

TOWN OF COCHRANE

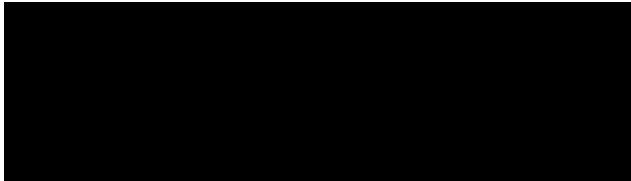
101 RancheHouse Rd.
Cochrane, AB T4C 2K8
P: 403-851-2500 F: 403-932-6032
www.cochrane.ca



NOTICE OF DECISION

DECISION DATE: OCTOBER 8, 2026

To:



DEVELOPMENT PERMIT NUMBER:	DP2026-142
TYPE OF DEVELOPMENT APPROVED:	ACCESSORY BUILDING (OFFICE TRAILER)
MUNICIPAL MAIN ADDRESS:	124 GRIFFIN ROAD EAST
LEGAL ADDRESS:	PLAN 031 1513, BLOCK 25, LOT 21

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

1. This development is classified as an Accessory Building (Office Trailer) and is a Permitted Use in the General Industrial District (I-G), on the lands legally described as Plan 031 1513, Block 25, Lot 21.
2. The approval of this development permit is for the Accessory Building (Office Trailer) and associated service connections only. Nothing in this permit shall be interpreted as authorizing any other development, variances, or encroachments on the property.
3. 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 it commences.
4. The Accessory Building shall be constructed with materials that complement the existing principal building to the satisfaction of the Development Authority.
5. The applicant/owner shall contact the Development Authority prior to construction to coordinate a pre-construction meeting with Civil Land Development Services as well as the Infrastructure Services at the Town of Cochrane to review construction timing and procedures.
6. Before any construction starts, the applicant shall ensure that the site is fully fenced in order to prevent any damage to Municipal infrastructure and landscaping surrounding the site, to ensure controlled and safe access and egress of the site, and to provide safe pedestrian access on and through any municipal lands adjacent to the site.

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7. The applicant/owner shall construct the deep and shallow utility services required for the development to the standards of the Town of Cochrane and the applicable franchise utilities to the satisfaction of the Development Authority.
8. Pursuant to Section 8.14 of the Land Use Bylaw 01/2022, all outdoor lighting used to illuminate the Accessory Building (Office Trailer) shall be directed downwards.
9. Construction materials, including garbage, shall be stored securely in weatherproof and animal-proof containers to the satisfaction of the Town of Cochrane so as not to create a nuisance to neighbouring properties.
10. The applicant/owner shall be responsible for the clean-up of any garbage, materials or other items that may be unsightly, or dispersed beyond the boundaries of the subject property during the construction of this development.
11. In accordance with Section 1.19.5 and 1.19.7 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 01/2022, other municipal regulations and bylaws, and all provincial and federal legislation.
- b) It is the responsibility of the applicant/owner to meet all conditions of approval.
- c) This is not a Building Permit.
- d) This development permit has not been reviewed for potential issues with the National Building Code – Alberta Edition. You may require a Building Permit in addition to this development permit in which compliance with the Code will be assessed through a Building Permit application. Should a Building Permit review require changes to the approved development permit, the changes must be to the satisfaction of the Development Authority and are potentially subject to a new development permit.
- e) All permits as required by the *Alberta Safety Codes Act* shall be obtained and the applicant/owner shall remain compliant with the provisions of this code at all times.
- f) New construction or existing buildings under renovation shall comply with the most current National Fire Code (Alberta Edition).
- g) It shall be the responsibility of the applicant/owner to meet all provisions for firefighting outlined in the National Building Code – Alberta Edition.

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- h) 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.
- i) The applicant/owner is responsible for reviewing, understanding, and abiding by the registered documents on the Certificate of Title for the properties involved with the development. The Town of Cochrane has not reviewed or considered all instruments registered on the title to this property. Property owners must evaluate whether this development adheres to documents registered on title.
- j) The applicant/owner is responsible for obtaining a Street Use Permit or Temporary Road Closure including Traffic Management Plan, to coordinate traffic flow in the construction area to the satisfaction of the Development Authority. Any signage required by the Development Authority to indicate restricted parking areas and traffic direction during and after construction to be provided at the cost of the applicant/owner.
- k) The developer/applicant must determine the exact location of the existing gas service line, power line service, and other shallow utilities by arranging for an in-field location with Utility Safety Partners [online](#) or at 1-800-242-3447 and contact all applicable utility companies directly for locates prior to construction.
- l) It is the responsibility of the applicant/owner to contact all applicable utility companies (ATCO Gas, Fortis Alberta, Telus Communications, and Rogers Communications) to ensure that all requirements are met prior to construction and that all circulation comments are adhered to.

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 decision date (October 8, 2026), 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, October 29, 2026.**

Sincerely,

Digitally signed by Colin Lees
Date: 2026.10.06
14:06:43
-06'00'

COLIN LEES

PLANNER II / DEVELOPMENT OFFICER

PLANNING SERVICES DEPARTMENT

P: (403) 851-2570

E: planning@cochrane.ca