

MUNICIPAL PLANNING COMMISSION MINUTES

G.R. DAVIS ADMINISTRATION BUILDING

Monday January 21, 2019

In attendance: Chairperson David Arnoldussen, Vice Chairperson Shawn O'Sullivan, Members Sharan Randle, Kristi Edwards and Marco Van Huigenbos (12:25 p.m.) ORRSC Planner, Gavin Scott and Development Officer Keli Sandford.

Wayne and Marnie Dickson (adjacent Landowner to Delcan) and Patrick De Leeuw (Delcan Products)

The meeting was called to order by Chairperson David Arnoldussen at 12:17 p.m.

1.0 WELCOME TO RETURNING MPC MEMBERS

Gavin presented information and updated members of their roles and responsibilities as members of the MPC.

2.0 APPOINT A CHAIRPERSON AND VICE CHAIRPERSON

Outgoing Chairperson David Arnoldussen called for nominations.

Member Shawn O'Sullivan nominates Member David Arnoldussen for Chairperson.
Member Arnoldussen lets his name stand.

Member Sharan Randle nominates Member Shawn O'Sullivan for Vice Chairperson.
Member O'Sullivan lets his name stand.

Member David Arnoldussen nominates Sharan Randle for Vice Chairperson.
Member Randle declines.

Second call for nominations.
Third call for nominations
Nominations cease.

David Arnoldussen won by acclamation and was appointed Chairperson and Shawn O'Sullivan won by acclamation and was appointed Vice Chairperson for the upcoming term of 1 year, to expire October 2019.

3.0 ADDITIONS AND ADOPTION OF AGENDA

M. 001-19 Moved by Member Sharan Randle that the January 21, 2019 Agenda be approved as amended to:

- add 7.0 b) Environmental Reserve Easement for Subdivision 2016-0-151
- remove 4.0 roles and responsibilities as it was already discussed in point 1.0

CARRIED

4.0 APPROVAL OF MINUTES

a) September 17, 2018

M. 002-19 Moved by Member Kristi Edwards to approve the minutes from the September 17, 2018 MPC Meeting as presented.

CARRIED

5.0 DEVELOPMENT APPLICATIONS

a) Development Permit Number 001-19 Delcan Products Ltd.-Side yard setback waiver

M. 003-19 Moved by Member Sharan Randle that application No. 001-19 to request a setback variance waiver of an additional 2.35 ft. to allow for a 5 ft. side yard setback to accommodate the new addition that will join the existing primary office/ store building and

the existing accessory/ shop building. (Development Officer has approved 2.45 ft. of the total variance), be approved subject to the following conditions;

1. DEVELOPMENT SHALL CONFORM TO THE PLANS IN THE DEVELOPMENT APPLICATION SUBMITTED TO THE TOWN OF FORT MACLEOD;
2. DEVELOPMENT SHALL CONFORM TO SCHEDULE 2, INDUSTRIAL GENERAL- IG; SCHEDULE 3, STANDARDS OF DEVELOPMENT OF LAND USE BYLAW NO. 1825.
3. PRIOR TO CONSTRUCTION, APPLICANT/CONTRACTOR MUST ACQUIRE A BUILDING PERMIT FROM PARK ENTERPRISES IF NEEDED. (Park Enterprises may require more detailed and /or engineered plans);
4. APPLICANT/CONTRACTOR TO ACQUIRE ELECTRICAL, GAS & PLUMBING PERMITS FROM PARK ENTERPRISES LTD. AS REQUIRED.
5. REFUSE AND GARBAGE STORAGE AREAS SHALL BE EFFECTIVELY SCREENED UNTIL SUCH TIME AS COLLECTION AND DISPOSAL ARE POSSIBLE.
6. APPLICANT/CONTRACTOR TO ENSURE NO DAMAGE OCCURS TO EXISTING SIDEWALKS WALKWAYS OR ROADS AS A RESULT OF CONSTRUCTION. SHOULD THIS HAPPEN, APPLICANT WILL BE RESPONSIBLE TO REPAIR DAMAGES TO ORIGINAL CONDITION OR TO TOWN STANDARDS, WHICHEVER REPRESENTS THE BETTER DEVELOPMENT.
7. DOWNSPOUTS, EXTENSIONS AND GROUND ELEVATIONS MUST BE IN PLACE SO THAT POSITIVE DRAINAGE IS AWAY FROM THE BUILDING AND FLOWS TOWARD THE STREET. WATER MUST NOT CROSS INTO ADJACENT PROPERTIES. THE TOWN OF FORT MACLEOD RESERVES THE RIGHT TO REQUEST A DRAINAGE PLAN PROFESSIONALLY PREPARED BY A SURVEYOR OR ENGINEER SHOULD DRAINAGE PROBLEMS OCCUR.
8. AN ADDITIONAL VARIANCE WAIVER OF APPROXIMATELY 2.35 FEET FOR THE SIDE YARD SETBACK IS HEREBY GRANTED (DEVELOPMENT OFFICER HAS WAIVED 2.45 FT) TO ALLOW FOR A SIDE YARD SETBACK OF 5 FT.

CARRIED

b) Development Permit Number 003-19 Reside Construction -Rear yard setback waiver

M. 004-19 Moved by Member Kristi Edwards that application No. 003-19 to construct a new 1476 sq. ft. home with a 352 sq. ft. attached garage and a covered deck with a request for a setback variance waiver of an additional 6.01 ft. to allow for a 6.29 ft. rear yard setback in consideration of the irregular lot shape and size. (Development Officer has approved 4.10 ft. of the total variance) be approved subject to the following conditions;

1. DEVELOPMENT SHALL CONFORM TO THE PLANS IN THE DEVELOPMENT APPLICATION SUBMITTED TO THE TOWN OF FORT MACLEOD;
2. DEVELOPMENT SHALL CONFORM TO SCHEDULE 2, RESIDENTIAL; SCHEDULE 3, STANDARDS OF DEVELOPMENT OF LAND USE BYLAW NO. 1825.
3. PRIOR TO CONSTRUCTION, APPLICANT/CONTRACTOR MUST ACQUIRE A BUILDING PERMIT FROM PARK ENTERPRISES IF NEEDED. (Park Enterprises may require more detailed and /or engineered plans);
4. APPLICANT/CONTRACTOR TO ACQUIRE ELECTRICAL, GAS & PLUMBING PERMITS FROM PARK ENTERPRISES LTD. AS REQUIRED.
5. REFUSE AND GARBAGE STORAGE AREAS SHALL BE EFFECTIVELY SCREENED UNTIL SUCH TIME AS COLLECTION AND DISPOSAL ARE POSSIBLE.
6. APPLICANT/CONTRACTOR TO ENSURE NO DAMAGE OCCURS TO EXISTING SIDEWALKS WALKWAYS OR ROADS AS A RESULT OF CONSTRUCTION. SHOULD THIS HAPPEN, APPLICANT WILL BE RESPONSIBLE TO REPAIR DAMAGES TO ORIGINAL CONDITION OR TO TOWN STANDARDS, WHICHEVER REPRESENTS THE BETTER DEVELOPMENT.
7. DOWNSPOUTS, EXTENSIONS AND GROUND ELEVATIONS MUST BE IN PLACE SO THAT POSITIVE DRAINAGE IS AWAY FROM THE BUILDING AND FLOWS TOWARD THE STREET. WATER MUST NOT CROSS INTO ADJACENT PROPERTIES. THE TOWN OF FORT MACLEOD RESERVES THE RIGHT TO REQUEST A DRAINAGE PLAN PROFESSIONALLY PREPARED BY A SURVEYOR OR ENGINEER SHOULD DRAINAGE PROBLEMS OCCUR.

8. AN ADDITIONAL VARIANCE WAIVER OF APPROXIMATELY 6.01 FEET FOR THE REAR YARD SETBACK IS HEREBY GRANTED (DEVELOPMENT OFFICER HAS WAIVED 4.10 FT) TO ALLOW FOR A REAR YARD SETBACK OF 6.29 FT.

CARRIED

6.0 SUBDIVISION APPLICATIONS

a) 2016-0-151 Herweyer

For Information, Herweyers have requested a second extension. Extension was granted by Council by the following resolution:

R.335. 2018 Moved by Councillor Orr that a one-year extension be granted on the subdivision request application no. 2016-0-151 for the property legally known as Lot 2 Block 1 Plan 7710911.
CARRIED

b) Environmental Reserve Easement (ERE)- Herweyer

Gavin presented two options for consideration for the required descriptive easement on the Herweyer property. Option 1, by way of plan or option 2, by way of caveat.

R.005-19 Moved by Member Kristi Edward that the ERE be a caveat on title.

CARRIED

7.0 IN CAMERA DELIBERATIONS (If Required)

Not Required

8.0 REPORTS, GENERAL REQUESTS AND INFORMATION ITEMS

a) Development Reports (4)

b) Quarterly Reports (3)

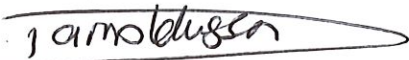
c) Bylaw 1882(Land Use Bylaw)- Update

R.006-19 Moved by Member Marco Van Huigenbos that the reports and update be accepted as information.

CARRIED

9.0 ADJOURNMENT

Meeting was adjourned at 1:25 p.m.



David Arnoldussen, Chairperson



Keli Sandford, Development Officer
Recording Secretary