



## LLOYDMINSTER

### SUBDIVISION AND DEVELOPMENT APPEAL BOARD (SDAB)

#### AGENDA

Date: July 20, 2023

Time: 10:00 AM

Location: Council Chambers, City of Lloydminster  
4420 50 Avenue, Lloydminster, Alberta

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**1. Call to Order**

**2. Chair Introduction**

**3. Introductions**

3.1. SDAB Board

3.2. SDAB Administrative Staff

**4. Approval of Agenda dated July 20, 2023**

**Recommendation:**

That the Agenda dated July 21, 2023 be approved.

**5. Approval of Previous Minutes dated June 20, 2023**

**Recommendation:**

That the Subdivision and Development Appeal Board minutes of the previous hearing dated June 21, 2023 be approved.

**6. Introduction of SDAB Hearing No. SDAB-02-23-3464**

|                     |  |
|---------------------|--|
| APPEAL TO BE HEARD: | Development Permit Refusal                 |
| Municipal Address:  | 1221 50 Avenue, Lloydminster, Saskatchewan |
| Zoning:             | C2 Highway Corridor Commercial             |
| Legal Description:  | Lot 3 Block 3 Plan BX4535                  |
| Permit No.          | 23-3464                                    |
| Appellant Name:     | Reid & Wright Advertising – Shaun Woodman  |

**7. Introduction of Appellant**

**8. Objections to Board**

**9. Hearing Process**

**10. Hearing of Appeal**

10.1. Presentation of Subdivision/Development Authority

10.1.1. Questions by the Board

10.1.2. Presentation of Potential Conditions of Approval



## LLOYDMINSTER

### 10.2. Presentation of the Appellant

#### 10.2.1. Questions by the Board

### 10.3. Presentation of Affected Parties in Favour of the Appeal

### 10.4. Presentation of Affected Parties Opposed to the Appeal

### 10.5. Rebuttal (to new evidence only) of the Appellant

### 10.6. Read into Record Additional Information (if required)

## 11. Brief Recess

## 12. SDAB Reconvenes

### 12.1. Board Questions

## 13. Summaries

### 13.1. Subdivision/Development Authority Final Comments

### 13.2. Appellant's Final Comments

## 14. Close of Hearing

The Board's decision will be made within fifteen (15) days upon conclusion of the Hearing and those affected will be notified of the decision and reasons for it by mail.

## 15. SDAB goes In Camera

### **Recommendation:**

That the July 20, 2023 Subdivision and Development Appeal Board hearing go into a closed session at \_\_\_\_ AM/PM.

### **Recommendation:**

That the July 20, 2023 Subdivision and Development Appeal Board hearing resume open session at \_\_\_\_ AM/PM.

## 16. Adjournment

### **Recommendation:**

That the July 20, 2023 Subdivision and Development Appeal Board hearing be adjourned at \_\_\_\_ AM/PM.



LLOYDMINSTER

**SUBDIVISION AND DEVELOPMENT APPEAL BOARD (SDAB)  
MINUTES**

**Wednesday, June 21, 2023 10:00 AM**

**City of Lloydminster Council Chambers  
4420 – 50 Avenue  
Lloydminster, AB**

|                     |   |
|---------------------|---|
| APPEAL TO BE HEARD: | Development Permit Refusal                          |
| Municipal Address:  | #3 2803 50 Avenue, Lloydminster, Saskatchewan       |
| Zoning:             | C2 Highway Corridor Commercial                      |
| Legal Description:  | Lot 8 Block 3 Plan 101862323                        |
| Permit No.          | 20230205  |
| Appellant Name:     | Tanya Sandluck, Agent on behalf of The Co-Operators |

|                       |                 |
|-----------------------|-----------------|
| SDAB Members Present: | Bernal Ulsifer  |
|                       | Dean Segberg    |
|                       | Larry McConnell |

|                       |  |
|-----------------------|--|
| SDAB Support Present: | Doug Rodwell, SDAB Clerk<br>Hailey Stark, Recording Secretary<br>Shannon Rowan, Legislative Services Coordinator |
|-----------------------|--|

|                     |  |
|---------------------|--|
| City Staff Present: | Natasha Pidkowa, Manager, Planning<br>Amy Moore, Development Officer<br>Summer Kirschner, Admin Support 4 Legislative Services |
|---------------------|--|

|                             |   |
|-----------------------------|---|
| Appellant Present Via Zoom: | Tanya Sandluck Agent for the Co-Operators |
|-----------------------------|---|

**1. Call to Order**

Chair, Bernal Ulsifer called the June 21, 2023 Subdivision and Development Appeal Board Hearing to order at 9:59 AM.

**2. Chair Introduction**

SDAB Chair, Bernal Ulsifer introduced himself to those in attendance.

**3. Introductions**

**3.1** All members of the SDAB introduced themselves.

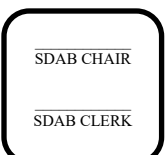
**3.2** All members of Administration introduced themselves.

**4. Approval of Agenda dated June 21, 2023**

Larry McConnell moved that the SDAB Agenda dated June 21, 2023 be adopted as presented. Seconded by Dean Segberg.

**CARRIED**

**5. Approval of Previous Minutes from June 29, 2022 Hearing**



Dean Segberg moved that the SDAB minutes dated June 29, 2022 be approved as circulated. Seconded by Larry McConnell.

**CARRIED**

**6. Introduction of SDAB Hearing No. SDAB 01-23-3380**

|                     |   |
|---------------------|---|
| APPEAL TO BE HEARD: | Development Permit Refusal                          |
| Municipal Address:  | #3 2803 50 Avenue, Lloydminster, Saskatchewan       |
| Zoning:             | C2 Highway Corridor Commercial                      |
| Legal Description:  | Lot 8 Block 3 Plan 101862323                        |
| Permit No.          | 20230205  |
| Appellant Name:     | Tanya Sandluck, Agent on behalf of the Co-Operators |

**7. Introduction of Appellant and Developing Authority Representatives**

The Co-Operators, represented by Tanya Sandluck.

City of Lloydminster represented by Natasha Pidkowa, Manager Planning and Amy Moore, Development Officer.

**8. Objections to Board**

The Appellant had no objections to the members of the Board who were in attendance.

No objections were brought forward by audience members of the SDAB Board members who were in attendance for the hearing.

The Developing Authority had no objections to the members of the Board who were in attendance.

**9. Hearing Process**

Chair, Bernal Ulsifer provided an overview of the Hearing process. No concerns were brought forward by audience members regarding the process of the Hearing.

**10. Hearing of Appeal**

**10.1 Presentation of Developing Authority**

Natasha Pidkowa presented on behalf of the City of Lloydminster.

Presentation is attached in the agenda.

**Questions by the Board**

How far is the existing sign from the edge of the property? The exact dimension is unavailable at this time; however, it is almost abutting the property line.

If approved, what would you recommend as potential conditions for approval? That the applicant restore the lands to the original foundation by removing the foundation to the original state similar to the surrounding paved area, to the satisfaction of the Development Authority.

**Presentation of Potential Conditions**

As noted in questions by the Board.

**10.2 Presentation of the Appellant**

Tanya Sandluck presented on behalf of the Co-Operators.

Presentation attached in the agenda.

**Question of the Board**

Does the backfill of gravel meet the intent of restoration from the Development Authority? Land Use Bylaw states that all parking and maneuvering areas must be hard surfaced. With the removal of this sign, the Development Authority would deem the area to be part of the parking and maneuvering areas of the parking lot for the adjacent business and therefore must be hard surfaced and gravel would not be acceptable withing the parameters of the Land Use Bylaw.

If not approved, where would the sign potentially go, would the existing footings be removed, and screw piles put in on the existing footing or what would the plan be if rejected today? The client would need to be consulted to discern that. The way screw piles work is they rely on ground tension, by removing existing footings, a screw pile system would not be sufficient for the loading of the existing pylon sign in its current area.

If approved, do you understand the potential conditions? Yes, to ensure the area is backfilled with a hard surface, as opposed to a gravel backfill.

**10.3 Presentation of Affected Parties in favour of the appeal**

None.

**10.4 Presentation of Affected Parties opposed to the appeal**

None.

**10.5 Appellant rebuttal to respond to new evidence only**

None.

**11. Brief Recess**

Chair Bernal Ulsifer called a brief recess at 10:16 AM.

**12. SDAB Reconvenes**

The SDAB reconvened and Chair Bernal Ulsifer called the meeting to order at 10:19 AM.

**12.1 Board Questions**

The Board had no further questions.

**13. Summaries**

**13.1 Developing Authority's Final Comments**

No closing comments.

**13.2 Appellant's Final comments**

No closing comments.

**14. Close of Hearing**

The Chair concluded the hearing at 10:20 AM.

Chair, Bernal Ulsifer advised that in accordance with Provincial Legislation, the Board is required to hand down a decision within 15 business days from the date of today's hearing. No decision is binding on the Board until it issues a written decision. Those affected will be notified of the decision and reasons for it by mail.

**15. Adjournment**

Dean Segberg moved that the June 21, 2023 Subdivision and Development Appeal Board hearing be adjourned at 10:20 am.

**CARRIED**

\_\_\_\_\_  
SDAB Chair

\_\_\_\_\_  
SDAB Clerk


DRAFT

# Subdivision and Development Appeal Board

## Application to Appeal



**LLOYDMINSTER**

|  |   |  |  |  |  |  |  |  |  |  |  |  |
|--|---|--|--|--|--|--|--|--|--|--|--|--|
| Submission Date  | Date: <input type="text" value="June 21, 2023"/>  |  | <b>OFFICE USE ONLY</b>   |  |  |  |  |  |  |  |  |  |
| <b>APPEAL PROPERTY INFORMATION</b>   | Municipal Address: <input type="text" value="1217 - 50th Ave"/><br>Municipal Tax Roll #: <input type="text"/> Zoning: <input type="text"/><br>Legal Description: Lot: <input type="text" value="3"/> Block: <input type="text" value="3"/><br>Legal Plan: <input type="text" value="BX 4535"/><br>Permit Number Being Appealed: <input type="text" value="23-3464"/>  |  | RECEIVED DATE: <input type="text"/><br>SDAB APPEAL #: <input type="text" value="SDAB-02-23-3464"/><br>APPLICATION #: <input type="text"/><br>PERMIT #: <input type="text" value="23-3464"/><br>PERMIT FEE: <input type="text"/><br>RECEIPT #: <input type="text"/> |  |  |  |  |  |  |  |  |  |
| <b>APPELLANT INFORMATION</b>   | Appellant Name: <input type="text" value="Shaun Woodman"/><br>Address: <input type="text" value="5921 - 50th Ave"/><br><input type="text" value="Lloydminster"/> Postal Code: <input type="text" value="S9V 2A4"/><br>Phone: <input type="text" value="306-825-5111"/><br>Email: <input type="text" value="[REDACTED]"/>  |  | APPEAL HEARING DATE: <input type="text"/><br>DECISION ISSUED DATE: <input type="text"/><br>APPEAL GRANTED: <input type="checkbox"/> Yes <input type="checkbox"/> No<br>CONDITIONS ON APPEAL: <input type="checkbox"/> Yes <input type="checkbox"/> No              |  |  |  |  |  |  |  |  |  |
| <b>APPEAL AGAINST</b><br><small>Each appeal requires an application</small>  | <input type="checkbox"/> Development Permit<br><input type="checkbox"/> Approval<br><input type="checkbox"/> Conditions of Approval<br><input checked="" type="checkbox"/> Refusal  | <input type="checkbox"/> Subdivision Application<br><input type="checkbox"/> Approval<br><input type="checkbox"/> Conditions of Approval<br><input type="checkbox"/> Refusal | <input type="checkbox"/> Notice of Contravention<br><input type="checkbox"/> Stop Order  |  |  |  |  |  |  |  |  |  |
| <b>REASONS FOR APPEAL</b><br><small>(Sections 678 and 686 of the Municipal Government Act (MGA) require that written Notice of Appeal must contain specific reasons for the appeal.)</small> | <p>I do hereby appeal the decision of the Subdivision/Development Authority for the following reasons (Attach separate page if required):</p> <p style="text-align: center;">Please find documents attached.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div data-bbox="227 1344 941 1459"> <br/>           Signature of Appellant / Agent         </div> <div data-bbox="974 1344 1547 1459"> <input type="text" value="July 10, 2023"/><br/>           Date of Signature         </div> </div> |  |  |  |  |  |  |  |  |  |  |  |
| <b>APPEAL BOARD DECISION</b>   | <table border="1" style="width: 100%; height: 100%; border-collapse: collapse;"> <tr><td style="height: 20px;"> </td></tr> <tr><td style="height: 20px;"> </td></tr> <tr><td style="height: 20px;"> </td></tr> <tr><td style="height: 20px;"> </td></tr> <tr><td style="height: 20px;"> </td></tr> <tr><td style="height: 20px;"> </td></tr> <tr><td style="height: 20px;"> </td></tr> <tr><td style="height: 20px;"> </td></tr> </table>   |  |  |  |  |  |  |  |  |  |  |  |
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**Collection and Use of Personal Information:** The personal information being collected on this form is for the purposes of processing and acting upon this application in accordance with the Municipal Government Act, and is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act (FOIP). The City will not share your personal information for purposes outside of those stated without your permission in writing, unless there is a specific exemption stated in the Municipal Government Act.

**IMPORTANT NOTICE:** THIS APPLICATION DOES NOT PERMIT YOU TO COMMENCE CONSTRUCTION UNTIL SUCH TIME A DEVELOPMENT PERMIT HAS BEEN ISSUED BY THE DEVELOPMENT AUTHORITY AND ALL OTHER PERMITS (IF REQUIRED) ARE APPROVED. IF A DECISION HAS NOT BEEN ISSUED WITHIN 40 DAYS OF THE DATE THE APPLICATION IS DEEMED COMPLETE, YOU HAVE THE RIGHT TO FILE AN APPEAL TO THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD. APPEALS TO THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD CAN ALSO BE FILED IN REGARDS TO PERMIT REFUSALS AND/OR CONDITIONS WITHIN 21 DAYS OF A DECISION.



# DEVELOPMENT OFFICERS APPEAL STATEMENT

**APPLICATION:** 23-3464 - Billboard

**DECISION OF THE DEVELOPMENT OFFICER:** Refused

**REGISTERED OWNER:** Bea Fisher Enterprises Inc.

**APPELLANT/APPLICANT:** Reid and Wright Advertising

**DECISION DATE:** June 19, 2023

**NOTIFICATION PERIOD:** June 20, 2023

**DATE OF APPEAL HEARING:** **July 20, 2023**

**CIVIC ADDRESS:** 1217 - 50 Avenue

**LEGAL DESCRIPTION:** Lot 3, Block 3, Plan BX 4535

**DISTRICT:** C2 – Highway Corridor Commercial District

**STATUTORY PLAN:** Land Use Bylaw

**DEVELOPMENT OFFICERS DECISION:** Schedule “A”

Is **REFUSED** for the proposed Billboard located at **1217 - 50 Avenue** as applied for on May 9, 2023, subject to the following conditions:

1. The Billboard shall not be closer than 150 metres from a site where a residential district is applied, as per Land Use Bylaw 5-2016 Section 4.20.11.iii.

## DEVELOPMENT OFFICER’S APPEAL STATEMENT

### BACKGROUND:

Planning received an Application on May 9, 2023, which was deemed complete on May 23, 2023. As a Billboard is a Discretionary Use in the C2 – Highway Corridor Commercial District the referrals for the proposed use were mailed to all property owners within 30 metres of the subject land. The proposed use application was also placed in the Meridian Source and on the City of Lloydminster website.

Following the referral period expiring Administration reviewed Land Use Bylaw Section 4.20 as it pertains to Billboards and noted the separation distance of 150 metres from a Residential District was not met. The proposed billboard sign was approximately 50 metres from the closest district designated as residential and approximately 70 metres from an existing single-detached residential dwelling.



The original location of the billboard was not approved under the current Land Use Bylaw and could remain as existing non-conforming until it was relocated. All new applications are to comply to the current regulations in affect at the time of application.

The original location of the billboard was further south of the proposed location and was required to be removed to accommodate the current development on the southern lots.

There were no written concerns submitted within the referral period.

The Development Officer determined that this application does not meet the required separation distance, and as such, refused the request on June 19, 2023.

A Letter of Refusal was mailed out to all property owners within 30 metres of the subject property. There was a typo on the original letter, so a replacement letter was mailed out to provide clarity and transparency to the residents.

## **LAND USE BYLAW**

The following excerpts from the Land Use Bylaw are attached as Schedule “B” to this Report:

- Section 4.20.11 – Billboard Sign Regulations

## **FACTS TO THE BOARD:**

Administration received a Sign Permit Application on May 9, 2023.

Administration deemed the application complete on May 23, 2023.

The Discretionary Use Application was placed on the City website, in the local paper, letters were mailed to all property owners within 30 metres advising of the proposed billboard. A letter of acknowledgement was sent to the applicant.

Administration reviewed application following the referral period expiring and noted the proposed use does not meet the required separation distance a Billboard Sign is to be from a Residential District.

The application was refused on June 19, 2023, with the Notice of Decision being sent to the applicant on June 20, 2023. A copy of the Notice of Decision is attached as Schedule “A” to this Report. Letter of Refusal was mailed to landowners on June 20, 2023, and June 28, 2023. A copy of the Letter of Refusal is attached as Schedule “C”. The referral letter is attached as Schedule “D”.

## **BOARD’S AUTHORITY AND DEVELOPMENT OFFICER’S SUBMISSIONS**

The Board’s authority with respect to a development appeal is set out in s. 687(3)(c) and (d) of the *Municipal Government Act*:

- (c) may confirm, revoke or vary the order, decision or development permit or any condition attached to any of them or make or substitute an order, decision or permit of its own;

(d) may make an order or decision or issue or confirm the issue of a development permit even though the proposed development does not comply with the land use bylaw if, in its opinion,

(i) the proposed development would not

(A) unduly interfere with the amenities of the neighbourhood, or

(B) materially interfere with or affect the use, enjoyment, or value of neighbouring parcels of land,

and

(ii) the proposed development conforms with the use prescribed for that land or building in the land use bylaw.

Respectfully Submitted,

A black rectangular redaction box covering the signature of Roxanne Shortt.

Roxanne Shortt  
Development Officer, Planning  
City of Lloydminster

# Schedule A



LLOYDMINSTER

## NOTICE OF DECISION LAND USE BYLAW 5-2016

You, **Shaun Woodman** representing **Reid & Wright Advertising Ltd.** of **5721 - 50 Avenue, Lloydminster, SK S9V 2A4**, hereinafter referred to as the "Applicant", are hereby notified that your application for development as follows:

|                     |   |
|---------------------|---|
| Application Number: | 23-3464   |
| Permit Number:      | Refused   |
| Purpose:            | Billboard                                       |
| Involving:          | 1217 - 50 Avenue (Lot 3, Block 3, Plan BX 4535) |
| Registered Owner:   | Bea Fisher Enterprises Inc.                     |

Is **REFUSED** for the Billboard Sign proposed at **1217 -50 Avenue** as applied for on May 23, 2023, subject to the following conditions:

1. The Billboard shall not be closer than 150 metres from a site where a residential district is applied, as per Land Use Bylaw 5-2016 Section 4.20.11.iii.

**Although refused this permit is subject to a twenty-one (21) day appeal period from the date of decision.**

**Any development commenced or undertaken during the twenty-one (21) day appeal period, or where an appeal has been filed but not finally determined, shall be solely at the risk of the developer in no event shall the City be liable for the filing or outcome of any appeal.**

If you are not in agreement with this decision or conditions described herein, it may be appealed within twenty-one (21) days from the date of decision (as per Section 686 Development Permit Appeals: *Municipal Government Act*) by submitting a written notice and a four-hundred-dollar (\$400.00) processing fee to the following:

City Hall – Office of the City Clerk  
Attention - Secretary of the Subdivision and Development Appeal Board  
4420 – 50 Avenue  
Lloydminster, AB T9V 0W2

If you have any questions, or require any clarification, please contact the undersigned at (780) 874-3700 or by email at [rshortt@lloydminster.ca](mailto:rshortt@lloydminster.ca).

|                   |               |
|-------------------|---------------|
| Date of Decision: | June 19, 2023 |
| Date of Notice:   | June 20, 2023 |

Sincerely,  
City of Lloydminster



**Roxanne Shortt**  
Development Officer, Planning  
Operations Centre

# Sign Permit Application

## Application for Sign Permit

Submission Date

Date: March 9, 2023

Application Submission Deemed Complete Date: May 23/23

**OFFICE USE ONLY**

PROJECT INFORMATION

Municipal Address: 1221 50<sup>th</sup> Ave.

Municipal Tax Roll #: 1202295000 Zoning: C2

Legal Description: Lot: 2 Block: 3

Legal Plan: BX 4535

APPLICATION #: 23-3464

PERMIT #:

PERMIT FEE: \$ 860.00 / MC

RECEIPT #: 769438

MOTION #:

APPLICANT/OWNER INFORMATION

Applicant Name: Reid + Wright Advertising Ltd.

Address: 5221 50<sup>th</sup> Ave

Postal Code: S9V 2A4

Phone: 306 - 825-5111

Email:

APPROVED BY:

REFUSED BY: R. Shortt

ISSUE DATE: June 20/23

EXPIRY DATE:

Is Property owner same as above?  Yes  No  
(If property owner is not the same as applicant AUTHORIZATION FORM is required)

Type of Sign:

Permitted Use  Discretionary Use

Fascia  Free Standing  Billboard  Digital  Awning/Canopy  Fence  Projecting

Portable/Temporary  Other:

SIGN INFORMATION

Sign Postage Dates:

Sign Installation Date: Permanent.

Sign Removal Date:

DECLARATION

I hereby declare  I am  I represent the owner of the property on which the work identified in this application will be conducted in accordance to the plans submitted, and upon approval will adhere to the conditions/terms of Land Use Bylaw 5-2016. I/We will notify the Development Authority of any proposed changes to the plans submitted with this application.

**Note:** By typing your name into the signature box below (or by signing a printed version of this application), you agree that all information submitted on this form is true and accurate.

[Signature]

March 9 / 2023

Signature of Registered Owner / Agent

Date of Application

DECISION (OFFICE USE ONLY)

Refused as per attached Notice of Decision dated June 20/23.

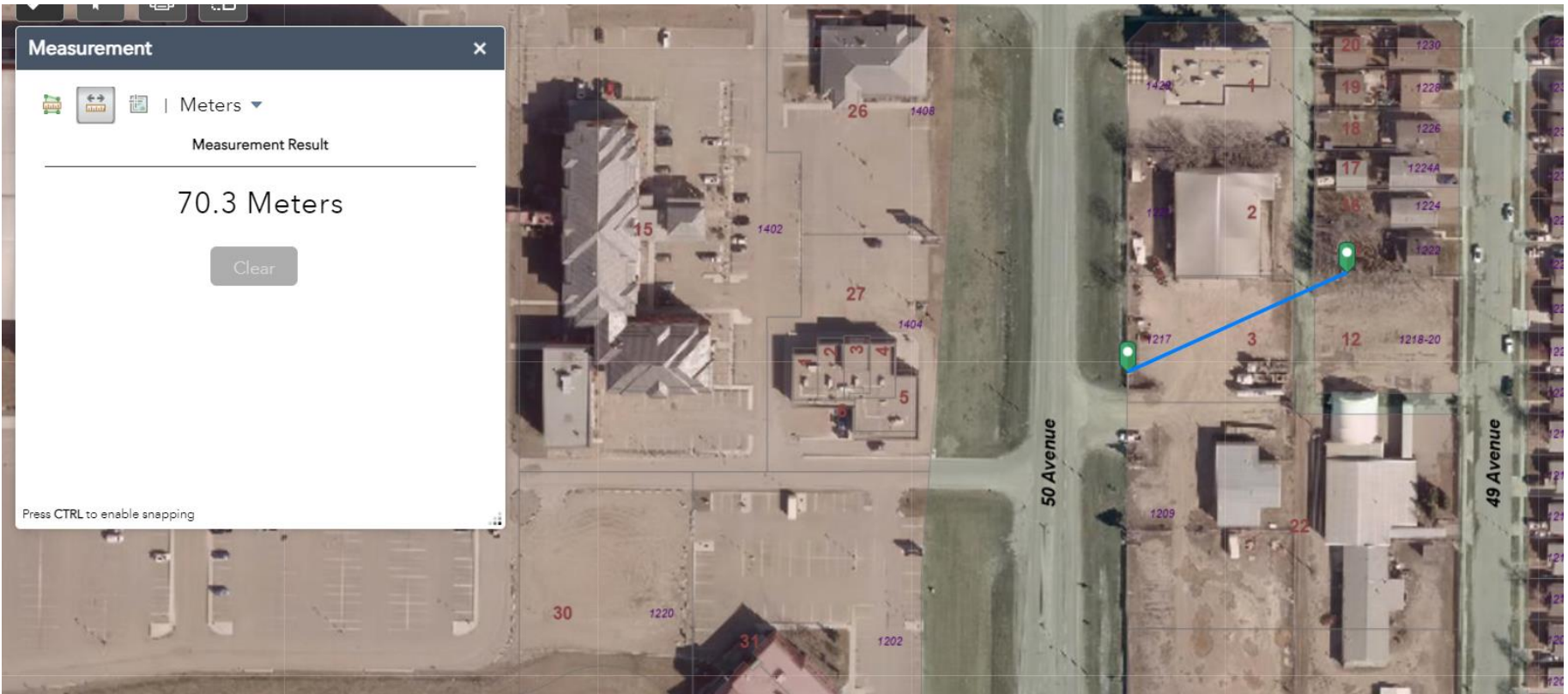
[Signature]

June 20/23

Development Officer

Date

**IMPORTANT NOTICE:** THIS APPLICATION DOES NOT PERMIT YOU TO COMMENCE CONSTRUCTION UNTIL SUCH TIME A DEVELOPMENT PERMIT HAS BEEN ISSUED BY THE DEVELOPMENT AUTHORITY AND ALL OTHER PERMITS (IF REQUIRED) ARE APPROVED. IF A DECISION HAS NOT BEEN ISSUED WITHIN 40 DAYS OF THE DATE THE APPLICATION IS DEEMED COMPLETE, YOU HAVE THE RIGHT TO FILE AN APPEAL TO THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD. APPEALS TO THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD CAN ALSO BE FILED IN REGARDS TO PERMIT REFUSALS AND/OR CONDITIONS WITHIN 21 DAYS OF A DECISION.



Measurement ✕

| Meters ▾

Measurement Result

70.3 Meters

Clear

Press CTRL to enable snapping

## Schedule B

### 4.20.11 Billboard Signs

- i. Billboard Signs shall comply with the provisions of this Bylaw related to Permanent Signs.
- ii. No Billboard Sign shall be erected less than 400 m from any existing Billboard Sign.
- iii. The minimum distance that a Billboard Sign shall be from a Site to which a residential District is applied is 150 m.
- iv. The maximum Sign Area shall be 30 m<sup>2</sup>.
- v. The maximum Height of a Billboard Sign shall be 6.0 m.
- vi. The length of the Sign area shall not exceed 10 m.
- vii. All Billboard Signs shall be placed a minimum distance of 3.0 m from the edge of a Highway and shall be placed at an angle of either 60 or 90 degrees from the Highway.
- viii. Billboard Signs may be permitted wholly, or partly in Road right-of-way. If the Billboard Sign is to be located wholly or partly within the Road right-of-way, a License of Occupation is required.

# Schedule C



**June 28, 2023**

Property Owner

**RE: Development Permit  
Letter of Refusal  
Permit Application Number: 23-3464**

To whom it may concern: THIS REPLACES THE LETTER DATED June 20, 2023

Please be advised that the application as described below does not meet the requirements of Land Use Bylaw 5-2016 and has been refused by the City of Lloydminster. No written concerns were received within the referral period.

|                            |   |
|----------------------------|---|
| <b>Application Number:</b> | 23-3464   |
| <b>Permit Number:</b>      | Refused   |
| <b>Purpose:</b>            | Billboard                                       |
| <b>Involving:</b>          | 1217 – 50 Avenue (Lot 3, Block 3, Plan BX 4535) |

Although refused, this permit it is subject to a twenty-one (21) day appeal period. The appeal period expires twenty-one (21) days from the date of the advertisement. The advertisement is scheduled to be in the **June 22, 2023**, edition of the Meridian Source.

Should you wish to file an appeal against the decision of the Development Authority to the Subdivision and Development Appeal Board you may do so by delivering written notice and the fee of four hundred dollars (\$400.00) to the following:

City Hall – Office of the City Clerk  
Attention - Secretary of the Subdivision and Development Appeal Board  
4420 – 50 Avenue  
Lloydminster, AB T9V 0W2

Adjacent property owners within a thirty (30) metre radius of the above referenced property are notified of this decision as per the requirements set forth in Land Use Bylaw 5-2016.

If you have any questions, or require any clarification, please contact the undersigned at (780) 874-3700 or by email at [rshortt@lloydminster.ca](mailto:rshortt@lloydminster.ca).

**Sincerely,  
City of Lloydminster**



**Roxanne Shortt  
Development Officer, Planning  
Operations Centre**



# Schedule D



**May 30, 2023**

Property Owner

**RE: Landowner Notification  
Development Permit – Discretionary Use  
Development Permit Application No: 23-3464**

Dear Property Owner:

Please take notice that a neighbor who is within a thirty (30) metre radius of your property boundary has submitted the following Development Permit Application for the purposes of **Billboard Sign** to be located at **1217 – 50 Avenue** and it is being reviewed in accordance with Land Use Bylaw 5-2016.

| Affected Address                                    | Discretionary Use | Application # |
|---|-------------------|---------------|
| 1217 – 50 Avenue<br>Lot: 3, Block: 3, Plan: BX 4535 | Billboard Sign    | 23-3464       |

The City of Lloydminster's Land Use Bylaw 5-2016 grants the Development Officer the authority to consider the proposed use on this application. Any person that objects to the use may deliver to the Development Officer a written statement of their objections within fourteen (14) days of this letter indicating:

- Full name and address; and,
- Reasons for objection(s) to the proposed use.

**Please note that a full name and addresses are required for submission of valid comment(s). If the submission is not accompanied by this information the written statement may be deemed invalid and rejected.**

Written comments and general inquiries on the proposed use may be submitted by contacting:

Roxanne Shortt  
City Operations Centre (6623 – 52 Street)  
Phone: 780-874-3700 Ext 2608  
Email: [rshortt@lloydminster.ca](mailto:rshortt@lloydminster.ca)

Additional information about the application can also be viewed on the City of Lloydminster website at:

[www.lloydminster.ca/en/your-city-hall/permits](http://www.lloydminster.ca/en/your-city-hall/permits)

*To locate the information search under the Discretionary Permit option and then by select the application number you wish to review.*

If you have any questions, or require any clarification, please contact the undersigned at (780) 874-3700 or by email at [rshortt@lloydminster.ca](mailto:rshortt@lloydminster.ca).

**Sincerely,  
City of Lloydminster**

**Roxanne Shortt  
Development Officer, Planning  
Operations Centre**



RE: Discretionary Use Sign Permit Application #23-3464 - Appeal  
1217 – 50<sup>th</sup> Ave  
Lot 3, Block 3 Plan BX 4535

Dear Members of the Subdivision and Development Appeal Board,

I hope this letter finds you well. I am writing to appeal the recent refusal of our Discretionary Use Application to relocate our previous billboard structure from 1209 50th Ave, that was removed following the sale of the property, to a new location at 1217 50th Ave.

The application was denied based on the provision stated in Land Use Bylaw 5-2016 4.20.11.iii, which mandates that the billboard should not be closer than 150 meters to a site where a residential district is applied. The proposed relocation would place the billboard approximately 52 meters from a residential district, falling within this regulation.

It is worth noting that we operated the billboard at its previous location, which was approximately 68 meters away from a residential district, without any objections for over 16+ years. The billboard was part of a revenue shared lease agreement with Bea Fisher Enterprise, a well-known organization that serves our community with great purpose, and we wish to continue this arrangement with the proposed location.

During the referral period of the application process, it was confirmed by the development officer that no comments or concerns were submitted by the public. This indicates a lack of opposition to the proposed relocation from the residents within the referral period.

While we understand the intent of the bylaw to reduce unsightly advertising in residential areas, it is important to consider that the proposed relocation site is adjacent to a business district where businesses already have large signage and other promotional materials. Placing the billboard in this area would be consistent with the existing visual landscape and would not introduce any significant change to the surrounding environment.

The new location is approximately 52 meters away from the nearest residential district, representing a slight reduction in distance compared to the previous location of 68 meters. However, we want to emphasize that the potential impact on the residential area remains minimal. We are committed to strategically placing the billboard to minimize any potential disturbance to the residents while still providing effective advertising space.

Reid & Wright Advertising Ltd.  
5921 – 50<sup>th</sup> Ave  
Lloydminster, SK  
S9V 2A3  
306-825-5111



Additionally, we would like to highlight the vital role that advertising plays for local businesses. Our company fully embraces "The Think Lloyd First" mantra and actively supports numerous local initiatives and nonprofit organizations. By providing advertising services, we contribute to the growth and success of local businesses, which in turn strengthens the overall economy and fosters community development.

Considering the aforementioned points, we respectfully request that the Subdivision and Development Appeal Boards reconsider the refusal of our Discretionary Use Application. We believe that our proposal aligns with the best interests of the community, maintains historical precedence, and supports the economic well-being of local businesses. We are confident that a thorough review of our application will reveal the merits of our proposal and the minimal impact it will have on the surrounding residential district.

Thank you for your time and consideration. We remain hopeful that the Appeal Boards will grant our request and allow us to proceed with the relocation of our billboard, ensuring the continued support of local businesses and the positive contributions to our community.

Sincerely,

A black rectangular redaction box covers the signature of Shaun Woodman. A thin blue horizontal line extends from the right side of the redaction box.

Shaun Woodman  
Project Manager  
Reid & Wright Advertising  
306-825-5111

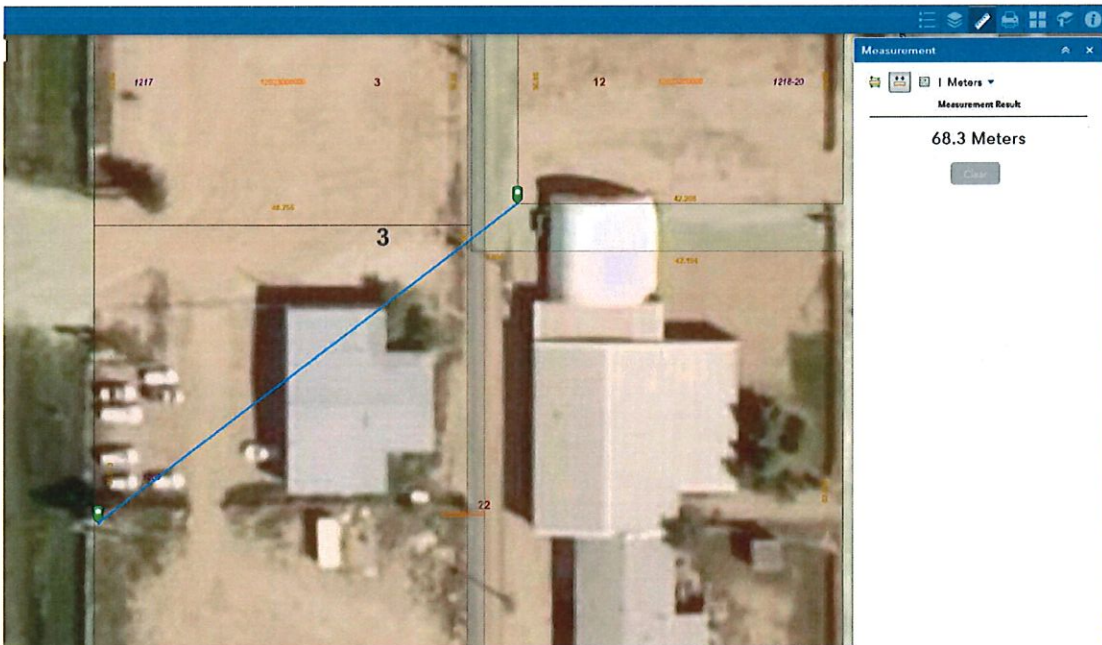
Reid & Wright Advertising Ltd.  
5921 – 50<sup>th</sup> Ave  
Lloydminster, SK  
S9V 2A3  
306-825-5111



## Proposed Location



## Previous Location





## NOTICE OF DECISION LAND USE BYLAW 5-2016

You, **Shaun Woodman** representing **Reid & Wright Advertising Ltd.** of **5721 - 50 Avenue, Lloydminster, SK S9V 2A4**, hereinafter referred to as the "Applicant", are hereby notified that your application for development as follows:

|                     |   |
|---------------------|---|
| Application Number: | 23-3464   |
| Permit Number:      | Refused   |
| Purpose:            | Billboard                                       |
| Involving:          | 1217 - 50 Avenue (Lot 3, Block 3, Plan BX 4535) |
| Registered Owner:   | Bea Fisher Enterprises Inc.                     |

Is **REFUSED** for the Billboard Sign proposed at **1217 -50 Avenue** as applied for on May 23, 2023, subject to the following conditions:

1. The Billboard shall not be closer than 150 metres from a site where a residential district is applied, as per Land Use Bylaw 5-2016 Section 4.20.11.iii.

**Although refused this permit is subject to a twenty-one (21) day appeal period from the date of decision.**

**Any development commenced or undertaken during the twenty-one (21) day appeal period, or where an appeal has been filed but not finally determined, shall be solely at the risk of the developer in no event shall the City be liable for the filing or outcome of any appeal.**

If you are not in agreement with this decision or conditions described herein, it may be appealed within twenty-one (21) days from the date of decision (as per Section 686 Development Permit Appeals: *Municipal Government Act*) by submitting a written notice and a four-hundred-dollar (\$400.00) processing fee to the following:

City Hall - Office of the City Clerk  
Attention - Secretary of the Subdivision and Development Appeal Board  
4420 - 50 Avenue  
Lloydminster, AB T9V 0W2

If you have any questions, or require any clarification, please contact the undersigned at (780) 874-3700 or by email at [rshortt@lloydminster.ca](mailto:rshortt@lloydminster.ca).

|                   |               |
|-------------------|---------------|
| Date of Decision: | June 19, 2023 |
| Date of Notice:   | June 20, 2023 |

Sincerely,  
City of Lloydminster

**Roxanne Shortt**  
Development Officer, Planning  
Operations Centre



# Sign Permit Application

## Application for Sign Permit

Submission Date

Date: March 9, 2023

Application Submission Deemed Complete Date: May 23/23

PROJECT

Municipal Address: 1221 50<sup>th</sup> Ave. 1217 - 50th Ave

Municipal Tax Roll #: 12022950000 Zoning: C2

Legal Description: Lot: 2 3 Block: 3

Legal Plan: BX 4535

APPLICANT/OWNER INFORMATION

Applicant Name: Reid + Wright Advertising Ltd.

Address: 5921 50<sup>th</sup> Ave

Postal Code: S9V 2A4

Phone: 306-825-5111

Email: [REDACTED]

Is Property owner same as above?  Yes  No

(If property owner is not the same as applicant AUTHORIZATION FORM is required)

Type of Sign:

Fascia  Free Standing  Billboard  Digital  Awning/Canopy  Fence  Projecting

Portable/Temporary  Other: [REDACTED]

SIGN INFORMATION

Sign Postage Dates:

Sign Installation Date: Permanent.

Sign Removal Date: [REDACTED]

I hereby declare  I am  I represent the owner of the property on which the work identified in this application will be conducted in accordance to the plans submitted, and upon approval will adhere to the conditions/terms of Land Use Bylaw 5-2016. I/We will notify the Development Authority of any proposed changes to the plans submitted with this application.

**Note:** By typing your name into the signature box below (or by signing a printed version of this application), you agree that all information submitted on this form is true and accurate.

[REDACTED]

Signature of Registered Owner / Agent

March 9 / 2023

Date of Application

DECLARATION

DECISION (OFFICE USE ONLY)

*Refused as per attached Notice of Decision dated June 20/23.*

[REDACTED]

Development Officer

June 20/23

Date

**IMPORTANT NOTICE:** THIS APPLICATION DOES NOT PERMIT YOU TO COMMENCE CONSTRUCTION UNTIL SUCH TIME A DEVELOPMENT PERMIT HAS BEEN ISSUED BY THE DEVELOPMENT AUTHORITY AND ALL OTHER PERMITS (IF REQUIRED) ARE APPROVED. IF A DECISION HAS NOT BEEN ISSUED WITHIN 40 DAYS OF THE DATE THE APPLICATION IS DEEMED COMPLETE, YOU HAVE THE RIGHT TO FILE AN APPEAL TO THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD. APPEALS TO THE SUBDIVISION AND DEVELOPMENT APPEAL BOARD CAN ALSO BE FILED IN REGARDS TO PERMIT REFUSALS AND/OR CONDITIONS WITHIN 21 DAYS OF A DECISION.



# Owner Authorization Registered Owner Consent

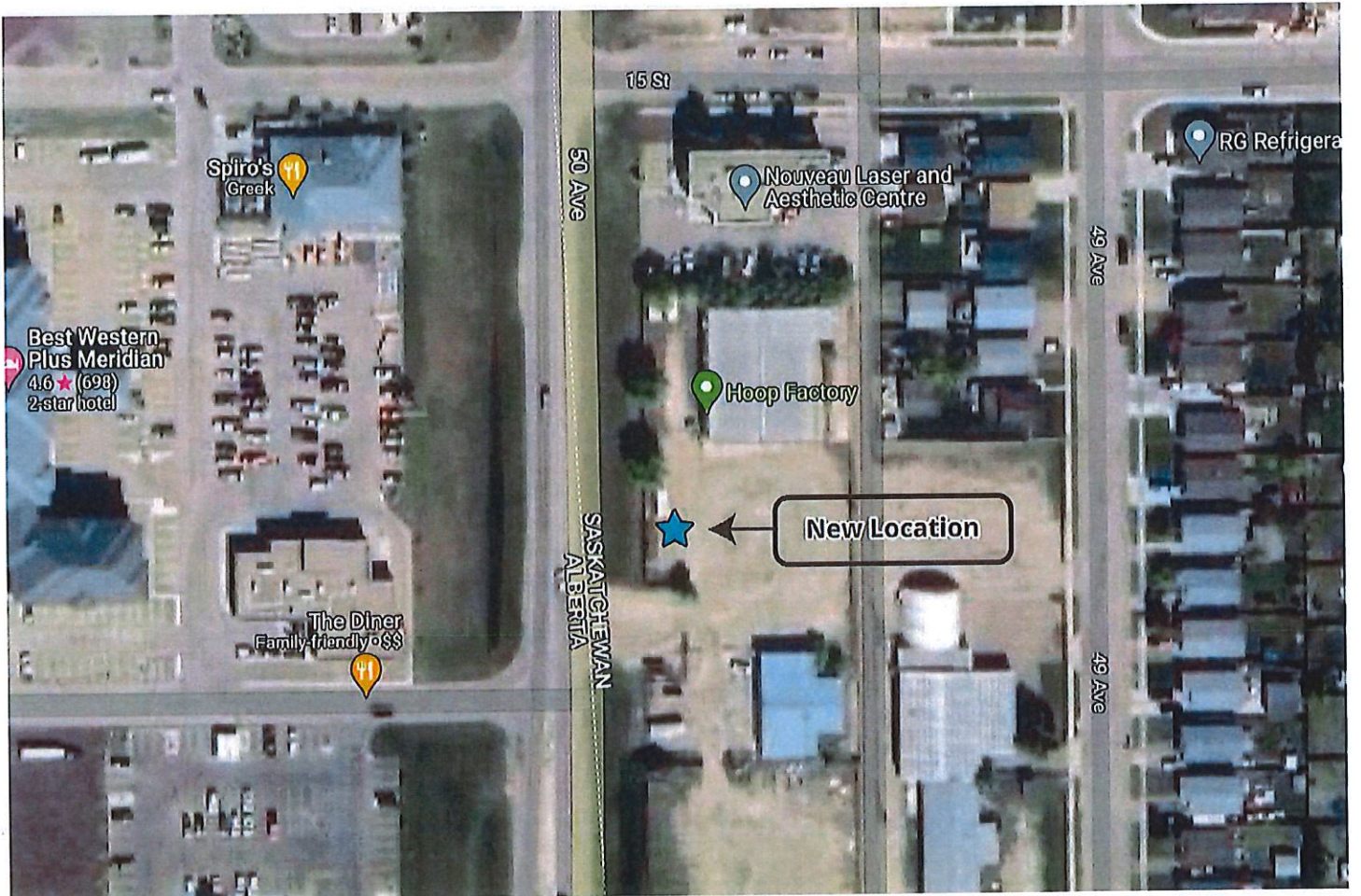
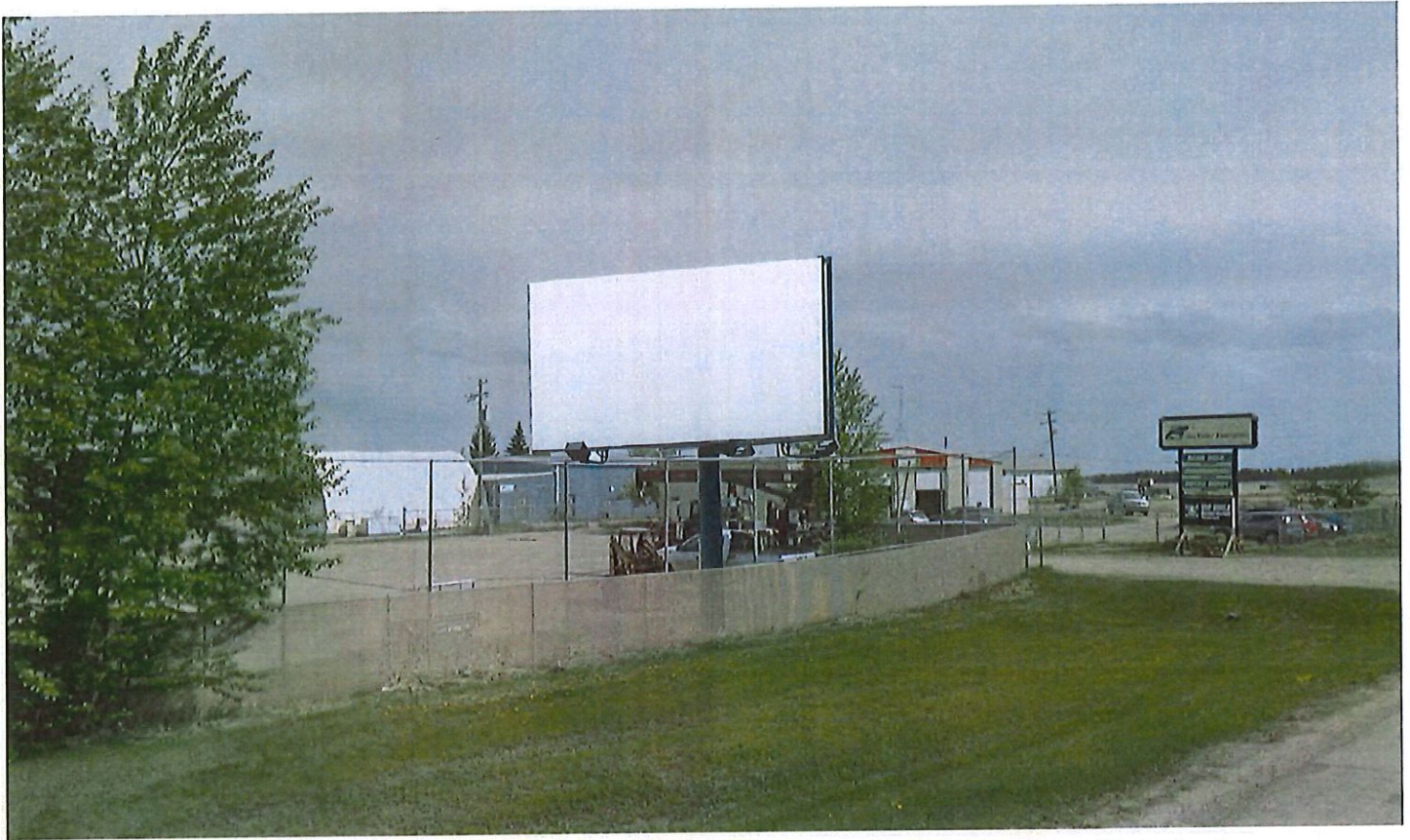


**LLOYDMINSTER**

|   |   |   |                      |
|---|---|---|----------------------|
| <b>Submission Date</b>                                | Date: <input type="text"/>  | <b>Application #</b>                              | <input type="text"/> |
| <b>AFFECTED PROPERTY DETAILS</b>                      | Municipal Address: <input type="text" value="1221-50 Ave"/>   |   |                      |
|   | Municipal Tax Roll #: <input type="text"/>  | Zoning: <input type="text"/>                      |                      |
|   | Legal Description: Lot: <input type="text" value="3"/>  | Block: <input type="text" value="3"/>             |                      |
|   | Legal Plan: <input type="text" value="BX4535"/>   |   |                      |
| <b>APPLICANT INFORMATION</b>                          | Applicant Name: <input type="text" value="Reid &amp; Wright Advertising LTD"/>  |   |                      |
|   | Address: <input type="text" value="5921-50&lt;sup&gt;th&lt;/sup&gt; Ave"/>  |   |                      |
|   | Province: <input type="text" value="Lloydminster"/>   | Postal Code: <input type="text" value="S9V 2A4"/> |                      |
|   | Phone: <input type="text" value="306-825-5111"/>  | Cell: <input type="text" value=""/>               |                      |
|   | Email: <input type="text" value=""/>  |   |                      |
| <b>PROPERTY OWNER INFORMATION</b>                     | <b>Complete This Section If Owner Is Different Than Applicant</b>   |   |                      |
|   | Registered Owner Name(s): <input type="text" value="Bea Fisher Enterprises Inc."/>  |   |                      |
|   | Company Name: <input type="text" value="Bea Fisher Enterprises"/>   |   |                      |
|   | Address: <input type="text" value="3514-51 Ave"/>   |   |                      |
|   | <input type="text" value="Lloydminster, AB"/>   |   |                      |
|   | Phone: <input type="text" value="780.875.3633"/>  | Cell: <input type="text" value=""/>               |                      |
| Email: <input type="text" value=""/> (for Bea Fisher) |   |   |                      |
| <b>APPLICATION INFORMATION</b>                        | <b>Application Type(s):</b>   |   |                      |
|   | <input checked="" type="checkbox"/> Development Permit <input type="checkbox"/> Subdivision Application <input type="checkbox"/> Land Use Bylaw Amendment |   |                      |
|   | <input type="checkbox"/> Property File Information <input type="text"/><br><small>(Specify Documents ex. Building Plans, Permits etc.)</small>            |   |                      |
|   | <input type="checkbox"/> Right of Entry (Permission to enter land for inspection purposes) <input type="checkbox"/> New; or Amendment to an ASP or ARP    |   |                      |
|   | <input type="checkbox"/> Business License Use Approval for: <input type="text"/><br><small>Type/Name of Business</small>                                  |   |                      |
|   | <input checked="" type="checkbox"/> Other <input type="text" value="Discretionary Use Application"/>  |   |                      |
| <b>REGISTERED OWNER CONSENT</b>                       | Please be advised that I/We, the registered owner(s) of the property indicated above,   |   |                      |
|   | <input checked="" type="checkbox"/> authorize the above applicant to apply for all applications related to the above mentioned project;                   |   |                      |
|   | <input checked="" type="checkbox"/> authorize the applicant above to access property information  |   |                      |
|   | <b>Period of Authorization</b>  |   |                      |
|   | Authorization Effective Date (mm/dd/yyyy):  | <input type="text" value="05/04/2023"/>           |                      |
|   | Authorization Expiry Date (mm/dd/yyyy):   | <input type="text" value="08/04/2023"/>           |                      |
| <input type="text" value=""/>                         | <input type="text" value="May 4, 2023"/>  |   |                      |
| Registered Owner Signature                            | Date  |   |                      |
| <input type="text" value=""/>                         | <input type="text" value=""/>   |   |                      |
| Registered Owner Signature                            | Date  |   |                      |

**Collection and Use of Personal Information:** The personal information being collected on this form is for the purposes of processing and acting upon this application in accordance with the Municipal Government Act, and is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act (FOIP). The City will not share your personal information for purposes outside of those stated without your permission in writing, unless there is a specific exemption stated in the Municipal Government Act.











**NOTES**

**General:**

- All material and workmanship shall conform to the applicable Building Code, and all applicable local codes and ordinances.
- The contractor shall check all drawings immediately upon their receipt and shall verify all dimensions and site conditions before starting work. Contractor is responsible for coordination of all trades. BAR Engineering shall be notified of any discrepancies or conflicts between drawings.
- Unless specifically shown on these plans no structural member shall be cut, neither drilled nor notched without prior written consent from the Structural Engineer.
- Connections and implied construction assemblies that are not specifically described or detailed shall be constructed using standard construction practices in compliance with the governing codes and ordinances.
- When details labeled "Typical" or "Similar" are given on the drawings, the contractor shall apply the intent of the detail to the specific conditions.
- Written information and dimensions shall take precedence over graphic information. Do not scale drawings. Resolve any conflicts on the plans with the Engineer before proceeding with construction.
- Structural drawings and specifications for this work have been prepared in accordance with general accepted engineering standards of practice to meet the minimum requirements of the applicable Building Code. Any omissions or discrepancies on the plans or any deviation from the plans which are necessitated by field conditions or any condition different from those indicated on the plans should be brought to the attention of BAR Engineering prior to continuing construction. All work is to be coordinated so that cooperation between the trades where required is accomplished.
- Contractor is responsible for all temporary bracing and shoring during construction.
- Trade names and manufacturers referred to are for quality standards only, equivalent substitutions are permitted.
- Project inspectors shall not constitute authority to deviate from the plans and specifications. If at any time as the work progresses, prior to the issuance of the certification of compliance, it is found that modifications or changes are necessary to secure safety or comply with code requirements, the responsible Structural Engineer shall be notified of the necessity for such modifications or changes.
- The structural systems have been designed to carry the superimposed live loads as prescribed by the applicable Building Code and in accordance with the standard engineering practices, with no special provisions to carry concentrated loads from storage and handling of construction materials or from operation of construction equipment.

**Concrete:**

- All concrete shall conform to the requirements of CSA Standard A23.3-04 and the Applicable Building Code. Detailing, fabrication, and erection of reinforcing bars shall be in accordance with the latest edition of CSA A23.1 "Concrete Material and Methods of Concrete Construction".
- Mixing water shall be clean and free from injurious amount of oil, acids, alkalis, organic material or other deleterious substances.
- Coarse aggregate shall be hard, durable crushed stone or gravel graded per A.S.T.M. C33. Maximum aggregate size shall be 19 mm (3/4").
- Sand shall be clean, hard, durable, washed free from silt, loam or clay.
- Cement shall conform to CSA 3001 Type HS.
- Except where detailed on structural drawings, reinforcement shall not be displaced or cut to provide clearance for penetrations, inserts, or embeddings.
- All concrete shall be thoroughly consolidated during placement using a mechanical vibrator. Concrete forms for foundation slabs shall remain in place for two days minimum or until they can be removed without damaging the concrete surfaces.
- Loose soil, sawdust, and other debris shall be removed from the forms prior to placing concrete.
- Provide normal weight concrete (2400 kg / m<sup>3</sup>) conforming to A.S.T.M. C-94 with proven shrinkage characteristics of less than 0.04%, attaining a minimum 25 MPa compressive strength at 28 days.
- Air content for exterior exposed concrete to be 4-7%.

**Structural Steel:**

- Fabrication, erection, structural design, and detailing of all steel shall be in conformance with CSA S16-09, and the CISC Code of Standard Practice (R2002).
- Welding shall conform to CSA W59-03 and shall be performed by certified welders, the fabricating shop shall be certified by the Canadian Welding Bureau to the requirements of CSA W47 for Divisions 1 & 2.
- Openings or holes through structural steel members shall not be permitted without the approval of a structural engineer.
- Steel shall be new and conform to CSA G40.21 with the following grades:  
 Rolled sections (wide flange sections, channels, standard beams, angles) 350W  
 Plate material - Thickness ≤ 65 mm 300W  
 HSS sections - Class C 350W
- Shop primer for steel to be painted shall meet the requirements of CSA S16-09 and CISC/CPMA 1-73A "Structural Steel Primer".
- All steel shall be free of mill scale, rust or other contaminants that would impair the bonding of concrete to the steel structural component. Surfaces shall be prepared in accordance with SSPC SP2.
- When fabricating beams and girders, place natural camber up.
- Submit shop drawings to Engineer for review prior to fabrication. Fabricator shall certify all connections, design, and erection procedures have been supervised and carried out by a Professional Engineer, re-registered in the applicable province. Certification shall be in the form of a letter bearing the seal and signature of the Professional Engineer and shall be submitted with the shop drawings. Failure to submit certification will result in the shop drawings being rejected.
- Provide hardened washer under nuts at all high strength bolts, except where plate washers are used per CISC specifications.
- All additional steel required for erection purposes shall be provided at no additional cost and shall be removed unless approved by the Owner.
- Weld shall be terminated at the end of a joint in a manner that will ensure sound welds. Whenever necessary this shall be done by use of extension bars and run off tabs.

**DESIGN NOTES:**

- This design conforms to the National Building Code 2005
- Climatic Data for Lloydminster, AB was used in design.
  - Importance Category = Normal
  - Snow load, S<sub>s</sub> = 2.0 kPa, S<sub>r</sub> = 0.1 kPa
  - Hourly wind pressure, q<sub>50</sub> = 0.4 kPa
- Site inspections are required to ensure the work is being carried out in general conformity with the intent of the plans and specifications. Please notify BAR Engineering a minimum of two (2) days prior to required inspections.

**BAR Engineering**  
 1 (780) 875-1583 5004 - 53th Avenue  
 1 (780) 875-2728 Lloydminster, AB  
 e: INFO@BAREng.ca 19V 279  
 www.BAREng.ca

REID SIGNS LTD.



PERMIT TO PRACTICE  
 BAR ENGINEERING CO. LTD.  
 Signature: [Signature]  
 Date: Aug. 10/11  
 PERMIT NUMBER: P7266  
 The Association of Professional Engineers,  
 Geologists, and Geophysicists of Alberta

|   |   |   |   |   |   |   |   |    |    |    |
|---|---|---|---|---|---|---|---|----|----|----|
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |
|   |   |   |   |   |   |   |   |    |    |    |

LLOYDMINSTER  
 BILLBOARD SIGN

NW 26-49-1 W4M  
 ALBERTA

SPECIFICATIONS

11-3042  
 AS SHOWN  
 \$1.0

REID SIGNS LTD.



PERMIT TO PRACTICE  
 BAR ENGINEERING CO. LTD.  
 Signature: *[Signature]*  
 Date: *Aug. 2011*  
 PERMIT NUMBER: P7266  
 The Association of Professional Engineers,  
 Geologists, and Geophysicists of Alberta

|             |      |    |      |       |
|-------------|------|----|------|-------|
| PROJECT NO. | DATE | BY | CHKD | APP'D |
|             |      |    |      |       |

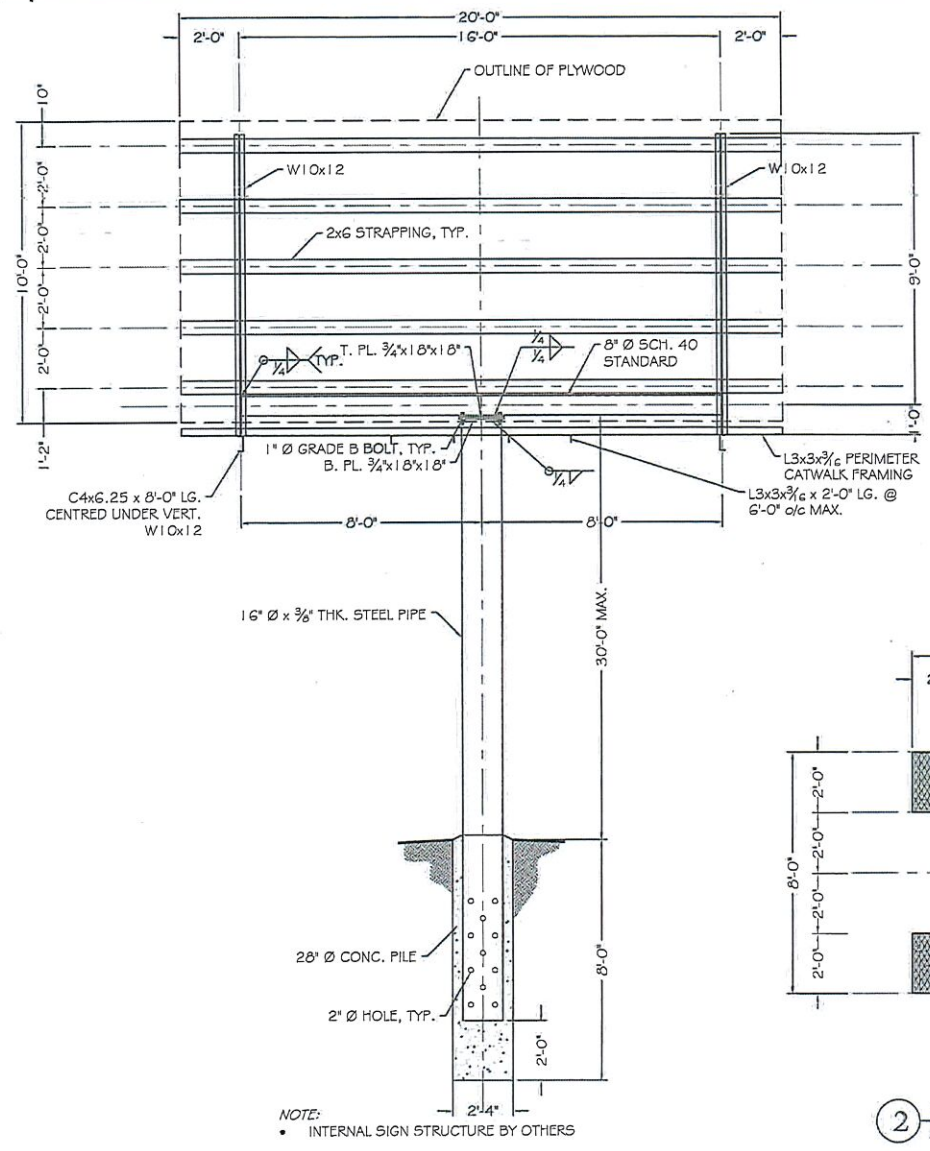
LLOYDMINSTER  
 BILLBOARD SIGN

NW 26-49-1 W4M  
 ALBERTA

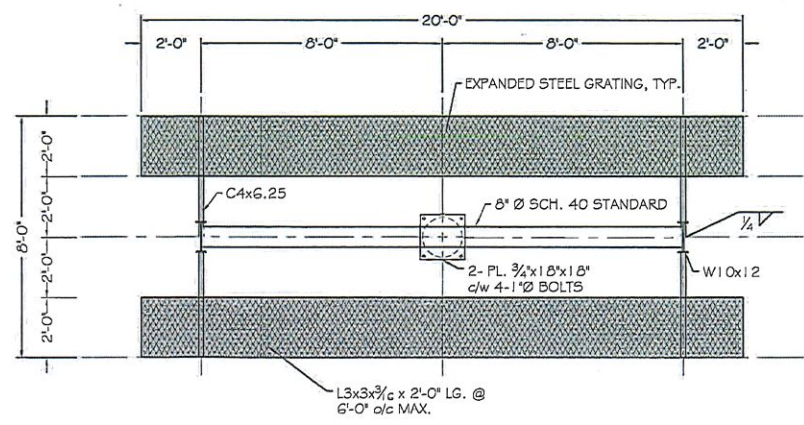
SIGN DETAILS

|             |          |       |  |
|-------------|----------|-------|--|
| PROJECT NO. | 11-3042  | DATE  |  |
| SCALE       | AS SHOWN | BY    |  |
| CHECKED     |          | APP'D |  |

S1.1



**1** ELEVATION  
 $\frac{1}{4}'' = 1'-0''$



**2** PLAN VIEW  
 $\frac{1}{4}'' = 1'-0''$

NOTE:  
 • TOP PLATE WELDED TO SIGN, BASE PLATE WELDED TO SUPPORT POST. BOTH PLATES BOLTED TOGETHER AS SPECIFIED.