

APPEAL PACKAGE

SDAB 2026-005D

HEARING AGENDA

SDAB 2026-005D

Appeal File No. SDAB 2026-005D

Re: Against Approval of Permit for Motel Expansion with Variance

Lot: 1; Block: 6; Plan: 7620880

11301 100 Avenue, Grande Prairie, AB T8V 5M6

Tuesday, September 8, 2026

2:00 PM

Council Chambers, City Hall

ATTENDEES

Chair: Linda Murphy

Members: Lynne Coulter, Elmer Spilchen

1. SDAB Clerk Introduces the Appeal
2. Open Hearing and Introduction
 - a. Introduction of the Chair
 - b. Introduction of the Members of the Panel
 - c. Preliminary Matters
 - d. Introduction of the Hearing Procedures
3. Presentation: Development Authority
4. Presentations: Applicant
5. Presentations: Subject Property Owner
6. Presentation: Appellant
7. Those Speaking in Favour of the Appeal
8. Those Speaking in Opposition of the Appeal
9. Appellant's Rebuttal
10. Final Questions by the SDAB & Responses
11. Closing Remarks: Development Authority
12. Closing Remarks: Applicant
13. Closing Remarks: Subject Property Owner
14. Closing Remarks: Appellant
15. Chair confirms all parties have had a fair opportunity to present
16. Close Hearing & Enter Closed Deliberations

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**NOTICE OF
DEVELOPMENT APPEAL**

SDAB 2026-005D

Notice of Development Appeal

Appeal Information

Appeal Against: Development Permit Approval

Appellant Name: M.N. Bernhardt Holdings Ltd.

I/We the: Person affected by an order, decision, or development permit

Hereby give Notice of Appeal for the following reasons:

1. Material interference with my property. My business is a drive-up automotive service facility whose customers decide to enter from the roadway; frontage visibility is the operating asset, not an amenity. Because both properties sit behind a service road, traffic on 100 Avenue views them across that corridor, and a building brought forward to 3.0 m from the service road property line acts as a screen between 100 Avenue and everything east of it, including my site. Motorists lose sight of my building, bay doors and signage until they are past the entry that would have let them turn in. Vehicles exiting my approach also lose westward sight distance — the concern the Bylaw identifies in its "Exit Safety Triangle" definition at section 10. The required landscaping compounds this: a 3.0 m front yard can hold the 3 m buffer section 64.4 requires, but the trees and shrubs required by section 95.6 will then sit at 3.0 m from the property line instead of 6.1 m, placing growing vegetation in front of an already over-forward building.
2. Parking (72 to 63 stalls), and why it has nowhere to go. A motel is a 24-hour overnight use and, in this market, many guests arrive in work trucks and trailer-equipped vehicles occupying more than one stall. Critically, the reduced front yard cannot absorb the shortfall: section 64.6 provides that areas used to fulfill the minimum required landscaped area "shall not be used for other purposes including but not limited to parking, vehicular circulation, or loading facilities," and section 64.3 requires those areas to be permeable. The nine displaced vehicles must go off-site — onto the service road or onto adjoining private lots including mine, reducing the customer stacking area my facility depends on. The existing Motel guests at present day are already parking on the service road in front of our business, blocking site lines to our building.
3. I received no pre-decision notice. The appeals form dated Aug. 4th is the first I have seen of this variance.

I ask that both variances be revoked and the development be required to comply with the 6.1 m front yard and 72 stalls. In the alternative I ask that the setback variance be substantially reduced to the minimum demonstrated to be necessary and that conditions be imposed protecting sight lines along the shared boundary, limiting front yard landscaping height and species, and prohibiting guest



Notice of Development Appeal

parking on adjoining private property and the service road. I do not oppose the motel expansion in principle and I intend to appear at the hearing.

The land affected by the Appeal is (if applicable):

Lot, Block, Plan: 32, 6, 2421084

Municipal Address or Location: 11251 100 Ave

Development Application File Number: PL260245

Date of decision of the Development Authority: 2026-08-25

Scheduling Information

Estimated Presentation Time: 10 mins

Will you be using an agent/legal counsel? No

Agent Name (if applicable): I am not local to Grande Prairie and will require to attend the hearing electronically.

Agent Email (if applicable):

Do you anticipate any preliminary issues with your appeal? Yes

If yes, what are the issues?

Do you anticipate bringing witnesses/experts to your hearing? No

If yes, how many will you be bringing?

I understand that a fee of \$404.25 will be collected in order for the appeal process to proceed: ✓
True

I consent to having correspondence and documentation conveyed electronically:

I have read and understand the FOIP Act Policy: ✓ True

Contact Information

Name: Nicholas Bernhardt

Phone: ATIA Section 20(1)

Email: ATIA Section 20(1)

Address: ATIA Section 20(1)

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BACKGROUND

DEVELOPMENT PERMIT

APPLICATION

PL260245

SDAB 2026-005D

Description

Successful completion of this package, and meeting all submission requirements, will result in a complete application for a Development Permit, Building Permit and/or Lot Grading Permit (if required).

Submittal Requirements for Development Permit

☒ Completed Application Form	☒ Interior Floor Plan (Ensure requirements on Page 5 are included on Plan)
☒ Certificate of Title (dated within 30 days of application date)	☐ Addressing Application (if required)
☒ Copies of all instruments registered on title	☐ Variance Application (request to any setback or standard, if required)
☒ Site Plan (Ensure requirements on Page 5 are included on Plan)	☐ Traffic Impact Analysis (if required)
☒ Building Elevations (Ensure requirements on Page 5 are included on Plan)	☐ Geotechnical report(s) slope, stability, soils etc. (if required)

Submittal Requirements for Lot Grading Permit

☐ Completed Application for (Paving, Grading, Storm Sewer Installation or Connection, Landscaping, Building and/or Commercial Interior Alteration)	☐ Traffic Impact Analysis (if required)
☐ Site Plan stamped by Engineering Services showing requirements listed on Page 5	☐ Geotechnical report(s) slope, stability, soils etc. (if required)
☐ Lot Grading and Drainage Plan (Ensure requirements listed on Page 5 are included on the plan)	☐ Stormwater Management (must be in accordance with the Drainage Bylaw)

Submittal Requirements for Building Permit

☐ Completed Application	☐ Professional Involvement (if required)
☐ Plot Plan or Lot Grading Plan (Ensure requirements listed on page 5 are included on plans)	☐ Engineering Piling Documentation (if required)
☐ Building Plans (Ensure requirements listed on page 5 are included on plans)	☐ Designed to Meet Barrier Free (if required)
☐ Fire Flow Calculation/Hydrant Flow (if required)	☐ Addressing Application (if required)
☐ Energy Code Compliance – 9.36 (under 300m ² total floor area) or NECB (over 300m ² total)	☐ Lease Agreement (to be provided when you are NOT the property owner on title)
☐ Fire Safety Plan – Major	

Submittal Requirements for Aquatera

-
- ☐ Contact Aquatera at connections@aquatera.ca
 - ☐ Submit Site Servicing Plan in 11X17 format, showing all water and wastewater infrastructure including valve and line sizes from property line to the building. Aquatera will determine if a Testing Plan is required.
 - ☐ Submit a Service Connection Application to Aquatera. With the paper format or online at aquatera.ca/services/service-connections-disconnections
-

Submittal Requirements for Fire Department

-
- ☐ Fire Safety Plan (required for all projects) prior to construction:
cityofgp.com/city-services/permits-licenses-forms/fire-department/fire-safety-plan-template
 - ☐ Once complete, email to Fire Department at email address below.
-

Submission Information

Complete applications and all submittal requirements may be submitted to inspections@cityofgp.com.

Questions

- For questions on Aquatera requirements, call **780-538-0348** or email connections@aquatera.ca
- For questions on Business Licensing, call **780-538-0300** or email blicensing@cityofgp.com
- For questions on Development requirements, call **780-538-0325** or email devpermits@cityofgp.com
- For questions on Fire Department requirements, call **780-538-0393** or email fire_prevention@cityofgp.com
- For questions on Inspection Services requirements, call **780-538-0421** or email inspections@cityofgp.com
- For questions on Lot Grading requirements, please call **780-538-0417** or email lotgrading@cityofgp.com

Collection and Use of Personal Information

The personal information collected on this form is authorized under the authority of Section 4(c) of the Protection of Privacy Act, S.A. 2024, c. P-28.5 ("POPA"). The information collected, including your name and contact details, will be used to process your application and may also be utilized for statistical or administrative purposes. Your personal information is protected under the provisions of POPA and will be used, disclosed, and retained only as permitted by the Act. If you have any questions regarding the collection, use, or disclosure of your personal information, please contact inspections@cityofgp.com.

Section 1: Project Address(es)

Civic: 11301 100 Ave., Grande Prairie, AB T8V 5M6

Legal: Lot: 1 Block: 6 Plan: 7620880

Section 2: Property Owner Information (listed on title)

Owner Name: 2100227 Alberta Ltd.

Address: **ATIA Section 20(1)** City:

Province: Alberta

Postal Code:

ATIA Section 20(1)

Email: **ATIA Section 20(1)** Phone Number:

ATIA Section 20(1)

Section 3: General Contractor Information

Builder Contractor: Business License:

Site Contact: Contact Phone:

ATIA Section 20(1)

Section 4: Applicant Information (if different from above)

Applicant / Company: FARMOR Architecture

Applicant Address: **ATIA Section 20(1)** City:

Province: Alberta

Postal Code:

ATIA Section 20(1)

Contact Name: Contact Phone:

ATIA Section 20(1)

Contact Email: **ATIA Section 20(1)**

Section 5: Project Details

A. Please select development type:

☒ Commercial ☐ Industrial ☐ Institutional ☐ Multi-Family: _____ # of units

MAJOR DEVELOPMENT PACKAGE

Utilize this package when applying for any Commercial, Industrial, Institutional or Multi Family (5 Units or more)

Section 5: Project Details

B. Please select applicable details:

☒ Addition	☒ Alteration	☐ Change of Use	☒ New Construction
☐ Parking Lot	☐ Storage Yard	☐ Temporary (max. 180 days)	☐ Other:
Company Name Proposing to Occupation Space:			
Current Use of Space:	Hotel	Anticipated Start Date:	June 1, 2026
		Anticipated Completion Date:	Nov 30, 2026
Number of Stories:	2 (two)	Number of Units:	80
		Square Footage:	21,607
Description of Work:			

Section 6: Project Declaration of Cost (including labour and material costs) Fill in applicable lines only

Design Costs (include all designs and consulting cost, including site review work)	
Site Work (driveways, pavement, sidewalks, curbs, etc.)	
Building Construction Cost (includes all costs associated with the erection of the building including interior partitioning work and project management fees)	
Electrical Work (including the electrical service, yard lightning, fire alarm, all fixtures and components, and design, etc.)	
Plumbing and Gas Installation (storm water management, services, fixtures, components, appliances and design)	
Sprinkler System (including hydrants, standpipe and hose systems, installation cost and design)	
Heating and Ventilation Installation (including all heating / ventilation's units, components and design)	
Elevator / Escalator (total installation cost)	
Total Construction Cost:	\$700k

Section 7: As the Applicant, I affirm (check all that apply)

- ☐ I/We am/are the registered Owner(s) of noted property on which the work identified in this application will be conducted.
-
- ☐ I have entered into a binding agreement to purchase the noted property on which the work identified in this application will be conducted.
-
- ☒ I have permission of the registered Owners of noted property to act as an Applicant on which the work identified in this application will be conducted.
-
- ☒ I/we grant Right of Entry and ensure the work identified in this application will be conducted in accordance to the plans submitted, and upon approval will adhere to the conditions and terms of the Land Use Bylaw. I/we will notify the appropriate authority of any proposed changes to the plans submitted with this application.
-

By authorizing Right of Entry, you are authorizing the City of Grande Prairie to enter upon the subject lands for the purpose of site inspection(s), to evaluate the proposed development, and to ensure compliance with any subsequent conditions in the event the Development Permit application is approved.

Signature:	ATIA Section 20(1)	Date:	May 6, 2026
Landowner Signature/ Authorized Agent: (if different from applicant)		Date:	

PLEASE NOTE

THIS APPLICATION DOES NOT PERMIT YOU TO COMMENCE CONSTRUCTION

You will be contacted for payment. An application that covers more than one lot will have to be calculated by the City.

Submittal Requirements

1. Development Permit Requirements

Development Plot Plan Consisting of: A plan scaled no less than 1:100, in 11" x 17" size, designed and prepared by a surveyor, engineer or architect (submitted on paper or as digital copy) with the following information:

- ☒ Minimum distance(s) proposed for all structures to the nearest property lines
- ☒ Location of the pre-approved lot access location including dimensions, existing sidewalk(s) and curb(s) distances to property line. Include adjacent property accesses.
- ☒ Conformance to the pre-approved access locations or a copy of plan stamped by Engineering Services showing the proposed access location is approved.
- ☐ Location, dimensions, and plan number of all registered utility right of ways or easements.
- ☒ Property lines shown with dimensions, lot area, building area and percentage of lot coverage by all structures.
- ☒ Retaining walls, trees and other physical features labelled "EXISTING" or "PROPOSED".
- ☐ Proposed landscaping of the site including total areas of on-site landscaping number of trees/shrubs (indicate species). (Separate landscape plan required only when over 500m²).
- ☒ Total number of existing and proposed parking stalls including dimensions of parking stall width, depth, and drive aisle width.
- ☒ Total area of pavement (where applicable) calculated and identified on drawings as "EXISTING" or "PROPOSED".
- ☐ Include location of utility service connection to the building (gas, power, water, sanitary). This is available from the appropriate subdivision's engineering firm or the individual utility company.

Development Building Plan Consisting of:

- ☒ Floor Plans: Provide square footage and layout of all office areas, storage areas, retail sales areas, shop/manufacturing areas of building. Label each room and it's use. Existing and Proposed.
- ☒ Building Elevations: All sides of the building, side elevations to illustrate unprotected openings shown as a percentage to building face; building height; finished ground level, wall height, roofing material and roof pitch; exterior finishing materials and colour.
- ☒ Sections and details: Provide fully labeled sections of all assemblies forming floors, walls, roof, etc.

2. Lot Grading Permit Requirements

Lot Grading Plan Consisting of: A plan scaled no less than 1:100, in 11" x 17" size, designed and prepared by a surveyor, engineer or architect (submitted on paper or as digital copy) with the following information:

- ☐ Municipal address; legal description; development phase; datum information; north arrow; scale; legend; date of survey; date drawn; sanitary invert; storm invert (if applicable)

Submittal Requirements

- ☐ Drainage pattern with arrows; slope percentages (along property line and from foundation to property line); proposed elevations at lot corners, break points; existing elevations (sidewalks, curb); status of adjacent parcel; building dimensions (projections where applicable) and offsets from property line; foundation elevations (top of foundation; bottom of footing; final grade at foundation)
- ☐ Stormwater management: Must be in accordance with the Drainage Bylaw; Lot Grading Coordinator determines necessity of on-site stormwater retention; Stormwater calculations to be made with the Rational Method or more rigorous methods; Overland flow paths and on-site ponding depths must be included or 1 100-year storm events.

3. Building Permit Plan Requirements

Building Site Plan Consisting of:

If a development or lot grading permit is required, the same plan will be used. If not, A plan scaled no less than 1:100, in 11" x 17" size.

- ☐ A plan (submitted on paper or as digital copy) with the following information:
 - ☐ Dimensions of the proposed structure
 - ☐ Distance from the edge of proposed structure to all the property lines
 - ☐ Property dimensions, locations, and sizes of all other existing accessory buildings/structures.

Building Permit Building Plan Consisting of:

A plan scaled no less than 1:100, in 11" x 17" size, submitted by paper or digitally

- ☐ Scale and dimensions of exterior walls and interior rooms:
 - ☐ Foundation Plan: Pad size, location, and construction specifications; indicate location of columns and beams. Include building area, pilings, and schedules.
 - ☐ Floor Plans: Provide square footage and layout of all floor levels. Label each room with existing and proposed use. Indicate all rough openings for door and window sizes complete with U or ER value.
 - ☐ Building Elevations: All sides of the building; side elevations to illustrate unprotected openings shown as a percentage to building face; building height; finished ground level; wall height, roofing material and roof pitch; exterior finishing materials; assemblies of materials forming floors, walls, roofs, decks & mezzanines.
 - ☐ Sections and details: Provide fully labelled sections of all assemblies forming floors, walls, roofs etc. Provide window installation detail, door, and wall schedules.
 - ☐ Energy Compliance: Prescriptive Path (Designed as per 9.36.2 to 9.36.4) Performance Path (Designed as per 9.36.5 Summary) or National Energy Code (NECB)
 - ☐ Engineered Piling Documents: An engineered design of the building being supported with point loads identified. An engineered design of the steel pile. The name and contact of the certified installer that will be utilized.

Submittal Requirements (below is a list of submittal requirements that may apply to your project)

Accessory Building

- Site Plan as described on page 5, Plan Drawing consisting of Length, Width, location of doors, windows and stairs. Elevations consisting of side elevations of proposed construction, overall height, and width. Construction Details.
- Site Plan as described on page 5. Buildings plans to show room dimensions, room use and Construction Details.

Addition to Existing Building

- Development and Lot Grading Approval Required
- Provide Plot/Grading Plan
- Energy Compliance Summary
- Building Plans
- Professional Involvement if Required

Interior Alteration (includes Tenant Improvements)

- Existing Floor Plan: Indicate existing rooms and size
- Proposed Floor Plan: Indicate rooms, sizes, and use
- Show appliance locations
- Show location inside building with unit numbers
- Seating area along with emergency exits
- Include any manufacturers specifications schedules and details pertaining to the project

Base Building

- Provide Plot Plan and Building Plans
- Professional Involvement with Stamped Plans & Corresponding Schedules
- NECB Summary
- Hydrant Flow Calculations (if required)

Bleachers

- If pre-engineered, supply documents
- Supply material used, size and spans. Anchorage/Tie Down Details
- Indicate approximate occupant load of bleachers
- List what day will they be going up and being taken down

Change of Use/Occupancy

- Site Plan with proposed location of unit(s). If applicable physical location inside the building
- List unit numbers on either side of proposed location
- Building Plan should include the floor layout and intended use with classification
- When applying for a Change of Use Permit, it will result in an inspection that is included. Building, Electrical, Gas & Plumbing Safety Codes Inspectors will conduct site inspection
- You may be required to obtain additional permits to correct an unsafe situation

Submittal Requirements (below is a list of submittal requirements that may apply to your project)

Cold Storage

- Building, Development & Lot Grading Permit Required
- Building Plans including Elevations
- Site /Lot Grading Plan

Foundation Only

- Utilized to begin project while waiting on other submittal requirements
- Site Plan, Stamped Structural Plans, Schedules

Fire Alarm

- Requires a Building and Electrical Permit
- Fire Verification report must be submitted upon completion along with C schedules (if applicable)
- Electrical Plans with corresponding Electrical Schedules (if required)

Fire Restore

- A building permit is required for a fire restore
- If there is any structural damage, an engineered letter will be required to speak to the structural integrity of the remaining structures, as well as provide the scope of work required to repair said damage. Structural damage is considered damage to any roof truss, floor joist, beam, or load bearing wall framing.
- If the proposed restoration results in a change to the exterior elevation a Development or Lot Grading Permit may be required. You will be notified if one is required after your application has been reviewed.

New Construction

- Development and Lot Grading Approval Required
- Hydrant Flow Calculations
- Building Plans
- Provide Plot/Grading Plan
- Energy Compliance Summary
- Professional Involvement if Required
- Fire Safety Plan

Parking Lot

- A Development Permit and Lot Grading Permit may be required
- Provide Site Plan (Refer to Page 5) with number of parking stalls indicated (plus landscaping, access etc)

Swimming Pool/Hot Tub

- A building permit is required for any sized pool, and all hot tubs. If new wire is required to supply power, an Electrical permit is also required.
- Manufacture specifications (Model, CSA Approved and installation requirements)

Submittal Requirements (below is a list of submittal requirements that may apply to your project)

Solar Panel

- A building and electrical permit is required
- Depending on the proposed solar array a Development or Lot Grading Permit may be required. You will be notified if one is required after your application has been reviewed.
- A solar collector does not require a Development Permit if it is in Conformance with Section 59 of Land Use Bylaw
- Provide a Site Plan as described on Page 5. Roof Plan indicating panel layout. Engineered Truss Layout OR Engineered Letter speaking to the structural integrity of the existing roof to accommodate loading from proposed installation. Manufacture Specifications. Mounting Detail. Single Line Diagram.

Storage Yard (Accessory to the Principal use of the site only)

- When a portion of a site is being utilized for the storage of goods, materials and/or equipment. There already must be an industrial building on site or one proposed. The use shall be accessory to the principal use of the site only. This does not include an Outdoor Storage Facility. (Could also be approved on an adjacent lot and consolidate both lots).
- Lot size to determine the amount of landscaping and trees required to be planted on the site as well as a 3m perimeter landscaping buffer adjacent to public road and paved apron extending from the property line 15m into the subject site for the entire width of the access. Such an access shall be gated to prevent public use.
- Proposed use of what will be stored on site. Site plan to include existing and proposed access/egress to site, fencing (maybe screened, depending on location), gates(s) location, landscaping.
- Engineering Department will require Lot Grading Permit and Grading Plan. As well as a concrete paved apron via an engineering permit.

Temporary Building (180 days Max)

- Provide Building Plans (refer to Page 5)
- Site Plan (refer to Page 5)
- Set up and Take Down dates.

Temporary Tent/Stage

- Provide Manufacturer's Specifications on design including Anchorage/Tie Down Details, Assembly of Framework details and Set up and Take Down dates.
- Site Plan, including location of fire extinguishers. Specifications on flame spread of materials. Materials shall comply with CAN/ULC/S109 "Flame Resistance Fabrics and Films".

Wood Stove / Solid Fuel Burning Appliance

- A building permit is required to install a wood stove or solid fuel burning appliance. Manufacture specifications (Model, CSA approval and installation clearances)

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BACKGROUND

VARIANCE APPLICATION

PL260245

SDAB 2026-005D

Municipal Address	11301 100 AVENUE, GRANDE PRAIRIE AB		
Legal Description	Lot: 1	Block: 6	Plan: 7620880
Name	2100227 Alberta Ltd.	Email	ATIA Section 20(1)
Mailing Address	ATIA Section 20(1) Edmonton	Postal Code	ATIA Section 20(1)
Phone (Primary)	ATIA Section 20(1)	Phone (Secondary)	ATIA Section 20(1)

What is a variance?

A variance means an alteration or change to a standard prescribed by the Land Use Bylaw. A variance shall be considered only in cases of unnecessary hardship or practical difficulties particular to the use, character of situation of land or building which is not generally common to other land in the same district. (As per section 19.11 of the Land Use Bylaw).

What is a hardship

A hardship is the reason why it is difficult to comply with the regulations of the Land Use Bylaw. This may be because of some unique aspect of the property itself. A hardship does not relate to the personal needs of the landowner and cannot be "self-created".

1. What is your hardship? (What is the unique circumstance for your property that warrants a variance?)

The unique hardship arises from the fixed parcel depth and the established footprint of the existing hotel structure on the site. To safely accommodate the required central parking courtyard and the mandatory 6.0-meter minimum clear width for fire department vehicle access, the new Building B and the northern extensions of Building A are forced toward the front property line. Complying with the strict 6.1m setback would severely compress this internal courtyard, rendering the emergency access routes and required 90-degree parking stall depths non-compliant and fundamentally unsafe, while also reducing the overall parking count below municipal requirements. The geometry of the lot requires this variance to balance building functionality with essential site circulation.

2. Have you considered revising the proposed project to eliminate/reduce the variance request?

Yes, several design iterations were analyzed. Reducing the building footprint to meet the 6.1m setback would severely compromise the internal room layouts and render the new units functionally non-viable. Alternatively, shifting the entire development further south to increase the front setback is restricted because the site layout is anchored by the existing building structure and surface parking. The proposed 3.0m north setback is the minimum functional adjustment necessary to maintain safe internal site logistics.

3. How have you minimized the potential impact the variance will have on the adjacent property owners?

The requested 3.0m variance is located exclusively along the North property line, which borders 100 Avenue—an access road diverging from the Highway 43/100 Avenue major arterial corridor—rather than directly abutting a private adjacent landowner. To minimize any visual impact from the street right-of-way, the 3.0m setback area will incorporate high-quality soft landscaping, contributing to the overall site landscaping. Furthermore, the architectural elevations facing this North property line are engineered to comply strictly with the 2023 NBC(AE) spatial separation limits for unprotected openings, ensuring no increased fire risk or adverse safety impact is posed to the public roadway.

Signature

ATIA Section 20(1)

Date

June 15, 2026

NOTE: This information is being collected under the authority of the City of Grande Prairie Land Use Bylaw and will be used to process the application. The information is protected by the provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of information please contact the City of Grande Prairie F.O.I.P. Coordinator at 780-538-0300.

For Office Use Only

(A) Land Use Bylaw Section	(B) Requirement to be Varied	(C) Requested Variance	Variance Percentage (Determined by Development Officer)

For Office Use Only

Application Fee	Receipt #	Application #	PL
Date			

2. Have you considered revising the proposed project to eliminate/reduce the variance request?

Yes, several comprehensive parking layouts were modeled to eliminate the variance. To maximize stall count, the design was already heavily revised to introduce 8 parallel parking stalls along the east portion of the site, which successfully closed the deficit to a mere single stall. Alternatively, reducing the building's room count to lower the parking requirement by one stall is structurally and economically disproportionate, while adding structured or underground parking is unfeasible for a 2-storey surface-anchored addition. The proposed layout (63 perpendicular, 8 parallel, 4 accessible, and 1 loading) represents the absolute maximum optimized use of the site's surface area.

3. How have you minimized the potential impact the variance will have on the adjacent property owners?

The requested variance is virtually negligible, consisting of a reduction of only 1 stall (from 72 required to 71 provided, resulting in a minor 1.4% variance). This nominal shortfall will have zero practical impact on adjacent property owners, and there is no risk of hotel parking spilling over onto adjacent commercial lots or public roadways. Furthermore, to ensure operational activities do not disrupt traffic flow, a dedicated loading stall has been integrated into the site plan. The site also prioritizes accessibility by securing 4 dedicated barrier-free handicap stalls, ensuring all specialized parking needs are fully accommodated on-site without impacting neighbors.

Signature

ATIA Section 20(1)

Date

June 15, 2026

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Municipal Address	11301 100 AVENUE, GRANDE PRAIRIE AB		
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Mailing Address	ATIA Section 20(1) Edmonton	Postal Code	ATIA Section 20(1)
Phone (Primary)	ATIA Section 20(1)	Phone (Secondary)	ATIA Section 20(1)

What is a variance?

A variance means an alteration or change to a standard prescribed by the Land Use Bylaw. A variance shall be considered only in cases of unnecessary hardship or practical difficulties particular to the use, character of situation of land or building which is not generally common to other land in the same district. (As per section 19.11 of the Land Use Bylaw).

What is a hardship

A hardship is the reason why it is difficult to comply with the regulations of the Land Use Bylaw. This may be because of some unique aspect of the property itself. A hardship does not relate to the personal needs of the landowner and cannot be "self-created".

1. What is your hardship? (What is the unique circumstance for your property that warrants a variance?)

The unique hardship stems from the fixed, unalterable dimensions of the parcel and the established footprint of the existing hotel structure. The surface area available for parking is severely constrained by competing, mandatory municipal and life-safety codes. To safely maintain the required 6.0-meter minimum clear width for Fire Department vehicle access through the central courtyard, while also providing compliant landscaping buffers and standard 90-degree stall depths, the physical geometry of the lot is entirely maximized at 71 parking stalls (67 standard, 4 barrier-free) plus 1 loading stall. The fixed lot boundaries make it physically impossible to squeeze in the final required stall without compromising mandatory emergency vehicle access or encroaching over property lines.

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BACKGROUND

INPUT REQUEST LETTER

PL260245

SDAB 2026-005D

July 2, 2026

Adjacent Property Owner

RE: City of Grande Prairie File #: PL260245
Municipal Address: 11301 100 AVENUE, GRANDE PRAIRIE, AB T8V5M6

The City of Grande Prairie has received a Development Permit Application for an additional building and renovations to the existing building operating as the Westport Inn, located at the address indicated above (see attached map).

The proposed development includes the construction of a new building containing 12 motel rooms, as well as renovations to the existing building. The renovations include the addition of four motel rooms, a breakfast area, and a meeting room.

The application also includes requests for variances to the Land Use Bylaw. The applicant is proposing a reduction in the required number of parking stalls from 72 to 63 stalls, representing a 12.5% variance, as well as a reduction to the front yard (north) setback from 6.1 m to 3.0 m, representing a 51% variance.

The public notification process allows the public including adjacent or nearby property owners, the opportunity to review a proposed development and provide their comments or concerns about the proposal to administration prior to a decision being made.

Please submit, in writing, any comments you may have regarding this application on or before July 16, 2026. If we do not receive a written submission by this date, City Administration will assume you have no comments or concerns to the proposed development. Please quote "File # PL260245" on all correspondence submitted.

You may submit your correspondence in one of the following three ways:

In person: City Service Centre, 9505 - 112 Street. Monday to Friday, 8:30AM - 4:30PM

Via E-mail to: kbrock@cityofgp.com

Via mail to: Kimberly Brock, Development Officer II
City Service Centre
Development Services
9505 - 112 Street
Grande Prairie, AB T8V 6H8

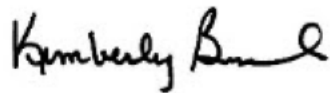
Any personal information submitted in any written comments in response to this notification are collected for the purpose of assessing the comments and processing the development permit application, including but not limited to the verification that you are an adjacent landowner, and such personal information may be disclosed to the applicant of the development permit in administrative reports to and/or public agendas for Council or Council Committee. If you have questions regarding the collection and use of your personal information or any other questions, please contact Kimberly Brock at [ATIA Section 20\(1\)](#) or kbrock@cityofgp.com.

A letter regarding the decision on this application will be sent out to the adjacent property owners, a sign may be posted on the property and a notice of approval will be posted on the City of Grande Prairie website. Should anyone wish to appeal the decision for this application, the appeal expiry date and information will be included in all notices.

All written submissions are considered public information and are subject to the provisions of the *Access to Information Act*, SA 2024, c. A-1.4 ("ATIA") and the *Protection of Privacy Act*, SA 2024, c. P-28.5 ("POPA"), as amended from time to time.

Any interested person may provide comments to the City of Grande Prairie. Personal information contained in written submissions is collected by the City of Grande Prairie under the authority of section 4(c) of POPA, and in accordance with the *Municipal Government Act*, RSA 2000, c. M-26 ("MGA"), including sections 230 and 640, for the purpose of receiving, reviewing, and considering public input as part of the City's decision-making process related to sections 19.2 and 21.2 of the City's Land Use Bylaw. If you have any questions about the collection, use, disclosure, or destruction of your personal information, please contact our Privacy & Access Coordinator at 780-357-8716.

Regards,



Kimberly Brock
Senior Development Officer

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BACKGROUND

FLOOR PLANS

PL260245

SDAB 2026-005D

- Notes:**
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 3. Verify all dimensions and datum prior to construction start and any/all errors, omissions and/or discrepancies are to be reported immediately.

Issued for:
DEVELOPMENT PERMIT

Date:
2026-07-30 10:28:02 AM

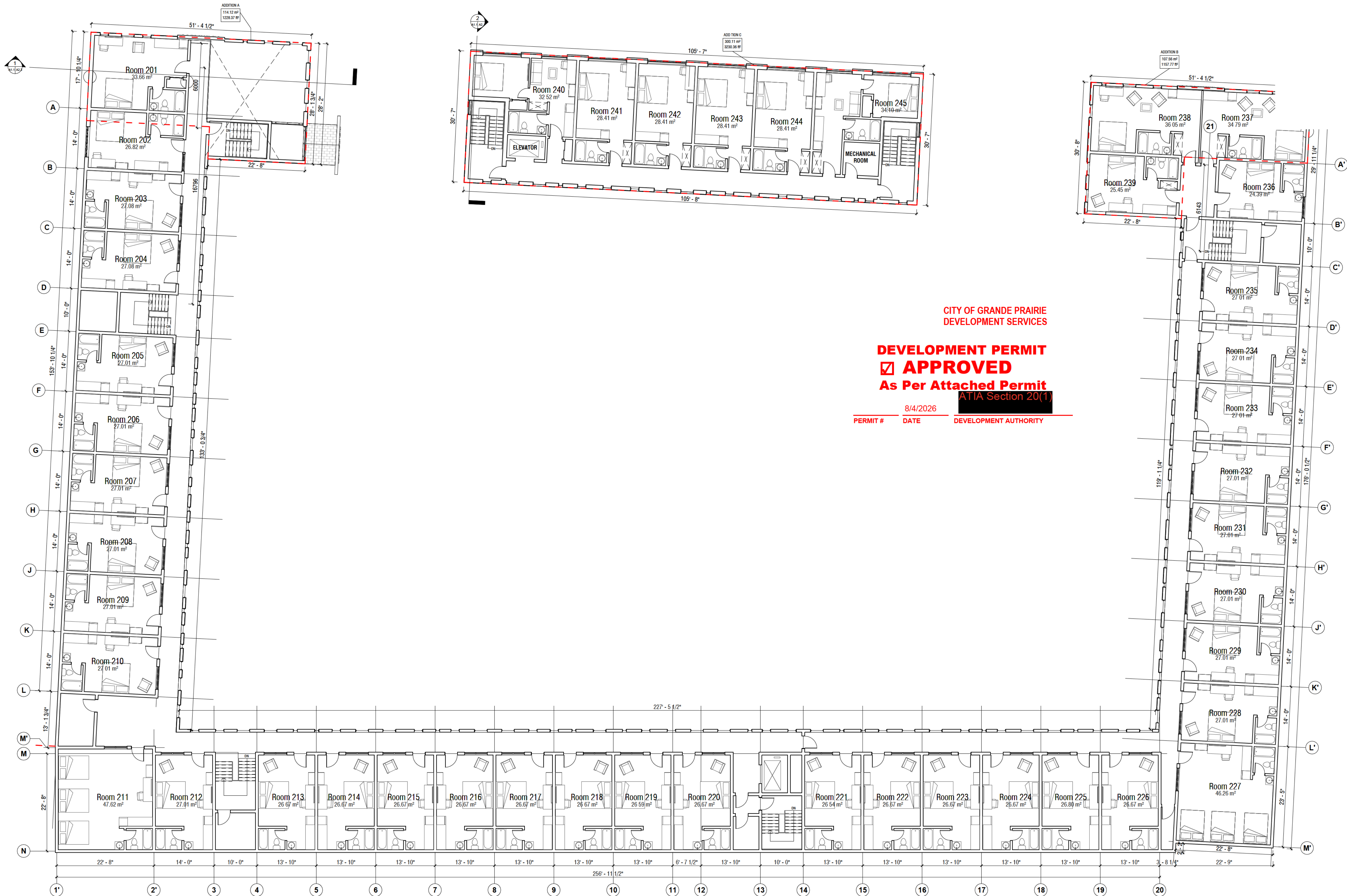
Revisions:

Drawing:
SECOND FLOOR PLAN

Sheet No.:

A1.2

OF 4



SECOND FLOOR PLAN
3/32" = 1'-0"

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Issued for:
DEVELOPMENT PERMIT

Date:
2026-07-30 10:28:03 AM

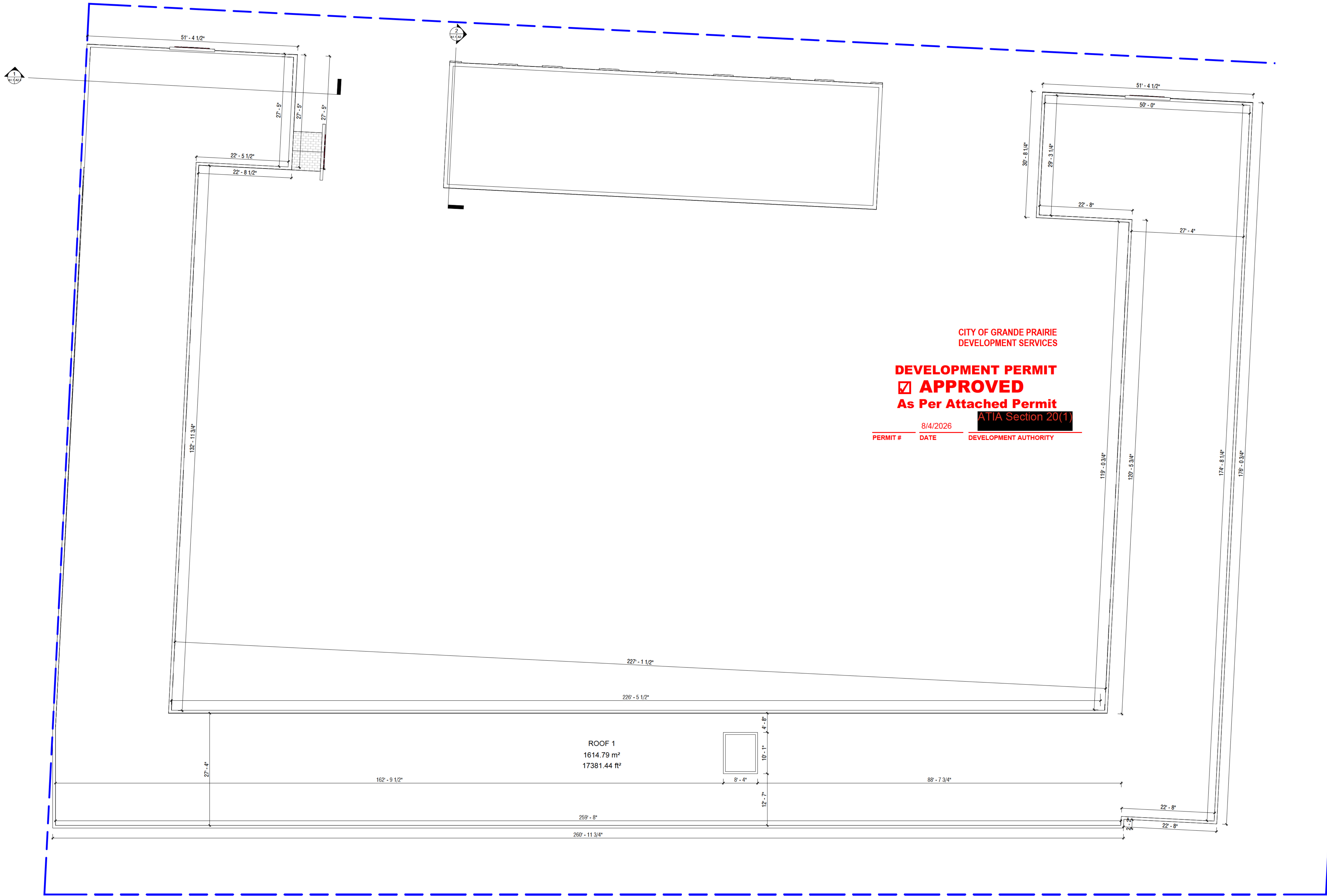
Revisions:

Drawing:
ROOF PLAN

Sheet No.:

A1.3

OF 4



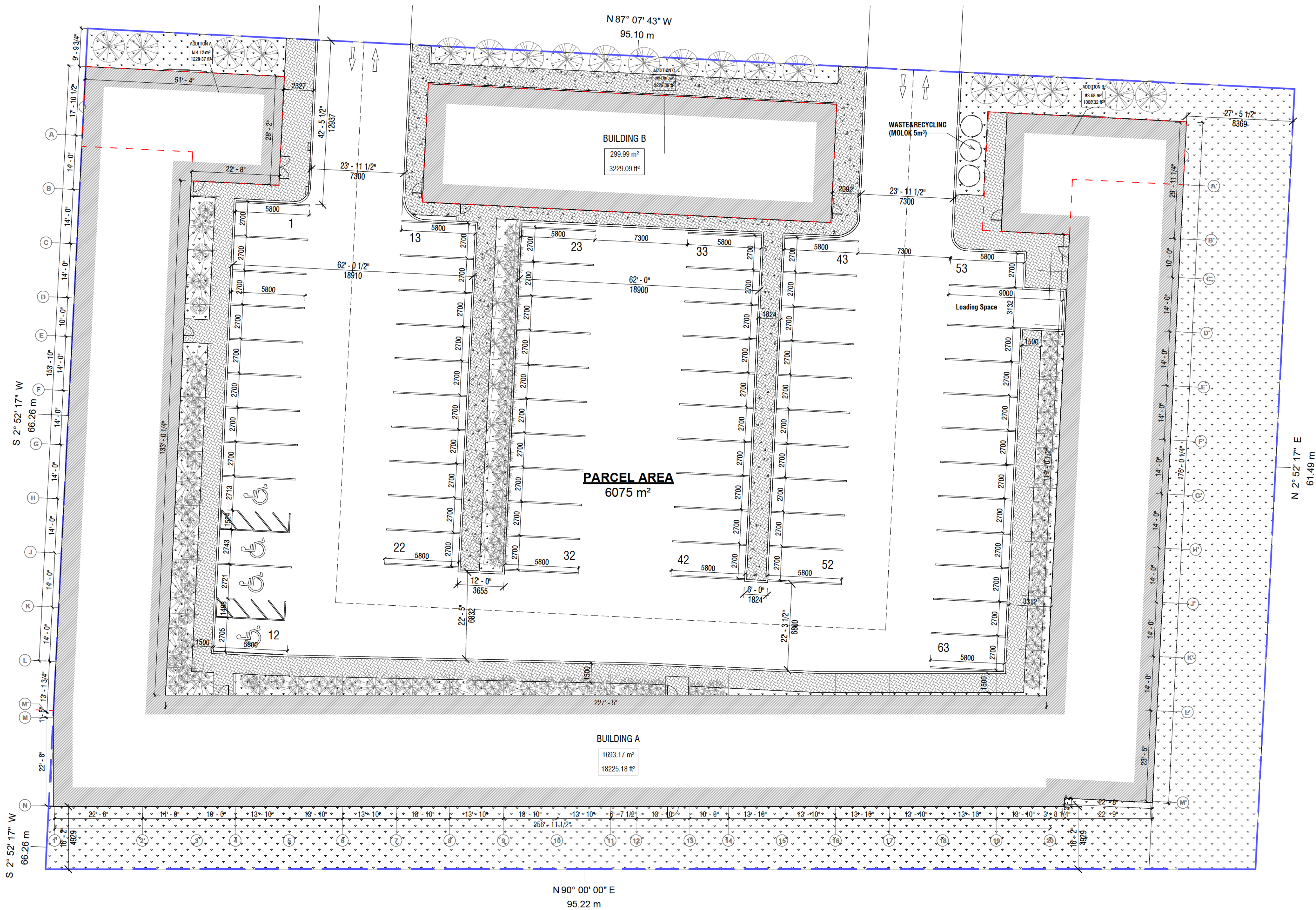
BACKGROUND

SITE PLANS

PL260245

SDAB 2026-005D

100 AVENUE



LEGEND

	PAVERS .8% (5,113.61 SQF)
	ASPHALT 25.85% (23,145 SQF)
	SOFT LANDSCAPING 32.10% (28,750 SQF)
	BUILDING+STRUCTURES 19.58% (17,541 SQF)

CITY OF GRANDE PRAIRIE
DEVELOPMENT SERVICES

DEVELOPMENT PERMIT
APPROVED
As Per Attached Permit

ATIA Section 20(1)

PERMIT # 8/04/2026 DEVELOPMENT AUTHORITY

DEVELOPMENT INFORMATION

PROJECT TITLE: WESTPORT INN GRANDE PRAIRIE
MUNICIPAL ADDRESS: 11301 100 AVENUE, GRANDE PRAIRIE, AB
LEGAL DESCRIPTION: LOT 1, BLOCK 6, PLAN 7620880
LANDUSE DESIGNATION CA- ARTERIAL COMMERCIAL
LAND USE BYLAW: CITY OF GRANDE PRAIRIE,
LAND USE BYLAW C-1260

PERMITTED USES: HOTEL

PARCEL AREA: 65,358 SQFT (6,074 SQM)
EXISTING BUILDING AREA: 17,883 SQFT (1,661 SQM)
PROPOSED BUILDING AREA: 21,607 SQFT (2,007 SQM)
PARCEL COVERAGE: REQUIRED: 60% (MAXIMUM)
PROVIDED: 33% (21,607 SQFT)

HARD LANDSCAPING PAVEMENT: 5274 SQFT (490 SQM)
SOFT LANDSCAPING: SOD: 19,103 SQFT (1774.7 SQM)
ASPHALT: 23424.4 SQFT (2176.2 SQM)

FRONT SETBACK (NORTH PL): REQUIRED: 6.1M

PROVIDED: 3M

REAR SETBACK (SOUTH PL): REQUIRED: 6.1M

PROVIDED: 4.9M

SIDE SETBACK (EAST PL): REQUIRED: 6M

PROVIDED: 8.3M

SIDE SETBACK (WEST PL): REQUIRED: 1.5M

PROVIDED: 0M

PARKING STALLS: REQUIRED: (0.9x 80) 72 STALLS
PROVIDED: 63 STALLS - 90 degree parking
BARRIER-FREE STALLS: 4

GROSS BUILDING AREA: BUILDING A:

MAIN FLOOR AREA: 18,379 SQFT
2ND FLOOR AREA: 17,721 SQFT
TOTAL: 36,100 SQFT

BUILDING B:

MAIN FLOOR AREA: 3,229 SQFT
2ND FLOOR AREA: 3,229 SQFT
TOTAL: 6,458 SQFT

TOTAL GBA BOTH BUILDINGS: 42,558 SQFT

NUMBER OF UNITS: TOTAL BOTH BUILDINGS: 80 UNITS

BUILDING A (NEW): 12 ROOMS

BUILDING B (EXISTING):

EXISTING: MAIN FLOOR - 32 ROOMS

SECOND FLOOR - 35 ROOMS

TOTAL: 67 ROOMS

NEW NUMBER OF UNITS:

MAIN FLOOR - 29 ROOMS

SECOND FLOOR - 39 ROOMS

TOTAL: 68 ROOMS

NUMBER OF TREES AND SHRUBS: TREES REQUIRED: 27

PROVIDED: 27

SHRUBS REQUIRED: 55

PROVIDED: 95

NATIONAL BUILDING CODE 2023 (A.E.) - CODE ANALYSIS

BUILDING OCC. CLASSIFICATION: GROUP C: RESIDENTIAL OCCUPANCIES
UP TO 3 STOREYS, SPRINKLERED - 3.2.2.55

NUMBER OF STOREYS & BUILDING AREA: 2 STOREYS

BUILDING AREA ALLOWED: 2700 SQ.M
PROVIDED: 1707 SQ.M

FACING NO. OF STREETS: 1 STREET

CONSTRUCTION: ALLOWED: COMBUSTIBLE OR NON-COMBUSTIBLE
PROVIDED: NON-COMBUSTIBLE

SPRINKLERS: NOT PROVIDED

STANDPIPE: REQUIRED

FIRE-ALARM: REQUIRED

FIRE SEPARATION & RATINGS: - FLOOR ASSEMBLIES - FIRE SEPN

REQUIRED: 45 MINS

PROVIDED: 1 HR

- ROOF - 1 HR (SEPARATION OF SUITES)

- MEZZANINES - 1 HR

- LOAD-BEARING (RATING EQUAL TO SUPPORTED ASSEMBLY)

- SEPARATION OF SUITES - 1 HR

NUMBER OF EXITS: REQUIRED: 2 EXITS

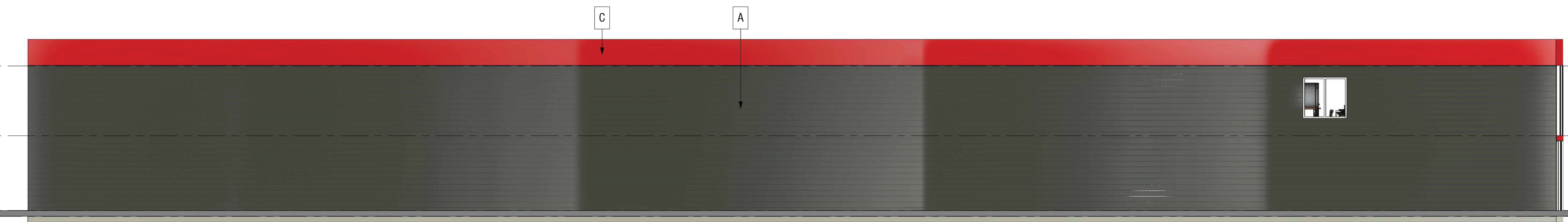
PROVIDED: 3 EXITS

BACKGROUND

ELEVATION PLANS

PL260245

SDAB 2026-005D



1 Building A - East Elevation
1 : 75

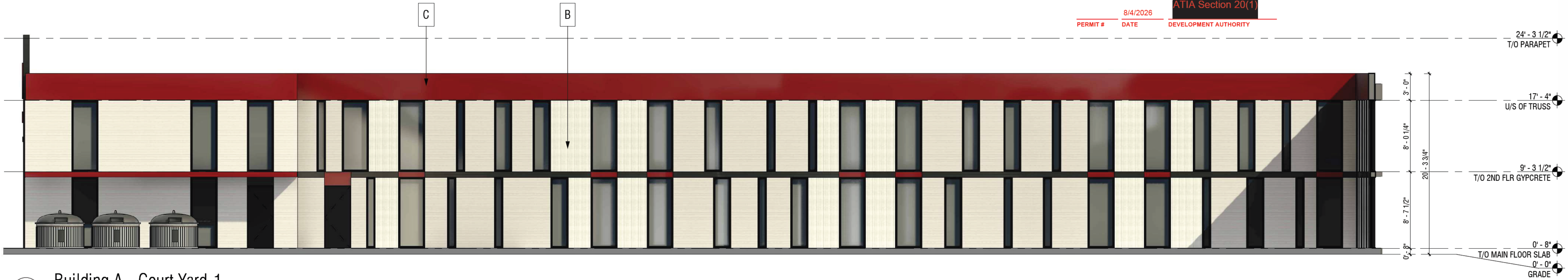
CITY OF GRANDE PRAIRIE
DEVELOPMENT SERVICES

DEVELOPMENT PERMIT
APPROVED
As Per Attached Permit
A11A Section 20(1)

PERMIT #	8/4/2026	DATE
DEVELOPMENT AUTHORITY		

Material Legend

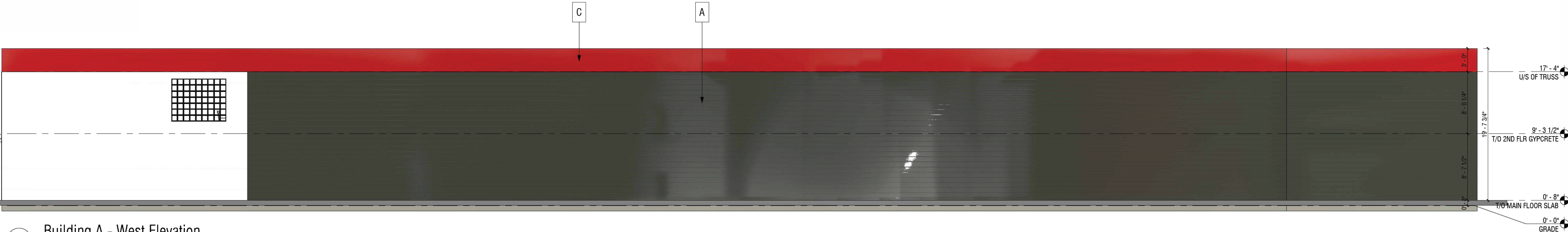
A) Aluminum Composite Panels- Dark Grey	B) Aluminum Composite Panels- Cream White	C) Aluminum Composite Panels- Ruby Red



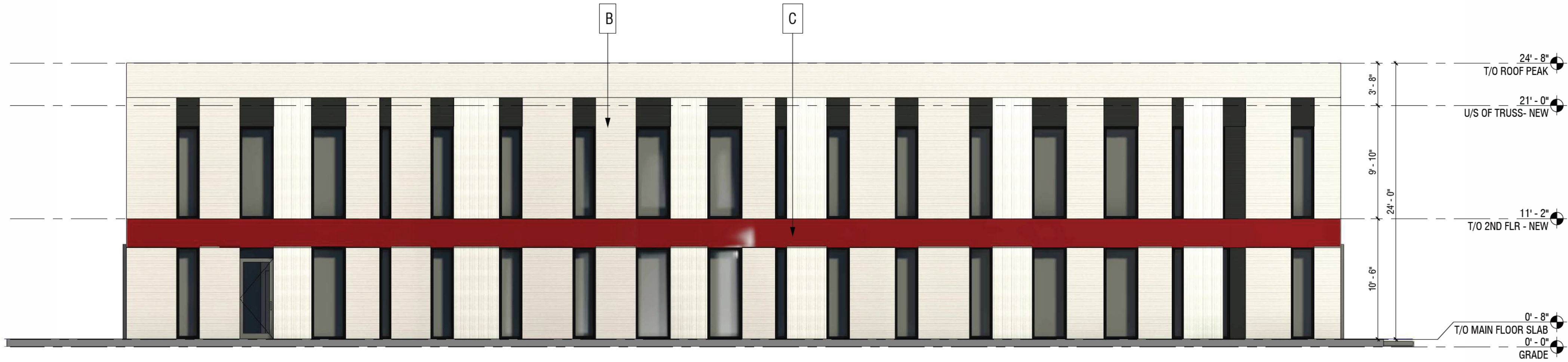
2 Building A - Court Yard-1
1 : 75



3 Building A - Court Yard-2
1 : 75



4 Building A - West Elevation
1 : 75



1 Building B (New) - South
1 : 75

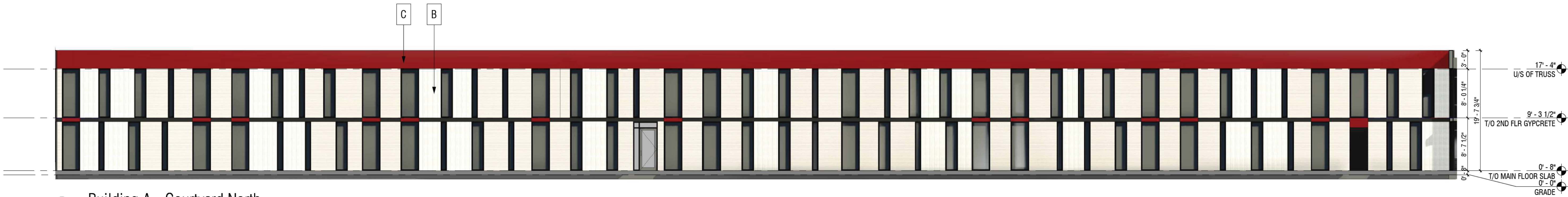
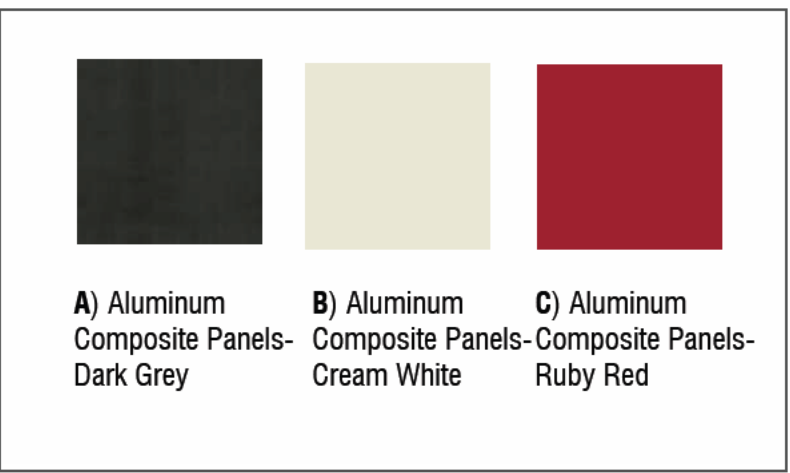


2 Building B (New) - West
1 : 75

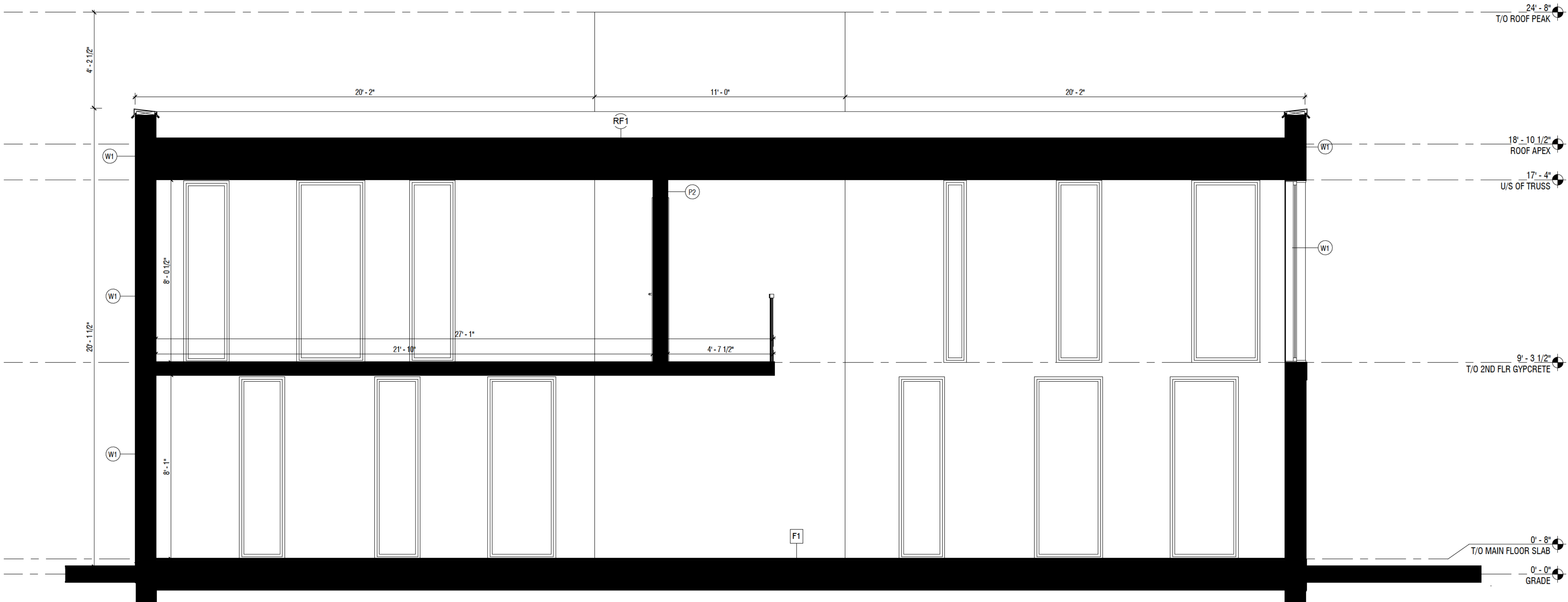


3 Building B (New) - East
1 : 75

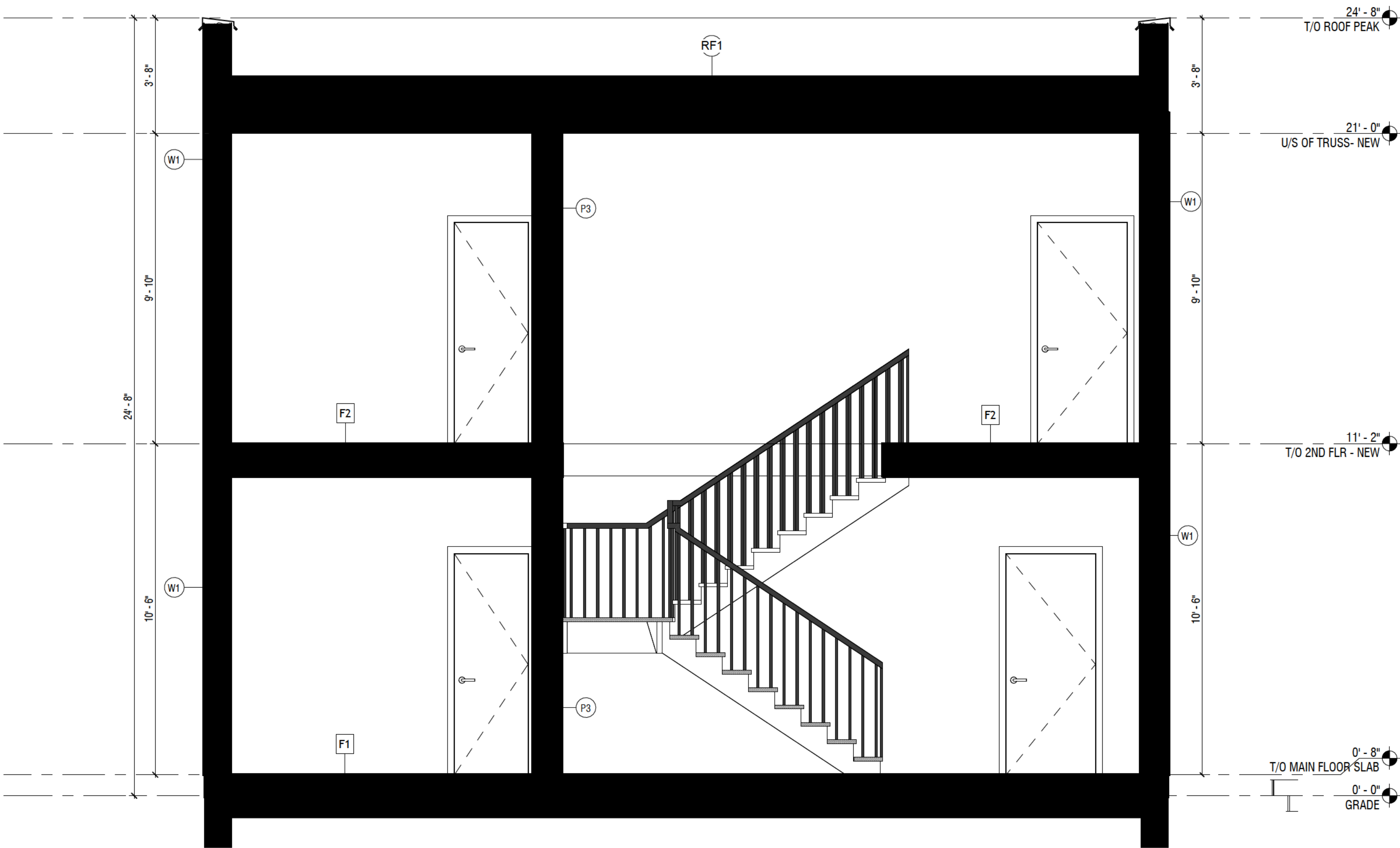
Material Legend



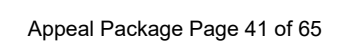
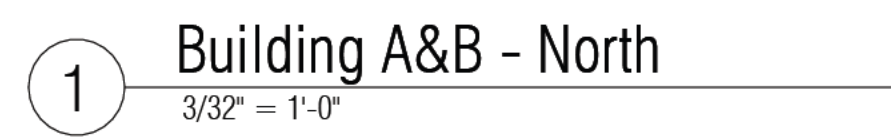
4 Building A - Courtyard North
1 : 100



1 Section - Building A (Lobby)
3/8" = 1'-0"



2 Section - Building B (New)
3/8" = 1'-0"





CITY OF GRANDE PRAIRIE
DEVELOPMENT SERVICES

DEVELOPMENT PERMIT
☑ APPROVED
As Per Attached Permit
ATIA Section 20(1)

PERMIT #	8/4/2026	DATE	DEVELOPMENT AUTHORITY
----------	----------	------	-----------------------

Project No.:
19-021

Project Title:
WESTPORT INN GRANDE PRAIRIE

Project Address:
11301 100 AVENUE, GRANDE
PRAIRIE, AB
LOT 1, BLOCK 6, PLAN 7620880

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Issued for:
DEVELOPMENT PERMIT

Date:
2026-07-30 10:34:53 AM

Revisions:

Drawing:
3D VIEW

Sheet No.:

BACKGROUND

DECISION LETTER - VARIANCE

ADJACENT PROPERTIES

PL260245

SDAB 2026-005D

August 4, 2026

Adjacent Property Owner

RE: City of Grande Prairie File #: PL260245
Legal: Lot: 1; Block: 6; Plan: 7620880
Municipal Address: 11301 100 AVENUE, GRANDE PRAIRIE, AB T8V 5M6

The City of Grande Prairie has approved Development Permit (PL260245) for a Motel Expansion, Building Addition and New Building with the following variance:

- The required front setback has been reduced from 6.1 metres to 3.0 metres, resulting in a 51% variance.
- The required number of parking stalls required has been reduced from 72 stalls to 63 stalls, resulting in a 13% variance.

In accordance with Section 685(2) of the Municipal Government Act, any person affected by this Development Permit may appeal to the Subdivision & Development Appeal Board.

It is highly recommended that you check www.cityofgp.com/sdab for more information on the appeal process (including the fees involved) or contact the Subdivision & Development Appeal Board Clerk at 780-357-4954 or appeals@cityofgp.com for any questions concerning the appeal process.

Anyone wishing to file an appeal must do so on or before August 25, 2026 by emailing the Notice of Appeal form to appeals@cityofgp.com, mailing the form or submitting the form in person, Monday to Friday between 8:30 am and 4:30 pm at:

City Hall
10205 98 Street
Grande Prairie, AB T8V 6V3
ATTENTION: Legislative Services Department

Please note: The appeal fee and form must both be submitted on or before the deadline above for the Notice of Appeal to be considered.

If you have any questions, you can contact me at kbrock@cityofgp.com or by phone at **ATIA Section 20(1)**

Regards,

ATIA Section 20(1)

Kimberly Brock
Development Officer III

BACKGROUND

DEVELOPMENT PERMIT - MAJOR

PL260245

SDAB 2026-005D

This development permit is issued solely for the construction of:

Project: Motel Expansion, Building Addition and New Building

Located at:

Legal: Lot: 1; Block: 6; Plan: 7620880
Address: 11301 100 AVENUE, GRANDE PRAIRIE, AB T8V5M6
Land Use District: CA Arterial Commercial

1. **This is not a Building Permit.**
2. The development subject to this approval may not commence until any other required permits or approvals have been obtained. It is the responsibility of an applicant to obtain all other approvals or licenses that may be required by the City, Provincial or Federal departments or agencies.
3. Development shall be completed in accordance with the approved plans and elevation drawings which are attached hereto and form part of this Development Permit. Any modifications to the approved plans and elevation drawings shall require written approval from the Development Authority.
4. This permit shall expire in one year from the date of issuance. Development must commence prior to the permit expiry date in order for the development permit to remain valid. To apply for an extension, please contact the Development Permitting Department in writing at least 30 days before the permit expires.
5. A Variance has been granted as follows:
 - The front yard setback has been reduced from 6.1 metres to 3.0 metres (variance of 51%) and
 - The required number of parking stalls required has been reduced from 72 stalls to 63 stalls (variance of 13%).
6. The Developer/Owner shall provide and maintain the landscaping as shown on the approved landscape plan, including a minimum of 27 trees and 55 shrubs.
7. The Developer/Owner shall be responsible for the landscaping (topsoil and seeding) of the boulevard up to the curb-line/carriageway adjacent to all public roadways and in accordance to City standards.
8. Landscaping islands shall be provided in the parking area as per the approved plans.
9. The Developer/Owner shall provide an automatically renewing Letter of Credit or a Certified Cheque as security for costs associated with the landscaping requirements in the amount of \$13,380.50. The letter of Credit or Certified Cheque shall be submitted to the City prior to the commencement of construction and shall be released in accordance with Section 67 of the Land Use Bylaw (attached).
10. The Developer/Owner shall provide a minimum of 63 paved on-site parking stalls for customers and staff as per the approved site plan. All stalls shall be designed in accordance with Part 9 of Land Use Bylaw C-1260.
11. Curbing and line painting shall be completed as per the approved site plan, ensuring that the designated barrier free parking stall(s) meet the requirements of the Alberta Building Code.
12. All paving, curbing and line painting as shown on the approved site plan should be completed prior to the first occupancy of the building. In the event that it is not completed at the time of first occupancy, the Developer/Owner shall provide an automatically renewing Letter of Credit or a Certified Cheque as security for the costs for the paving, curbing and line painting of 490 square metres (estimated at \$22,050.00). The Letter of Credit or Certified Cheque shall be released following inspection and acceptance of the paving, curbing and line painting by the Development Authority.

13. The Developer/Owner shall provide a garbage/waste enclosure located in accordance with the approved drawings. Garbage and waste materials shall be stored in weather-proof and animal-proof containers in accordance with the Utility Bylaw.
14. No permanent development shall occur on or over any Utility Right-of-Way Plans or Easements located on the property. Planting of trees or shrubs is not permitted on Utility Right-of-Ways or Easements located on the property.
15. The Developer/Owner shall provide at least one (1) bicycle rack capable of accommodating a minimum of four (4) bicycles, in accordance with Section 79 of Land Use Bylaw C-1260.
16. Separate application shall be made for all signage proposed to be located on any proposed structure and on the subject property. For more information please contact the Development Permitting Department at 780-538-0325 for application information. Any signs indicated on the proposed site plan have not been approved on this Development Permit.
17. The Developer/Owner shall adhere to ATCO Gas's requirements regarding this proposal, please refer to the attached comments.
18. The Developer/Owner shall adhere to the Aquatera's requirements regarding this proposal, please refer to the attached comments.
19. The Developer/ Owner shall adhere to the Grande Prairie Airport's requirements regarding this proposal, please refer to the attached comments.
20. Please ensure that you contact Alberta One-Call at 1-800-242-3447 for a locate prior to excavation.

Date of Decision:	<u>August 04, 2026</u>
Date of Issuance:	<u>August 04, 2026</u>
Appeal Expiry Date:	<u>August 25, 2026</u>
Permit Expiry Date:	<u>August 04, 2027</u>
Development Completion Deadline:	<u>August 04, 2029</u>

This Development Permit is not valid until the expiration of the Appeal Date listed above, and provided that an appeal is not filed against this Decision within the prescribed period. In the event that an appeal is received, this Permit could be amended or nullified.

ATIA Section 20(1)

Kimberly Brock
Development Officer III

Development Permit Endorsement	
CONDITIONS BELOW MUST BE MET FOR RELEASE OF DEVELOPMENT PERMIT	
Description	Date Complete
#9 Landscaping Securities	

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IN OPPOSITION OF THE APPEAL

SUBMISSION FROM THE
DEVELOPMENT AUTHORITY
SDAB 2026-005D

SUBDIVISION AND DEVELOPMENT APPEAL

BOARD HEARING # 2026-005D

Tuesday, September 8th, 2026, 2:00 P.M.

APPELLANT : M.N. Bernhardt Holdings Ltd.

DEVELOPMENT APPLICATION : PL260245

Motel Expansion, Building Addition and New Building

DEVELOPMENT ADDRESS : 11301 100 Avenue

LAND USE DESIGNATION : Arterial Commercial (CA) District

RECOMMENDATION:

It is recommended that the Subdivision and Development Appeal Board deny the appeal and uphold the decision of the Development Authority to approve Development Permit PL260245 for the following reasons:

1. The proposed motel expansion is consistent with the purpose and intent of the Arterial Commercial (CA) District, where Motel is a Permitted Use.
2. The reduced front yard setback is considered appropriate given the physical context of the site. Although the proposed setback from the property line is reduced from 6.1 metres to 3.0 metres, the property is separated from the primary travelled lanes of 100 Avenue by a service road and substantial boulevard, providing additional physical separation between the proposed building and the arterial roadway.
3. The Development Authority considered the applicable variance criteria under Section 19 of Land Use Bylaw C-1260 and Section 687(3)(d) of the Municipal Government Act, including potential impacts on neighbourhood amenities and the use, enjoyment, or value of neighbouring properties.
4. Administration considers that the proposed variances would not alter the commercial character of the area, interfere with the use and enjoyment of surrounding properties, restrict safe pedestrian or vehicle movement, or create an unreasonable impact on neighbourhood amenities.
5. Adjacent landowners were notified of the proposed variances in accordance with the Land Use Bylaw. No comments or concerns were received during the circulation period.

BACKGROUND:

Development Permit Application PL260245 was submitted on June 30, 2026, for the expansion of an existing motel development at 11301 100 Avenue, including a building addition and a new building.

The property is located along 100 Avenue and is surrounded by commercial uses. **See Attachment 1 – Site Location Map.** The subject property is zoned Arterial Commercial (CA) under the Land Use Bylaw. The purpose of the CA District is to accommodate a diversity of commercial uses located adjacent to or easily accessible from High Visibility Corridors. Motel is listed as a Permitted Use within the district.

As part of the application review, Administration identified two development regulations with which the proposed development does not comply.

The first relates to the required front yard setback. The Land Use Bylaw requires a setback of 6.1 metres, while the proposed development provides a setback of 3.0 metres. This represents a reduction of 3.1 metres, or approximately 51%.

The second relates to on-site parking. Based on the applicable parking requirements, the development requires 72 parking stalls. The applicant proposes 63 stalls, resulting in a deficiency of nine stalls, or approximately 13%. Section 72 of the Land Use Bylaw establishes a minimum parking requirement of 0.9 stalls per unit for motel/hotel development.

The applicant explored an alternative parking arrangement that included eight parallel parking stalls along the east portion of the site. However, the arrangement did not provide sufficient manoeuvring space for vehicles to safely access and exit the stalls. As a result, the alternative arrangement was not incorporated into the proposed site plan.

As both variances exceed 10%, the application was circulated to adjacent landowners in accordance with the Land Use Bylaw. No comments were received during the circulation period.

Following review of the application, site context, proposed site plan and potential impacts on surrounding properties, the Development Authority approved Development Permit PL260245 on August 4, 2026, subject to conditions.

An appeal of the Development Authority's approval was subsequently filed within the legislated appeal period, resulting in this hearing before the Subdivision and Development Appeal Board.

ANALYSIS:

Administration's review considered whether the proposed variances are appropriate for the site and whether they would negatively affect neighbouring properties, the surrounding commercial area, neighbourhood amenities, or the safe and functional operation of the site. Administration also considered the purpose and intent of the CA District and the applicable variance provisions of the Land Use Bylaw.

Front Yard Setback

The proposed development requires a reduction in the front yard setback from 6.1 metres to 3.0 metres.

While the percentage variance is significant, the percentage alone does not fully reflect the physical relationship between the proposed building and 100 Avenue.

The subject property does not directly front onto the primary travelled lanes of 100 Avenue. A service road and substantial boulevard are located between the property and the main roadway, creating additional physical separation beyond the 3.0 metre setback provided within the property itself.

Although the required setback from the property line is reduced, the proposed building will continue to maintain substantial physical separation from the primary arterial roadway because of the intervening service road and boulevard.

The applicant has also identified the fixed depth of the parcel and the established footprint of the existing motel as constraints on the location of the proposed expansion. The proposed building location allows the existing internal courtyard and required emergency access through the site to be maintained.

The Development Authority also considered whether the reduced setback would affect pedestrian or vehicle safety, access, sightlines, landscaping, or surrounding properties. The application was circulated to the relevant internal departments, including Traffic and Development Engineering, and no concerns were identified regarding the proposed setback variance.

Parking Variance

The Land Use Bylaw requires 72 parking stalls for the proposed development. The applicant proposes 63 stalls, resulting in a deficiency of nine stalls or approximately 13%.

Section 72 of the Land Use Bylaw establishes the minimum parking requirements applicable to development. For Motel/Hotel uses, the minimum requirement is 0.9 stalls per unit.

The Development Authority considered the magnitude of the parking reduction together with the existing development, overall site design, and safe and functional operation of the site. The ability to provide additional compliant parking is constrained by the fixed dimensions of the parcel, the established footprint of the existing motel, and the need to maintain other site requirements, including emergency vehicle access, landscaping, loading, and appropriate parking stall dimensions.

The applicant considered alternative parking configurations in an effort to increase the available parking supply, including eight parallel parking stalls along the east portion of the site. However, the proposed arrangement did not provide sufficient manoeuvring space for vehicles to effectively access and exit the stalls. The Development Authority therefore did not consider these stalls to be compliant parking stalls, and they are not included in the parking calculation.

Administration considers the proposed 63 compliant parking stalls to provide a reasonable parking supply given the physical constraints of the site. Requiring additional parking would further compete with other necessary site functions, including emergency access and site circulation. The nine-stall deficiency is not anticipated to result in parking demand being displaced onto adjacent properties or surrounding roadways or to interfere with the safe and functional operation of the site.

Impact on Adjacent Properties

Section 19 of the Land Use Bylaw establishes the City's variance authority. In considering a variance, the Development Authority must consider, among other matters, whether the variance will negatively affect surrounding properties, interfere with their use and enjoyment, restrict safe pedestrian or vehicle movement, and whether the variance is consistent with applicable planning documents. The Development Authority must also have regard to the purpose and intent of the district and the nature of development on adjacent properties.

In this case, the subject property is located within an established commercial area, and the proposed motel use is consistent with the purpose of the CA District.

The proposed development does not introduce a new or incompatible land use. Rather, it represents an expansion of a commercial accommodation use that is specifically contemplated as a Permitted Use within the district.

The service road and boulevard provide additional physical separation between the proposed development and 100 Avenue. The parking variance does not alter the commercial nature of the site and is not anticipated to result in parking demand being displaced onto adjacent properties or surrounding roadways.

On this basis, the Development Authority concluded that the variances would not negatively affect adjacent properties, neighbourhood amenities, or the surrounding commercial area.

APPLICABLE LEGISLATION REVIEW:

Municipal Government Act (MGA)

Sections 640 and 685 through 687 empower the Development Authority to make variance decisions and allow appeals to the SDAB. The SDAB may confirm, revoke, or vary the decision of the Development Authority.

Section 687(3)(d) requires that any variance not unduly interfere with the amenities of the neighbourhood or materially affect the use, enjoyment, or value of adjacent properties.

Administration's review did not identify evidence that either the reduced front yard setback or parking variance would result in an unreasonable or material impact on surrounding properties, neighbourhood amenities, or the overall character and function of the commercial area.

Municipal Development Plan (Bylaw C-1462)

- Policy 8.6: supports the intensification of commercial districts where infrastructure capacity can accommodate development.

The Municipal Development Plan supports commercial development and the continued efficient use of existing commercial areas. The proposed development represents an expansion of an existing commercial accommodation use within an established commercial district.

Land Use Bylaw C-1260

- **Section 95 – Arterial Commercial (CA) District:** The purpose of the district is to provide for a diversity of commercial uses located adjacent to or easily accessible from High Visibility Corridors. Motel is a Permitted Use within the district.
- **Section 19 – Variance Authority:** The Development Authority may allow a variance of up to 100% to any standard, with the exception of FAR and density provisions, provided the proposed development would not unduly interfere with the amenities of the neighbourhood or materially interfere with or affect the use, enjoyment, or value of neighbouring sites, subject to the applicable notification requirements.

STAKEHOLDER ENGAGEMENT:

Land Use Bylaw C-1260 requires that adjacent property owners be notified when a variance is applied for. In compliance with this requirement, Administration provides two notifications: one before the decision, allowing adjacent landowners an opportunity to submit comments, and one after the decision, informing them of their right to appeal. A sign was posted on the subject property advising of the proposed variances. The variance decision was also posted on the City's website. No comments were received in response to the adjacent notifications.

SUMMARY / CONCLUSION:

The appeal relates to the approval of Development Permit PL260245 for a Motel Expansion, Building Addition and New Building at 11301 100 Avenue. The Development Authority approved two variances: a reduction in the front yard setback from 6.1 metres to 3.0 metres and a reduction in the required parking supply from 72 stalls to 63 stalls.

Although the front yard setback variance is significant when expressed as a percentage, the physical context of the site provides substantial additional separation from 100 Avenue through the existing service road and boulevard. Administration does not anticipate that the reduced setback will negatively affect roadway safety, pedestrian movement, neighbouring properties, neighbourhood amenities, or the overall function of the commercial area. Similarly, while the parking variance results in a deficiency of nine stalls, Administration considers the proposed parking supply to be reasonable given the physical constraints of the site and does not anticipate that the deficiency will result in parking demand being displaced onto adjacent properties or surrounding roadways.

Adjacent landowners were provided an opportunity to comment on the proposed variances prior to the Development Authority's decision, and no comments were received.

Administration considers the proposed development and associated variances to be appropriate for the site and consistent with the purpose and intent of the Arterial Commercial (CA) District and the variance provisions of the Land Use Bylaw. The proposed variances are not anticipated to unduly interfere with the amenities of the neighbourhood or materially affect the use, enjoyment, or value of neighbouring properties. Accordingly, Administration recommends that the Subdivision and Development Appeal Board deny the appeal and uphold the Development Authority's decision to approve Development Permit PL260245.

ATTACHMENTS:

Attachment 1: Site Location Map

Attachment 2: Site Photos

Attachment 3 Circulation Map

Attachment 4: Building Plans

Attachment 1: Site Location Map

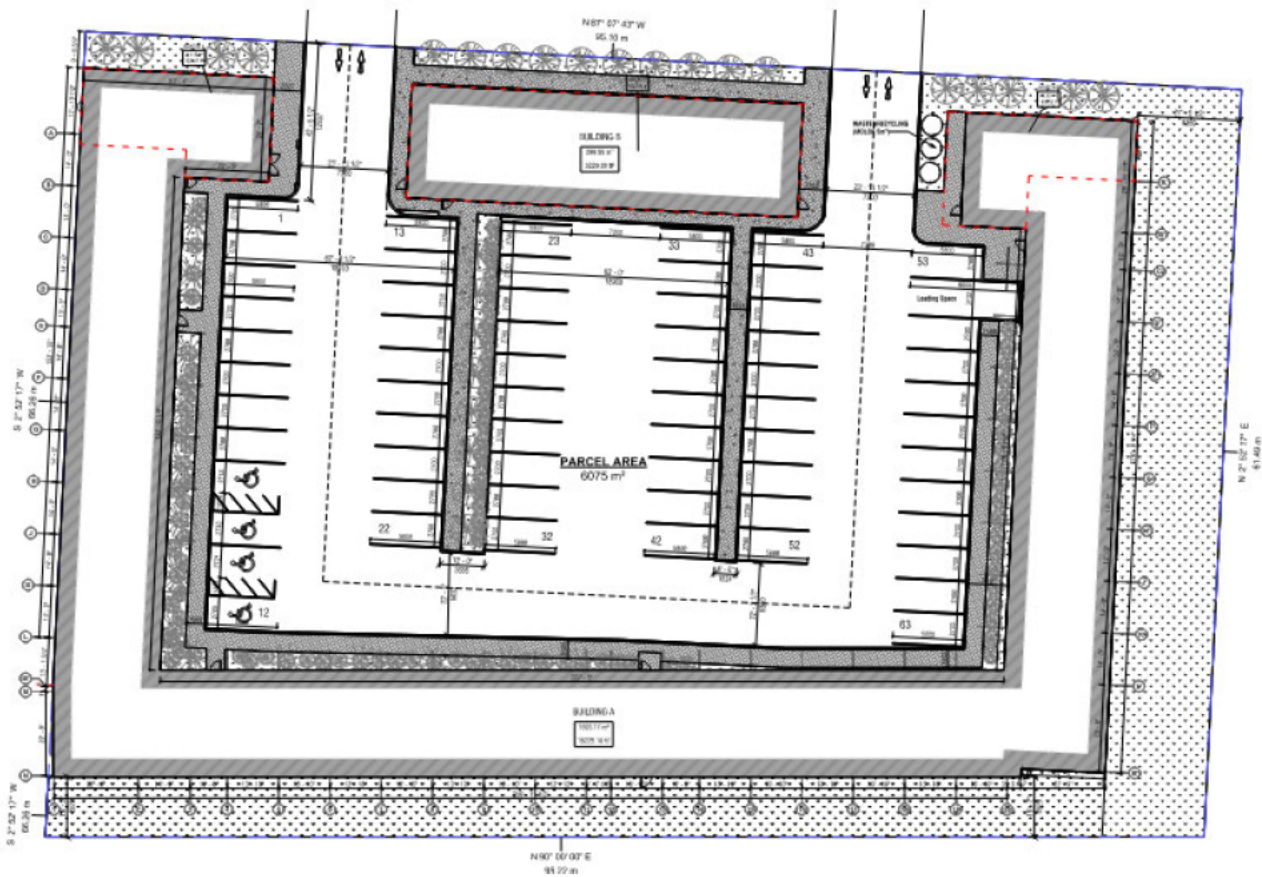




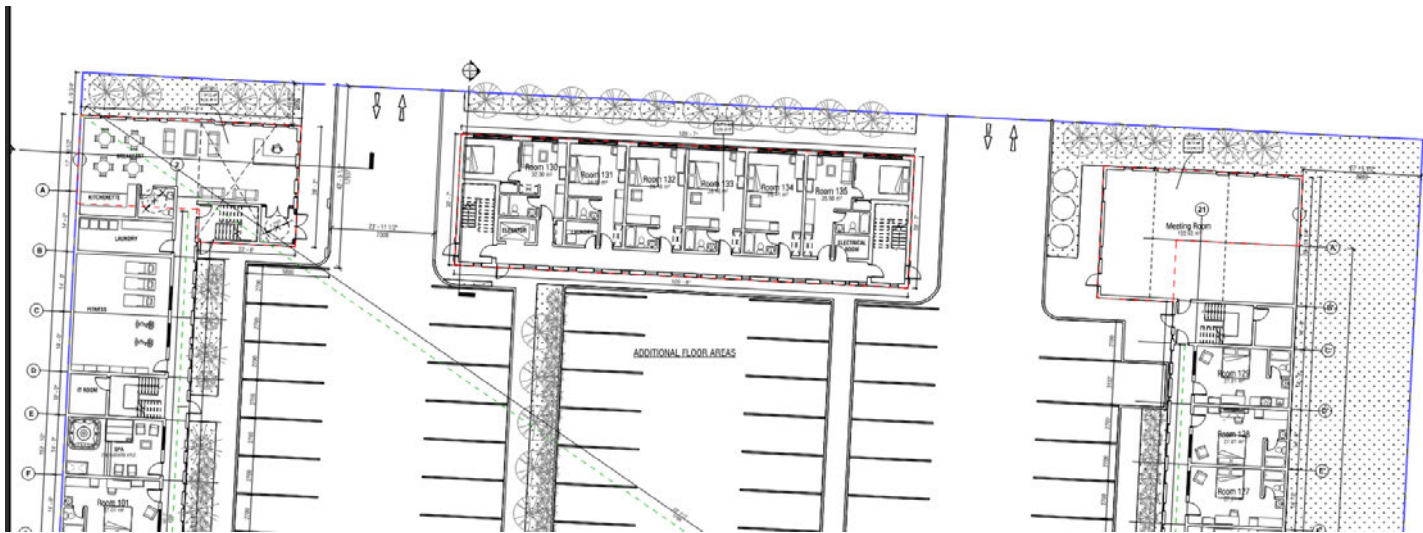
Attachment 3: Circulation Map



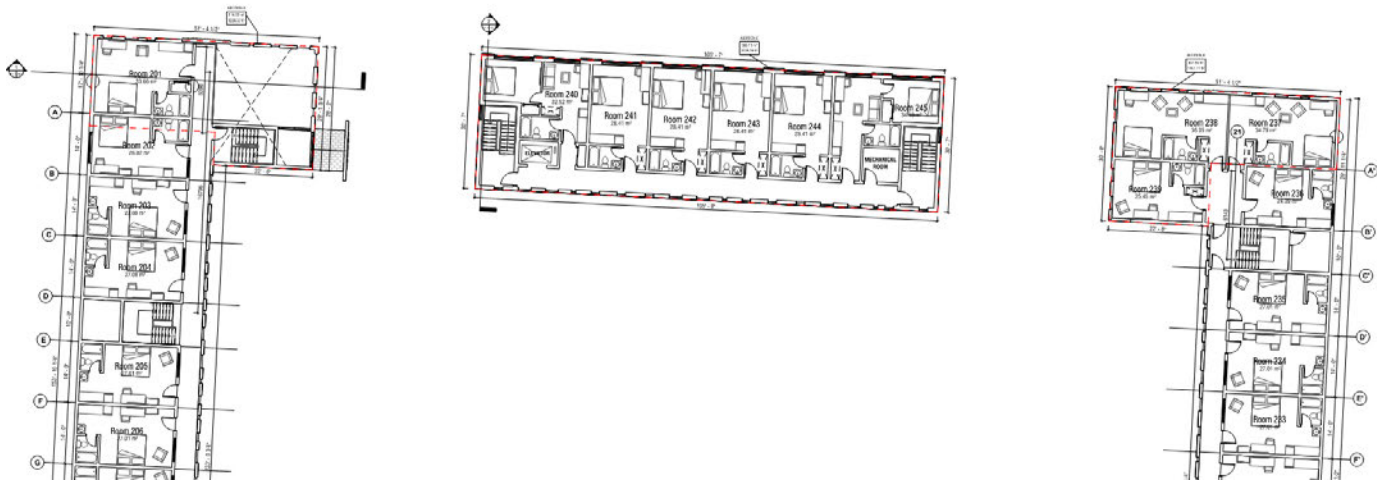
Attachment 4: Building Plans



Main Floor Addition



Second Floor Addition



Elevations



IN FAVOUR OF THE APPEAL
SUBMISSION FROM THE APPELLANT
SDAB 2026-005D

M.N. BERNHARDT HOLDINGS LTD.

11251 100 Avenue, Grande Prairie, Alberta T8V 5M6

ATIA Section 20(1) · ATIA Section 20(1)

August 31th, 2026

Subdivision & Development Appeal Board

Attention: Jessica Sanderson, Clerk

City of Grande Prairie · appeals@cityofgp.com

WRITTEN SUBMISSION OF THE APPELLANT

Appeal No. SDAB 2026-005D · Development Permit PL260245

Subject site: 11301 100 Avenue (Lot 1, Block 6, Plan 7620880)

Appellant: M.N. Bernhardt Holdings Ltd., owner of 11251 100 Avenue

1. Introduction

M.N. Bernhardt Holdings Ltd. owns 11251 100 Avenue, immediately east of the subject site. The property is operated by an affiliated company, Bernhardt Auto Ltd., as a Great Canadian Oil Change quick-lube facility. Both properties front the service road serving this stretch of 100 Avenue.

We do not oppose the motel expanding. We oppose the two variances that came with it, because together they take away the thing our property depends on to function as a commercial site: the ability of passing drivers to see it.

We ask the Board to revoke the front setback variance and the parking variance. If the Board is not prepared to do that, we ask that relief be limited and conditioned as set out in Part 6.

2. What the Variance Actually Changes

The existing motel building sits approximately 6 metres back from the service road that is, at or about the 6.1 metre front yard the Bylaw requires. The approved development brings a building forward to 3.0 metres.

Two things follow from that, and we ask the Board to hold onto both.

First, the change is real and visible. This is not a paper variance. A structure is moving roughly 3 metres closer to the road than the building line that exists on this block today.

Second, the site has already demonstrated that it can comply. The building standing there now meets the standard. Whatever difficulty the applicant has in meeting a 6.1 metre setback therefore cannot come from the shape, size or condition of the land. The land has accommodated a compliant building for years. It comes from the size and placement of the building the applicant has chosen to put on it.



Photo 1 — Existing building at 11301 100 Avenue, set back approximately 6 metres from the service road.

3. Why This Materially Affects Our Property

Under section 687(3)(d) of the Municipal Government Act, a variance should not be confirmed where it would materially interfere with or affect the use, enjoyment or value of neighbouring land. Sections 19.11(b) and (c) of Land Use Bylaw C-1260 ask the same question, requiring that a variance "will not negatively affect other properties" and "does not interfere with or affect the use and enjoyment of adjacent/surrounding properties."

A quick-lube business is seen, not sought. Customers do not book appointments and they do not go looking for us. They are driving past, they register what the site is, and they turn in. The seconds between seeing the site and reaching the entrance are the whole opportunity. Three things do that work for us, and all three sit near the front of our property:

- our freestanding pylon sign near the front of the site;
- the fascia signage on our building; and
- the open service bay doors themselves. A driver who sees a vehicle in the bay with the hood up understands immediately what we do, without reading anything.

Visibility from 100 Avenue is the reason this site was chosen. 100 Avenue is a major arterial and one of the busiest roadways in Grande Prairie. The volume of traffic it carries, and the exposure that traffic gives a commercial site on this frontage, is why M.N. Bernhardt Holdings Ltd. acquired 11251 100 Avenue and why a Great Canadian Oil Change was built there rather than elsewhere in the city. We paid for that exposure. It is capitalised into the value of the land, which is precisely the interest section 687(3)(d) protects.

The subject site lies immediately west of ours on the same frontage. Traffic travelling eastbound on 100 Avenue therefore reaches 11301 before it reaches 11251. Today, with the motel building set back approximately 6 metres, an eastbound driver's line of sight carries across the subject frontage and our site comes into view well before they reach it. Bringing a building forward to 3.0 metres places a structure directly into that line of sight, across the full length of the subject site's frontage, at exactly the point in the approach where an eastbound driver would otherwise first see us.

The consequence is that the eastbound driver on the busier of the two roadways, and the one this site was selected for, does not see our fascia signage or our open bays until level with or past the subject building. At arterial speeds that is not a marginal loss of exposure. It removes the approach altogether and leaves only the instant of passing, by which time our entrance is behind them.



Photo 2 — Eastbound approach on 100 Avenue. The subject site at 11301 is reached before 11251.

The service road approaches are affected in the same way. Our customers arrive from both directions on the service road in roughly equal numbers. A building at 3.0 metres sits at the very front edge of that frontage as well: it does not simply occupy its own lot, it forms a screen across the corridor, and everything behind and beside it is lost to the driver until they are level with it.



Photo 3 — Approach from the west along the service road.



Photo 4 — Approach from the east along the service road.

The effect is not evenly shared. The motel is a destination business: guests book ahead and arrive knowing where they are going, so bringing its building forward costs it nothing. We are the opposite. The same 3.1 metres the applicant gains are taken directly out of our ability to be seen, and therefore out of the value of our land as a commercial site.



Photo 5 — Frontage at 11251 100 Avenue: pylon sign, fascia signage and open service bays.

There is also a safety dimension. Drivers leaving our site need to see oncoming traffic. Bringing a structure forward to 3.0 metres on the adjoining parcel reduces that view. The Bylaw recognises the concern in its own definition of "Exit Safety Triangle" at section 10: "A triangle-shaped area of land abutting an arterial road that is required to be kept clear of obstructions that could impede the vision of the driver of a motor vehicle exiting the

driveway of the site onto the arterial road." The front yard is the land that keeps that view open. Halving it works against the purpose of the standard.

Finally, the required landscaping compounds the problem. We accept that a 3.0 metre front yard can hold the 3 metre perimeter buffer section 64.4 requires. That is not our complaint. Our complaint is that the trees and shrubs required by section 95.6 will then be planted at 3.0 metres from the property line instead of 6.1 metres which means vegetation in front of an already over-forward building, and unlike the building, it grows.

4. The Setback Variance Is Not Justified on the Bylaw's Own Terms

Section 19.11 provides that variances "shall only be considered if" six criteria are met. The criteria are conjunctive. Two of them are not met here, and both follow directly from the fact set out in Part 2.

19.11(a) It is practically difficult to comply with the regulations of this Bylaw due to peculiar conditions or circumstances including, but not limited to, the area/shape of the property and/or environmental features...

The building presently on the site complies. There is no peculiar condition of this land preventing a 6.1 metre front yard, because the land is accommodating one right now.

19.11(e) The proposed variance is the minimum deviation from the required standards of this Bylaw to relieve the effect of the peculiar conditions or circumstances...

Halving the standard is not a minimum deviation. Nothing in the decision suggests that 4.5 metres or 5.0 metres was considered and found insufficient, or that the building footprint could not be adjusted. We note the variance lands on 3.0 metres exactly, the figure section 95.4 reserves for sites abutting a service road adjacent to 100 Street, which this site is not, and which is why a variance was required at all.

We also note that in SDAB 2025-003D this Board upheld the refusal of a variance of comparable size, roughly 48%. Finding no site-specific conditions justifying it and that the standard could reasonably be met. The same is true here, with the added point that the existing building proves it.

5. The Parking Reduction Lands on Us

The permit reduces required parking from 72 stalls to 63. A motel is a 24-hour overnight use where guests arrive in the evening and stay until morning and in this market many arrive in work trucks, crew vehicles and vehicles towing trailers that occupy more than one stall. Nine stalls understates the real shortfall.

Those vehicles have to go somewhere, and the reduced front yard cannot take them. Section 64.6 provides that areas used to satisfy the minimum required landscaped area "shall not be used for other purposes including but not limited to parking, vehicular circulation, or loading facilities," and section 64.3 requires those areas to be permeable. The 3.0 metre front yard is fully occupied by the mandatory buffer and is therefore legally unavailable for parking or manoeuvring.

The overflow goes to the service road or onto the neighbouring lots, including ours. Our customer stacking area is sized for our own bay throughput. Vehicles parked in it overnight do not merely inconvenience us, they reduce the number of customers we can serve. Section 19.11(d), which requires that a variance not restrict safe passage for vehicles on adjoining roadways, is engaged directly. We ask the Board to consider the two variances together rather than in isolation.

6. Conditions Sought in the Alternative

If the Board is minded to allow some relief rather than revoke, we ask that it be limited and conditioned as follows:

- **Setback.** A front yard of no less than 5.0 metres, or the minimum the applicant demonstrates on evidence to be necessary, whichever is greater.
- **Sight lines at the shared boundary.** No structure, fence, sign, tree or shrub exceeding 1.0 metre in height within 1.0 metres of the shared east property line, mirroring the 1.0 metre limit the Bylaw applies in corner visibility triangles under section 39.1.
- **Landscaping height.** Front yard planting is limited to low-growing material with a mature height under 1.0 metre, with the section 95.6 tree and shrub counts satisfied elsewhere on the site.
- **Parking.** The full 72 stalls, or failing that a parking management plan with signage prohibiting guest parking on the service road and on adjoining private property, and a designated area for oversize and trailer-equipped vehicles.
- **Access.** No new approach located so as to conflict with our existing access onto the service road.

7. Conclusion

The standard exists to keep this frontage open for visibility from 100 Avenue and the service road, for safe exit, and for the streetscape. The applicant is asking to halve it, on a site whose current building meets it, in order to accommodate a building of its own choosing, and the cost of that falls on the neighbouring property rather than on the applicant.

We ask that both variances be revoked, or in the alternative substantially reduced and conditioned as set out above. We intend to appear at the hearing on September 8 and would welcome the opportunity to resolve this with the applicant beforehand.

Respectfully submitted,

ATIA Section 20(1)

Nick Bernhardt

Owner / Director, M.N. Bernhardt Holdings Ltd.