LLOYDMINSTER

Approved Discretionary Use

MUNICIPAL ADDRESS

5103 25 Street
Lloydminster, Alberta
Lot 2, Block 53, Plan 022-1821

Date: 11/17/2026
File No.: 26-6488
Permit: 20260738



The application for a Portable Sign at the above address is **APRROVED** as applied for on 10/22/2026.

Although approved, this decision is subject to a twenty-one (21) day appeal period from 11/19/2026 - 12/10/2026.

Any development commenced or undertaken within the appeal period, or where and appeal has been filed but not finally determined, shall be solely at the risk of the developer and in no event shall the City be liable for the filing or outcome of any appeal.

If you are not in agreement with this decision or the described conditions, it may be appealed within 21 days from the date listed in this letter (as per Section 686 of the *Municipal Government Act*) by submitting a written notice and the $400 processing fee to the following:

Lloydminster City Hall - Office of the City Clerk
Attention: Secretary - Subdivision and Development Appeal Board
4420 - 50 Avenue
Lloydminster, AB T9V 0W2

Approval Details

Development Officer Reviewer: Amy Moore

Application Classification:
Use Approval for Portable Sign
Land Use District: Commercial Corridor (CC)

Description of Development:
The applicant applied for a temporary Portable Sign which has been approved with conditions, including but not limited to the following:

1. The Portable Sign must be wholly on private land and not on an easement or road right of way.
2. The Portable Sign must not impede pedestrian or vehicular circulation.
3. The Portable Sign must be maintained in good condition.
4. Any change to the approved location will require a new permit to be submitted.
5. This permit approval is valid for one (1) year, must be removed on or before the expiry date unless an application for renewal is received and issued prior to the expiry date.

Applications are reviewed based on information submitted and the provisions of Land Use Bylaw 05-2025 along with any planning related concerns submitted.

For more information contact Planning Services at the email or phone number below or scan the QR code for the website, scroll to Public Notices, Select the application you wish to review.

Lloydminster.ca/development

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DEVELOPMENT PERMIT NOTICE OF DECISION

DP Application # 26-6488

DP Permit # 20260738

Decision: ☒ Approved ☐ Refused Development Officer Reviewer: Amy Moore

Issued Date: November 17, 2026 Valid Date: December 10, 2026 Expiry Date: December 10, 2027

Development Classification: ☐ Permitted ☒ Discretionary ☐ Variance Land Use District: CC – Commercial Corridor

Applicant Name: (Contact Name and Company) [redacted]

Applicant Address: [redacted]

Placement Date Expiry: N/A Application Fee: $250.00 Receipt # 1206809

Project Address: 5103 25 Street Legal Description: Lot 2 Block 53, Plan 022-1821

Registered Landowner: [redacted]

Description of Development: Portable Sign - One (1) Year Term

Permit Tag Approval Number: 0601

Notice of Decision and Conditions

The Development/Installation of **One (1) Portable Sign** to be located at **5103 25 Street** is **APPROVED** as applied for on **October 22, 2026,** subject to the following conditions:

1. The Portable Sign shall conform to the applicable regulations within Land Use Bylaw 05-2025 and all Federal, Provincial and Municipal regulations, bylaws, standards and policies that apply.

2. The Portable Sign is approved for one (1) year from the Issued Date listed on the application and must be placed prior to the Placement Expiry Date above. No renewal notice will be sent; it is the responsibility of the sign owner to submit a renewal prior to the expiry date. The Portable Sign shall be removed from the site in its entirety on or before the **permit expiry date (December 10, 2027),** unless a new permit has been issued for the Portable Sign to remain.

3. **Should the landowner at any time revoke authorization for the Portable Sign or request its removal from the site, the sign owner shall remove the Portable Sign promptly and, in its entirety, regardless of the permit expiry date.**

4. This permit application is approved based on the information and images received by the Development Authority on **October 22, 2026.** Any changes to the scope of work, change in sign size, location, dimensions, incorporation of illumination or digital components or additional signs being erected may require additional permits and the City shall be contacted prior to ensure conformance with Land Use Bylaw 05-2025.

5. As per Subsections 16.5.4 (c.)(i. and v.), **Portable Sign shall be wholly located upon the site**, and not within a privately owned easement or right-of-way.

6. **Portable sign shall be placed directly on the ground and shall not be fastened to a foundation, permanent or otherwise, but shall be safely secured in a manner to ensure the sign remains upright during periods of inclement weather, unforeseen disturbances, other external impacts.**

7. As per Subsection 16.5.4 (c.)(iv.), the applicant shall **contact Utility Safey Partners for signs placed in Alberta** to locate utility and service locations prior to placing any stakes or other fastening instrument into the ground to secure the sign.

8. Portable Sign shall be maintained in good condition as per Subsection 16.5.4 (c.)(vi.).

DEVELOPMENT PERMIT NOTICE OF DECISION

DP Application #	DP Permit #
26-6488	20260738

9. **The Sign shall not impede pedestrian or vehicle circulation, occupy a required parking stall for the development or cause safety concerns by obstructing site lines. Should concerns surrounding location be received, the applicant may be requested by the City to relocate to a different location on the site or remove it in its entirety if there is no alternative suitable location available within the site.**

10. The applicant **must pick up** from the City Operations Centre a non-transferable **Permit Tag**, issued by the Development Authority, and **secure it** to a visible location on the sign within 24 hours of the Portable Sign being placed on the site. Should the permit tag become damaged prior to the sign permit expiring, please contact the Planning Department to have a new Permit Tag issued.

11. **Within 24 hours of the sign being placed** on site, the applicant shall **submit a minimum of two (2) photographs** that clearly identifies the sign location on the site in relation to the property boundaries as well as any other signs (permanent or temporary) on the site and abutting sites.

12. Failure to secure the Permit Tag in a timely manner (24 hours from sign being installed) may be subject to enforcement measures as listed within Land Use Bylaw 05-2025.

13. Portable Sign shall be deemed compatible with the character, scale, and form of the district in which it is located, and not contain or incorporate flashing lights.

14. Portable Sign shall not exceed 3.0 m in Height and 5.0m^2 in area as per Table 17 within Land Use Bylaw 05-2025.

15. Portable Sign shall not reduce or obstruct required parking or loading spaces that are required pursuant to Land Use Bylaw 05-2025.

16. The City is not liable for any costs incurred in placing or removing the Portable Sign.

17. Any damage incurred during the installation or removal of the Portable Sign will be the responsibility of the Applicant/Landowner to repair, reinstate or pay for. This includes but may not be limited to any damage to curbing, sidewalk, road surface, landscaping, tree planting, curb cock, fencing, or any other property owned or occupied by the City.

18. This approval may be suspended, revoked or modified if in the opinion of the Development Authority it is determined that this application is in contravention of any of the above condition(s), or the Development Permit approval has been obtained by misrepresentation.

19. The Applicant may be subject to enforcement measures as per Subsection 16.9 of Land Use Bylaw 05-2025, which could include a Stop Order being issued and/or the sign removed at the applicant's expense where there is deemed to be a contravention of any of the above conditions.

Although approved, this permit is subject to a twenty-one (21) day appeal period from the date of advertisement.

Any development commenced or undertaken within the twenty-one (21) day appeal period, or where an appeal has been filed but not finally determined, shall be solely at the risk of the developer and in no event shall the City be liable for the filing or outcome of any appeal.

If you are not in agreement with this decision or the conditions described herein, it may be appealed within twenty-one (21) days from the date of decision (as per Section 686 Development Permit Appeals; *Municipal Government Act*) by submitting a written notice and processing fee as identified in the current Fees and Charges Bylaw, to the following:

City Hall – Legislative Services
Attention - Secretary of the Subdivision and Development Appeal Board
4420 – 50 Avenue
Lloydminster, AB T9V 0W2

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

Sincerely,

Amy Moore

Amy Moore
Development Officer, Planning
City of Lloydminster, Operations Centre