

MINUTES

MUNICIPAL PLANNING COMMISSION

Mountain View County

Minutes of the **Municipal Planning Commission** held on **September 01, 2016**, in the Council Chamber, 1408 Twp Rd. 320, Didsbury, AB

PRESENT: K. Walton; Chair  
L. Schafer; Member-At-Large  
D. Hedley; Member-At-Large  
M. Olson; Member-At-Large  
  
P. McKean; Councillor  
A. Aalbers; Councillor

IN ATTENDANCE: M. Bloem; Director, Planning & Development/Secretary, Municipal Planning Commission  
S. Madge; Manager of Development & Permitting Services  
J. Ross; Development Officer  
C. Mabin; Development Officer  
K. Lashmar; Recording Secretary

CALL TO ORDER: K. Walton called the meeting to order at 9:04 a.m.

AGENDA MPC 16-086 Moved by L. Schafer  
That the Municipal Planning Commission adopt the agenda of the Municipal Planning Commission meeting of September 01, 2016 as presented.  
  
Carried.

ADOPTION OF MINUTES MPC 16-087 Moved by D. Hedley  
That the Municipal Planning Commission adopt the minutes of the Municipal Planning Commission meeting of August 18, 2016 as presented.  
  
Carried.

PLDP20160247 NW 15-33-1-5  
Planning and Development Services presented an overview of a proposed development located at NW 15-33-1-5, and provided information as introduced in the agenda package, including the location map, aerial photos and site photos.  
Planning and Development Services provided specific information to the application as follows:  
• Application is for Accessory Building with Secondary Suite.

- The parcel is split zoned and includes both Agricultural and Country Residential Districts.
- There is a conditionally approved subdivision to create a country residential parcel.
- The proposed development is to be located on the Country Residential zoned portion of the property.
- Property is located within Division 7 and the rural neighborhood of Netook.
- Applicant – COLLINS, Cody & Sarah / Landowner – GERRYROSE FARMS LTD.
- The proposed size of accessory building is 3600 square feet, with the suite being 900 square feet in size.
- The Secondary Suite conforms with Section 9.11 of the Land Use Bylaw.
- The Country Residential zoned area of the subject parcel is approximately 5.5 acres in size.
- There are some wetlands located on the property; however they do not pose any constraints to the development.
- A natural gas pipeline is located on the property and does not pose any constraints to the proposed development.
- Applicant is requesting an increase of two (2) additional employees for the existing contractor's business; Condition # 15 permits the two (2) additional employees.
- A development permit is in place for the existing contractor's business.
- Alberta Transportation sign installation permit and Roadside Development permit is required for the existing contractor's business.

Municipal Planning Commission discussed the following:

- Clarification of a map legend; administration clarified the mapping layer as marsh lands and that this GIS layer is provided by the Province. A site visit confirmed the accuracy of the information.

Applicant was not present.

Moved By L. Schafer

MPC 16-088 That the Municipal Planning Commission approve the *proposed* Accessory Building with Secondary Suite in accordance with the Land Use Bylaw No. 15/15 and the submitted application, within NW 15-33-1-5 submitted by COLLINS, Cody & Sarah, Development Permit File No. PLDP20160247, subject to the following conditions:

**CONDITIONS:**

**The works outlined in this application are subject to the following Conditions:**

**Standard Conditions:**

1. The provisions of the Land Use Bylaw No. 15/15.
2. Approval by the approving authority does not exclude the need and/or requirements of the Permittee to obtain any and all

other permits as may be required by this or any other legislation, bylaws, or regulations.

3. The Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/or Land Use Bylaw.

**Standard Conditions If Applicable:**

4. Landowners shall be responsible for dust control on the County road adjacent to their property.
5. N/A
6. N/A
7. N/A
8. N/A
9. N/A
10. No development shall be constructed, placed or stored over an easement or utility right of way; the applicant/landowner is responsible for contacting Alberta-One-Call and/or other governing authority.

**Permits Associated with Building Construction:**

11. If the development authorized by a Development Permit is not completed within twenty-four (24) months from the effective date of the permit, such permit approval ceases and the permit itself is deemed void, expired and without effect, unless an extension to this period has been previously granted.
12. Permittees are advised that they are subject to standards of the Safety Codes Act of Alberta and are responsible to meet the requirements of the Act in regards to building, electrical, gas, plumbing, and private sewage disposal systems. Prior to construction required permits must be obtained from Mountain View County. Mountain View County shall not be responsible or liable in any manner whatsoever for any structural failures, defects or deficiencies whether or not the said development has complied with the Safety Codes Act of Alberta.

**Additional Conditions:**

13. Future development, expansion, new or additional business related uses outside the scope of the submitted application will require a new development permit or relocation to an Industrial/Business Park.
14. The applicant shall conform to the conditions of the previously issued Development Permit PLDP20160003 for the business.

15. Issuance of this permit will allow for no more than seven (7) employees related to the Business, Contractors. This would permit an increase of two (2) employees above and beyond PLDP20160003.
16. The form and character of all new construction (accessory building and secondary suite) shall be consistent with the principal building on the subject property so that the appearance remains consistent.
17. As per Section 9.11 of the Land Use Bylaw, the applicant shall ensure when constructing the suite within an Accessory Building, the ratio of use shall be 40% Secondary Suite to 60% Accessory Building. This shall be verified by the Development Officer when the Building Permit application is submitted to the County.
18. The accessory building - shop is permitted to be used for the Business, Contractors located on site.
19. That the applicant obtain a Roadside Development Permit and Sign Installation Permit from Alberta Transportation.

Carried.

PLDP20160233  
E 23-29-1-5  
Plan 0612508 Blk - 1 L - 8

Planning and Development Services presented an overview of a proposed development located at E 23-29-1-5 Plan 0612508 Blk - 1 L - 8 , and provided information as introduced in the agenda package, including the location map, aerial photos and site photos. Planning and Development Services provided specific information to the application as follows:

- Application is for Industrial Storage and Warehousing - RV's, Bins and Containers - & One (1) Sign.
- Zoning is Business Park District and the parcel size is 2.12 acres.
- Property is located within Division 1 and the rural neighborhood of Wessex.
- Applicant / Landowner - PAYLESS DISPOSAL INC.
- Applicant has requested a Setback Relaxation of one (1) meter for all four (4) sides, as items on the lot will be for movable storage items only.
- Applicant had applied for two (2) signs in the original application, however Alberta Transportation only approved one (1) sign and the application has been revised to reflect this.
- The subject parcel is located east of the developed Schlumberger Training Centre within the Rainbow Highway Industrial Park (Schlumberger Business Park).
- This parcel is not within any ESA's.

- Proposal is for three (3) separate areas of storage within the lot, with an access loop.
- There will be no buildings, equipment or processing on site.
- All business matters will be dealt with via a home office not on this property.
- Clients will drop off items at the site, with approximately twenty (20) clients per week.
- There is no visitor parking on site.
- Hours of operation are from 8 a.m. until 8 p.m. year round.
- Maximum stall size will be 23 meters, with back-in angle parking.
- Applicant has outlined a landscaping plan where 5% of the area is a landscaped feature.
- Landscaping will be contained in the northwest and southwest corners of the industrial lot.
- The remaining lot will be graveled as needed.
- Applicant is requesting consideration for one (1) 32 square foot (8'x4') sign to be placed on the easterly side of the proposed storage area.
- Signs can be considered in the business park, however they must meet requirements of Rainbow Highway Industrial Park Architectural Controls and Mountain View County Commercial and Industrial Guidelines.

Municipal Planning Commission discussed the following:

- Clarification of fence to be used for landscaping, as well as access to the storage lot being controlled.
- Clarification was asked if the entire 2.12 acres will be graveled.
- Clarification was asked about Condition # 19, related to permanent structures, administration clarified a new application will have to be submitted for any permanent structures.

Applicant discussed the following:

- Applicant, Denver Saint of Payless Disposal Inc., clarified that a fence will be installed right away, with a rolling gate with a lock box for clients to have access as needed.
- Applicant clarified that gravel will be placed on the entire 2.12 acres as needed layer by layer.

Moved By A. Aalbers

MPC 16-089 That the Municipal Planning Commission approve the *proposed* Industrial Storage and Warehousing - RV's, Bins and Containers - & one (1) Sign, in accordance with the Land Use Bylaw No. 15/15 and the submitted application, within E 23-29-1-5 Plan 0612508 Block 1 Lot 8 submitted by PAYLESS DISPOSAL INC., Development Permit File No. PLDP20160233, subject to the following conditions:

**CONDITIONS:**

The works outlined in this application are subject to the following Conditions:

**Standard Conditions:**

1. The provisions of the Land Use Bylaw No. 15/15.
2. Approval by the approving authority does not exclude the need and/or requirements of the Permittee to obtain any and all other permits as may be required by this or any other legislation, bylaws, or regulations.
3. The Development Officer may, by notice in writing, suspend a Development Permit where development has occurred in contravention to the terms and conditions of the permit and/or Land Use Bylaw.

**Standard Conditions If Applicable:**

4. N/A.
5. N/A.
6. N/A.
7. N/A.
8. N/A.
9. A rural address is required to be posted on the property. The landowner shall contact Mountain View County to obtain a rural address and the requirements for posting it on the property as per the Rural Addressing Bylaw.
10. No development shall be constructed, placed or stored over an easement or utility right of way; the applicant/landowner is responsible for contacting Alberta-One-Call and/or other governing authority.

**Permits Associated with Building Construction:**

11. N/A.
12. N/A.

**Additional Conditions:**

13. PRIOR TO ISSUANCE, a landscaping plan shall be submitted, to the satisfaction of Mountain View County, that identifies weed control measures and the landscaped features located within the northwest and southwest corners of the lot. A time line for completion of the lot graveling and landscaping shall be included in the plan.
14. Permit approval is conditional to information supplied on the application form and site sketch for Industrial Storage and Warehousing - RV's, Bins and Containers - & Signage.

15. That the applicant and/or landowner shall comply with the “Schlumberger Industrial Park Area Structure Plan” and “Architectural Control Guidelines” for the Industrial Park.
16. The applicant and/or landowner shall adhere to all the conditions itemized within the Development Agreement registered on title as Instrument 061 294 973.
17. The applicant and/or landowner shall adhere to the recommendations of the Stormwater Master Drainage Plan, as per the Development Agreement caveat on title (Instrument 061 294 971). There shall be no alteration to any natural drainage courses without a positive alternative means of drainage satisfactory to the County.
18. The applicant shall organize the storage on the lot as per the site sketch so that it is orderly; neat and orderly appearance shall be to the satisfaction of Mountain View County and will be reviewed periodically. Storage of goods not related to this application will not be permitted.
19. Storage located within yard setbacks shall be movable and not considered permanent.
20. All future development, structures, expansion, new or additional uses will require a new Development Permit.
21. Prior to any landscaping being performed, the applicant must contact the relevant utility holders to determine all right-of-way setbacks and landscaping requirements and/or restrictions for use within the area identified as utility right-of-ways on the registered plans.
22. One (1) 32 sq. ft. (8 ft. x 4 ft.) sign approved as per Alberta Transportations approval. Additional or any change in signage shall require additional County and Alberta Transportation approvals.
23. One On-Site Commercial sign shall be permitted along the westerly side of the subject lot, advertising the on-site business approved by this application. The applicant must adhere to all the conditions outlined in the Sign Installation Permit # NE 23-29-01-W5(DEV), issued by Alberta Transportation, on August 10, 2016. Mountain View County’s Commercial and Industrial Guidelines must be followed. The sign must be maintained in good repair and the owner and/or landowner will be responsible for removal if the sign is no longer required.
24. The applicant will comply with all conditions of Roadside Development Permit # NE 23-29-01-W5 (DEV) issued by Alberta Transportation on August 11, 2016.

Adopted

25. Camping and/or any residential occupancy is not permitted in any recreational vehicles on the lot.

26. No hazardous materials will be stored on the property at any time.

Carried.

CORRESPONDENCE

Information Items

MPC 16-090

Moved by P. McKean

That the Municipal Planning Commission receive the following items as information:

- a) ASDAA Agenda from August 23, 2016
- b) Permitted Development Permits Approved
- c) MGB Decision M050-16

Carried.

ADJOURNMENT

MPC 16-091

Moved by L. Schafer

That the Municipal Planning Commission of September 01, 2016 be adjourned at 9:29 a.m.

Carried.

Adopted September 15, 2016

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Chair

I hereby certify these minutes are correct.

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Secretary, Municipal Planning Commission