



The Municipal Planning Commission Meeting of the Village of Hussar will be held in Council Chambers and via conference call on Thursday, September 11, 2025 starting after the regular Council Meeting

**1. CALL TO ORDER**

**2. ACCEPTANCE OF AGENDA**

**3. DEVELOPMENT**

- (a) Development Permit # 2025-004 – Discretionary Use – Accessory Building
- (b) Development Permit # 2025-005 – Discretionary Use – Fascia Sign

**4. ADJOURNMENT**

## Village of Hussar

### Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	September 11, 2025
Title:	DP 2025-004 234 1st Avenue E – Storage Garage

Agenda Item Number: 1 a.

#### **BACKGROUND**

Please see the attached Application for Development Permit and supporting documents.

Under the Land Use Bylaw this garage is a discretionary use in the residential district. This means that after receiving Council approval there is still an appeal period in which neighbours may bring forward concerns and the permit approval can be withdrawn by Council.

If Council does not approve this permit they must provide reasons why and the decision is subject to an appeal period.

#### **RECOMMENDATION:**

1. Motion to approve Development Permit 2025-004 for the construction of a Garage located at 234 1st Avenue East as per the development permit application with the following conditions:
  - a. approval is subject to the appropriate appeal period under the Land Use Bylaw; and,
  - b. the applicant is required to obtain all appropriate safety codes permits.
2. Motion to refuse a variance for Development Permit 2025-004 for the following reasons:
  - a. LIST REASON(S)

[illegible]

## 7.5 ACCESSORY BUILDING

- 7.5.1 All accessory buildings shall be located at least 2m (6.5ft) from any principal building.
- 7.5.2 When a building used or proposed to be used as an accessory building is located or proposed to be located closer than 2m (6.5ft) to a dwelling unit, it shall be connected to that principal building by a structural element including, but not limited to, a common foundation, a common roof, or a common wall.
- 7.5.3 For the purpose of calculating yard setbacks and site coverage requirements, when an accessory building is to be attached to the principal building it shall be deemed to be part of the principal building.
- 7.5.4 An accessory building erected on a site in any residential district shall not be used as a dwelling unless otherwise approved, in accordance with this Bylaw.

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- 7.5.5 When a residential site abuts a lane less than 6.1m (20ft) in width, the Development Officer may require a rear yard setback greater than the prescribed minimum.
  - 7.5.6 No side yard is required for an accessory building in any district provided that:
    - a) the wall of the structure nearest the property line is a fire rated wall, the exterior finish of the wall does not require maintenance and there will not be any eave overhang and footing or foundation encroachment onto the adjoining property; and
    - b) all roof drainage is directed by means of eaves, troughs, drain spouts, or such other suitable means, onto the property where the accessory building is located.
  - 7.5.7 On sites without lanes, a rear yard for an accessory building is not required provided that the provisions of Section 7.5.6 are adhered to, and it will not interfere with any utility rights-of-way or overhead electrical transmission lines.
  - 7.5.8 Accessory Buildings – Fabric Covered shall be considered a discretionary use in Residential Land Use Districts and shall adhere to the following requirements:
    - a) not to exceed 20.4m<sup>2</sup>. (219.5sq ft) in area;
    - b) shall be a minimum 3m (9.8ft) from flammable material (e.g. burning barrels, fire pits or other open flame accessories) and vegetation;
    - c) shall be kept in good condition to the satisfaction of the Development Authority; and
    - d) shall not cause or create a nuisance by way of noise, vibration, etc. and the privacy and enjoyment of adjacent properties shall be preserved, and the amenities of the neighbourhood maintained

## **8.5 Residential District (R) Land Use Rules**

### **8.5.3 List of Discretionary Uses:**

- (a) Accessory building;

### **8.5.8 The minimum requirements for a side yard in a Residential District are:**

- (a) Principal Buildings: Street side of corner site, 3m (9.84ft); and
- (b) Accessory Buildings: 1m (3.28ft).

### **8.5.9 The minimum requirements for a rear yard in a Residential District are:**

- (a) Principal Buildings: 7.6m (24.93ft); and
- (b) Accessory Building: 1m (3.28ft).

### **8.5.11 The maximum limits of the coverage of a site in a Residential District are:**

- (a) All buildings including accessory buildings not more than 50% of the area of the site; and
- (b) All accessory buildings not more than 25% of the area of the site.

### **8.5.12 The maximum limits of the height of buildings in a Residential District are:**

- (a) Principal Building: 9m (29.53ft); and
- (b) Accessory Building: 5m (16.40ft)

## APPLICATION FOR A DEVELOPMENT PERMIT

I / We hereby make application for a development permit under the provisions of the Land Use Bylaw in accordance with the plans and supporting information submitted herewith which form part of this application.

## APPLICANT INFORMATION:

ADDRESS: 234 1st Ave E.

## REGISTERED OWNER OF LAND (if different from applicant):

NAME: \_\_\_\_\_ PHONE NO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

## LOCATION OF PROPOSED DEVELOPMENT:

CIVIC ADDRESS: 234 1st Ave ELEGAL DESCRIPTION: Lot(s) 21-25 Block 2 Reg. Plan No. 6780 AmAll / Part of the \_\_\_\_\_ 1/4 Section \_\_\_\_\_ Twp. \_\_\_\_\_ Range \_\_\_\_\_ West of 4<sup>th</sup> Meridian.EXISTING USE OF PROPERTY: RESIDENTIAL LAND USE DISTRICT: R

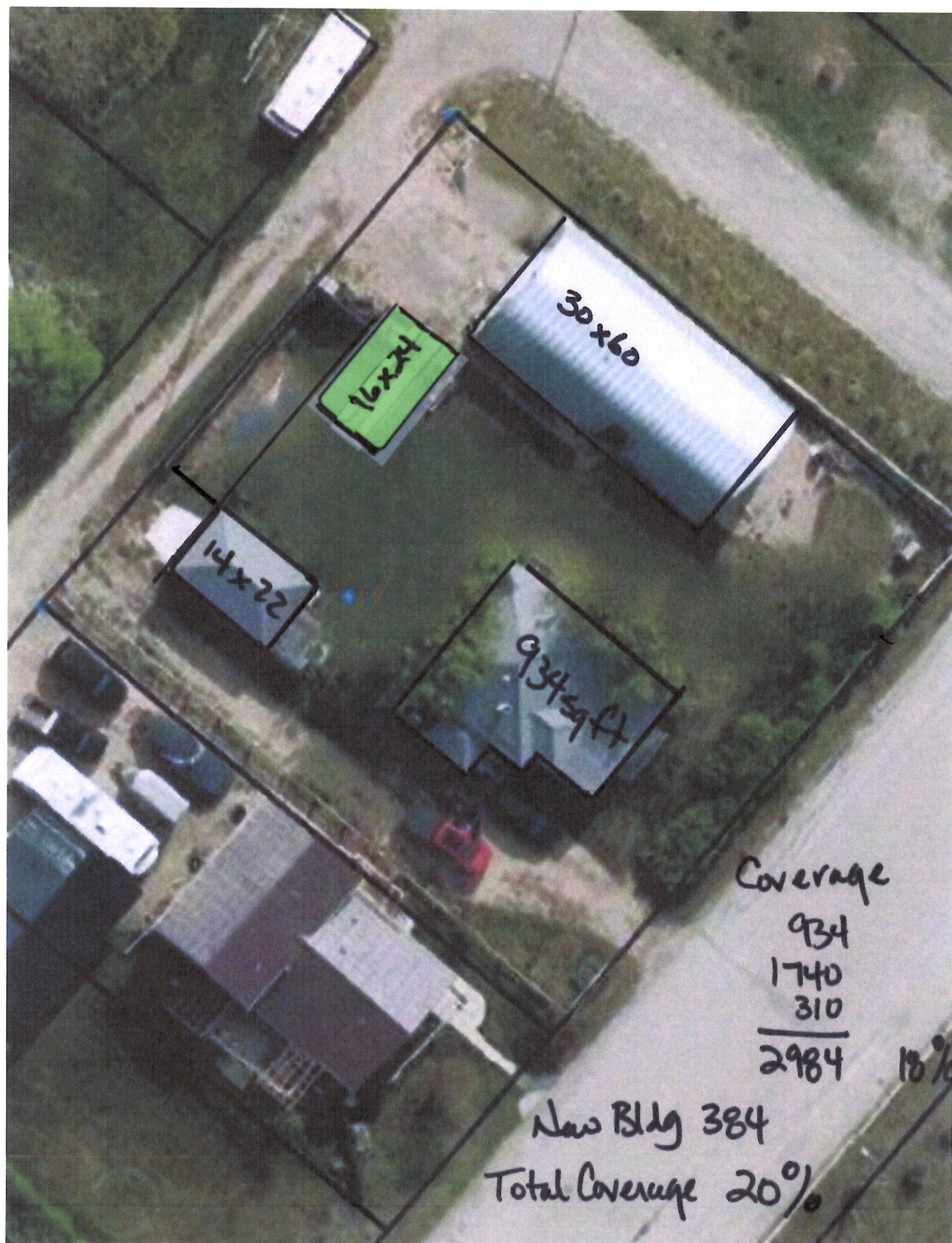
## DETAILS OF DEVELOPMENT:

PROPOSED USE: Storage GaragePROPERTY LINE SETBACKS: Front: \_\_\_\_\_ Rear: 14' Side: 40'HEIGHT: 12' FLOOR AREA: 14x24 SITE COVERAGE: 20 %  
384 sq ftOFF-STREET PARKING PROVIDED: N/AESTIMATED COMMENCEMENT: Oct 15, 2025 COMPLETION: Oct 30, 2025

INTEREST OF APPLICANT IF NOT OWNER OF PROPERTY: \_\_\_\_\_

OTHER SUPPORTING MATERIAL ATTACHED: Land map, Polluter Assmt.DATE: Sept 3/25: Sept 3/2025







<b>Roll:</b> 801	
<b>Legal:</b> 6780AM 2 21-25	
Address: 234 1 AVE	
	Land Area: 16,250 Sq. Feet
	Subdivision: RESIDENTAIL
	Zoning: Residential

## Market Land Valuation

Site Area: 16,250 Sq. Feet

## Improvement Valuation

		Floor Area	Built
1 Storey & Basement	SFD - After 1940	934 Sq Feet	1945
Detached	Garage	1,740 Sq Feet	2014
Detached	Garage	310 Sq Feet	1959

## Assessment Totals

Tax Status	Code	Description	Assessment
T		310 Single Family	184,040
		Grand Totals For 2016	<b>184,040</b>

2984 = 18%

New

384 A<sup>2</sup>

3368 Total

= 20%



## Village of Hussar

### Request for Decision (RFD)

Meeting:	Regular Meeting
Meeting Date:	September 11, 2025
Title:	DP 2025-005 111 Centre Street, Hussar– Fascia Sign
Agenda Item Number:	1 b.

#### **BACKGROUND**

Please see the attached Application for Development Permit and supporting documents.

Under the Land Use Bylaw fascia signs is a discretionary use in the commercial district. This means that after receiving Council approval there is still an appeal period in which adjacent properties may bring forward concerns and the permit approval can be withdrawn by Council.

If Council does not approve this permit they must provide reasons why and the decision is subject to an appeal period.

#### **RECOMMENDATION:**

1. Motion to approve Development Permit 2025-005 for the construction of the fascia signs located at 111 Centre Street, Hussar as per the development permit application with the following conditions:
  - a. approval is subject to the appropriate appeal period under the Land Use Bylaw; and,
  - b. the applicant is required to obtain all appropriate safety codes permits.
2. Motion to refuse a variance for Development Permit 2025-005 for the following reasons:
  - a. LIST REASON(S)

[illegible]

SIGN, **FASCIA**

means a flat sign, plain or illuminated, running parallel for its whole length to the face of the building to which it is attached.

## Part 7 General Land Use Regulations

### 7 General Land Use Regulations

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#### 7.1 APPLICABILITY

- 7.1.1 These regulations within Section 7 General Land Use Regulations, shall apply to all developments within the Village of Hussar, unless otherwise exempted.
- 7.1.2 Where any regulation in this section may be in conflict with any regulation of a given Land Use District in Section 8, the regulation in the District shall take precedence.

#### 7.18 SIGN CONTROL

- 7.18.1 Excepting traffic control signs and those temporary signs outlined in Section 4.2.1(h), all signs shall comply with the provisions set out for the district in which the sign is to be located.
- 7.18.2 No sign shall be erected so as to obstruct free and clear vision of vehicular traffic, or be located, or display a light intensity or colour where it may interfere with, or be confused with, any authorized traffic sign, signal, or device, and in so doing, create a traffic hazard.
- 7.18.3 Signs other than **fascia** signs which overhang any abutting Municipal, Provincial, or Federal property are prohibited.

7.18.5 Within a Commercial or Industrial District, advertising, identification, or directional signs may be allowed as follows:

a) free standing signs provided that:

- i. exceed  $1.5\text{m}^2$  (16.1 sq ft) in area,
- ii. the total sign area for each face shall not exceed  $1.5\text{m}^2$  (16.1sq ft); and
- iii. the sign shall not project within 600mm (1.97ft) back from a property line.

b) fascia signs provided that the total copy area of a sign or signs shall not exceed 20% of the face of the building or bay to which the sign is attached;

c) projecting signs provided that:

- i. the maximum area shall be  $9\text{m}^2$  (96.8sq ft);
- ii. a sign shall not rise more than 300mm (11.8in) above a parapet;
- iii. a sign shall not project within 600mm (23.6in) back from the property line;
- iv. a minimum of 3m (9.8ft) shall be provided between the bottom of a sign and a private sidewalk or walkway; and
- v. the structural supports and anchors have been approved by a professional structural engineer.

d) projecting signs provided that:

- i. a sign shall appear as an architectural blade with no visible support structures;
- ii. no portion of a sign shall overhang the roof on which it is located; and
- iii. the maximum area of a sign shall be  $9\text{m}^2$  (96.8sq ft).

7.18.8 In considering a development application for a sign, the Development Officer shall have due regard to the amenities of the District in which the sign is located and the design of the proposed sign.



## 8.6 COMMERCIAL DISTRICT (C) LAND USE RULES

### 8.6.1 Purpose:

The purpose and intent of this District is to provide for commercial and retail developments serving the Village and the surrounding rural areas.

### 8.6.2 Permitted Uses:

List of permitted uses:

(a)	Bus Terminal	(j)	Personal Service Shop
(b)	Clinic	(k)	Pet Care Service
(c)	Community Recreational Facility	(l)	Pet Store
(d)	Convenience Store	(m)	Public or Quasi- Public Structures, Installation and Facilities
(e)	Cultural Establishment	(n)	Public Utility Building
(f)	Eating Establishment	(o)	Recreational Vehicle
(g)	Essential Public Service	(p)	Retail Store
(h)	Hotel/Motel	(q)	Shopping Centre
(i)	Parking Lot	(r)	Worship facility

### 8.6.3 Discretionary Uses:

List of discretionary uses:

(a)	Accessory Building	(m)	Dwelling, Accessory Residential *See additional requirements below
(b)	Alternative Health Care Services	(n)	Kennel Boarding & Breeding
(c)	Amusement Centre	(o)	Intensive Vegetative Operation
(d)	Auto Body & Paint Shop	(p)	Liquor Store
(e)	Automotive Repair and Service Shop	(q)	Gas Bar
(f)	Automobile Vehicle Sales	(r)	Renewable Energy Systems
(g)	Billboards	(s)	Service Station
(h)	Car Washing Establishment	(t)	Signs
(i)	Child Care Facilities	(u)	Small Wind Energy System
(j)	Communication structure	(v)	Storage
(k)	Demolition	(w)	Tradesman's Shop
(l)	Drinking Establishment		

**APPLICATION FOR A DEVELOPMENT PERMIT**

I / We hereby make application for a development permit under the provisions of the Land Use Bylaw in accordance with the plans and supporting information submitted herewith which form part of this application.

**APPLICANT INFORMATION:**

NAME: \_\_\_\_\_ PHONE NO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**REGISTERED OWNER OF LAND (if different from applicant):**

NAME: \_\_\_\_\_ PHONE NO: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

**LOCATION OF PROPOSED DEVELOPMENT:**

CIVIC ADDRESS: 111 Centre Street, Hussar, AB T0J 1S0

LEGAL DESCRIPTION: Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Reg. Plan No. \_\_\_\_\_

All / Part of the \_\_\_\_\_ 1/4 Section \_\_\_\_\_ Twp. \_\_\_\_\_ Range \_\_\_\_\_ West of 4<sup>th</sup> Meridian.

EXISTING USE OF PROPERTY: Commercial LAND USE DISTRICT: \_\_\_\_\_

**DETAILS OF DEVELOPMENT:**

PROPOSED USE: New Signage (2 Wall Signs) for Servus Credit Union rebrand

PROPERTY LINE SETBACKS: Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Side: \_\_\_\_\_

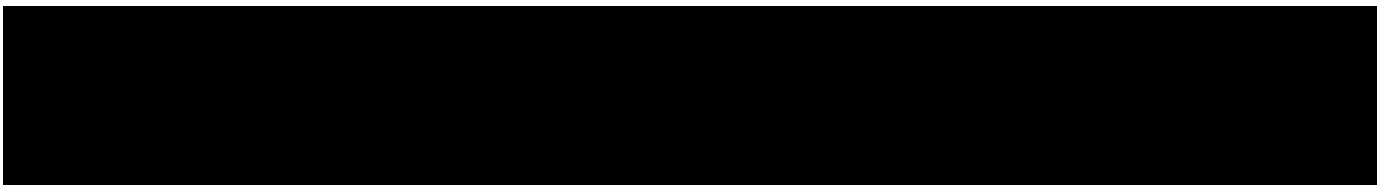
HEIGHT: \_\_\_\_\_ FLOOR AREA: \_\_\_\_\_ SITE COVERAGE: \_\_\_\_\_ %

OFF-STREET PARKING PROVIDED: \_\_\_\_\_

ESTIMATED COMMENCEMENT: ASAP COMPLETION: ASAP

INTEREST OF APPLICANT IF NOT OWNER OF PROPERTY: Agent for the Owner

OTHER SUPPORTING MATERIAL ATTACHED: \_\_\_\_\_



**NOTE:**        **THIS IS NOT A BUILDING PERMIT** (such permit must be obtained separately).  
The applicant is not excused from complying with the requirements of any federal, provincial or other municipal legislation, or the conditions of any easement, covenant, building scheme or agreement affecting the building or land.

**IMPORTANT NOTES:**

1. A Development Permit issued pursuant to the Land Use Bylaw for a discretionary use or where a relaxation to the Land Use Bylaw requirements was approved shall not be valid until the lapse of fourteen (14) days after the notice of decision to grant a permit has been advertised in accordance with the Land use Bylaw requirements.
2. A Development Permit issued pursuant to the Land Use Bylaw is not a Building Permit and work or construction shall neither commence nor proceed until a Building Permit has been issued pursuant to all applicable bylaws and regulations.
3. If the development authorized by a Development permit is not commenced within twelve (12) months from the date of its issue, and completed within twenty-four (24) months of the date of its issue, the permit is deemed to be void unless an extension to this period shall first have been granted by the Development Authority.
4. When an appeal is made pursuant to the Land Use Bylaw a Development Permit which has been granted shall not be valid. The decision of the Subdivision and Development Appeal Board shall replace the previous decision.
5. Every application for a Development Permit shall be made by submitting to the Development Officer the prescribed form completed in duplicate, signed by the owner or his agent, and accompanied by the following:
  - a) if required by the Development Officer, building plans in duplicate, showing:
    - i) floor plans;
    - ii) elevations;
    - iii) exterior finishing materials.
  - b) site plans, in duplicate, showing:
    - i) the legal description and municipal address;
    - ii) dimensions of the site;
    - iii) if required by the Development Officer, utilities, site drainage, finished lot grades, the grades of the street and the location of proposed sewer and water lines of all proposed and existing buildings and structures including retaining walls, trees, landscaping and other features;
    - iv) a surveyor's certificate if required by the Development Officer.
  - c) an application for multiple family, commercial, industrial, recreational and institutional uses shall show:

- i) loading and parking provisions;
  - ii) access locations to and from the site;
  - iii) garbage and storage areas and the fencing and screening proposed for same;
  - iv) location and approximate dimensions of existing and proposed culverts and crossings.
- d) such other information as the Development Officer may require or as required in the Land Use Bylaw requirements.
- e) Development Permit Fee as determined by Council.

**APPEAL PROCEDURE:**

6. An appeal of a decision of the Development Authority may be made by an affected person by serving written notice of appeal to the Secretary of the Development Appeal Board of the Village of Hussar within fourteen (14) days after the notice of decision is given pursuant to the Land Use Bylaw notice requirements (as per Section 1 above).

The personal information provided as part of this application is collected under the Municipal Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The information is required and will be used for the purposes of the Village of Hussar Land Use Bylaw. The name of the permit holder and the nature of the permit is available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact the Village of Hussar Office.







**Servus Credit Union  
Hussar**

Design Intent  
Graphics and Signage

Servus - Rebrand 2025 - 2026  
R-1 September 1, 2025

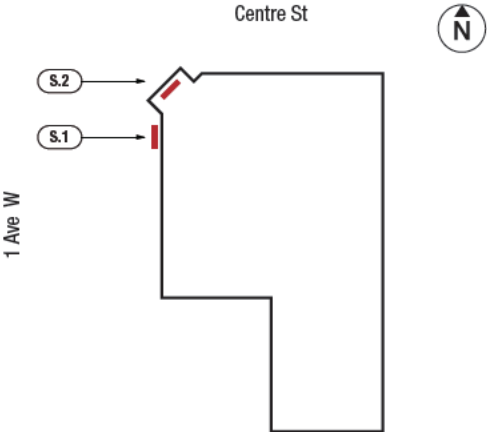
Issued for Quotation  
Print to ledger/ tabloid paper size

**Hussar**  
111 Centre St, Hussar, AB.

**S.1**  
**Model:** Wall ID

**S.2**  
**Model:** Logo ID

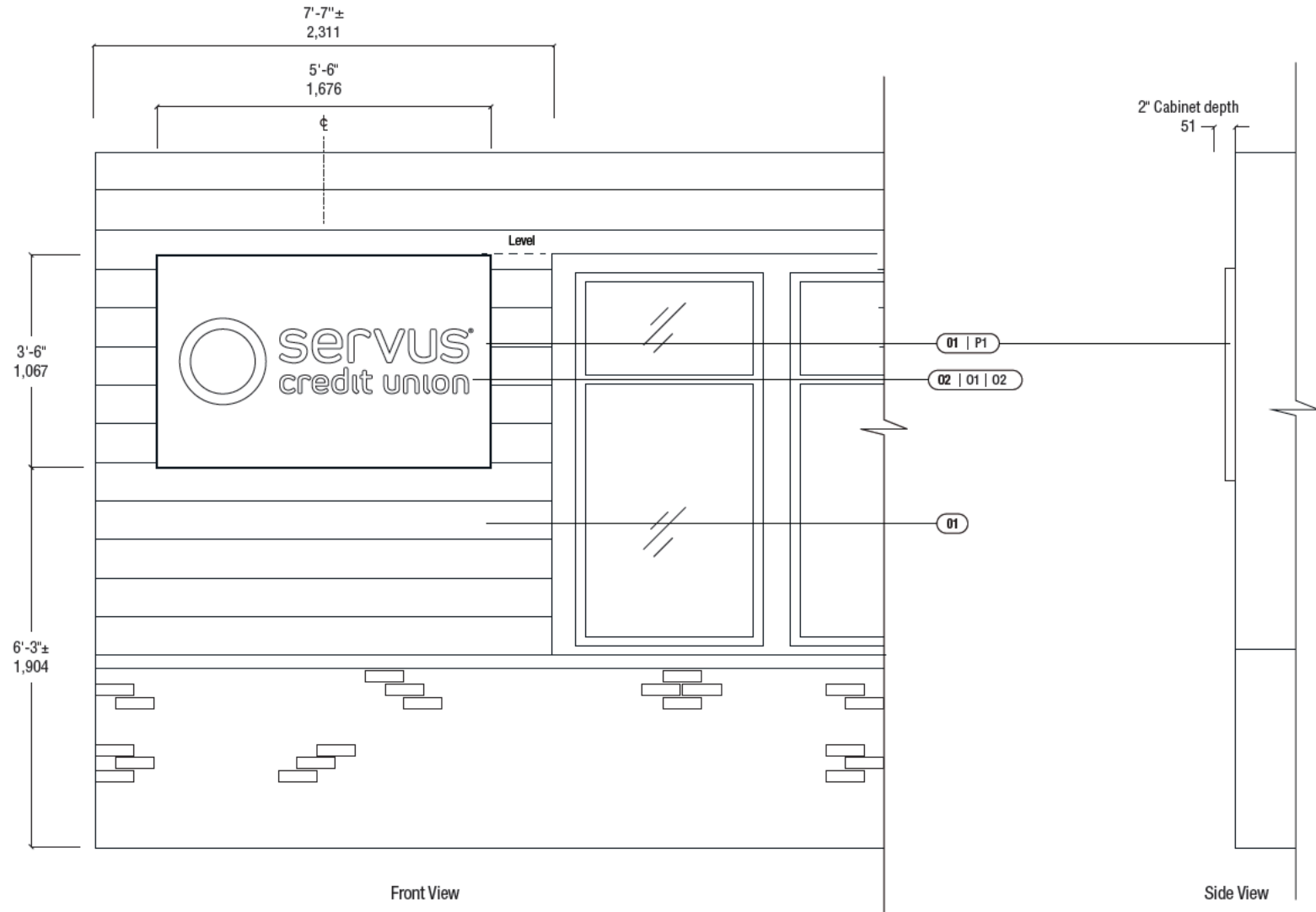
**Key Plan:**



**1** West Elevation  
1/8" = 1'-0"



1 S.1 - Wall ID  
3/8"=1'-0"



2 S.1 - Wall ID  
3/8"=1'-0"

Hussar

111 Centre Street, Hussar AB.

Sign 1

Model: Wall ID

01.

Non-Illum. 5'-6" x 3'-6" (±) S/F

Material(s): 11G. finished aluminum face over frame

Finish: Paint as noted all exposed surfaces as per spec.

02.

Material(s): Cut vinyl

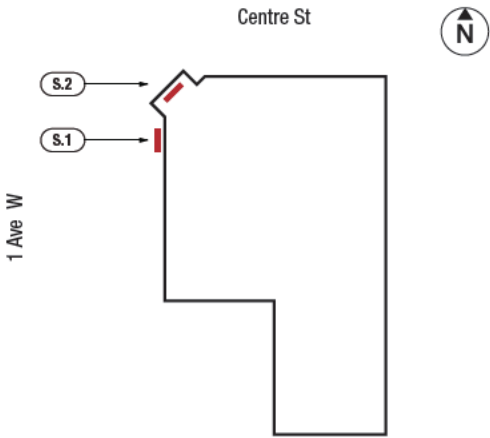
03.

Material(s): Plank siding

Notes:

\*\* New Non-Illuminated sign replaces existing

Key Plan:





Hussar

111 Centre St, Hussar, AB.

Sign 2

Model: Logo ID

01.

Non-Illum. Channel shape

Fabrication: 3'-0" X 3'-0" X 3" dimensional logo w/ Rail mount.

Material(s): 11G. finished aluminum

Finish: Paint as noted all exposed surfaces as per spec.

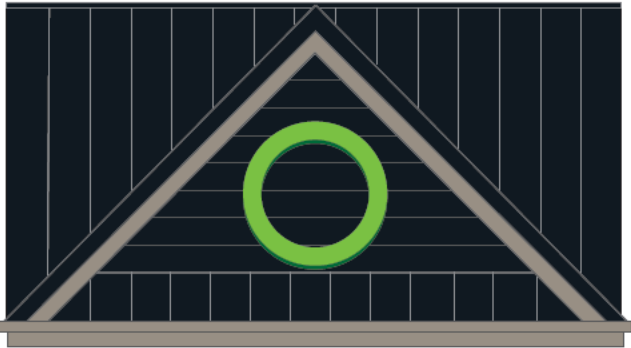
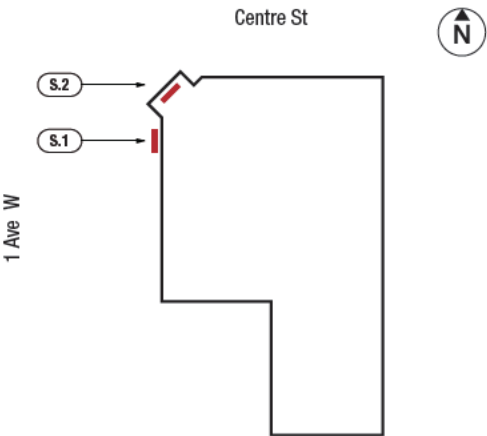
02.

Roof eyebrow dormer

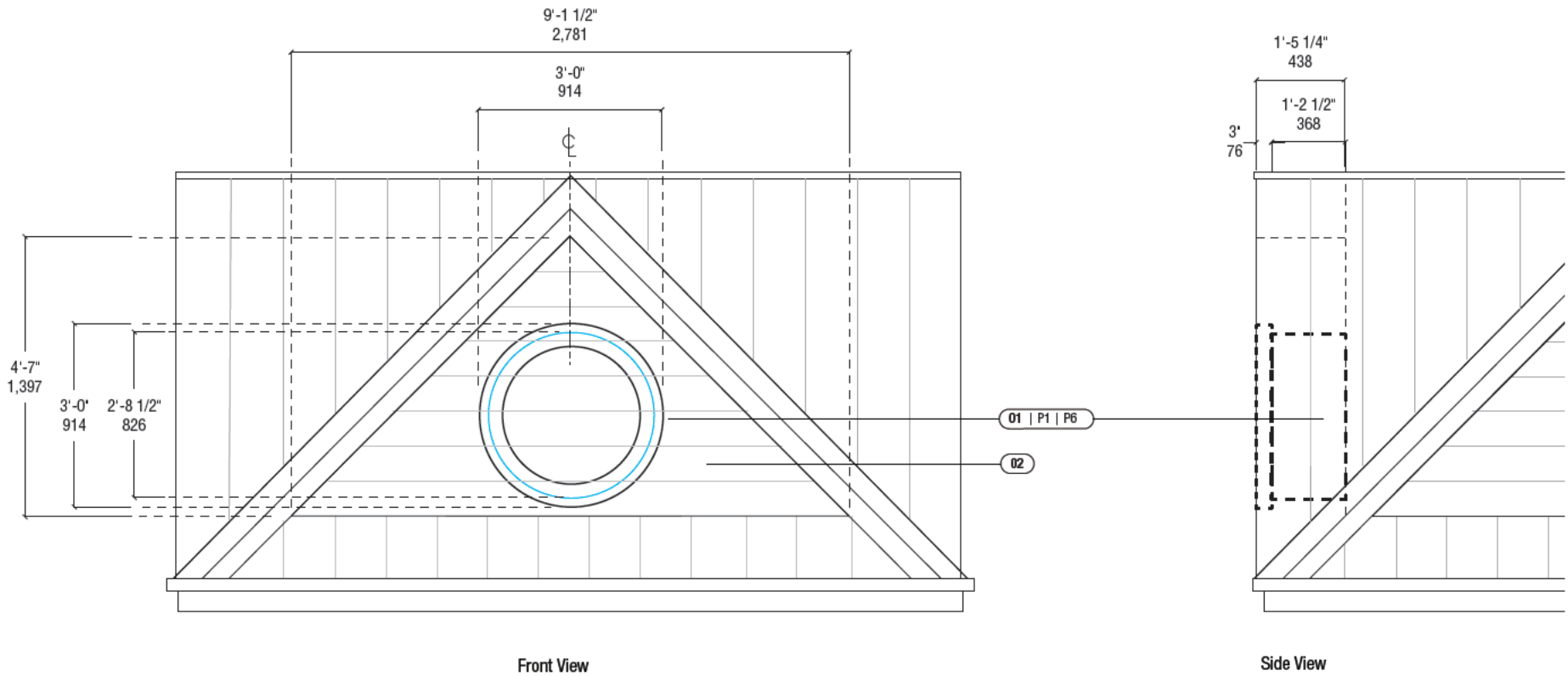
Notes:

\*\* New Non-Illuminated sign replaces existing

Key Plan:



1 S.2 - Logo ID  
1/4" = 1'-0"



2 S.2 - Logo ID  
3/8" = 1'-0"



West Elevation



East Elevation



ES.1



ES.2



ES.3

**Hussar - Existing**

111 Centre St, Hussar, AB.

Existing Sign Locations

**ES.1**

**Model:** Channel Logo ID

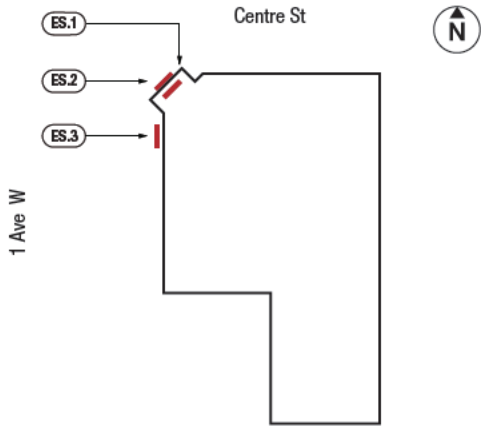
**ES.2**

**Model:** Facia ID

**ES.3**

**Model:** Wall ID

**Key Plan:**



# Colour Schedule

## Paint Applications

Exterior sign paint and protective top coat  
Matthews® Acrylic Polyurethane with Clear Coat Satin finish.

- P1

MP 2201  
Servus Green
- P2

MP Match to Pantone 2935  
Servus Blue
- P3

MP Match 11317 Low Level Cloud  
Servus Titanium
- P4

MP Match 11163 Graymore  
Servus Graphite
- P5

White to match 6425SP Satin Hi-Hide White
- P6

MP 26309 Wells Fargo Black  
(Servus Place)
- P7

MP14176 Greyjay  
(Servus place site marker tenant panel)
- P8

MP23468 Frost White Pri over Hot Plata  
(Servus Place site marker ID letterforms)
- P9

MP Match to Pantone 1525u  
(Servus Place to match  
existing masonry)
- P10

Royal® Alumipro Rainware  
04 Gray  
(Taradale electrical raceway)
- P11

To match Pantone Cool Gray 9c

## Translucent Vinyl Applications

Translucent graphic films

- T1

3M Brilliant Green 3630-160L  
Servus Green
- T2

3M Dual-Colour 3635-8143  
Day-Servus Blue/ Night-White  
Channel Letters
- T3

3M Bright Blue 3630-167L  
Servus Blue  
Reface and Interior Signs
- T4

3M Silver Gray 3630-51  
Servus Titanium
- T5

3M White 3630-20
- T6

3M Dual-Colour 3635  
Day-Smoke Gray/ Night-White
- T7

3M Lt. Tomato Red 3630-43

## Opaque Vinyl Applications

Opaque graphic films with matte overlamine

- 01

To match Pantone 368  
Servus Green
- 02

To match Pantone 2935  
Servus Blue
- 03

To match Pantone 427  
Servus Titanium
- 04

3M Dk Gray 7725-41  
Servus Graphite
- 05

3M Matte White 20B
- 06

3M Matte Black 22B
- 07

3M Red 7725-13
- 08

White reflective 3M 5100R-10

## Printed Graphics

Direct print to substrate surface for translucent or opaque applications

- D1

Direct print to match specified colour

## Building Colour

Acrylic Elastomeric Coating

- B1

To match Pantone 427  
Servus Titanium
- B2

To match Pantone 431  
Servus Graphite
- B3

To match Pantone 2935  
Servus Blue
- B4

To match existing base  
bldg. colour to be determined

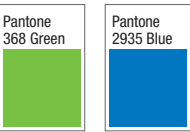
## Fabrication / Samples

The Fabricator shall be required to submit samples of each colour and finish as requested. Samples should be 6” x 6” to be used for comparison during production and representing accurate colour and texture of finished work surface. Applied graphics shall be on actual substrate as specified.

Samples must have project code # and maintenance instructions and other pertinent data which shall be clearly marked and identified on submittals.

27. 03. 2025

Primary colours



Secondary colours

