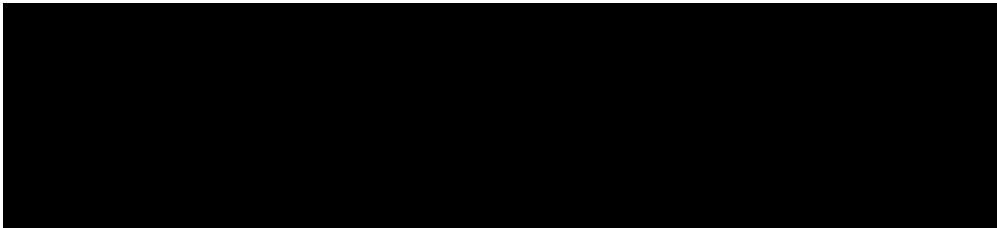


# NOTICE OF DECISION

**DECISION DATE:** APRIL 9, 2026

**To:**



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DEVELOPMENT PERMIT NUMBER:	<b>DP2026-003</b>
TYPE OF DEVELOPMENT APPROVED:	ADDITION AND CHANGE OF USE TO BUSINESS AND PROFESSIONAL OFFICE AND FASCIA SIGN, WITH VARIANCE
MUNICIPAL ADDRESS:	365 RAILWAY STREET WEST
LEGAL ADDRESS:	BLOCK G, PLAN 1325JK

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This development has been **approved** by the Development Officer, and is subject to the conditions contained herein:

1. This development is classified as an Addition and Change of Use to Business and Professional Office and is a Permitted Use in the Downtown – 365 Railway Street West Direct Control District (DC-02), on the lands legally described as Block G, Plan 1325JK.
2. This development shall be constructed in accordance with the plans, elevations and details approved and stamped by the Town of Cochrane. Any changes to the design, format, location, orientation, capacity or use of any part of the development must receive the approval of the Town of Cochrane before they may be commenced.
3. Prior to the release of a Development Permit, the applicant/owner shall provide payment for Offsite Levy Costs, in accordance with Town of Cochrane Offsite Levy Bylaw in effect as adopted by Council at the time of Development Permit release.
4. Prior to the release of a Development Permit, the applicant/owner shall provide application fee payment for fascia sign and existing variances, in accordance with Town of Cochrane Planning Services Fee Schedule in effect as adopted by Council at the time of Development Permit decision.

5. This development is approved with a variance to Section 6.2.4 Special District Requirements (g) of Land Use Bylaw 01/2022 which states that entrance features including awnings and/or canopies shall be incorporated into the overall design of a Building to create a protected pedestrian environment. The variance allows for no awnings or canopies as it is an existing building.
6. This development is approved with a variance to Section 6.2.4 Special District Requirements (i) of Land Use Bylaw 01/2022 which states that the first storey of a Building Façade that fronts a Street shall contain a minimum of 50% glazing. The variance allows for 17.5% glazing as it is an existing building.
7. Eight (8) parking stalls proposed to be provided for this development as shown on the approved plans. All parking stalls shall be hard surfaced with asphalt pavement, concrete or other similar paving material to the satisfaction of the Development Authority prior to occupancy.
8. The parking stalls required for this development should include Barrier-Free Accessible stalls in accordance with the National Building Code, Alberta Edition, and subject to any exemptions or variances that may apply. All Barrier-Free Accessible stalls are to be marked with permanent, all-weather signage to the satisfaction of the Development Authority. Barrier-Free Accessible stalls shall be located as close as possible to a Barrier-Free Accessible entrance.
9. All forms of waste facilities, including garbage and recycling, shall be contained entirely within a building or within an outdoor weatherproof and animal-proof waste receptacle that is screened according to the designs stamped and approved by the Development Authority.
10. Any storage of materials or goods in the rear yard or side yard of the property will require screening from the street and may require further approval from the Development Authority.
11. The Fascia Sign as shown on the elevations is approved as non-illuminated. The addition of gooseneck lights in the future would not require a new Development Permit. Any and all other changes to the sign may require a Development Permit in accordance with the Land Use Bylaw.
12. Any existing trees on the subject property indicated to be retained on the approved landscaping plan for this development shall be properly protected during the construction period, to the satisfaction of the Development Officer. Any trees, shrubs or landscaping features removed, damaged or disturbed will be replaced at the cost of the applicant/owner.
13. Pursuant to Section 8.13.5 of the Land Use Bylaw 01/2022, landscaping of a site is a permanent obligation of a development permit and shall be installed and maintained in accordance with accepted horticultural practices and consistent with an approved landscaping plan.
14. Pursuant to Section 8.11 in Land Use Bylaw 01/2022, no structures, including projections (eaves, signs, etc.) shall encroach into any public utility, utility right-of-way or overland drainage right-of-way unless specifically exempted by the applicable right-of-way agreement.

15. Any temporary or auxiliary buildings/signs placed on site during construction shall be removed prior to occupancy.
16. Construction materials, including garbage, shall be stored securely in weather-proof and animal-proof containers to the satisfaction of the Development Authority so as not to create a nuisance to neighbouring properties.
17. The applicant/owner shall be responsible for the clean-up of any garbage, materials or other items that may be unsightly, or disperse beyond the boundaries of the subject property during the construction of this development.
18. Pursuant to Section 1.19.5b of Land Use Bylaw 01/2022, the approval shall be voided if the conditions to be met prior to release of a Development Permit have not been satisfactorily addressed within one year of the Notice of Decision date (April 9, 2026).
19. In accordance with Section 1.5.1 of Land Use Bylaw 01/2022, a Development Permit, if issued, is valid only if development commences within one year of the date of Development Permit issuance and the development is completed within two years of the date of issuance. A new Development Permit may be required unless a request for a time extension to the applicable date is received prior to its expiry.

**ADVISORY NOTES:**

- a) It is the responsibility of the applicant/owner to comply with all requirements of Land Use Bylaw, other municipal regulations, and all provincial and federal legislation.
- b) All permits as required by the applicable Building Code for Alberta shall be obtained and the applicant/owner shall remain compliant with the provisions of this code at all times. All building permit applications must be affixed with the seal of a professional architect.
- c) Inspections are conducted by the Town of Cochrane Safety Codes Officer.
- d) All buildings are to comply with the fire codes and regulations in place at the time of construction.
- e) All contractors working on this development shall acquire a valid Cochrane Business Licence prior to the commencement of any work and shall maintain the licence for the full duration of the construction period.
- f) Access around and to the shut off valve and water meter must be maintained and unobstructed as per the Water Utility Bylaw.
- g) It is the responsibility of the applicant/owner to contact any and all utilities prior to construction for locates or construction allowances/crossing agreements as applicable.
- h) It is the responsibility of the applicant to meet all conditions of approval.

Pursuant to the *Municipal Government Act* (MGA), if the Town of Cochrane does not receive any written notices of appeal from yourself or from a deemed affected party as established in the MGA within twenty-one (21) days of the above Decision Date, a Development Permit may be issued, unless there are specific conditions which need to be met prior to issuance. An appeal, accompanied by the appeal fee, as established by Town Council, may be filed through the office of the Secretary of the Subdivision and Development Appeal Board at the Town Office **no later than 4:30 p.m. on Thursday, April 30, 2026.**

Sincerely,



Digitally signed by Nicole Tomes  
Date: 2026.04.07  
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NICOLE TOMES  
SENIOR PLANNER / DEVELOPMENT OFFICER  
PLANNING SERVICES DEPARTMENT

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