

VILLAGE OF COUTTS

CHINOOK INTERMUNICIPAL SUBDIVISION & DEVELOPMENT APPEAL BOARD

October 20, 2026; 5:30 pm

Hearing No. 202605

Appellant/Applicant: Joanne Person

LIST OF EXHIBITS

- A. Notice of Hearing and Location Sketch Map
- B. List of Persons Notified
- C. Notice of Appeal
- D. Notice of Decision
- E. Municipal Planning Commission Agenda – Sept 3, 2026
- F. Municipal Planning Commission Meeting Minutes – Sept 3, 2026
- G. Notice of Development Permit Application 202605
- H. Development Permit Application 202605
- I. Removal Order
- J. Excerpts from Village of Coutts Land Use Bylaw No. 523
- K. Excerpts from Village of Coutts Municipal Development Plan Bylaw No. 570

VILLAGE OF COUTTS

NOTICE OF CHINOOK INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD HEARING

Development Application 202605

THIS IS TO NOTIFY YOU THAT IN ACCORDANCE WITH SECTION 686 OF THE MUNICIPAL GOVERNMENT ACT, REVISED STATUTES OF ALBERTA, 2000, CHAPTER M-26, AS AMENDED, A PANEL OF THE CHINOOK INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD WILL HEAR AN APPEAL OF A DECISION BY THE:

**Municipal Planning Commission of the Village of Coutts
with respect to Development Application 202605**

APPELLANT/APPLICANT:	Joanne Person
LEGAL DESCRIPTION: (SUBJECT PROPERTY)	Lots 6-7, Block 2, Plan 8239EE 306 – 1 st Avenue North, Coutts AB
PROPOSAL:	Shipping Container (permanent)
DECISION:	Refused with Reasons
PLACE OF HEARING:	Village of Coutts Recreation Hall 300 3 rd Street W, Coutts AB
DATE OF HEARING:	Tuesday, October 20, 2026
TIME OF HEARING:	5:30 p.m.

PROCEDURES PRIOR TO THE HEARING FOR 202605:

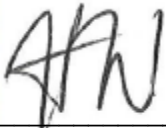
1. **Provide Written Submissions** - The Appeal Board is encouraging all hearing participants to submit presentations, letters, and comments to the Board prior to the hearing. It is preferred that written material is emailed to the Board Clerk, ideally in a PDF format. Please contact the Clerk with your written submissions which will be accepted until **12:00 p.m. October 15, 2026**.

EMAIL: **haileywinder@orrsc.com**
MAIL: **Hailey Winder, Board Clerk**
Oldman River Regional Services Commission
3105 – 16th Avenue N., Lethbridge, Alberta T1H 5E8

If you do not submit your information by the deadline, you may bring information to the hearing for submission and are expected to supply 12 copies.

2. **Exhibit Viewing** - The initial appeal exhibit package will be posted on the ORRSC website at **www.orrsc.com**.

DATE: September 24, 2026



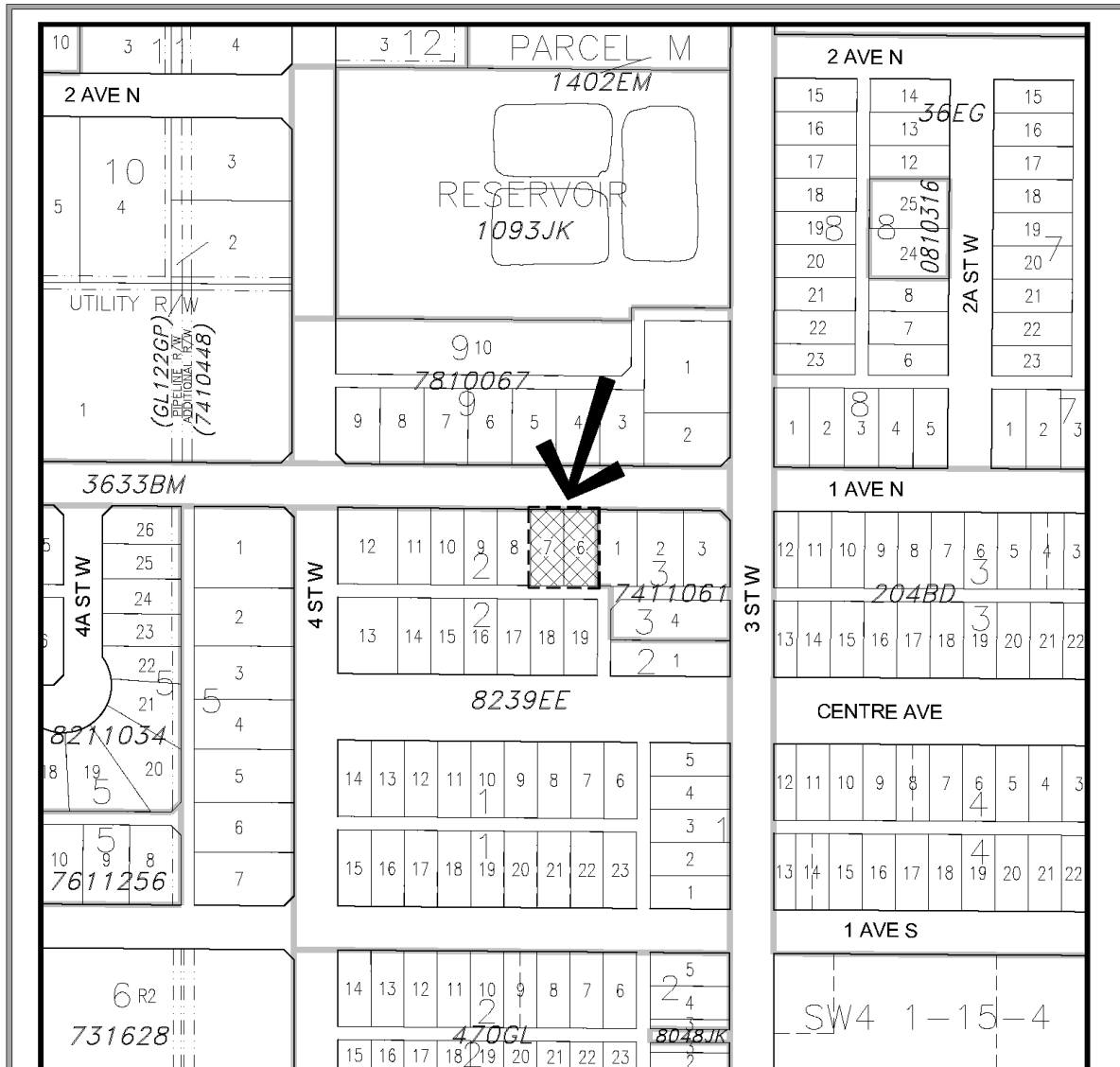
Hailey Winder, Board Clerk
Subdivision & Development Appeal Board

VILLAGE OF COUTTS

CHINOOK INTERMUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD

Land Subject of Appeal 202605

Lots 6-7, Block 2, Plan 8239EE (306 – 1st Ave N)



LOCATION SKETCH

LOTS 6-7, BLOCK 2, PLAN 8239EE

WITHIN SE 1/4 SEC 5, TWP 1, RGE 15, W 4 M

MUNICIPALITY: VILLAGE OF COUTTS

DATE: SEPTEMBER 23, 2026



0 Metres 50 100

September 23, 2026
N:\Wamer-County\Coutts\Coutts Projects\Coutts Location - Lots 6-7, Block 2, Plan 8239EE.dwg

VILLAGE OF COUTTS
CHINOOK INTERMUNICIPAL SUBDIVISION & DEVELOPMENT
APPEAL BOARD

Development Application 202605

List of Persons Notified

Municipality:

Village of Coutts MPC (3)
Village of Coutts, CAO
ORRSC Planner, Bonnie Brunner

SDAB Members:

Tyler Nelson
Peggy Losey
Tanya Smith

Appellant:

Joanne Person

Adjacent Landowners Notified:

Robert & Sharlene Thielen
Mark & Lorelei Vandenberg
Steven Singer
Gordon Fuller
Myrtle Banks
Morgan Howes



VILLAGE OF COUTTS NOTICE OF APPEAL FORM

OFFICE USE			
Appeal No: <u>202605</u>	Roll No: <u>361 0000</u>	Date of Decision: <u>Sept 3, 2026</u>	21-day Appeal Period Date: <u>Sept 25, 2026</u>
Appeal Received: <u>Sept 21, 2026</u>	Application Fee: <u>\$ 100.00</u>	Date Paid:	Hearing Date:

PREFERRED METHOD OF DELIVERY (SELECT ONE)

- ☒ **Email:** I wish to receive all official written documentation for my application by email.
- ☒ **Letter Mail:** I wish to receive all official written documentation for my application by letter mail.

APPELLANT INFORMATION

Name: Joanne Person

Phone: [REDACTED] Email: [REDACTED]

Mailing Address: Box 11 Coutts, Alberta

APPLICATION BEING APPEALED

- ☒ **Development Application No.** 202605 Legal Description: See can Plan 8239EE Block 2 lots 67.
- ☐ **Subdivision Application No.** _____ Legal Description: _____
- ☐ **Stop Order No.** _____ Legal Description: _____

The grounds for the appeal are as follows (The appellant must provide reasons for the appeal - attach additional documentation if required):

EMAIL SENT TO COUTTS VILLAGE OFFICE

IMPORTANT: This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Access to Information Act (ATIA) and the Protection of Privacy Act (POPA).

Date: Sept 21/26 Appellant's Signature: [REDACTED]

received village
Coutts. Sept 21, 2026
2pm - 6pm
CPOC 1

To the Coutts Village Council,

Firstly I would respectfully ask that the appeal fee be waived due to hardship as the amount is more than 10% of my monthly income and the upgrade to the sea can has already eaten into October's finances. I have dealt with the weeds as best I can with my physical capabilities. It is a slow process as I have had back surgery and can only do that heavy manual labour in stages and as my back will allow, and finances do not permit me to hire someone else to perform the work needed. I would also like to point out that several of the buildings on Main Street look like sea cans. The ATB, Livingstons to name two. I do not find them offensive to look at, however I do agree that the blue of the sea can was not very attractive. I bought the paint two years ago to paint but was unable to get it done myself until now with the help of a neighbour and a friend who know I am in a dire situation.

The sea can will be fully painted by the end of the day and I have a contractor willing to put a pitched roof on the sea can when his schedule permits him to do so and when I have saved enough money to move forward with the work. He has agreed to allow me to make payments on the work being done to build a peaked roof. As I stated in the meeting the sea can was planned to be set down in the back yard along the alley but when my ex moved the shed he wanted, he left deep tracks filled with heavy lumber and metal spikes, machine parts and large stones, making it impossible for the delivery to be made to the back of the house. Also of great concern to me is the harassment of Mr Bohne driving past my property with others in his golf cart yelling things at me when he drives by. I am not comfortable with this treatment as I live alone and have had banging on my house at all hours and recently discovered a can of kerosine stashed at the south west corner of my house. I worry about the aggressive behaviour being aimed at me and the kerosine which was never in my yard in years past sends chills up my spine.

I have also experienced malice from my neighbour to the east, who has come on my property to cut several inches of my lawn back from the fence we share. I have also filmed her spraying my tree in the south east corner of my yard. It needs to be removed now as it is dead. This work is also scheduled to take place in the very near future. Many of my tools have not been returned so I must rely on someone else to bring the tool and help me, but it will be removed very soon. There is also the point of the neighbour walking a dog along the alley and onto others property for the dog to poop. There are no bags to collect it and nothing is carried back. I am not the only one who has witnessed this. The short walks are less than 5 minutes.

I never complain about what others do. I mind my own business. In fact the only time I have ever called the town was out of concern for an elderly resident, who I believed was not in a good place. I simply asked if the town could contact her family, and through the family, the problem was solved. End of that story. I keep to myself and don't destroy other people's property or belongings. I am respectful of other people's boundaries. I would appreciate the same considerations. The pile of parts etc. at the back alley belongs to Marvin Bohne. I will allow him to come and remove it and also to clean up the mess he left when he pulled the shed out as I am not able to even mow there. Note that Mr. Bohne must make arrangements with me to come to my property as

I will not be alone with him because of his verbal abuse and intimidation of me. I still have neighbors who know wrong from right and will attend his being here.

I like the quiet of Coutts and appreciate the solitude it provides. I don't want to be worried about damage to my property and belongings when I am away. Recently there was a panel in my shed bent down. I know two people who want it gone but I have had it repaired, for free, by a friend and am going to keep it to protect my outdoor tools and mower. If there is enough paint left over it will get painted today as well, as will the two barn sheds when I can afford it. I also plan to wire fence my yard when I can. People feel free to cut through my yard and it startles me when strangers walk through. Again this is a safety issue for me being right next to the International border.

I like the privacy that the sea can afford me by blocking off my backyard from the street and allows me to spend private time in my backyard. A friend of mine is coming down next summer to paint a forest mural in the backyard to create a serene scene for me and my family to enjoy. I have several drawings of hers in my home; she is an artist.

I think it is important to be mindful of the fact that there are many retired people that are low income and whose health and physical ability is diminished. Most of these people had beautiful yards when they were able. There are also homes that need some repair and some paint. Many people are unable to do this on their own and do not have the same financial stability as others. Perhaps a payroll could be developed to hire people who are able to help beautify the village with some upgrades to properties that are not up to spec with the HOA in town. I have cut lawns for others who are unable...free of charge of course. I help those I can help when I can. That's called being a good neighbour. I also thought that Colleen Bianchi had a good idea about murals. Tastefully done murals can also enhance the look of abandoned or empty buildings, Just a thought.

I will continue to improve my home and property as much as I can. Everyone desires to live in a nice place and the right to feel safe in the peaceful enjoyment of their own home and property. I am reporting the kerosine to the police as I feel threatened by the very fact it was found against the back corner of my house.

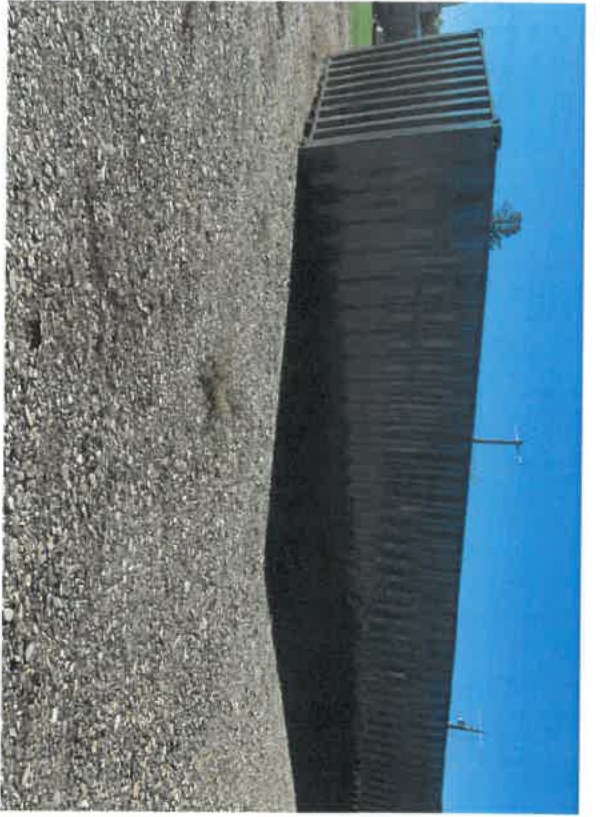
If there is further conversation to be had I will be happy to comply and do all I can to rectify any concerns.

Thank you for your attention to this matter,

Sincerely,

Joanne Person

Painted Sept 19, 2026



14 ft N

VILLAGE OF COUTTS NOTICE OF DECISION

Development Permit
Application No.

202605

APPLICANT INFORMATION

Name of Applicant: Joanne Person

Mailing Address: Box 11

City: Coutts

Postal Code: TOK ONO

PROPERTY INFORMATION

Municipal Address: 306 1 Ave N

Legal Description: Lot(s) 6,7 Block 2 Plan 8239EE

DECISION

The development as specified in Application No. 202605 was:

☐ APPROVED

☐ APPROVED subject to the following conditions:

x REFUSED for the following reasons: The Municipal Planning Commission determined the development and improvements as proposed are not suitable for a residential esthetic.

The Seacan is to be removed on or before December 1, 2026

Development Permit issued on the _____ day of N/A, A.D. _____.

IMPORTANT NOTES:

DATE: 09/03/2026


DEVELOPMENT OFFICER OR
MUNICIPAL PLANNING COMMISSION

1. A development permit issued does not take effect until at least 21 days after the date of issue in accordance with section 686(1) of the Act. If an appeal is lodged pursuant to section 684 of the Act, then a permit will not become effective until the Subdivision and Development Appeal Board has determined the appeal.
2. Notice of approval in no way removes the need to obtain any permit or approval required by any federal, provincial or municipal legislation order and/or regulation pertaining to the development approved.

MPC MEETING
SEPTEMBER 3, 2026, 5:30 COUTTS CIVIC CENTRE
105 CENTRE AVE

1. Call to Order
2. Additions or Deletions to the agenda and motion to accept.
3. AirBnB – 307 1 ave S
 - a. Development Officer comments
 - b. Applicant comments
 - c. Comments from the attendees
 - d. Comments from ORRSC
4. Seacan – 306 1 Ave N
 - a. Development Officer comments
 - b. Applicant comments
 - c. Comments from attendees
 - d. Comments from ORRSC
5. Chair to call Closed Session
6. Reconvene to announce decisions
7. Adjourn.

MUNICIPAL PLANNING COMMISSION

MEETING MINUTES

SEPTEMBER 3, 2026

Attendance: MPC committee members, Chair Steve Pain, Tracy Bakke, Esther Smith, Development Officer Lori Rolfe, ORRSC representative Bonnie Brunner (Oldman River Regional Services Commission). Jesi and Jose Mohseni, Marvin Bohne, Sharlene Thielen, Cindy Clarke, Jim Willett, Teresa, MJ Gilbertson, Pat, Brenda Balson, Joanne Person, Bailey Larroquette, and Colleen Bianchi

Call to Order: The meeting was called to order at 5:30 pm by Chair Steve Pain.

Agenda: Tracy Bakke moved to accept the agenda as presented. Carried.

AirBnB

307 1st Ave S: Lori Rolfe read the Development Permit Application as presented. She added information that was obtained from questions that had come into the office after the permit was circulated. The applicant, Jose Mohseni was given the opportunity to describe how the AirBnB would be managed. The attendees were given the opportunity to voice their concerns or support of the project. Bonnie Brunner attending on behalf of ORRSC was given the opportunity to ask questions.

Seacan

306 1 Ave N: Lori Rolfe read the Development Permit Application as presented, being the permanent placement of the seacan. The applicant, Joanne Person was given the opportunity to speak to her application. The attendees were given the opportunity to voice their concerns or support of the permanent placement of the seacan. Bonnie Brunner attending on behalf of ORRSC was given the opportunity to ask questions.

Closed

Session: Chair Steve Pain moved to call for a closed session at 6:15 pm. Carried. The MPC Committee and Bonnie Brunner moved to a separate closed room for the session.

Reconvene: Chair Steve Pain moved to end the closed session and reconvene at 6:30pm. Carried. Esther Smith moved to accept the Development Permit Application to operate an AirBnB to be located at 307 1st Ave S in Coutts, AB with the following conditions; maximum number of occupants is to be 4 per visit, driveway space for 2 vehicles to be provided. The proposed landscaping and fencing the yard is to be completed prior to operation. Guests must adhere to the noise bylaw including no excessive noise between 11 pm and 7 am. Animals must be controlled according to our Animal Bylaw. Dogs must be leashed and picked up after. Safety codes must be followed, including fire extinguishers, and CO2 monitors, If a back yard fire is to be allowed, a pit must be provided as well as a means to put the fire out. Current contact information for the management must be provided in the home as well as to the Village of Coutts office. If signage is to be placed on the lot, a separate development permit must be applied for. Carried unanimously.

Closed

Session: Chair Steve Pain announced that another closed session would be needed to discuss the Seacan application and it could take some time for deliberations. Attendees were told they could stay or leave and that the decision would be posted.

Chair Steve Pain moved to call for a closed session at 6:40pm. Carried.

Reconvene: Chair Steve Pain moved to end the closed session and reconvene at 7:30pm. Carried.

Tracy Bakke moved to refuse the application for the seacan. Based on the information provided on the development permit application, the improvements as proposed are not suitable for a residential esthetic. Carried.

Esther Smith moved to allow the applicant until December 1, 2026 to have the seacan moved from the property. Carried.

Adjourn: Tracy Bakke moved to adjourn at 7:35 pm.



Village of Coutts
Box 236
Coutts, AB
T0K 0N0
403-344-3848
Email: vilcouth@telus.net

August 17, 2026

TO: Property Owners of:

Plan 7411061, Block 3, Lot 1	Plan 8239EE, Block 2, Lots 17-19
Plan 7810067, Block 9, Lot 3	Plan 8239EE, Block 2, Lot 8
Plan 7810067, Block 9, Lot 5	Plan 7810067, Block 9, Lot 6
Plan 7810067, Block 9, Lot 4	Plan 7411061, Block 3, Lot 4

RE: Notice of consideration of a development permit application for a Shipping Container (permanent) which is a discretionary use within the Residential R Land Use District

ADDRESS: 306 1 Ave North

LEGAL: Lot 6-7, Block 2, Plan 8239EE

Dear Sir or Madam:

Pursuant to the provisions of Bylaw No. 523 being the Land Use Bylaw of the Village of Coutts, notice is hereby given that on September 3, 5:30 PM the Municipal Planning Commission will consider an application for a development permit for a Shipping Container (permanent) on property located at 306 1 Avenue North. The application and materials are available for review at the Village Office during regular office hours.

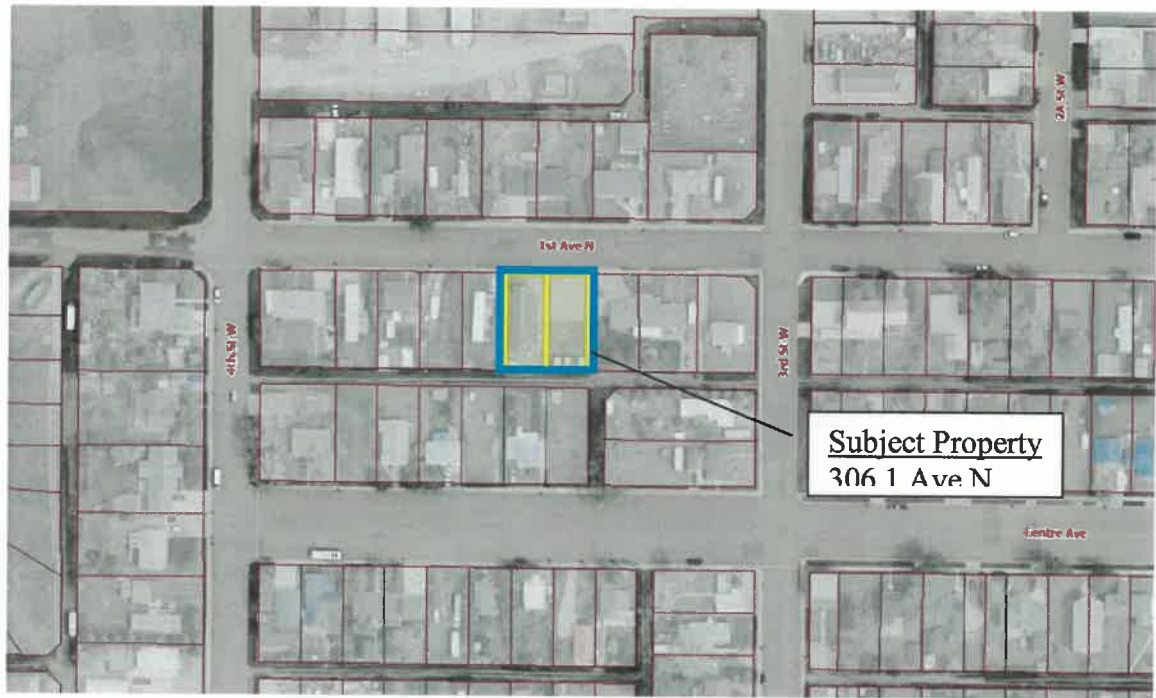
Any comments concerning the application can be made in writing and submitted to the Village of Coutts prior to the meeting or made in person at the Municipal Planning Commission meeting:

Village of Coutts
105 Centre Avenue
Box 236
Coutts, AB T0K 0N0

Sincerely,

Lori Rolfe
Designated Officer
Village of Coutts Development Authority

Location Map



**VILLAGE OF COUTTS
DEVELOPMENT PERMIT APPLICATION**

OFFICE USE ONLY

Date Received: <u>Aug 13, 2026</u>	<table border="1" style="width: 100%; border-collapse: collapse;"><tr><td style="width: 50%;">Development Permit Application No.</td><td style="width: 50%; text-align: center;">202605</td></tr><tr><td>Fee Paid</td><td style="text-align: center;">25.00</td></tr></table>	Development Permit Application No.	202605	Fee Paid	25.00
Development Permit Application No.	202605				
Fee Paid	25.00				
Date Deemed Complete: _____					

IMPORTANT NOTICE: This application does not permit you to commence construction until such time as a development permit has been issued by the Development Authority, and the appeal period has expired. If a decision has not been made within 40 days of the date the application is deemed complete, and no extension agreement has been entered into, you have the right to file an appeal to the Subdivision and Development Appeal Board.

THIS DOES NOT CONSTITUTE A BUILDING PERMIT. A SEPARATE BUILDING PERMIT MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS.

APPLICANT INFORMATION

Name of Applicant: <u>Joanne Person</u>	Phone: [REDACTED]
Mailing Address: <u>Box 11</u>	Phone (alternate): [REDACTED] (<u>unpublished</u>)
City: <u>Coutts</u>	Fax: _____
Postal Code: <u>T0K0N0</u>	Email: [REDACTED]
Is the applicant the owner of the property? ☒ Yes ☐ No IF "NO"	

Name of Owner: _____	Phone: _____
Mailing Address: _____	Phone (alternate): _____
City: _____	Fax: _____
Postal Code: _____	Email: _____
Applicant's interest in the property: ☐ Agent ☐ Contractor ☐ Tenant ☐ Other: _____	

PROPERTY INFORMATION

Municipal Address: <u>306 1st Ave N.</u>			
Legal Description: Lot(s) <u>6, 7</u> Block <u>2</u> Plan <u>8239EE</u>			
Land Use District: <u>Residential</u>			
Please list existing buildings, structures and uses of the land	<u>3 sheds. 1 to be removed.</u> <u>mobile home residence</u>		

DEVELOPMENT INFORMATION

This application is to: (Check all that apply)

- ☐ Construct a new dwelling

The dwelling is a:

- ☐ Single-detached dwelling
☐ Duplex/semi-detached
☐ Multi-unit
☒ Other

- ☐ Construct a new building

The building is for:

- ☐ Commercial use
☐ Industrial Use
☐ Public/Institutional Use

- ☐ Alter/renovate the existing dwelling/building

The renovation is a(n):

- ☐ Addition
☐ Deck(s)
☐ Other

- ☐ Construct an accessory building

The accessory building is a:

- ☐ Garage (detached)
☐ Shed/workshop
☐ Other

- ☒ Move in building 2024 Seacan

- ☐ Demolish existing building (attach completed **Building Removal Form**)

- ☐ Other

Describe the proposed use, any changes from existing use, and any work to be done.

Storage unit for personal items, equipment.
upgrade planned with paint & hip roof/peak roof/Solar Panels
grey paint to match House. Has been there 2.5 years
already.

BUILDING REQUIREMENTS

	Principal Building	Accessory Building	Office Use
Parcel Size	☐ m ² ☐ sq. ft	☐ m ² ☐ sq. ft	
Building Size	☐ m ² ☐ sq. ft	40 x 8 ☐ m ² ☐ sq. ft	
Height of Building	☐ m ☒ ft 8	8 ft ☐ m ☐ ft	
Proposed Setbacks from Property Lines			
Front	☐ m ☐ ft	36.6 ☐ m 36.6 ☐ ft	
Rear	☐ m ☐ ft	☐ m ☐ ft	
Side	☐ m ☐ ft	E 12.6 ☐ m 12.6 ☒ ft	
Side	☐ m ☐ ft	W 7.38 ☐ m ☒ ft	
Parcel Type:	☐ Interior Lot	☐ Corner Lot	
Estimated Cost of Development	\$ 8500		

ABANDONED WELL INFORMATION

This applies to developments that require a new permit from the municipality for:

- new buildings larger than 500 ft² (47 m²), or
- additions to buildings that will result in the building being this size or larger.

If your development proposal fits the criteria above, you are required to do the following:

1. Obtain map and well information

Please go to the AER's Abandoned Well Viewer (viewer) on the AER website at www.aer.ca. The viewer will provide a map identifying all recorded abandoned well surface locations in the selected area and list any additional details that are available, including the licensee(s) of record and the latitude and longitude of each well's surface location.

If you do not have Internet access or have questions about the information provided by the viewer, you may contact:

- the AER Customer Contact Centre by telephone at: 1-855-297-8311 (toll-free), or
- by e-mail at: Inquiries@aer.ca, or
- the AER Information Services by mail at: Suite 1000, 250 – 5 Street SW, Calgary, Alberta T2P 0R4.

2. Submit the following as part of your development permit application

- the AER information, including a map of the search area from the viewer and a statement that there are no wells in the project area or a list and map identifying the location of abandoned wells within the search area (including the surface coordinates, as provided by the viewer or AER Information Services); and
- if an abandoned well is present, a detailed site plan must be provided that accurately illustrates the actual well location (i.e. latitude, longitude) on the subject parcel as identified in the field and the setback established in the AER Directive 079 (a minimum 5 m radius around the well) in relation to existing or proposed building sites.

If there is an abandoned well located in the area of the proposed surface development, the applicant is advised to contact the well licensee of record for any additional information that may be needed or to physically locate the well, and to discuss the proposed development and abandoned well issue in more detail.

DECLARATION OF APPLICANT/AGENT

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application for a Development Permit. (I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.) *when I or my representative am present*

IMPORTANT: This information may also be shared with appropriate government *?* (other agencies) and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP).


Applicant Signature

Aug 14 / 2026
Date


Registered Owner Signature
(If not the same as applicant)

Date

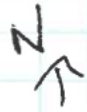
TERMS

1. Subject to the provisions of Land Use Bylaw No. 523 of the Village of Coutts, the term "development" includes any change in the use, or intensity of use, of buildings or land.
2. The Development Officer may deem a development permit application incomplete if any of the application requirements are incomplete or the quality of the information is deemed inadequate to properly evaluate the application.
3. Although the Development Officer is in a position to advise applicants of the process and requirements of the development application, such advice must not be taken as official consent, and is without prejudice to the decision in connection with the formal application.
4. Any development started before the issuance of a development permit and expiration of the appeal period is at the applicant's own risk.
5. If a decision is not made within 40 days from the date the application is deemed complete, or within such longer period as the applicant may approve in writing, the applicant may deem the application to be refused and the applicant may exercise the right of appeal in accordance with the Land Use Bylaw.
6. A development permit does not constitute a building permit or approval from any provincial or federal department. Construction undertaken subsequent to approval of this development permit application may be regulated by the Alberta Safety Codes. The applicant/owner/developer assumes all responsibilities pertaining to construction plan submissions, approval and inspections as may be required by the appropriate provincial body. The applicant is responsible for determining and obtaining any other applicable provincial and federal approvals prior to commencement.

Front

Sidewalk

1st AVE N.



36' 6"

Deck 12'

8' 8"

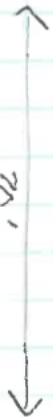


3' 11"

8' 1"

40'

12' 6"



70'

16'



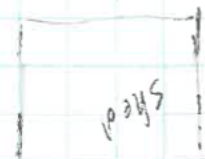
Play House



Shed



Shed



Shed

H5

ally



REMOVAL ORDER

(SEA CONTAINER– UNPERMITTED USE)

Lot 7, Block 2, Plan 8239EE, Coutts

Joanne PERSON
306 1 Ave N
Coutts, Alberta T0K 0N0
July 12, 2026
RR26-0301

In accordance with the Village of Coutts Land Use Bylaw 523 a development permit has not been received, nor applied for in order to be authorized to have a sea container on your property.

This **sea container** located on your property, located at 306 1 Ave N, Coutts, must be removed from the property **no later than July 26, 2026.**

Failure to remove this sea container by the above-mentioned date will result in further enforcement action with the Village seeking a court order to remove the sea container.

All costs involving the removal of the sea container will be placed against the property as a debt owed to the Village

Contact the Village office or the RRPSS for further information as needed

Sgt RD Bond
Peace Officer
Ridge Regional Public Safety Services
(587) 813-0791
cpo@rrpssc.ca



RESIDENTIAL – R

1. **INTENT:** To encourage and ensure variety in residential development in an attractive, orderly and efficient manner.

Permitted Uses

Dwellings:
 Single detached
 Manufactured home, new
 Modular
 Ready-to-move
 First accessory building/structure or use
 Home occupation A
 Shipping container, temporary

Discretionary Uses

Additional accessory buildings/structures and uses
 Day care centre
 Dwellings:
 Duplex
 Lodging or boarding house
 Manufactured home, used
 Moved-in
 Multi-unit
 Semi-detached
 Townhouse/Row
 Home occupation B
 Institutional
 Manufactured home park
 Park and playground
 Shipping container, permanent
 Utility

Prohibited Uses

Travel trailers, motor homes or other recreational vehicles used as a dwelling
 Any other use which is not listed as either a permitted or discretionary use, or deemed similar to a permitted or discretionary use in accordance with Part 1, section 16.

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft	m	ft	m ²	ft ²
Single detached	15	49	36	118	540	5812
Duplex	24	79	36	118	864	9300
Multi-unit dwellings	30	98	36	118	1080	11625
Townhouse/Row						
- end units	12	39	36	118	432	4650
- interior units	7	23	36	118	540	5812

All other uses As required by the Development Authority

- (a) Modular, manufactured, ready-to-move and moved-in detached dwellings developed and sited in a like manner shall be treated as conventional single-detached dwellings by the Development Authority and subject to the same lot size requirements for single detached.

3. MINIMUM SETBACK REQUIREMENTS – PRINCIPAL BUILDINGS, STRUCTURES AND USES

Use	Front		Side		Corner Side		Rear	
	m	ft	m	ft	m	ft	m	ft
Single detached	7.5	25	1.5	5	4.5	15	7	23
Duplex	7.5	25	3	10	4.5	15	7	23
Multi-unit dwellings	7.5	25	4	13	6	20	7	23
Townhouse/Row	7.5	25	3	10	4.5	15	7	23
All other uses	As required by the Development Authority							

- (a) Also refer to Part 3, sections 2 and 8 for clear vision triangle requirements and setbacks from easements.
- (b) Corner Side means the lot line on a corner lot that has road frontage but is not the lot line from which primary access to the building is gained or is as determined by the Development Authority (see Figure 2.0).

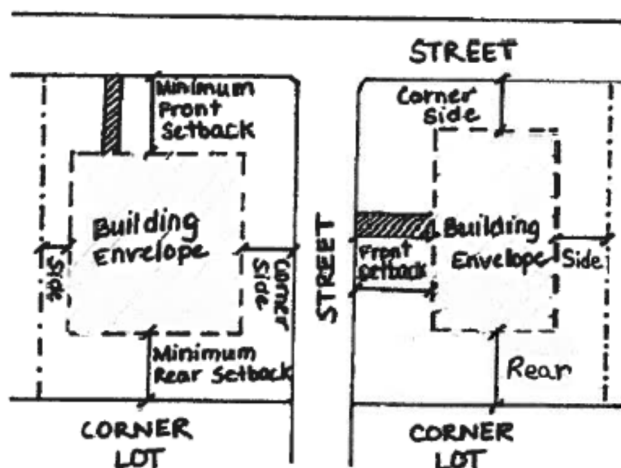


Figure 2.0

- (c) Modular, manufactured, ready-to-move and moved-in detached dwellings developed and sited in a like manner shall be treated as conventional single-detached dwellings by the Development Authority and subject to the same setback requirements for single detached.
- (d) The side setback provision does not limit the building of a semi-detached or townhouse/rowhouse dwelling where each dwelling is on a separate lot.
- (e) Structures that are attached to a principal building are subject to the principal setbacks, excepting the permitted projections in Part 3, section 9.

4. MINIMUM SETBACK REQUIREMENTS – ACCESSORY BUILDINGS, STRUCTURES AND USES

- (a) Accessory buildings 9.3 m² (100 ft²) or greater shall be at least 7.5 metres (25 ft.) from a front property line and 1.2 metres (4 ft.) from a side lot or rear lot line.
- (b) A carport is permitted in a side yard but shall be at least 7.5 metres (25 ft.) from a front property line and 1.2 metres (4 ft.) from a side lot line.

- (c) Also refer to Part 3, sections 2 and 8 for clear vision triangle requirements and setbacks from easements.
- (d) Accessory buildings less than 9.3 m² (100 ft²) are not subject to a rear or side yard setback provided:
 - (i) the building is not located in the front yard;
 - (ii) drainage from the building does not encroach on the neighbouring property;
 - (iii) buildings with eaves are constructed such that the eaves are at least 0.6 metres (2 ft.) from a rear or side property line.

5. MAXIMUM SITE COVERAGE

Principal building – 35%

Accessory building – 10% (combined total of all accessory buildings)

6. MINIMUM FLOOR AREA

Single-detached dwelling – 74 m² (800 ft²) ground floor

Modular, manufactured,
ready-to-move and moved-in – 74 m² (800 ft²) ground floor

Duplex dwellings – As required by the Development Authority

Multi-family dwellings – As required by the Development Authority

All other uses – As required by the Development Authority

7. MAXIMUM BUILDING HEIGHT

Principal building – 10.1 metres (33 ft.)

Accessory building – 4.9 metres (16 ft.)

8. MANUFACTURED, MODULAR AND READY-TO-MOVE HOMES

(1) ELIGIBILITY

(a) Manufactured Homes

- (i) New factory built units – CSA certified built to Alberta Building Code Standards.
- (ii) Used factory built units – in a good state of repair as deemed suitable by the Municipal Planning Commission.

(b) Modular, Ready to Move Homes

- (i) New factory built units that have not been previously occupied and are CSA certified and built to the Alberta Building Code Standards.

(2) APPLICATION

In addition to the standard development application requirements, the following shall be submitted with a development permit application for a manufactured, modular or ready-to-move home:

- (a) colour photographs of the exterior from all sides of the dwelling;
- (b) a report from a building inspector or qualified engineer establishing the condition of the dwelling when a used manufactured home is proposed;
- (c) building plans illustrating the exterior design, floor plan, elevation and foundation type of the dwelling when a modular or ready-to-move home is proposed.

(3) **STANDARDS**

(a) **Manufactured homes** are subject to the following additional standards:

- (i) All single-wide manufactured homes shall be skirted in compatible materials and satisfactorily enclosed to the satisfaction of the Development Authority.
- (ii) All double-wide units shall be placed on concrete block foundations or other foundation deemed acceptable to the Development Authority capable of supporting the maximum anticipated load in conformity with the provincial building requirements.
- (iii) Any portion of a concrete block foundation above grade shall be parged unless otherwise finished with an approved material.
- (iv) The maximum height of the exposed portion of a concrete block foundation shall be not more than 0.6 metres (2 ft.) above the average finished grade level of the surrounding ground.
- (v) To ensure compatibility of housing types, the variation of roof lines between manufactured homes and existing homes may be regulated.
- (vi) All manufactured home additions shall be of a design and finish that complement the unit.
- (vii) The wheels, hitches and other running gear shall be removed from a manufactured home immediately after the placement of the home.
- (viii) The quality of the completed home shall be at least equal to the quality of the other homes in the area.
- (ix) The minimum roof pitch shall not be less than a 4/12 pitch unless approved otherwise by the Municipal Planning Commission.

(b) **Modular and ready-to-move homes** are subject to the following additional standards:

- (i) The dwelling shall be securely fastened and placed on a basement or other permanent foundation deemed acceptable to the Development Authority.
- (ii) The quality of the completed home shall be at least equal to the quality of the other homes in the area.
- (iii) The minimum roof pitch shall not be less than a 4/12 pitch unless approved otherwise by the Municipal Planning Commission.

(c) **Conditions of Approval**

- (i) The Development Officer or Municipal Planning Commission may impose conditions regulating exterior finish of the dwelling including foundations, skirting and roof pitch to ensure compatibility with existing dwellings within the area.
- (ii) The Development Officer or Municipal Planning Commission may require a bond or irrevocable letter of credit to ensure the conditions of the development permit are met.
- (iii) Any other conditions as permitted under the Land Use Bylaw.

- 8. **STANDARDS OF DEVELOPMENT** – See Part 3
- 9. **OFF-STREET PARKING AND LOADING AREA REQUIREMENTS** – See Part 4
- 10. **MOVED-IN BUILDINGS** – See Part 5
- 11. **HOME OCCUPATIONS** – See Part 6
- 12. **SIGN REGULATIONS** – See Part 7
- 13. **SHIPPING CONTAINER REGULATIONS** – See Part 8

PART 8: Shipping Container Regulations

SHIPPING CONTAINER REGULATIONS

1. General Standards

- (a) Shipping containers shall only be allowed in the land use districts where listed as a permitted or discretionary use in Part 2, Land Use District Regulations. Shipping containers are prohibited in all other districts, except as provided in section 2(a) of this Part.
- (b) An application for a development permit for a proposed shipping container(s) must be completed and submitted to the Development Officer along with the appropriate application fee, unless otherwise specified in section 2 of this Part. At least two recent colour photographs of the container(s) (one end view and one side view) must accompany the application.
- (c) There shall be a primary use on the property where the shipping container is proposed, except as provided in section 2(a) of this Part.
- (d) The front, rear and side setback requirements shall be regulated by the Development Authority as per the accessory building requirements in the applicable land use district.
- (e) The maximum number of shipping containers permitted on a lot shall be regulated by the Development Authority.
- (f) Where multiple shipping containers are permitted on a lot they shall be stacked no more than two containers high.
- (g) The Development Authority may require as a condition of approval that any shipping container be sandblasted and/or painted to the satisfaction of the Development Authority.
- (h) The Development Authority may require as a condition of approval that any shipping container be screened from view or landscaped to make it aesthetically pleasing.
- (i) The exterior of all shipping containers must be kept clean and regularly painted.
- (j) Shipping containers shall not display advertising, company logos, names or other marketing without an approved sign permit (except for temporary shipping containers which may display the company owner's logo or trademark).
- (k) The Development Authority may regulate the time period for which a development permit is valid through the issuance of a temporary permit. The validity of a temporary permit shall not exceed one year.
- (l) The Development Authority may require as a condition of approval the posting of a bond or a security guaranteeing compliance with the conditions of the permit.

2. Temporary Shipping Containers

A shipping container may be placed temporarily on a construction site for the period of construction only in any land use district without obtaining a development permit subject to the following provisions:

- (a) the shipping container is needed in connection with construction of a development for which a development permit has been issued;
- (b) the construction site is active (i.e. construction has commenced and is on-going or is about to commence within one week); placement of a shipping container on an inactive construction site is not permitted;

- (c) no more than one shipping container is placed on the construction site (a development permit is required for additional shipping containers on a construction site);
- (d) the exterior of the shipping container is kept clean and does not display any advertising other than the company owner's logo or trademark;
- (e) the shipping container shall be removed immediately upon completion of construction or sooner as may be required by the Development Authority;
- (f) the shipping container shall be placed a minimum of 3 metres (10 ft.) from the front property line and 1.5 metres (5 ft.) from the side property line. On corner lots, placement of the container shall also comply with the corner lot restrictions in Part 3, section 2.

Retail store means a building where goods, wares, merchandise, substances, articles or things are stored, offered or kept for sale at retail, and includes storage on or about the store premises of limited quantities of such goods, wares, merchandise, substances, articles or things, sufficient only to service such a store. This use does not include a retail cannabis store.

S

School means a place of instruction offering courses of study operated with public or private funds pursuant to the *School Act*.

Screening means a fence, wall, berm, hedge, landscaping, or other similar features used to visually separate areas or functions.

Seniors housing means development, including lodges, which is used as a residence for elderly individuals sponsored or administered by a public agency, or non-profit organization.

Service station/gas bar means any lot or building used for the retail sale of motor accessories, gasoline or other fuels and the supply of washing, greasing, cleaning and minor repair services for motor vehicles.

Setback means the minimum distance required between a property line of a lot and the nearest part of any building, structure, development, excavation or use on the lot and is measured at a right angle to the lot line. (see Figure 10.10)

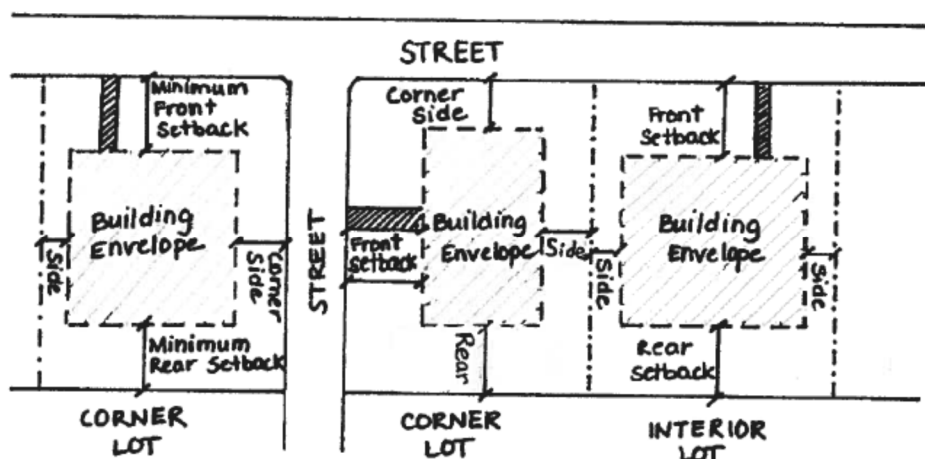


Figure 10.10

Shipping container means any container that was used, could be used, resembles, or is designed for the transport of goods by means of rail, truck or by sea. These containers are rectangular in shape and are generally made of metal. When used for any purpose other than transporting freight, a shipping container shall be considered a building and subject to the standards and requirements of the Land Use Bylaw.

Sign means any device (including but not limited to letters, words, numerals, figures, emblems, pictures, or any part or combination) used for visual communication intended to attract the attention of the public and visible to the public right-of-way or other properties.

Sign, band means a fascia sign which is used to advertise multiple tenants or group of stores, in a uniform manner.

PART II: COMMUNITY VISION, GOALS & FUTURE LAND USE



VISION STATEMENT

The Village of Coutts is a welcoming, self-sufficient, safe, and affordable community, where families and businesses can grow, and residents of all ages can enjoy a variety of residential, community, recreational and social opportunities for a great quality of life!

The community's vision statement represents a general shared understanding of the desired future for the Village and serves as the foundation upon which the Village of Coutts Municipal Development Plan goals and policies have been crafted.

COMMUNITY GOALS

- 1 Encourage and attract new investment, business and industry to provide employment opportunities, more services, a broader tax base, population growth, and improved real estate values.
- 2 Ensure that key community services and amenities remain available and continue to serve the needs of the Village as may be fiscally attainable.
- 3 Promote, maintain and enhance the friendly, small town atmosphere and great quality of life within the Village.



- 4 Enhance the livability of the community through improved shopping, municipal services and housing opportunities.
- 5 Promote continued enhancement of the community appearance, including the Village entrance, public spaces, and private development.
- 6 Encourage and support Village cooperation with service clubs, community groups, volunteer organizations and government agencies to enhance quality of life and provide continued social and recreational opportunities.
- 7 Foster public engagement and opportunities for communication with council and administration within the municipal planning processes.
- 8 Consult and coordinate with neighbouring municipalities and organizations on matters of mutual interest or concern that have the potential to provide community benefits and maximize efficiencies in service delivery.

FUTURE LAND USE CONCEPT

The Future Land Use Concept and Growth Directions (illustrated in Part IV: Map 2) is intended to establish a framework to accommodate a variety of future land uses in an efficient manner that sustains and promotes a healthy local economy and a vibrant community. The concept serves as a broad guide for decision making regarding future growth and development with the intention that specifics regarding district designations, land uses, and growth directions be further refined through additional study, area structure plans or conceptual design schemes.

Based on the historic rate of growth, the Village of Coutts has enough land currently available within the existing municipal boundary to serve its development needs. As such, expansion through annexation will likely not be necessary for many years. That said—while development of land within the Village boundary is the preferred growth strategy, there may be times when annexation of land is necessary to support the needs of the community. Given the physical constraints of the International Boundary and Highway 4, the most feasible area for Village expansion is westward, as illustrated on Map 2 (Part IV). At such time as annexation is determined to be necessary, the Village will discuss its expansion needs with the County of Warner in advance of pursuing an annexation proposal.

The following schematic provides general guidance for the preferred sequence of residential, commercial, and industrial growth for the Village of Coutts. Recognizing that the timing for development of existing vacant lots and infill/redevelopment is reliant on individual landowners' desires to develop, flexibility in sequencing will be necessary, however.