply with a statutory plan, the application should not be approved.

D. Where a re-Districting application applies to lands that are not subject to a statutory plan, Council should consider whether a statutory plan should be required prior to approving said re-Districting application.

E. The Development Authority's analysis of an application to amend this Bylaw and the Development Authority's corresponding recommendation to Council shall be based upon the full range of potential of the Uses and Development standards specified in the proposed District and not on the merit of any particular Development proposal.

F. The Development Authority's analysis of an application to amend this Bylaw and the Development Authority's corresponding recommendation to Council may include(but is not limited to) the following considerations:

1. The relationship to (and compliance with) a statutory plan in effect or policies of Council;
2. The relationship to (and compliance) with any proposed statutory plan or plan of Subdivision;
3. The potential intensity of the land use;
4. The impact on vehicular and Active Transportation Networks;
5. The relationship to existing or proposed engineering systems including surface water drainage, wastewater, water supply and other utilities, with regard to both physical and financial impacts;
6. The relationship to municipal land requirements including Rights-Of-Way and Easement requirements;
7. The impact on existing Development with regard to their stability, retention and rehabilitation;
8. Material planning comments received by area residents regarding the application;
9. Referral comments received by the

Development Authority to any municipal department, adjacent Municipality, government agency, or other external agency; and

10. Such other land Use planning issues and information which the Development Authority considers relevant to the application.

G. A re-Districting application to amend this Bylaw should not be approved by Council where there is insufficient water allocation assigned to the subject Parcel(s) required to support the minimum Development potential for the Site unless Council has granted an exemption to that requirement.

H. Re-Districting applications will be required to demonstrate compliance with the Town of Okotoks Water Allocation Policy as adopted by Council from time-to-time.

5.3 DIRECT CONTROL DISTRICT PROVISIONS

A. The purpose of a Direct Control District is to provide for Development that, because of its unique characteristics, innovative ideas or unusual Site constraints requires specific regulation unavailable in other Districts.

B. An applicant for a Direct Control District must provide a written statement indicating why, in the applicant's opinion, a Direct Control District is necessary and why the same result cannot be achieved through the use of a District in the Bylaw.

C. In evaluating an application for a Direct Control District, Council shall take into account the objectives and policies contained in the Municipal Development Plan and any statutory plans that relate to the Site.

D. Council shall establish appropriate Development standards in the bylaw approving a Direct Control District and shall also identify whether Council will remain the Development Authority or delegate to the Development Officer to decide on subsequent Development Permit applications. **(32-23)**

E. In a Direct Control District where Council is the Development Authority, decisions on minor Development Permit applications are hereby delegated to the Development Officer. For the purposes of this section, minor Development Permits shall be:

1. Signs;
2. Home Occupation - Minor for which a Development Permit is required; and
3. Changes of Use that comply with a direct control bylaw and require no variance.

F. Where a Site is designated a Direct Control District:

1. Pursuant to the Bylaw, a reference to a Section of the Bylaw within the direct control bylaw is deemed to be a reference to the Section as amended from time-to-time, unless a contrary intent is stated in the direct control bylaw; and

2. Pursuant to a previous land use bylaw and where such designation is continued pursuant to the Bylaw, a reference to a section of the previous land use bylaw is deemed to be a reference to the section as it was on the date the direct control bylaw was adopted, unless a contrary intent is stated in the direct control bylaw.

5.4 SUBDIVISION AND DEVELOPMENT AUTHORITY

A. The Subdivision Officer is hereby established as the Subdivision Authority for the Municipality and 1 or more Municipality employees shall be appointed by the Chief Administrative Officer to the position of Subdivision Officer.

B. The Development Officer is hereby established as the Development Authority for the Municipality and 1 or more Municipality employees shall be appointed by the Chief Administrative Officer to the position of Development Officer.

(32-23)

5.5 SUBDIVISION OFFICER

A. The Subdivision Officer is responsible for:

1. Receiving, reviewing, administering and processing all Subdivision applications submitted to the Municipality in accordance with the requirements of the *Act*, the *Subdivision and Development Regulations*, and the Bylaw;
2. Determining the completeness of all submitted applications for Subdivision in accordance with Section 653 (1) of the *Act*; and
3. Issuing all notifications in respect of all Subdivision applications in accordance with the *Act*.

B. The Subdivision Officer has the authority to render a decision on the following matters:

1. Applications for subdivision;
2. Extending the time period to determine if an application for Subdivision is complete under Section 653 (1) of the *Act* if agreed to by the Applicant;
3. Extending the time period to render a decision on a Subdivision application under Section 681 (2) of the *Act* if agreed to by the Applicant;
4. Extending the time periods for submission or registration of a plan of Subdivision or other instrument in accordance with Section 657 of the *Act*; and
5. Endorsement of an approved plan of Subdivision in accordance with Section 657(1) of the *Act*.

(32-23)

5.6 DEVELOPMENT OFFICER

A. The Development Officer is responsible for:

1. Keeping and maintaining (for the inspection of the public during office hours) a copy of the Bylaw as amended and ensuring that copies of the Bylaw are available to the public at a reasonable charge;
2. Receiving, reviewing, administering and processing all Development Permit applications submitted to the Municipality in accordance with the requirements of the *Act*, the Subdivision and Development Regulations, and the Bylaw;
3. Determining the completeness of all submitted applications for Development in accordance with Section 683.1 of the *Act*;
4. Issuing all notifications in respect of all Development applications in accordance with the *Act*;
5. Issuing orders with respect to contraventions of the *Act*, the Bylaw, or Development Permits;
6. Signing and issuing Development Permits, Certificates of Compliance, notices of decision and other notices respecting Development Permit applications; and
7. Collecting fees as prescribed by Council.

B. The Development Officer shall keep a register of all applications for Development, including decisions, reasons for decisions, and all orders in accordance with the retention period established for these documents.

C. The Development Officer has the authority to render a decision on the following matters:

1. Development Permit applications;
2. Extending the time period to determine if an application for a Development Permit is complete under Section 683 (1) of the *Act* if agreed to by the applicant;
3. Extending the time period to render a

decision on a Development Permit application under section 684 of the *Act* if agreed to by the applicant; and

4. Extending the time period for commencement or completion of an approved Development in accordance with the Bylaw.

5. Accepting revised plans for an approved Development Permit without requiring an amendment to the existing approval or new application, if in the opinion of the Development Officer, the original approval is not materially affected and is minor in nature in accordance with Section 5.15.A.28.

6. When a change to an approved Development Permit requires an amendment to the existing approval or a new application

(14-22, 32-23, 16-26)

5.7 VARIANCE POWERS

A. Notwithstanding any other section of the Bylaw, when considering a Subdivision application the Subdivsion Officer may vary any or all of the requirements of the Bylaw in accordance with the *Act*.

B. Unless otherwise directed in the Bylaw, when considering a Development Permit application the Development Officer may vary any or all measurable standards of the Bylaw and may vary non-measurable standards of the Bylaw where, in the opinion of the Development Officer, the proposed Development would not unduly interfere with the amenities of the neighbourhood or materially interfere with or affect the Use, enjoyment, or value of the neighbouring Parcels of land and the proposed Development conforms with a Use prescribed for the Site by the Bylaw. **(27-21)**

C. The above variance powers of the Development Officer apply to the consideration of a variance to a non-conforming building, in accordance with section 643(5)(c) of the Municipal Government Act, provided:

- The proposed development is consistent with the purpose and intent of the applicable land use district;
- The proposed development will not result in any additional non-compliance with the requirements of the District or other sections of this Bylaw;
- There is no significant change to the land use or an increase in the intensity of the use, in the opinion of the Development Authority, and;
- The proposed development meets the requirements of Section 640(6) of the Municipal Government Act.

D. If a variance to the Bylaw is granted, the Subdivision Authority or Development Authority, as applicable, shall specify its nature in the Subdivision or Development Permit approval.

E. In granting a variance, the Subdivision Authority or Development Authority should consider comments from all persons to whom the application was circulated to the extent that such comments raise and provide evidence of relevant planning consideration.

(32-23)

5.8 APPEALS

A. The Subdivision and Development Appeal Board is authorized to perform such duties as specified in the *Act* and the Bylaw.

B. When an appeal is made, a Subdivision shall not be endorsed or a Development Permit which has been approved shall not become valid unless or until the decision of the Development Authority has been sustained by the Subdivision and Development Appeal Board or the Land and Property Rights Tribunal.

(27-21)

(14-22)

5.9 FORMS, NOTICES OR ACKNOWLEDGMENTS

A. Any form, notice or acknowledgment issued by the Municipality must include:

1. The date of issuance of the notice or acknowledgment;
2. Contact information for the Municipality;
3. The municipal address of the property subject to the application;
4. The municipal file number for the application; and
5. Any other information at the discretion of the Municipality.

B. Any form, notice or acknowledgment may be sent by electronic means pursuant to Section 608 of the *Act*.

5.10 REFERRALS

A. The Subdivision Officer shall refer all Subdivision applications to all required parties pursuant to the *Act*.

B. The Development Officer may refer Development Permit application to any persons and government authorities that the Development Officer considers necessary.

C. Having received a reply on a matter referred to any adjacent Municipality or any government authority pursuant to sections A and B above, the Development Officer or Subdivision Officer shall give due consideration to any relevant comments received.

D. After 15 days from the date of referral pursuant to section B above, a Development Permit application may be dealt with by the Development Officer whether or not comments have been received.

E. After 30 days from the date of referral pursuant to section A above, the Subdivision application may be dealt with by the Subdivision Officer whether or not comments have been received.

5.11 SUBDIVISION APPLICATION REQUIREMENTS

A. An application for Subdivision shall be made using the form required pursuant to the *Act* and shall include all materials and information specified in the *Act* and any additional information the Subdivision Officer may require in accordance with the *Act*.

B. An application for Subdivision must demonstrate sufficient water capacity to meet the needs of the intended Development or otherwise demonstrate compliance with the Town of Okotoks Water Allocation Policy as adopted by Council from time-to-time.

5.12 REVOKING OR SUSPENDING A SUBDIVISION APPROVAL

A. If it is determined prior to registration of the Subdivision that a Subdivision approval has been granted on the basis of incorrect information contained in the application, such approval may be revoked or suspended by the Subdivision Officer.

5.13 SUBDIVISION DECISIONS

A. The decision of the Subdivision Officer on an application must be given to the applicant in accordance with the *Act.*

B. A Subdivision approval is not a Development Permit and, notwithstanding that plans and specifications for Buildings may have be been submitted as part of an application for Subdivision, work or construction shall neither commence nor proceed until a Development Permit has been issued unless the Development is exempt from the requirement to obtain a Development Permit pursuant to the Bylaw.

5.14 DEVELOPMENT PERMITS REQUIRED

A. Except as expressly otherwise provided in the Bylaw, a Development Permit must be issued and become valid, before Development can commence or be allowed to continue.

(16-26)

5.15 DEVELOPMENT PERMITS NOT REQUIRED

A. Except as otherwise noted in the Bylaw, a Development Permit is not required for the following Developments provided that they otherwise comply with the provisions of the Bylaw in all respects and do not form part of a Development which requires a Development Permit. Proponents of any Development not requiring a Development Permit should consult with the Development Officer to ensure compliance with the Bylaw:

1. Works of maintenance, repair or Alteration, on a Structure, both internal and external, or on a Site if, in the opinion of the Development Authority, such work:
   - **a.** Does not include major Structural Alterations;
   - **b.** Does not change the Use or intensity of the Use of the Structure or the Site;
   - **c.** Is consistent with an existing Development Permit, if the Structure or Site was subject to one; and **(16-26)**
   - **d.** Is performed in accordance with obligatory legislation or other government regulations.
2. The erection, construction, or the maintenance of gates, Fences, walls, or any other means of enclosure under the identified height limitations in any District;
3. The construction and maintenance of a public road, Public Utility, or public park within a public road, public Easement or Right-Of-Way, or publicly owned Parcel;
4. Residential Buildings containing up to 2 Dwelling Units in Land Use Districts where Dwelling Units are Listed as a Permitted Use, provided there is no existing Building on the Site that is being retained; **(14-22)**
5. A Dwelling Unit within an existing Building provided:
   - **a.** The existing Building contains one Dwelling Unit and no other Uses;
   - **b.** Dwelling Unit is a Permitted Use in the District; and
   - **c.** The existing Building is not located within the Flood Hazard Area. **(14-22, 18-24)**
6. The use of a Building or part thereof as a temporary polling station for a Federal, Provincial, or Municipal election, referendum or plebiscite;
7. The construction, maintenance, and repair of walkways, pathways and driveways at Grade;
8. Excavations, importing, removal or stockpiling of soil associated with an approved Development Permit, executed Subdivision Servicing Agreement, or for agricultural purposes in Districts where Agriculture - General is a Permitted Use;
9. The construction of an Accessory Building in the Traditional Neighbourhood District, excepting a swimming pool, hot tub, dugout or water feature located within 30 metres of an Escarpment;
10. A change in Use on a Site where:
    - **a.** The Building in which the Use is to be located has been approved;
    - **b.** The proposed Use is a Permitted Use in the Land Use District; and
    - **c.** The change is not from a Dwelling Unit to a Use under the Business, Commercial, or Institutional categories defined in Table 3. 1. **(14-22)**
11. Home Occupation - Minor;
12. Landscaping where the existing Grade and natural surface drainage pattern is not materially altered;

13. The Temporary Development of a portion of a Building or Structure for which a Development Permit has been granted for the marketing of the Building or Structure;

14. A Day Home in a Traditional Neighbourhood District, Neighbourhood Core District or Downtown District;

15. Placement of an unmodified shipping container on any Site for use:

- **a.** During construction of a Development for which a Development Permit has been issued and the shipping container is removed from the Site prior to Occupancy of the Development;
- **b.** For temporary storage of items due to an emergency, relocation, Special Event, for a maximum of 30 days; and
- **c.** As part of a Pop-Up, provided the Pop-Up otherwise complies with this Bylaw.

Provided the placement complies with all other bylaws of the Municipality and does not impede the Active Transportation Network or the safe movement of vehicles.

(18-24, 16-26)

16. A deck or balcony;

17. A Retaining Wall, provided the Retaining Wall:

- **a.** is not located within 30 metres of an Escarpment, and
- **b.** is not more than 1.0 metres at the highest point; or
- **c.** was approved as part of a subdivision design.

(14-22, 18-24, 16-26)

18. Development within the Aerodrome District directly related to aviation and regulated by the Aeronautics *Act*, RSC 1985 c.A-2;

19. The use of a Building or Site by or on behalf of the Municipality or another government authority for a maximum of 1 year resulting from (and directly related to) the declaration of a state of emergency;

20. Agricultural – General Uses in the Agricultural & Land Holdings District, subject to the following restrictions:

- **a.** A maximum of 3 Animal Units may be kept;
- **b.** More than 3 Animal Units may be kept temporarily on Parcels 8.5 hectares or larger for branding, sorting, herd health management, calving or foaling, or market delivery, for not more than 60 consecutive days per year and provided that the animals are confined on Site for calving and foaling; and
- **c.** A dugout may be located on Parcels larger than 8.5 hectares.

21. Private Utilities, provided that any above ground structures are no larger than 10 metres squared in cumulative area per Site, and do not exceed the height of the principal building, except antennas affixed to the roof of a Primary or Accessory Building or Structure;

(16-26)

22. Public Utilities;

23. The erection, construction or use of temporary facilities reasonably and directly required in connection with construction, Alteration, or maintenance of a Building for which a Development Permit or Building Permit has been issued if removed within 30 days of approval of Occupancy. This includes construction trailers, portable sheds, portable toilets, and electric generators;

24. Temporary storage of up to 5 Recreation Vehicles on Parcels within the Agricultural &

Land Holdings District; and

25. Special Events which hold all other approvals for such events required by the Municipality.

26. Pop-Ups, where they are a Permitted Use and comply with Use Standards of the District where they are located. **(14-22)**

27. Agriculture – Urban where it is a permitted use.

(14-22)

28. Minor changes to approved drawings for an existing Development Permit approval provided:

   a. There is no change to any approved uses on the Site;

   b. There is no new variance to any standards of this bylaw;

   c. No new structures, buildings, or additions thereto are proposed that would require a Development Permit on their own; and

   d. The date of approval of the Development Permit is not more than 2 years from the date of the proposed change.

29. Show Homes.

(16-26)

5.16 DEVELOPMENT PERMIT APPLICATION REQUIREMENTS

A. A Development Permit application shall include all of the following items:

1. A complete application form, submitted by the applicant, who shall acknowledge on the application form that they are either the registered owner of the subject property or have been authorized by the registered owner to make the application. Proof of such authorization shall be provided upon request by the Development Officer; **(16-26)**
2. Acceptable form of payment of applicable fee;
3. A current copy (within the last 60 days) of the title and all relevant land related encumbrances (Easements, Restrictive Covenants, Caveats etc.) as at a Land Titles Office; **(16-26)**
4. A vicinity map indicating the location of the proposed Development in relation to nearby streets and other significant physical features which may have implication on the proposed Development;
5. A statement of intended Uses of the proposed Development;
6. Where applicable, the location of existing and proposed wells, septic tanks, disposal fields, culverts and crossings;
7. Where a Building is proposed to be moved, the applicant shall provide photographs of the existing Building and a Building Inspection Report;
8. Where a Development is proposed within the Flood Hazard Overlay, tthe applicant shall provide any such items as outlined under Section 2.2.G; **(16-26, 22-26)**
9. Where a Development is proposed within 30 metres of an Escarpment, the applicant shall provide a comprehensive Slope Stability Geotechnical Report;
10. A Site plan at a 1:200 scale or other standard metric scale satisfactory to the Development Authority showing the following:
    - **a.** Scale of the plan;
    - **b.** Legal description and municipal address on every page;
    - **c.** North arrow;
    - **d.** Property lines clearly marked with dimensions;
    - **e.** Front, side and rear yards with dimensions;
    - **f.** Dimension layout of existing and proposed Parking Lots, driveways, paved areas, entrances and exits abutting streets and Lanes, shown and labelled;
    - **g.** Sidewalks and/or curbs, and existing or proposed landscaping, including removal or relocation of existing trees, in abutting public rights of way;
    - **h.** Areas to be landscaped on-Site and a chart on the plan indicating the area of the Site, the area to be landscaped and the number of coniferous and deciduous trees, large and small, in accordance with the Land Use Bylaw;
    - **i.** Proposed improvements to all portions of the Site including loading facilities, bike racks, parking Parcels, drive aisles, Fences, Buffering, retaining walls, storage areas and garbage/recycling facilities, etc.;
    - **j.** Dimensions of the Site and relationships to property lines of all existing and proposed improvements, including retaining walls;
    - **k.** Truck turning templates for Fire, delivery and garbage trucks;
    - **l.** Access locations to and from the Site including dimensions; and

m. Ground Sign location.

11. Elevation plans at a 1:200 scale or other standard metric scale satisfactory to the Development Authority showing:

a. Scale of the plan;

b. Elevations of all Façades of each new Building or addition including details of finishing materials and colours and Building height;

c. Identification of each elevation as west, east, north or south;

d. All fascia sign locations, a chart providing the dimensions and copy area of each sign including proposed window signage, the areas of the face of the Building or Bay it is attached to and the percentage of the face of the Building or Bay the sign will occupy, details of the sign design and construction;

e. All proposed window signage;

f. Screening of rooftop apparatus and if such apparatus is behind parapets, a shadow plan showing the outline of the apparatus behind;

g. A sight line plan showing visibility of the rooftop apparatus from adjacent roadways, walkways and/or public places;

h. Colour elevations;

i. Elevations of all Site details such as garbage enclosures, bike racks, bollards, Fences;

j. Ground Sign details;

k. Photos of any existing Buildings on the Site and abutting Sites;

l. Location of the Site address on the Building(s) or Ground Sign; and

m. Building floor plans showing:

- The proposed Uses and the area of each use including mezzanines; and
- Total gross floor area and dimensions of the Building(s) and Bays.

12. If an application is to demolish, remove, or alter a Building or other Structure designated as a Provincial Historic Resource, the applicant shall provide written approval of the Minister responsible for the Historic Resources *Act*.

13. An application for a Development Permit in all districts, including Direct Control Districts, must demonstrate sufficient water capacity to meet the needs of the intended Development or otherwise demonstrate compliance with the Town of Okotoks Water Allocation Policy as adopted by Council from time-to-time. The Development Authority shall refuse an application that does not comply with this Water Allocation Policy.

14. Where the Site is part of a larger area the whole of which may eventually be developed, the Development Authority may require the submission of a Comprehensive Site Plan for the whole area as part of the Development Permit application and may require that the plan be prepared by a qualified professional.

B. The Development Authority may also require, in its sole discretion:

1. A Real Property Report to verify the location of an existing Building or Development that is the subject to of the Development Permit application;

2. Photographic prints showing the Site in its current condition;

3. Photographic prints of abutting Sites;

4. Examples of exterior finishing materials;

5. A biophysical assessment;
6. An environmental Site assessment, to the extent required to determine potential contamination and mitigation;
7. A traffic impact analysis prepared by a qualified engineer specializing in transportation engineering which shall address, but not be limited to, impact of adjacent public roadways, pedestrian circulation on and off Site, vehicular circulation on and off the Site, turning radius diagrams for large truck movement and emergency vehicles on and off the Site and any other information required by the Development Authority;
8. A Parking study prepared by a qualified professional;
9. A noise attenuation study prepared by a qualified professional;
10. A hazardous material impact analysis;
11. Descriptive information and plans of how the form, mass and character of the proposed Development will relate and impact neighbouring Development including (but not limited to) effects of wind and shadows produced by the proposed Development;
12. A Development Site Servicing Plan that complies with the requirements of Okotoks General Design and Construction Specifications;
13. A Detailed Landscaping Plan and a Tree Protection Plan that complies with the requirements of Okotoks General Design and Construction Specifications;
14. A Site Lighting Plan that meets the requirements of this Bylaw;
15. A Site remediation plan where remediation of the Site may be required after the removal of a Temporary Development or use;
16. Approvals, acceptance or recommendations from other committees or agencies where applicable;
17. Sign criteria;
18. That the developer provide notification to the neighbourhood of the Development and hold an Open House at a time and location satisfactory to the Development Authority; and
19. Additional information of any kind that the Development Authority may consider necessary to properly evaluate the proposed Development.

5.17 REVOKING OR SUSPENDING A DEVELOPMENT PERMIT

A. Any Development Permit issued on the basis of incorrect information contained in the application may be revoked or suspended by the Development Officer.

5.18 CHANGES TO AN APPROVED DEVELOPMENT PERMIT

A. An application for a Development Permit for proposed changes to an approved Development Permit shall be made by submitting: **(16-26)**

1. A complete application form, submitted by the applicant, who shall acknowledge on the application form that they are either the registered owner of the subject property or have been authorized by the registered owner to make the application. Proof of such authorization shall be provided upon request by the Development Officer; **(16-26)**
2. Acceptable form of payment of applicable fee;
3. A current copy (within the last 60 days) of the title of the land all relevant land related encumbrances (Easements, Restrictive Covenants, Caveats etc.) as registered in a Land Titles Office; **(16-26)**
4. The existing approved or accepted plan, indicating the area to be changed using highlighting or clouds and identified with a number or letter;
5. A separate sheet describing the proposed changes in detail identifying each one with the corresponding number or letter on the plan - only the changes listed and described will be considered by the Development Authority;
6. In the case of changes to approved Building elevations:
   - **a.** For changes to exterior finishing materials including colors, a material board may be required by the Development Authority;
   - **b.** All fascia signage and a summary of sign area(s), the area of the Building or Bay it is attached to and the percentage of the face of the Building or Bay the sign will occupy;
   - **c.** Details on the design of the signage (a

copy of the sign criteria, if applicable);

d. If there is rooftop apparatus behind an existing parapet that is proposed to be removed, details on the apparatus;

e. All proposed window signage; and

f. Photographs of the elevation to be changed;

and

7. Additional information of any kind that the Development Authority may consider necessary to properly evaluate the proposed changes to the Development.

B. An application for proposed changes to an approved Development Permit can only be made if the original Development Permit was approved within 5 years of the date of application. The Development Officer may accept an application for proposed changes to an approved Development Permit if there is an active Development Agreement in place. **(16-26)**

5.19 WAIVER OF APPLICATION REQUIREMENTS

A. The Development Authority may waive the requirements to provide information pursuant to the Bylaw if it is satisfied that a decision on the application can be properly made without such information.

5.20 ADDITIONAL SETBACK & ENCROACHMENT CONSIDERATIONS

A. In addition to the Setback Standards in Part 3: Land Use Districts, the following apply in all Districts:

1. A Building or Structure, or portion thereof, may Project into a Setback as follows:	
Eaves	Maximum of 0.61 metres into any Setback, except where prohibited by provincial regulations or codes.
cantilevers, chimney / fireplace	Maximum of 0.61 metres into any Setback provided they are located wholly within the Site.
Window Wells **(18-24)**	No limit provided they are located wholly within the Site and do not conflict with any overland drainage easement, Right-of-Way or Escarpment.
Unenclosed Patios, Decks, sidewalks	No limit provided their floor surface does not rise more than 0.61 metres above Grade and is located wholly within the Site
Stairs and landings, Accessibility Features	Maximum of 3.0 metres into any Setback provided they are located wholly within the Site.
Accessory Buildings or Structures 10 metres squared or less in area	No limit provided they are a maximum height of 3.0 metres above Grade, located wholly within the Site, and not located within a utility Right-Of-Way or other easement.
Retaining Walls	No limit if the maximum height of the wall does not exceed 1.0 metres and does not conflict with any overland drainage easement, utility Right-of-Way, or Escarpment.
Construction wholly beneath the surface of the ground	No limits, except for private septic tanks or sewage holding tanks subject to provincial regulations.
Decorative features such as light pillars, address displays, and statues	No limits provided they are wholly within the Site and not located within a utility Right-Of-Way or other easement
2. Additional Setbacks for all new Development	
Escarpment	Minimum 30.0 metres from the top and toe of any Escarpment. The Development Authority may relax this requirement where the appropriate engineering reports demonstrate that a reduced Setback will not adversely impact the Escarpment.
Sheep River **(22-26)**	Minimum 60.0 metres of the Top of Bank of the Sheep River, as determined by the most current aerial photography, for new Buildings. The Development Authority may relax this requirement where a Qualified Professional demonstrates, to the satisfaction of the Development Authority, that the proposed Development will not adversely impact the Sheep River or its associated flood, erosion, avulsion, riparian, ecological, or river process functions due to site-specific topographic conditions, including elevated escarpments or stable river valley slopes.

Floodway **(22-26)**	Minimum 6.0 metres from the Floodway boundary identified on Map 2.20 Flood Hazard Overlay Map, for new Buildings. The Development Authority may relax this requirement where a Qualified Professional demonstrates, to the satisfaction of the Development Authority, that the reduced setback: ▪ Will not adversely impact the Floodway or the conveyance of floodwaters; ▪ Will not increase risk to persons, property, infrastructure, or the natural environment; and ▪ Can be safely supported based on site-specific conditions.
Arterial Roads	Minimum 27.0 metres from the boundary of the Southridge / Northridge Drive (Highway 2A), Highway 7, or 32 Street Right-Of-Way to a Building containing a Dwelling Unit. The Development Authority may relax this requirement where the appropriate reports demonstrate the Development is in line with best practices for sound attenuation or mitigation.
Railway	Minimum 27.0 metres from the boundary of the Canadian Pacific Railway Right-Of-Way to a Building containing a Dwelling Unit. The Development Authority may relax this requirement where the appropriate reports demonstrate the Development is in line with best practices for sound attenuation or mitigation.
Narrow lanes	When a Site abuts a Lane 7.0m or less in width, the Development Authority may require a Setback from the Property Line adjacent to the Lane greater than the prescribed minimum for all Development, including but not limited to parking spaces.

B. No Development shall project or encroach onto Municipal property, a Right-Of-Way, or a public road unless:

- the Municipality and the landowner have entered into an encroachment agreement authorizing such encroachment; or
- the encroachment is permitted without an encroachment agreement by the Town of Okotoks Encroachment Policy.

C. If the title of a Site is subject to a caveat with respect to a land dedication or an agreement for the acquisition of land for road widening purposes, the dedicated area or area of future road widening shall be considered the future property boundary for which Setback distances shall apply.

5.21 SERVICING STANDARDS

A. All new Development and Subdivision must demonstrate adequate sewage collection, treatment and disposal, water supply, treatment and distribution, storm water collection and storage and road infrastructure capacity necessary to serve the Development.

B. Where existing Parcels are not connected to the Municipality's piped wastewater system:

1. Septic, biological or other sewage treatment and disposal tanks may be permitted where no public sewerage system is available within 50.0 metres of the Parcel; and
2. Septic tanks or sewage holding tanks must be located within a Site in conformance with relevant provincial legislation

5.22 HERITAGE RESOURCES

A. It is the intent of the Municipality to work with owners to maintain and preserve the history and culture of Okotoks. Where heritage resources are identified and deemed to be preserved, the following standards will apply: every reasonable effort should be made to minimize Alterations of historic materials or architectural features of an existing Building, Site, or Structure.

5.23 DECISIONS ON DEVELOPMENT PERMITS

A. If a Development Permit application is for a Permitted Use that conforms with all provisions of the Bylaw, the Development Authority shall approve such application with or without conditions.

B. If a Development Permit application is for a Permitted Use that does not conform with all provisions of the Bylaw, the Development Authority may:

1. Grant a variance and approve the application, with or without conditions, if the variance is within the Development Authority's authority pursuant to the Bylaw;
2. Approve the application on the condition that it be amended to conform with all provisions of the Bylaw, with or without other conditions; or
3. Refuse the application.

C. If a Development Permit application is for a Discretionary Use that conforms with all provisions of the Bylaw, the Development Authority may:

1. Approve the application; with or without conditions; or
2. Refuse the application.

D. If a Development Permit application is for a Discretionary Use that does not conform with all provisions of the Bylaw, the Development Authority may:

1. Grant a variance and approve the application, with or without conditions, if the variance is within the Development Authority's authority pursuant to the Bylaw;
2. Approve the application on the condition that it be amended to conform with all provisions of the Bylaw, with or without other conditions; or
3. Refuse the application.

E. The Development Authority shall not allow the use of land or a Building not listed as a Permitted Use

or Discretionary Use in the District in which the Building or Site is situated.

F. The Development Authority shall consider the Municipality's statutory plans and comply with such plans where applicable when considering a Development Permit application.

(16-26)

5.24 CONDITIONS ON DEVELOPMENT PERMITS

A. The Development Authority may impose the following conditions on Development Permits for Permitted or Discretionary Uses:

1. The Development Authority may require the applicant to enter into a Development Agreement with the Municipality in order to provide one or more of the following:

a. To construct or pay for the construction of any roads required to give Access to the Development;

b. To construct or pay for the construction of:

i. A pedestrian walkway system to serve the Development;

ii. Pedestrian walkways to connect the pedestrian walkway system serving the Development with a pedestrian walkway system that serves (or is proposed to serve) an adjacent Development, or

iii. Both.

c. To install or pay for the installation of a Public Utility that is necessary to serve the Development, whether or not the Public Utility is, or will be, located on the Site;

d. To construct or pay for the construction of:

i. Off-street or other parking facilities; and

ii. Loading and unloading facilities.

e. To pay an off-Site levy or redevelopment levy imposed by Bylaw; and

f. To give security to ensure that the terms of the agreement are carried out;

2. The Development Authority may require the applicant to provide performance security in the form and amount specified by the

Development Authority to ensure completion of any requirements of the Development Permit approval;

3. The Development Authority may impose conditions to ensure that the Bylaw is complied with and the objectives of the Municipal Development Plan and any other applicable statutory plan are achieved;

4. The Development Authority may require that a Development Agreement be entered into, between the Municipality and the land owner, to ensure completion of any requirements of the Development Permit;

5. The Development Authority may require specific conditions of the Development Permit be completed prior to Commencement of Development or Occupancy of the Development;

6. If a Development is to be serviced by a Private Utility, the Development Authority shall impose a condition requiring such Private Utility to be approved by appropriate authorities prior to the Development proceeding; **(16-26)**

B. In addition to the conditions identified in Section A above, the Development Authority may impose the following conditions on Development Permits for Discretionary Uses for the purpose of achieving good planning:

1. Limits on the Development to achieve planning purposes;

2. Development standards which may be greater than those set out in the Bylaw; and

3. Timing or phasing of the Development.

and

C. A Development Permit deemed to be a Temporary Development may be limited to a time frame determined by the Development Authority.

5.25 ISSUANCE OF DEVELOPMENT PERMITS

A. General:

1. A Development Permit shall be issued to the applicant on the date it is approved and shall include:

   a. the Use or Uses that have been approved;

   b. any Bylaw requirements that were varied;

   c. any conditions of approval;

   d. the date of decision; and

   e. the date the permit becomes valid, in accordance with the mandatory appeal period outlined in the MGA. **(16-26)**

2. If the Development authorized by a Development Permit is not commenced within 12 months of the valid date of the Development Permit, the Development Permit is deemed to be void, unless an extension to the commencement date is granted by the Development Officer; and **(16-26)**

3. If the Development authorized by a Development Permit is not completed within 24 months of the vaild date of the Development Permit, or such longer period as may be authorized in a Development agreement, the Development Permit is deemed to be void unless an extension to the completion date is granted by the Development Officer.

(16-26)

5.26 NOTIFICATION OF DECISIONS

A. Approvals:

1. When an application for a Discretionary Use Development Permit is approved with or without conditions:
   - **a.** Notice of the Development Permit shall be posted on the Municipality's website, and such notice is deemed to be given to affected persons for the purposes of the *Act* on the date of such posting; **(27-21)**
   - **b.** At the discretion of the Development Authority, notification of the Development Permit may also be published in a newspaper circulating in the Municipality; and
   - **c.** At the discretion of the Development Authority, notification of the Development Permit may be posted or required to be posted on the relevant Site.
2. When an application for a Permitted Use Development Permit with a variance is approved with or without conditions:
   - **a.** Notice of the Development Permit must be posted on the Municipality's website, and such notice is deemed to be given to affected persons for the purposes of the Act on the date of such posting
3. For the purposes of this Bylaw, Notice of Decision for approval of a Discretionary Use or a Permitted Use Development Permit with a variance is deemed to have been given on the date the Notice of Decision is published on the Municipality's website. **(27-21, 16-26)**

B. Refusals:

1. When an application for a Development Permit is refused, the Development Authority must issue the applicant a notice outlining the reason(s) for refusal in accordance with the *Act*.

5.27 REPEAT APPLICATIONS

A. If an application for a Development Permit or a change in land use designation is refused another application with respect to the same Site:

1. for a Development Permit for the same or a similar use; or
2. for a change in land use designation

may not be made by the same or any other applicant until six (6) months has passed.

5.28 ENFORCEMENT

A. The purpose of this Section of the Bylaw is to outline the procedure for enforcing the provision of the Bylaw.

B. A Development Officer pursuant to the Bylaw is a Designated Officer for the purposes of carrying out inspections, remedial actions, and enforcement of this Bylaw pursuant to the *Act*.

C. General Offences:

1. Any person who:

a. Contravenes or causes, allows or permits a contravention of any provision of the Bylaw;

b. Contravenes or causes, allows or permits a contravention of any provision of a Development Permit or any conditions forming part of a Development Permit;

is guilty of an offence and is liable upon summary conviction to a fine in an amount not to exceed $10,000.00, imprisonment for not more than 1 year, or to both fines and imprisonment.

2. Council intends that all offences created under the Bylaw are to be interpreted as strict liability offences.

D. Violation Tickets and Penalties:

1. If a Peace Officer has reasonable and probable grounds to believe that a person has committed an offence pursuant to the Bylaw, the officer may commence proceedings against the person by issuing a violation ticket pursuant to the *Provincial Offences Procedure Act.*

2. If a specified penalty for an offence under the Bylaw is set in Schedule A, that is the specified penalty for that offence.

3. This Section does not prevent a Peace Officer from issuing a violation ticket requiring a court appearance of the defendant, pursuant to the provisions of the *Provincial Offences Procedure Act*.

4. If a person commits the same offence under the Bylaw more than once in one 24-month period, the specified penalty in respect of the second and third and subsequent offences will be as set in Schedule A.

5. For additional subsequent offences after the third, the minimum penalty shall be the specified penalty listed for the Third Offence and may be increased up to $10,000.

D. Other Remedies:

1. Nothing in this Bylaw diminishes or in any way affects the powers of the Development Authority to issue orders for compliance or in any way affects any person's rights to appeal a Development Authority's order.

2. Nothing in this Bylaw diminishes or in any way affects the provisions of the *Act* relating to offences and penalties.

3. Nothing in this Bylaw diminishes or in any way affects the rights of the Municipality pursuant to the *Act*, or at common law to seek an entry order, order for compliance, injunction or any other order to obtain compliance with this Bylaw.

4. The levying and payment of any fine or the imprisonment for any period provided in this Bylaw does not relieve a person from the necessity of paying any fees, charges or costs for which that person is liable under the provisions of this Bylaw or any other bylaw or enactment.

SCHEDULE A: Specified Penalties for Land Use Bylaw Enforcement

Offence	Relevant Bylaw Section	Specified Penalty (First Offence)	Specified Penalty (Second Offence)	Specified Penalty (Third Offence)
Failure to obtain a Development Permit / Failure to comply with the Development Permit conditions	5.14 / 5.24	$1,500	$2,500	$4,000
Occupy or commence use prior to Development Permit issuance	5.14	$1,500	$2,500	$4,000
Failure to comply with general regulations for signs	4	$1,000	$1,500	$2,500
Failure to comply with outdoor lighting regulations and standards	3.3.G – NA District 3.4.G – ALH District 3.5.J – ROS District 3.6.K – TN District 3.7.K – NC District 3.8.K – D District 3.9.K – GC District 3.10.L – IBP District 3.11.I – A District	$1,000	$1,500	$2,500
Breach of Land Use Bylaw where penalty not specified above	N/A	$1,000	$1,500	$2,500

(18-24)

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PART 6:
DEFINITIONS

This section of the Bylaw has the definitions for all of the technical terms that are capitalized throughout the Bylaw. They are listed alphabetically.



6.1 GLOSSARY OF TERMS

A

A-Board Sign means a self-supporting A-shaped Sign or sandwich board which is set upon the ground and has no external supporting Structure.

Access means the place, means or way by which pedestrians and / or vehicles and / or bicycles shall have ingress to and egress from a Site.

Accessibility Features means features of a Building, Structure, or Site that make it Accessible by everyone regardless of their ability, including (but not limited to) ramps, railings or other similar features.

Accessory Building or Structure means a Building or other Structure on a Site which is normally incidental and subordinate to the Primary Building on the same Site.

Act means the *Municipal Government Act, RSA 2000, c M-26*.

Active Transportation Network means a pathway or network of pathways used for pedestrians, bicycles, or other active means of transportation excluding automobiles.

Aerodrome means the existing Okotoks runway and other facilities directly related to aviation.

Agriculture - General means Development for the rural production of farm or agricultural products and includes the breeding and raising of Livestock, and horticultural growing operations requiring smaller tracts of land. Small-scale farm gate sales may be included.

Agriculture - Intensive means Development for the rural production of farm or agricultural products which may require higher than normal energy, water, or other similar inputs, and includes the breeding and raising of Livestock and horticultural operations.

Agriculture - Urban means community oriented, small-scale agriculture including, (but not limited to), community gardens, edible landscaping, rooftop gardens. It excludes Cannabis production. It may only include keeping of animal(s) if expressly permitted by other relevant municipal and / or provincial regulations. **(14-22)**

Alteration means any construction or work that changes the external appearance of a Building or Structure or the Site.

Animal Boarding & Breeding means any premises on which horses and domesticated animals are maintained, boarded, trained, or cared for in return for remuneration or kept for purposes of sale. An outdoor exercise area for use during the day, limited product display, Retail Sales - General and Offices may be included.

Animal Unit means an animal unit as defined in the *Agricultural Operations, Part 2 Matters Regulation.*

Arts & Crafts means Development used for the custom production of certain products in limited quantities by hand or with a restricted level of automation. This use may also include associated product display, retail sales, and instructional classes.

B

Basement means that portion of a Building which is wholly or partly underground and has not more than one-half of its height from finished floor to finished ceiling above finished Grade. Walk-out basements are not included in height calculations.

Bay means a self-contained unit or part of a commercial or industrial Building which can be sold, or leased for individual Occupancy.

Bicycle Parking means a rack, railing, locker, or other structurally sound device which is designed for the securing of one or more bicycles in an orderly fashion.

Buffer means a row of trees, shrubs, earth berm, a grassed separation or fencing to provide Buffering, noise abatement and separation between Sites, Land Use Districts and / or incompatible Uses.

Building means anything constructed or placed on, in, over, or under land but does not include a highway or public road or a bridge that forms part of a highway or public road.

Building Floodproofing means flood protection measures that prevent or limit floodwater entry and reduce flood damage to a Building. Examples include elevating Buildings or utilities, using flood-resistant materials, and protecting openings and mechanical systems. **(22-26)**

Building Height means the height of a Building as measured in Storeys up to the Eave and does not include the roof, attic, walk-out Basement, or other Accessory Structure.

Building Inspection Report means a report prepared by a qualified Structural Engineer in support of a Development Permit application addressing, as a minimum, the following:

A. The conformity of the Building to provincial regulations and codes; and

B. In the case of a Structure proposed to be moved, the suitability of the Structure for moving.

Building Permit means a certificate or document issued by the Safety Codes Officer pursuant to provincial legislation authorizing commencement of construction.

C

Caliper means the trunk diameter of a tree measured at a point 300mm above the top of the root ball.

Campground means the Development of land for the seasonal short-term Use of holiday trailers, motor homes, tents, campers and recreation vehicles, and which is not used as year round storage or accommodation for residential Use.

Cannabis means Cannabis as defined in the *Cannabis Act* (Canada) and its regulations and any amendments or substitutions thereof.

Cannabis Retail means a retail establishment licensed under Alberta Gaming, Liquor and Cannabis for the sale of Cannabis for consumption off-premises and may include the retail sale of drug paraphernalia. Offices and instructional classes may be allowed; however, the production or consumption of Cannabis or any other Use are not included.

Cemetery means Development for the interment of the deceased, which may include (but is not limited to) the following Accessory Development: crematoria, cineraria, columbaria, and mausoleums. Cemeteries may include, but are not limited to, memorial parks, burial grounds and gardens of remembrance.

Commercial Vehicle means:

A. A vehicle operated on a highway by or on behalf of a person for the purpose of providing transportation , in respect of a person's business, work or employment, the carriage of passengers or of goods, but does not include a private passenger vehicle and weighs in excess of 5,450kg;

B. A vehicle registered as a commercial vehicle and has a registered weight in excess of 5,450kg; or

C. A tractor, grader, road building or road maintenance equipment, or construction equipment, other than truck-type vehicles, regardless of weight. **(14-22)**

Community Information Sign means a sign sponsored directly or indirectly by the Municipality which provides information about the Town of Okotoks and may include space for information about special community events.

Comprehensive Site Plan means a plan drawn to scale showing the boundaries of the Site, the location of all existing and proposed Buildings upon that Site, and the Use or the intended Use of the portions of the Site on which no Buildings are situated. A Comprehensive Site Plan shall address Building Frontages, form and compatibilities, Site layout including Setbacks and possible Subdivisions, landscaping, Parking, Access, continuity of Pedestrian and Vehicular Circulation, Signs, fencing, Buffering if necessary, storm drainage and suggested colors and Building materials.

Corner Site means a Site situated at the junction of 2 or more intersecting Thoroughfares.

Council means the Municipal Council of the Town of Okotoks.

Culture means Development used by one or more organizations for arts, religion, community and / or cultural activities, but does not include Entertainment Establishment.

D

Dark Sky Compliant means outdoor lighting that meets the International Dark Sky Associations (IDA) requirements for reducing waste of ambient light. Fixtures within this category are fully shielded.

Day Home means a child care facility operated from a private residence which complies with the Alberta Family Day Home Standards but does not include child care programs as defined by the Child Care Licensing Act, as amended.

Death Care means Development where deceased persons or animals are prepared for burial display and / or for rituals before burial or cremation. Such facilities may include chapels, crematoria, columbaria and showrooms for the display and sale of caskets, vaults, urns, and other items related to burial services. A Cemetery requiring land and / or structures dedicated for the interment of human and / or animal remains may be included.

Development means:

A. An excavation or stockpile of soil and the creation of either of them;

B. A Building or an addition to, or replacement or repair of a Building and the construction or placing of any of them in, on, over, or under land;

C. A change of Use of land or a Building or an act done in relation to land or a Building that results in (or is likely to result in) a change in the Use of the land or Building; or

D. A change in the intensity of Use of land or a Building or an act done in relation to land or a Building that results in (or is likely to result in) a change in the intensity of Use of the land or Building. **(18-24)**

Development Authority means a Development Authority as provided for in the *Act.*

Development Permit means a document that is issued under the Land Use Bylaw and authorizes a Development.

Designated Flood Event (DFE) means the flood event selected by the Town for planning and flood risk management purposes and used to establish the Designated Flood Level. **(22-26)**

Designated Flood Level (DFL) means the maximum expected water surface elevation resulting from a specific Designated Flood Event (DFE). **(22-26)**

Discretionary Use means a Use of land or of a Building which is listed as a Discretionary Use in a Land Use District in the Bylaw. An application for a Discretionary Use may, subject to the provisions of the Bylaw, be approved with or without conditions by the Development Authority.

Drive-thru Facilities means a Site, or portion of a Site, that by design or physical facilities permits customers to receive services or obtain without exiting an automobile. This includes any building with an access window or machine that can be utilized by the operator of an automobile in a queue but does not include curb-side pick-up or temporary loading spaces. **(18-24)**

Dwelling Unit(s) means a self-contained living premise with cooking, eating, living, sleeping and sanitary facilities for domestic Use by one or more individuals and includes a Single Detached Dwelling.

E

Easement means a documented and registered interest, held by 1 party in land owned by another party, which entitles the holder to specific limited Use of the land.

Eave means the junction of a Building wall and an overhanging roof.

Education means Development of public and private places of learning for any age including licensed child care facilities and / or research facilities, and excludes Day Homes.

Election Signage means any placard placed or erected and used to promote a candidate during a provincial or federal election or by-election, or any election or by-election held pursuant to the *Local Authorities Election Act*, Revised Statutes of Alberta 2000, Chapter L-21 and amendments thereto. **(12-24)**

Emergency Medical & Treatment means development that provides services to persons in need of imminent,

critical, or mandatory assistance or medical treatment due to age, physical or mental disability, addiction, illness, or injury. **(18-24)**

Encroachment Policy means a policy adopted by the Town of Okotoks Council, from time to time, that governs the manner in which encroachments onto Municipal property, rights-of-way, and roads are considered. **(14-22)**

Entertainment Establishment means Development for spectator or participatory activities, both indoor and outdoor, including (but not limited to) billiards, arcades, bowling alleys, theatres, movie theatres, fairgrounds, etc.

Entrance means the Primary Entrance to a Building and the surrounding articulation that makes the Entrance visible and gives it character, including (but not limited to) porches, windows, projections over the Entrance, and Stoops, but does not include stairs or Accessibility Features.

Equestrian Facility means Development used for the training of horses and riders and may include facilities for horse boarding and grooming, horse shows and equestrian competitions.

Escarpment means a continuous steep-sloped feature, including associated ravines, gullies, coulees, side draws and similar related natural elements, which have a slope of 15 percent or greater.

Excavation, Stripping & Grading means the physical Alteration of the land typically for the purpose of construction. Changes to drainage patterns are included in this Use; however, normal agricultural activity is excluded from this Use including (but not limited to) farm cultivation and grading activities for regular agricultural maintenance.

F

Façade means the exterior wall of a Building.

Fascia Sign means a Sign that is mounted flush to a Building Façade or similar Structure that is directly related to the use in said Building or Site. This includes a Sign that is made up of individual letters / symbols that are affixed to a surface which functions as the Sign board.

Fence means a vertical physical barrier constructed out of typical Building material to provide visual Buffering, prevent unauthorized Access or to enclose a Site. Height of all fences is measured from Grade and includes retaining walls or similar Structures. **(18-24)**

Flood Protection Elevation (FPE) means the minimum elevation used to establish flood protection requirements for Development and is calculated by adding the required Freeboard to the applicable Designated Flood Level. **(22-26)**

Flood Fringe means those lands abutting the flood way, the boundaries of which are indicated on the Flood Hazard Overlay Map, and which would be inundated by flood waters of a magnitude likely to occur once in 100 years.

Flood Mitigation means measures that reduce the likelihood, extent, severity, or consequences of flooding. Examples include upstream dams and reservoirs, floodplain management, and early warning systems. **(22-26)**

Flood Protection means flood mitigation measures that shield people, property, or infrastructure from floodwaters. Examples include berms, dikes, floodwalls, diversion channels, and Building Floodproofing. **(22-26)**

Floodway means the river channel and adjoining lands indicated on the Flood Hazard Overlay Map which would provide the pathway for flood waters in the event of a flood of a magnitude likely to occur once in 100 years.

Freeboard means the vertical distance added to a Designated Flood Level to establish a Flood Protection Elevation and provide an additional margin of safety for uncertainties associated with flooding, wave action, debris, climate variability, and hydraulic modelling assumptions, which is typically 0.5 m unless otherwise supported by a Hydrotechnical Assessment prepared by a Qualified Professional. **(22-26)**

Front Property Line means the Property Line(s) adjacent to a Primary Thoroughfare.

Frontage means the area of a Site between a Building Façade and a curb inclusive of its Building and landscape components and includes the Public Frontage and the Private Frontage.

Frontage Standard means a standard Frontage type as identified in the Bylaw for the relevant District.

Fully Shielded means the light fixture is constructed and installed in such a manner that all light emitted by the fixture, either directly from the lamp or a diffusing element, or indirectly by reflection or refraction from any part of the fixture, is projected below the horizontal plane through the fixture's lowest light-emitting part. **(14-22)**

G

Golf Course means Development of a golf course including (but not limited to) fairways, greens, golfing activities, driving ranges, practice areas, supporting Offices, retail pro shops, and Outdoor Storage. A golf course may include a Restaurant or Café or Special Events.

Government means Development owned, operated, or occupied by a government agency including, (but not limited to), government departments, social service facilities, public works facilities and / or courthouses.

Grade means the elevation of the existing ground in an undisturbed natural state or an approved design Grade as described in a Grading Plan.

Grading Plan means a drawing or specification prepared by a professional surveyor or similar professional discipline which specifies elevations for Buildings, foundations, drainage features, Thoroughfares, Lanes, passages, and the finished ground levels of Development Sites.

Ground Sign means a Sign which is structurally independent from a Building and is mounted on a foundation, a pole, or is suspended between two or more poles.

H

Hard Landscaping means those non-living materials used in the landscaping features or which cover a Site that include (but are not limited to) paving material, wooden timbers, concrete products, playground equipment, and streetscape furniture.

Health & Human Services means development that provides services pertaining to personal human health that are not of an imminent, critical, or mandatory nature, and may be recreational in nature. Health & Human Services does not include development for emergency medical services or treatment. **(18-24)**

High Hazard Flood Fringe means portions of the Flood Fringe where flood depths exceed 1.0 metres and/or flow velocities exceed 1.0 metres per second. These areas commonly occur as localized pockets within larger Flood Fringe areas. The classification identifies hydraulic conditions that may warrant additional consideration during Development review but does not, by itself, determine the required flood protection measures. Within this area, the Development Authority may require additional technical information or mitigation measures to address site-specific flood hazard characteristics. **(22-26)**

High Quality Soil means natural, fertile, arable, agricultural soil meeting the following requirements:

A. Contain no less than 6 percent organic material;

B. Have a pH value ranging from 6.0 to 8.5;

C. Be non-toxic to plant growth;

D. Have a soil texture of loam soil as defined by Canadian System of Soil Classification; and

E. Be reasonably free from subsoil, slag, clay, stone, lumps, live plants, roots, sticks, quack-grass, noxious weeds and foreign matter.

Home Occupation - Major means a moderate impact business or commercial Use within a residential Building or Accessory Building or Structure that does not change the external appearance of the Buildings or Site and does not create any external impacts beyond the Site.

Home Occupation - Minor means a low impact business or commercial Use within a residential Building or Accessory Building or Structure that does not change the external appearance of the Buildings or Site and does not create any external impacts beyond the Site.

Hydrotechnical Assessment means a report prepared by a Qualified Professional that evaluates flood hazards, flood levels, hydraulic conditions, flood risks, flood

mitigation measures, flood protection requirements, and river processes including erosion, scour, deposition, avulsion, channel migration, and channel stability, and provides recommendations to support a Development application. **(22-26)**

I

Identification Sign means a sign which contains no advertising, but is limited to the name, address and number of a Building, institution or the occupation of the person.

Industrial - Light means the manufacturing, fabrication, assembly, distribution, disposal, warehousing or bulk storage, trucking and equipment facilities, or any industrial activities primarily within a Building or Structure which does not produce noise, heat, glare, dust, smoke, fumes, odours, vibration, or other external impacts. Industrial - Light may include some Outdoor Storage. **(18-24)**

Industrial - Medium means the processing, manufacturing, or compounding of materials, products, or any industrial activities which because of their scale or method of operation regularly produce noise, heat, glare, dust, smoke, fumes, odours, vibration, or other external impacts detectable beyond the Site and may include Outdoor Storage. All Sites shall be Buffered from adjacent Sites and roads to the satisfaction of the Development Authority.

J

K

L

Landscaped Area means that portion of a Site planted with trees, shrubs or other vegetation including the soil or bedding material areas associated with plantings. A Landscaped Area does not include the footprint of a Building, decks, patios, sidewalks, driveways, Parking Lots, or other similar Hard Landscaping.

Landscaping means the modification and enhancement of a Site or Development through the use of the following elements:

A. Soft or natural landscaping consisting of vegetation such as trees, shrubs, hedges, grass and other ground cover; or

B. Hard landscaping consisting of non-vegetative materials such as brick, stone, concrete, tile and wood and excluding monolithic concrete and asphalt.

Lane means a secondary vehicular Access located to the side or rear of a Site and provides Access to service areas, parking, Accessory Structures, and / or contains utility Easements.

Livestock means animals kept or raised including (but not limited to) buffalo, camels, cattle, elk, goats, horses, llamas, mules, rabbits, sheep, poultry, swine and zebras, but does not include bees.

Loading Space means a space for parking a Commercial Vehicle while being loaded or unloaded.

M

Municipality means:

A. The Municipal Corporation of the Town of Okotoks; and

B. Where the context requires, means the area of land contained within the boundaries of the Municipality's corporate limits.

N

Natural Asset means limited stocks of naturally occurring living and non-living resources / ecosystems,

relied upon to provide ecosystem services, including ecological or eco-assets, and can be managed alongside naturalized assets and green infrastructure to maintain functionality.

NEF means Noise Exposure Forecast.

NEF Contour means a number contour as shown in the Aerodrome Overlay Map.

O

Occupancy means the utilization of a Building or land for the Use for which it has been approved.

Office means Development for the processing, manipulation, or application of business information or professional expertise, and may or may not include services to the public. An Office is not materially involved in fabricating, assembling, or warehousing of physical products for the retail or wholesale market, but may be Accessory thereto. An Office does not include development pertaining to health or human services where such uses involve client visits of any volume.

(18-24)

Open Style Fence means a Fence that is of an open design such as chain link, wrought iron, or rail, where the ratio between space and fence material is at least 50:50 or its equivalent. This type of fence includes wrought iron (or aluminum or steel alternatives), chain-link, or spaced vertical or horizontal rails that allows for visibility through the fence. The fence must not be constructed with barbed wire, metal spikes, or have any sharp points extending upward along the top of the fence. **(24-23)**

Outdoor Storage means Development where goods, materials, or equipment are (or may be placed) outside of a Building.

P

Parcel means the aggregate of the 1 or more areas of land described in a certificate of title or described in a certificate of title by reference to a plan filed or registered in the land titles office. For the purposes of this bylaw, a Parcel also means 1 bare land condominium unit within the TN District if that unit contains a Single Detached Dwelling. **(18-24)**

Parking Lot - Independent means a parking area that is not Accessory to a separate Use or Development on the same Site.

Parking Stall means a space set aside for the parking of one, or any, vehicle, which within the Municipality, and must be hard-surfaced to the satisfaction of the Development Authority.

Peace Officer means a member of the Royal Canadian Mounted Police, a Community Peace Officer as appointed by the Solicitor General of Alberta, or a Bylaw Officer as appointed by the Municipality to Enforce bylaws of the Municipality.

Permitted Use means the Use of land or of a Building which is listed as a Permitted Use in a Land Use District of the Bylaw.

Pop-up means a Commercial Use that is temporarily located within an existing Building, temporary structure, or outdoors without significant or any modification to the Site. A pop-up use can include retail sales and service, food or beverage sales, artisan manufacturing by hand or with a limited level of automation, fitness instruction, outdoor theatre, or a combination of these uses provided all provincial health and safety regulations are adhered to and there is no impact beyond the Site. A pop-up use does not include Cannabis Retail, Livestock, or any service that is not same-day. **(14-22)**

Primary Building means the main Building or Structure on a Site.

Primary Frontage means the area abutting the Primary Thoroughfare from the curb to the Building Façade and includes the Public Frontage and Private Frontage. For a Corner Site, the Primary Frontage includes the corner area of the Site by extending the Building Façade line to the Secondary Thoroughfare.

Primary Thoroughfare means the Thoroughfare clearly associated with the front Façade of Primary Buildings along a Block Face. Where a Corner Site abuts more than two Thoroughfares, the Development Officer may

determine that all Thoroughfares, except for one, are a Primary Thoroughfare, if such a determination is in the interest of protecting the quality of the Public Realm. If the position of the Primary Thoroughfare in relation to the Corner Site is unclear, the Development Officer will make a determination on this matter, taking into account the following factors:

A. The orientation of Primary Buildings at the intersection. Where Primary Buildings at the intersection are oriented toward one of the Thoroughfares, this Thoroughfare will generally be considered the Primary Thoroughfare.

B. The Lot Width. The Lot Width is among the Lot Lines that abut the Thoroughfares. The narrowest Lot Width will generally be associated with the Primary Thoroughfare.

C. The width of the Thoroughfares. The Thoroughfare with the widest pedestrian space will generally be considered the Primary Thoroughfare.

D. Pedestrian Counts. The Thoroughfare with the highest weekday, peak-hour pedestrian counts will generally be considered the Primary Thoroughfare.

Primary Use means the main Use of a Site and constitutes the main purpose for which the Site is used. Primary Uses may be located within a Building or Structure, or a portion of a Building or Structure that is separated structurally from other Uses within the same Building or Structure. One or more Primary Uses may occur on a Site.

Private Frontage means the area between the Building Façade and the Property Line, and applies to the Primary Frontage and Secondary Frontage.

Private Utility means systems or works that are owned by private individuals, societies or corporate entities, associated with water, wastewater, storm, power, heating and cooling, energy waste, transportation, and telecommunications for private use.

Prohibited Use means a Use that is not a prescribed Use for the applicable District.

Projecting Sign means a Sign which is mounted on and project form a Building either on an awning or canopy, or projects in a perpendicular fashion from a Building Façade.

Projection means any horizontal structural or architectural element, Building feature or other object that juts out, overhangs, or protrudes into the prescribed Setback and is located above the foundation.

Property Line means the identified and surveyed boundaries of a Site identified by a Land Title Certificate.

Protected Flood Fringe means portions of the Flood Hazard Area that would otherwise be classified as Flood Fringe but where flood exposure is reduced by the presence of flood protection works or other infrastructure. **(22-26)**

Public Frontage means the area abutting a Thoroughfare between the curb and the front Property Line, and applies to the Primary Frontage and Secondary Frontage.

Public Realm means all exterior places, linkages, and built-form elements that are physically Accessible regardless of ownership. The Public Realm includes (but is not limited to) Rights-of-Way, parks, squares, plazas, courtyards, paths, boulevards, and sidewalks.

Public Utility means systems or works owned by (or on behalf of) a utility company or government associated with water, wastewater, storm, power, heating and cooling, energy waste, transportation, and telecommunications for public use.

Q

Qualified Professional means a person who:

A. Possesses education, training, and experience relevant to the matter being assessed;

B. Is registered and in good standing with a professional regulatory organization authorized by the Province of Alberta to regulate the applicable profession; and

C. Is authorized under applicable provincial legislation to provide professional opinions, reports, certifications, designs, or recommendations within their area of practice. **(22-26)**

R

Recreation - Active means Development for leisure activities requiring indoor and / or outdoor facilities for engaging in sports, including (but not limited to) parks, swimming pools, fields, arenas, courts, rinks, gyms, or other large-scale facilities that contain such facilities, but does not include Entertainment Establishments.

(18-24)

Recreation - Passive means Development for leisure activities that require little to no Alteration or formal Development of a Site for public or private enjoyment.

Recreation Vehicle means a portable structure intended to be carried on a vehicle, or a unit intended to be transported on its own wheels to provide temporary living accommodation for travel and recreational purposes. It includes such vehicles as a motor home, a camper, a travel trailer, a tent trailer and a boat, but does not included a manufactured home.

Redevelopment means Development on a Site that is already developed and includes the replacement, reconstruction, expansion, significant alteration, or Change of Use of an existing Building or Structure.

(22-26)

Restaurant / Café means Development where prepared food and beverages, including alcoholic beverages, are offered for sale to the public for consumption on- or off-premises.

Retail & Service - General means Development that provides goods or services directly for sale to the consumer where such goods or services are available on the premises to a maximum of 420.0 square metres and where such development does not pertain to health or human services where such uses involve client visits of any volume. Retail & Service - General does not include Cannabis Retail. **(18-24)**

Retail & Service - Large means Development, often with outdoor display, which provides goods or services for consumer purchase or rental and includes (but is not limited to) vendors of lumber and Building supplies, landscaping supplies and equipment, vehicles, watercraft and / or outdoor Structures such as prefabricated shed, decks, patios, swimming pool and play equipment. Outdoor displays that are Accessory may occur, providing the scale of such activities does not unduly conflict with or dominate the use of the Site. Seasonal displays or seasonal outdoor retail may be allowed. Retail & Service - Large does not include Cannabis Retail.

Retaining Wall means a Structure designed and constructed to resist the lateral pressure of soil, loose rock or similar material, which creates a change to Site Grades.

Right-Of-Way means an area of land reserved or dedicated as a Thoroughfare, Lane, Active Transportation Network, or Public Utility.

Roof Sign means a Sign that projects above the top Eaves or which is erected upon or above a roof or a parapet of a Building.

S

Secondary Frontage means the area abutting the Secondary Thoroughfare from the Curb to the Building Façade and includes the Public Frontage and Private Frontage. For a Corner Site, the Primary Frontage includes the corner area of the Site by extending the Building Façade line to the Secondary Thoroughfare.

Secondary Thoroughfare means a Thoroughfare that is not a Primary Thoroughfare, and can include a Lane if Façade standards are required in the opinion of the Development Officer.

Service Station means a business engaged in the servicing of vehicles or machines and / or the sale of vehicle fuel and Accessory or convenience products and does not include farm fuel on agricultural Parcels.

Setback means the minimum distance between the foundation of a Building or Structure and a Property Line. In the case of an irregular shaped Property Line, an average of three points is used to determine the distance between the Building or Structure and a

Property Line. **(14-22)**

Short Term Lodging - General means Development used for the provision of rooms or suites for temporary sleeping accommodation with less than four units in one Building or on one Site.

Short Term Lodging - Large means Development used for the provision of rooms or suites for temporary sleeping accommodation with four or more units in one Building or on one Site.

Show Home means a permanent Dwelling Unit that is constructed for the temporary purpose of illustrating to the public the type or character of a dwelling or dwellings to be constructed in other parts of a Subdivision or Development area. Show Homes may contain Offices for the sale of other Lots or dwellings in the area. A Show Home may not be occupied by any person for the purpose of habitation and may only remain in Use for a period of 2 years or less.

Sign means a visual medium used to convey information by way of words, pictures, images, graphics, emblems or symbols, or any device used for the purpose of providing direction, identification, advertisement, business promotion, or the promotion of a person, product, activity, service, event, or idea.

Sign Area means the total area within the outer edge of the frame or border of a Sign. Where a Sign has no frame or border, the Sign Area shall be the area contained within the shortest line surrounding the whole group of letters, figures or symbols of such Sign. In the case of a multi-faced sign, only one side of the Sign shall be counted.



Single Detached Dwelling means a Building which contains only one Dwelling Unit and which is used for residential purposed only, except as otherwise allowed in this Bylaw, but does not include a Temporary Dwelling Unit, Short-Term Lodging General, or a manufactured home or recreational vehicle.

Site means an area of land on which a Building or Use exists or for which an application for a Development Permit is made, which may include 1 or more Parcels.

Site Area means the total area enclosed within the boundaries of the Site as shown in a plan of Subdivision or described in a Land Title Certificate.

Site Coverage means the combined area of all Buildings or Structures on a Site (including Accessory Buildings, decks, balconies and other Structures) that have a height of 0.6 metres or more above the Grade but excluding Eaves, cornices and other similar projections that have a clearance greater than 2.4 metres above Grade.

Site Depth means the perpendicular horizontal distance between the front and rear boundaries of the Site. In the case of an irregular shaped Lot, an average of three points is used to determine the depth. **(14-22)**

Site Lighting Plan means a plan(s) prepared by a qualified Electrical Engineer addressing at a minimum:

A. a description of each proposed light fixture including a copy of the specification sheet and details on the proposed installation height and locations;

B. a plan of the site and surrounding area, which shows the location of all light fixtures;

C. a photometric grid showing illumination levels both within the site and 8m beyond the property line based on the manufacturer's specifications for the light fixtures;

D. foundation details for light poles;

E. appropriate references to guidelines for lighting levels prepared by the Illumination Engineering Society of North America (IESNA) and a description of how the site lighting plan is consistent with IESNA recommendations and lighting requirements of the Land Use Bylaw; and

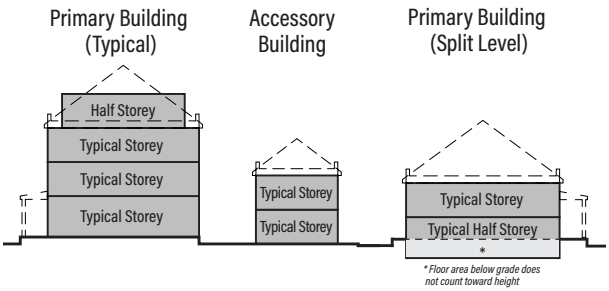
F. a letter from the Electrical Engineer confirming that the proposed light levels are suitable for the proposed use. **(18-24)**

Site Width means the perpendicular horizontal distance between the side boundaries of the Site, measured at the Front Property Line, or in the case of an irregular shaped Site, as measured at 6 metres from the Front Property Line.

Soft Landscaping means the natural living features of a Site including (but not limited to) lawn, trees, shrubs, and ornamental plantings.

Special Events means Development for temporary cultural and / or entertainment activities.

Storey means the vertical space between the top of any floor and the top of the next floor above it, and if there is no floor above it, to the ceiling above it or to the base of the Eave, up to a maximum of 4.5 metres tall for all Buildings except industrial Uses which can be higher. A half Storey is where the full height of a regular Storey can be fit within a smaller area.



Structural Alteration means:

A. Major means a fundamental and significant change in the configuration or framework of the exterior of a Building; or

B. Minor means changes to the exterior of a Building of little or no structural significance or impact such as moving or replacing a window or door.

Structure means anything constructed or erected on the ground, or attached to something on the ground and includes all Buildings.

Subdivision means the division of land into one or more smaller Parcels by a plan of Subdivision or other instrument.

Subdivision Authority means a Subdivision Authority as provided for in the *Act*.

Subdivision Servicing Agreement means an agreement respecting an area to be subdivided as provided for in the *Act.*

T

Temporary Development means Development that the Development Authority has added a time condition to a Development Permit that specifies the length of time a Use may operate.

Temporary Dwelling Unit(s) means a Dwelling Unit built on a frame that allows it to be easily moved from time-to-time. A Temporary Dwelling Unit does not include recreation vehicles, must have an approved Building Permit, and must only be placed on a Site for a period of two years or less.

Thoroughfare means a right-of-way, typically publicly owned, serving primarily pedestrian and vehicular travel, providing Access to adjacent Sites, and which may also be used to provide space for bicycle facilities, transit, surface water management, trees and / or utilities. Lanes may be considered Thoroughfares at the discretion of the Development Officer. A Thoroughfare does not have to accommodate vehicular travel. Active Transportation Network routes may be considered Thoroughfares at the discretion of the Development Officer.

U

Use means the utilization of a Parcel for a particular Development activity.

V

W

Wash Station means Development for the washing of vehicles or pets, which may include production-line methods, mechanical devices, or hand-wash facilities.

Window Sign means a Sign that is attached to, painted on or displayed on the interior or exterior of a window of a Building so that its content is visible to a viewer outside of the Building. It includes Signs that are erected 0.9 metres or less behind a window, but does not include any type of product or window display that is intended to be visible to a viewer outside of the Building.

X

Y

Z

Zero Lot Line means a residential Development where the Primary Building is located on a lot where there is no side yard on one side of the Primary Building provided the wall of the zero setback side contains no windows, doors or other openings; there is a maintenance easement on the adjacent lot to the zero setback; and the Primary Building is not physically connected to another Building on the adjacent lot.

(18-24)