AGENDA FOR THE TOWN OF BEAVERLODGE SUBDIVISION & DEVELOPMENT BOARD MEETING
TO BE HELD MONDAY MAY 11, 2026 AT 5:45 PM
IN COUNCIL CHAMBERS, 400-10 STREET
Microsoft Teams Meeting ID: 269 638 602 986 021 Passcode: dj77Zt94

1.0	**CALL TO ORDER:**	
2.0	**LAND ACKNOWLEDGEMENT:**	PP 2
3.0	**ADOPTION OF AGENDA:**	
4.0	**ADOPTION OF MINUTES:** 4.1 March 9, 2026 Subdivision & Development Board Meeting **RECOMMENDATION:** That the minutes of the Subdivision & Development Board meeting held March 9, 2026 be adopted as presented	PP 3, 4
5.0	**OLD BUSINESS:**	
6.0	**NEW BUSINESS:** 6.1 Development Permit Application **Applicant:** Bartsch, Trevor **Property:** 1119 7th Ave Lot 16 Block 2 Plan 2298TR **Zoning:** **R2** – Residential Low Density	PP 5 - 12
7.0	**ADJOURNMENT:**	

Town of Beaverlodge
A Place to Build Dreams

Box 30, Beaverlodge, AB T0H 0C0
Phone: 780.354.2201
Fax: 780.354.2207

As long as the sun shines, grass grows and the rivers flow – we acknowledge the homeland of the many diverse First Nation & Métis people whose ancestors have walked this land.

We are grateful to live, learn and work on the traditional territory of Treaty 8 and we make this acknowledgement as an act of reconciliation and gratitude.

TOWN OF BEAVERLODGE, ALBERTA

SUBDIVISION AND DEVELOPMENT BOARD MEETING MINUTES

COUNCIL CHAMBERS #400 – 10 STREET, MONDAY MARCH 9, 2026 @ 5:45 PM

CHAIR	Deputy Mayor Judy Kokotilo-Bekkerus	Mayor Gary Rycroft
	Councillor Richard Lappenbush - absent	Councillor Hugh Graw
	Councillor Trevor Bartsch	Councillor Jen Wolan
	Councillor Tyke Longmore	
STAFF	CAO Jeff Johnston - absent	Deputy CAO Tina Letendre
		Nichole Young, Legislative Services

1.0 CALL TO ORDER: Chair Judy Kokotilo-Bekkerus called the meeting to order. **5:45 PM**

2.0 LAND ACKNOWLEDGEMENT:

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3.0 ADOPTION OF AGENDA:

3.1
#005-2026-03-09 Councillor Jen Wolan
CARRIED: That the Subdivision & Development Board adopts the agenda as presented.

4.0 ADOPTION OF MINUTES:

4.1
#006-2026-03-09 Councillor Tyke Longmore
CARRIED: That the minutes of the Subdivision & Development Board meeting held January 12, 2026 be adopted as presented.

5.0 OLD BUSINESS:

6.0 NEW BUSINESS:

6.1 Development Permit Application
Applicant: Wall, David
Property: 1101 2nd Ave W Lot 1 Block 13 Plan 012-0074
Zoning: R2 – Residential Low Density

#007-2026-03-09 Mayor Gary Rycroft
CARRIED: That the Subdivision & Development Board approves the Development Permit Application as presented.

7.0 ADJOURNMENT:

#008-2026-03-09 Chair Judy Kokotilo-Bekkerus **5:49 PM**
CARRIED: That the Subdivision and Development Board Meeting is adjourned.

_____
Chair, Councillor Judy Kokotilo-Bekkerus

_____
Jeff Johnston, CAO

DEVELOPMENT PERMIT APPLICATION FORM A

FOR ADMINISTRATIVE USE

APPLICATION NO.	DP 2026-10
DATE RECEIVED	APRIL 25, 2026

Town of Beaverlodge, 400-10th Street, Box 30, Beaverlodge, AB, T0H 0C0
W: beaverlodge.ca | E: development@beaverlodge.ca | T: (780) 354-2201 | F: (780) 354-2207

I / We hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and form part of this application. I / We understand that this application will not be accepted without the following:

(a) application fee;
(b) site plan sketch that includes all relevant detail to the proposed development (e.g.: proposed and existing structures, property lines, creeks/ravines, parking and vehicle access, building plans, etc.)

APPLICANT INFORMATION	COMPLETE IF DIFFERENT FROM APPLICANT
NAME OF APPLICANT Trevor Bartsch	NAME OF REGISTERED OWNER
ADDRESS 422 7 ave Beaverlodge AB	ADDRESS
POSTAL CODE T0H0C0	POSTAL CODE
EMAIL ADDRESS* trevor.bartsch@gmail.com	EMAIL ADDRESS*
*By supplying the Town with an email address, you agree to receive correspondence by email.	
PHONE (CELL) 7808978556 PHONE (RES) PHONE (BUS)	PHONE (CELL) PHONE (RES) PHONE (BUS)

LAND INFORMATION

Address of proposed development site: 1119 7 ave

Legal description of proposed development site: REGISTERED PLAN: 2298TR BLOCK: 2 LOT (parcel): 16

Other legal description: _____

Description of the existing use of the land: Vacant Land

Proposed Development: Addition of a mobile home. Asking for varience as the mobile is a 1994.

Does the Development Permit require and amendment to the Land Use Bylaw? Yes_____ No_____
If yes, has an amendment to the Land Use Bylaw been submitted? Yes_____ No_____

Estimated:	Date of Commencement: May 12 2026	Date of Completion: May 29 2016	Value of Construction: $ 100,000

FOR NEW CONSTRUCTION ONLY

LOT AREA: _____ LOT WIDTH: _____ LOT LENGTH: _____ PERCENTAGE OF LOT OCCUPIED: ____%

LOT TYPE: ☐ INTERIOR ☐ CORNER ☐ WITH LANE ☐ WITHOUT LANE

PRINCIPLE BUILDING YARDS: FRONT: _____ REAR: _____ SIDE (1): _____ SIDE (2):_____

BUILDING HEIGHT ABOVE FINISHED GRADE:_____ NUMBER OF PARKING STALLS:_____

ACCESSORY BUILDING YARDS: FRONT: _____ REAR: _____ SIDE (1): _____ SIDE (2):_____

SPECIAL CHARACTERISTICS OF LAND (agricultural, swampy, bush):_____

PROVISIONS FOR WATER SERVICE: Municipal ☐ Private Well
PROVISIONS FOR SANITARY SEWER: Municipal ☐ Onsite System
(Note if you are connecting to Municipal services you will need to complete our Service Connection Application)

USE OF ADJACENT PROPERTIES:_____

ON AN ATTACHED SHEET, PLEASE PROVIDE A SCALED PLAN INDICATING THE LOCATION AND DIMENSIONS OF EXISTING AND PROPOSED IMPROVEMENTS, INCLUDING:

- Property lines surround the site
- Parking, roads, sidewalks
- Above ground utilities and direction of storm water drainage off the site
- Building and structures
- Landscaping, fences and screening

FOR NEW SIGNAGE

☐ Free Standing/Pylon Sign ☐ Temporary Sign

☐ Fascia/Wall Sign ☐ Permanent Sign

☐ Billboard Sign Dimensions of Sign: Horizontal:_____ Vertical:_____Depth:_____

☐ Canopy or Awning Sign Height from ground to highest point of sign:_____

DECLARATION

I/WE HEREBY AUTHORIZE REPRESENTATIVES OF THE TOWN TO ENTER MY/OUR LAND FOR THE PURPOSE OF CONDUCTING A SITE INSPECTION IN CONNECTION WITH THIS APPLICATION

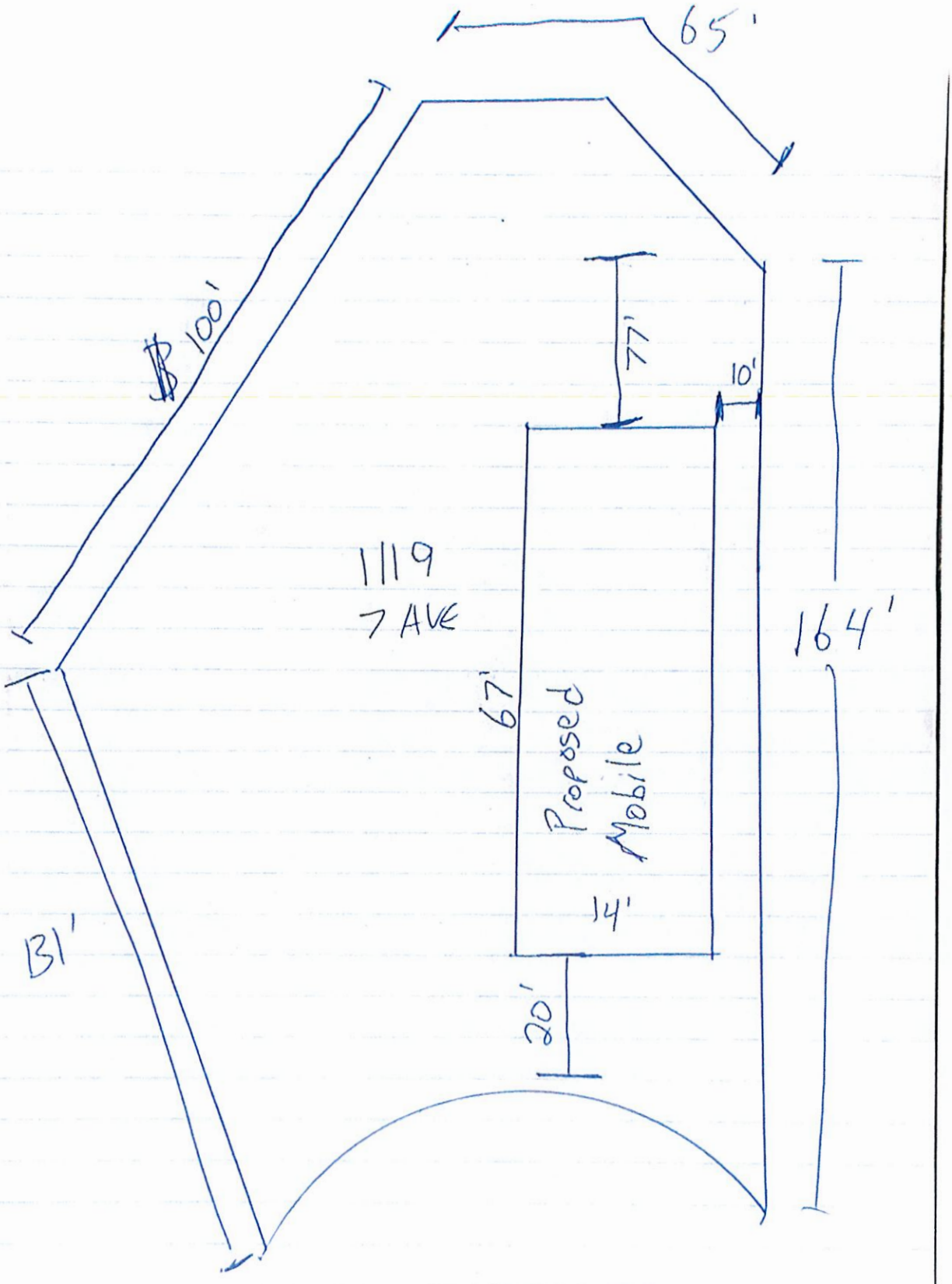
I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT

April 25 2026 — DATE
Trevor Bartsch — SIGNATURE OF APPLICANT

NOTE:
Signature of Registered Landowner required if different LANDOWNER/LEASEHOLDER From Applicant

_____ — DATE
_____ — SIGNATURE OF REGISTERED

The personal information on this form is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act, Section 642 of the Municipal Government Act and or the Safety Code Act. The information will be used to process your application(s) and your name and or address of where the development is being proposed may be made available to the public upon request or at a public meeting. If you have questions on the collection and use of this information, please contact the Town Office.


65'
100'
77'
10'
1119
7 AVE
164'
67'
Proposed
Mobile
14'
131'
20'

Town of Beaverlodge

Development Officer

Development Permit Notification

File Number: DP 2026-09

In response to your Notification it is requested the following comments be considered:

a. If this was to be a primary residence, I would not have issues as personnel tend to look after items they own, but, it is a Rental and the occupants may not. I base this on previous renters on this same property;
b. The property was cleared a period of time ago and the current owner has not removed old trailer frame or even cut the grass. It is already somewhat unsightly as per attached photo;
c. The current owner also has a rental next door at 1117 7 Ave and it is a mess as per attached photos;
d. Hopefully the current owner will raise the standards of appearance on both properties.

24/May/2026 Brian Arberry

1119 7 AVE

1117 7 AVE

1117 7 AVE

In regards to Mr.Arberry's concerns,

A. We have not yet made the decision whether the property will be sold or rented so I'm not sure where this information was obtained but it is inaccurate. The previous owner and tenant should not hold any influence on the decision of council to allow future developments.

B. The previous owner had arranged removal of the trailer frame for fall of 2025. Unfortunately that never happened and now the responsibility lies with me. Seeing as the alleyway access only dried up a week ago I would hope a slight grace period could be allowed for me to remove the frame without potentially rutting or wrecking the towns alley ways.

As for the grass. I would encourage council to drive by the property and notice the field that borders both mine and Mr.Arberry's lots that does not get maintained, or the many other vacant lots in town that have not been maintained whatsoever. I am trying to develop this lot and create an appealing property to add to the neighbourhood aesthetic.

C. The neighbouring property (1117 7ave) has been given multiple warnings about their yard. They attempted to utilize the towns spring cleanup at the firehall in 2025 but were turned away as the bins were full by mid morning. They are going to attempt again this year. If the bins are full and they are turned away I have been assured they will have it cleaned by May 13th 2026.

D. Aside from the yard debris which Ive already stated will be dealt with the only other option for "raising the standard of appearance" on 1117 7th ave would be to remove and replace the mobile or completely redo the exterior of the mobile. Which is not financially achievable while trying to keep rents affordable for low income families that are going through post secondary programs.

As for the proposed development at 1119 7 ave I don't see how bringing in a mobile home and bringing the lot from vacant land to inhabited residential could in any way decrease the "standard of appearance" which seems to be Mr.Arberrys main concern.

I appreciate the concerns that have been brought forward and I intend to act upon them. I just wish concerns like this didn't have to wait for a development permit and if residents have issues they feel comfortable to talk to their neighbours or at the very least reach out to the town office before they become the problems we're facing today. Most of this could have been solved with a simple conversation and I'm sure Mr.Arberry would have been content with my plan to mitigate all of his concerns over the next month.

Thank you

Trevor Bartsch