



May 19, 2023

Property Owner

**RE: Landowner Notification  
Development Permit – Discretionary Use  
Development Permit Application No: 23-3419**

Dear Property Owner:

Please take notice that a neighbor who is within a thirty (30) metre radius of your property boundary has submitted the following Development Permit Application for the purposes of **Temporary Structures Relocation** at **5502 – 52 Street** and it is being reviewed in accordance with Land Use Bylaw 5-2016.

Affected Address	Discretionary Use	Application #
5502 – 52 Street Lot: 1, Block: 1, Plan: 032-0995	Temporary Structures Relocation	23-3419

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

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

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

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

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

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

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

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

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



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

# Development Permit Application

## Application for Development Permit



**LLOYDMINSTER**

Application Submission Date: May 16, 2023

<b>PROJECT</b>	Is the project already constructed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>OFFICE USE ONLY</b>	
	Municipal Address <u>52st, Lloydminster AB, T0B 0T0 -5502-52 St</u> Tax Roll # <u>21103500000</u> Zoning District <u>T2</u> Legal Description: Lot <u>1</u> Block <u>1</u> Plan <u>032-0995</u>	Application # <u>23-3419</u>	Permit # <u>                    </u>
<b>APPLICANT INFORMATION</b>	[REDACTED]		Receipt # <u>766698</u>
	(If property owner is different from applicant Owner Authorization Form is required) Owner Authorization Form Attached? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A		Approved by <u>                    </u>
<b>DEVELOPMENT INFORMATION</b>	Development Class: <input type="checkbox"/> Residential <input checked="" type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Institutional <input type="checkbox"/> Multi-family - # of Units <u>                    </u>		
	Proposed Development: (Select all that Apply) <input checked="" type="checkbox"/> Permitted Use <input checked="" type="checkbox"/> Discretionary Use <input type="checkbox"/> Variance Application		
<b>DECLARATION</b>	<input type="checkbox"/> New Construction <input type="checkbox"/> Front Deck <input type="checkbox"/> Renovation <input type="checkbox"/> Rear Deck <input type="checkbox"/> Addition <input checked="" type="checkbox"/> Other: <u>Temporary Infrastructure</u> <input type="checkbox"/> Foundation <input type="checkbox"/> Income Suite: <input type="checkbox"/> Secondary to Home <input type="checkbox"/> Garage Suite <input type="checkbox"/> Garden Suite <input type="checkbox"/> Superstructure <input type="checkbox"/> Business License Use Approval for (type of business): <u>                    </u> <input type="checkbox"/> New Dwelling <input type="checkbox"/> Home Based Business: <input type="checkbox"/> Minor <input type="checkbox"/> Major <input type="checkbox"/> Accessory Building Description of Home Business <u>                    </u> <input type="checkbox"/> Attached Garage <input type="checkbox"/> Detached Garage		
	I hereby declare <input type="checkbox"/> I am <input checked="" type="checkbox"/> I represent the owner of the property on which the work identified in this application will be conducted in accordance to the plans submitted, and upon approval will adhere to the conditions/terms of Land Use Bylaw 5-2016. I/We will notify the Development Authority of any proposed changes to the plans submitted with this application. <b>Note:</b> By typing your name into the signature box below (or by signing a printed version of this application), you agree that all information submitted on this form is true and accurate. <div style="display: flex; justify-content: space-between;"> <div style="width: 45%; border: 1px solid black; height: 20px; background-color: black;"></div> <div style="width: 45%; border: 1px solid black; height: 20px;"></div> </div> <p style="text-align: center;">Signature of Registered Owner / Agent <span style="float: right;">Date of Application</span></p>		
<b>DECISION OFFICE USE ONLY</b>	<div style="border: 1px solid black; width: 100%; height: 100%;"></div>		
<b>Development Officer</b>		<b>Issued Date</b>	

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

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

██████████ is planning to provide two new wash bay trailers at the Lloydminster Refinery site, placed near the COB building. In discussions with City Operations Center ██████████, A discretionary permit is required to mobilize temporary construction infrastructure to support these projects. The combined cost for both trailers is estimated to be \$497,000.00.

The drawings below identify the location of the temp infrastructure:



Temp infrastructure includes:

- 16' x 60' Self Contained Lavatory Trailer (Men's Wash car)
- 12' x 30' Skidded Washroom/ Locker Trailer (Ladies Wash Car)

Attached is:

- Site plan (11 x 17)
- Outline of buildings/structures on the site
- Interior layout of the 16' x 60' Self Contained Lavatory Trailer
- Interior layout of the 12' x 30' Skidded Washroom/ Locker Trailer
- Elevation of 16' x 60' Self Contained Lavatory Trailer
- Elevation of 12' x 30' Skidded Washroom/ Locker Trailer

Capital  
Storage  
Tent

MENS  
WASHCAR

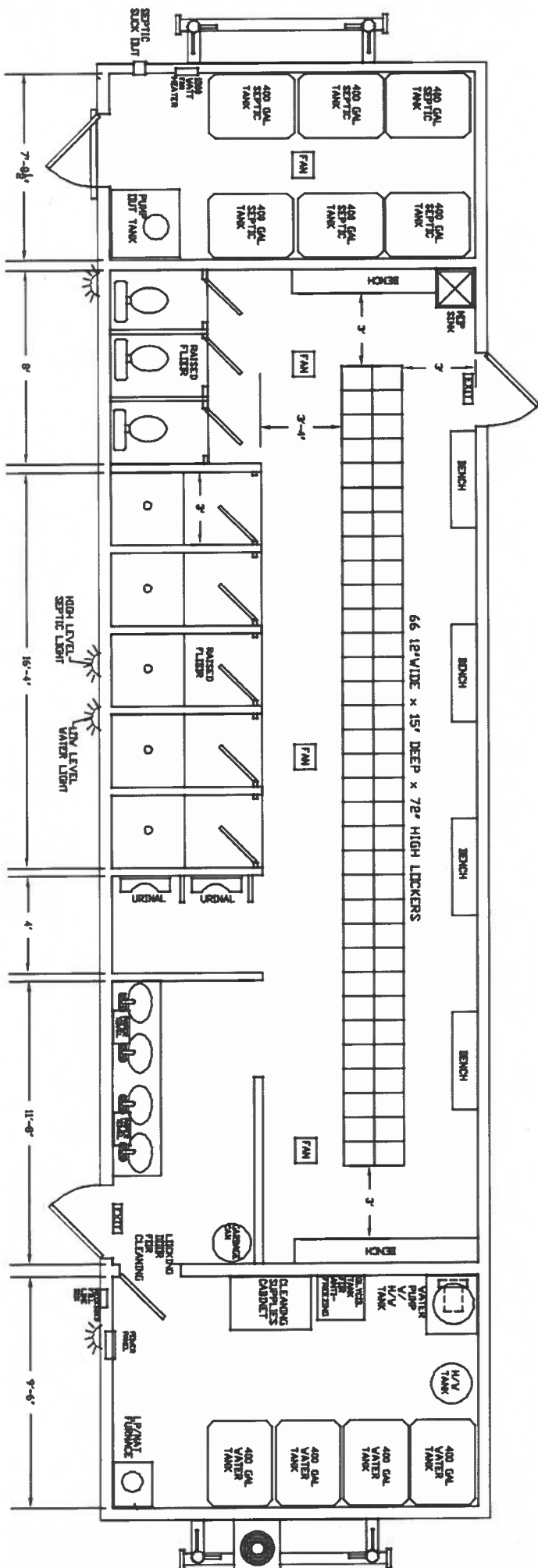
LADIES  
WASHCAR



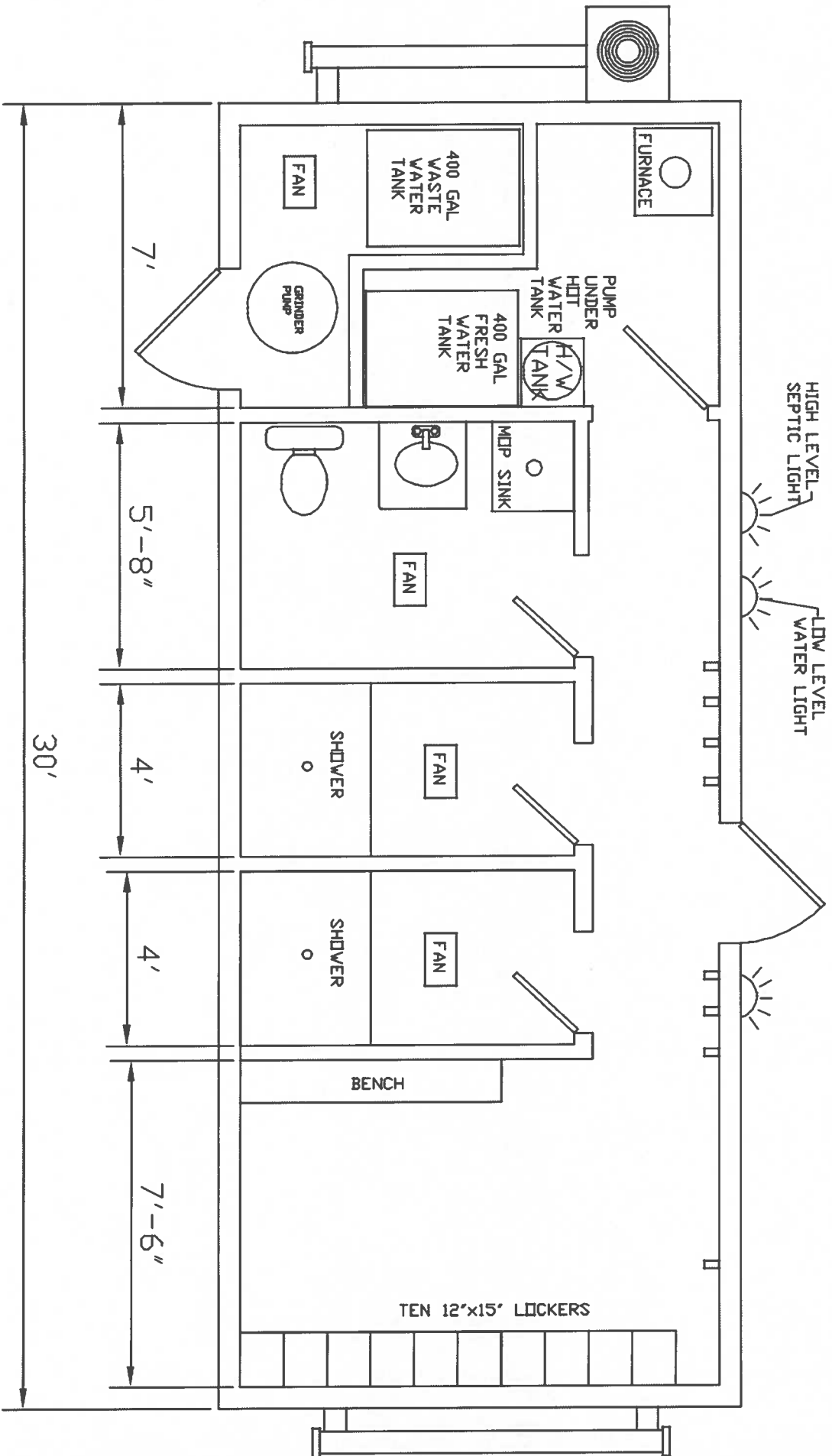
Contractor  
Bldg.



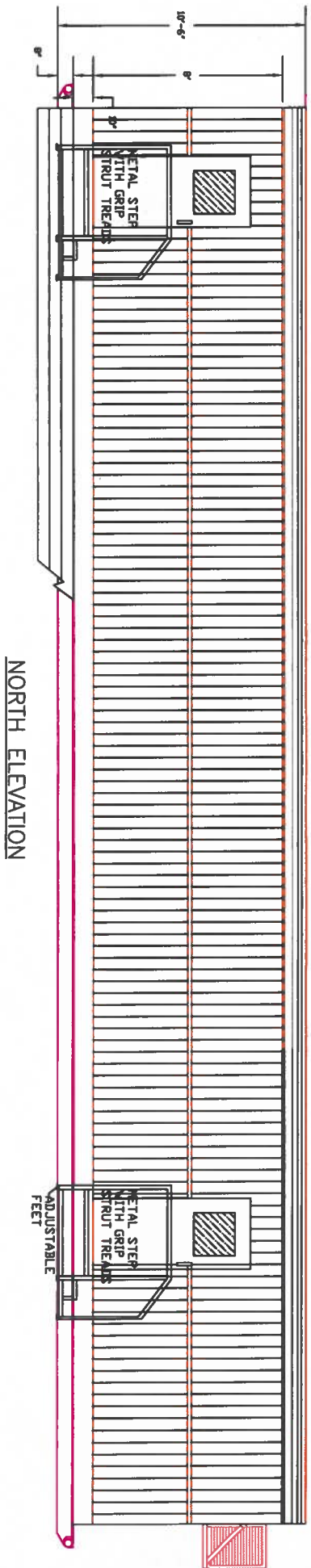
# 16x60 SELF CONTAINED LAVATORY TRAILER



# 12X30 SKIDDED WASHROOM/LOCKER TRAILER



16x60 SELF CONTAINED LAVATORY TRAILER



12X30 SKIDDED WASHROOM/LOCKER TRAILER

