

MUNICIPAL PLANNING COMMISSION MINUTES

G.R. DAVIS ADMINISTRATION BUILDING

MONDAY JANUARY 16, 2023

In attendance: Chairperson David Arnoldussen, Members Brian Reach, and Bill Kells (Alternate) Planning and Development Officer Keli Sandford, Director of Operations Adrian Pedro and ORRSC Planner, Gavin Scott.

Regrets: Member Joe Rigaux.

Absent: Vice Chairperson Marco Van Huigenbos and Member Brent Feyter.

Public in Attendance: Frank McTighe, Gazette, Municipal District of Willow Creek, Cindy Chisholm and Derrick Krizan, Applicant and John Wisse, Applicant.

The meeting was called to order by Chairperson David Arnoldussen at 12:15 p.m.

1.0 ADDITIONS AND ADOPTION OF AGENDA

M. 001-23 Moved by Member Bill Kells that the January 16, 2023 Meeting Agenda be approved as presented.

CARRIED

2.0 APPROVAL OF MINUTES

a) MPC Minutes December 19, 2022

M. 002-23 Moved by Member Brian Reach to approve the MPC minutes from December 19, 2022 as presented.

CARRIED

3.0 DEVELOPMENT APPLICATIONS

a) 096-22 Weststrate- Awning

b) 100-22 MDWC- Garbage Collection Bin

Details were presented on both applications. MPC will go in camera to deliberate on both items.

**Members of the MD of Willow Creek, Frank McTighe and John Wisse
left the meeting at 12:23 p.m.**

5.0 IN CAMERA DELIBERATIONS

M. 003-23 Moved by Member Bill Kells to go in camera at 12:23 p.m.

CARRIED

M. 004-23 Moved by Member Brian Reach to come out of in camera at 12:30 p.m.

CARRIED

**Members of the MD of Willow Creek and Frank McTighe
entered the meeting at 12:30 p.m.**

3.0 DEVELOPMENT APPLICATIONS CONTINUED

a) 096-22 Weststrate- Awning

M.005-23 Moved by Member Bill Kells that Development Application 096-22 to add a new 22 ft. metal framed awning to the front exterior of the existing building; canvas to be black and white striped in color 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. RECOMMENDATIONS FROM THE BUILT HERITAGE ADVISORY BOARD SHOULD BE TAKEN INTO CONSIDERATION.

3. DEVELOPMENT SHALL CONFORM TO SCHEDULE 2, COMMERCIAL CENTRAL-CC; SCHEDULE 3, STANDARDS OF DEVELOPMENT; AND SCHEDULE 5 OVERLAYS OF LAND USE BYLAW NO. 1882;
4. PRIOR TO STARTING, APPLICANT/CONTRACTOR MUST ACQUIRE A BUILDING, PLUMBING, GAS AND ELECTRICAL PERMITS FROM PARK ENTERPRISES IF NEEDED OR AS REQUIRED. (Park Enterprises may require more detailed and /or engineered plans);
5. IF YOU REQUIRE A TEMPORARY ALLEY, SIDEWALK OR ROAD CLOSURE, PLEASE CONTACT THE DIRECTOR OF OPERATIONS; ADRIAN PEDRO AT THE TOWN OFFICE(403-553-4425)
6. APPLICANT /CONTRACTOR SHALL SUPPLY AND ENSURE THAT APPROPRIATE BARRICADING BE IN PLACE WHEN NECESSARY DURING EXTERIOR WORK TO ENSURE PUBLIC SAFETY AT ALL TIMES.
7. REFUSE AND GARBAGE STORAGE AREAS SHALL BE EFFECTIVELY SCREENED UNTIL SUCH TIME AS COLLECTION AND DISPOSAL ARE POSSIBLE DURING MAINTENANCE.

CARRIED

b) 100-22 MDWC- Garbage Collection Bin

M.006-23 Moved by Member Brian Reach that Development Application 100-22 for a location request and any required setback and /or other required variances to accommodate the placement on the south side of the existing MD building (located on the north side of the property); one waste collection bin (16 ft. x 8.5 ft x 4.5 ft. - 24 cubic yards) for household garbage for use by Municipal District residents. be APPROVED(*as amended) subject to the following conditions;

1. DEVELOPMENT MUST CONFORM TO THE APPLICATION SUBMITTED TO THE TOWN OF FORT MACLEOD AND TO SCHEDULE 2, INDUSTRIAL GENERAL - IG; SCHEDULE 3, STANDARDS OF DEVELOPMENT; OF LUB NO. 1882;
2. THE BIN SHALL BE ADEQUATE ENOUGH TO ACCOMMODATE THE USE AND THE FREQUENCY OF WASTE COLLECTION, IF ACCUMULATION OCCURS, A NEW PERMIT FOR ADDITIONAL BINS SHALL BE REQUIRED;
3. WASTE STORAGE AREA MUST BE DESIGNED TO PREVENT ACCUMULATION OF DEBRIS , ACCUMULATION OF WATER, HAZARDS OR DEEMED UNSIGHTLY;
4. DRIVEWAY AND APPROACH STANDARDS/REQUIREMENTS SHALL BE REVIEWED WITH THE DIRECTOR OF OPERATIONS(IF REQUIRED); please contact Adrian Pedro, Director of Operations;
5. APPLICANT TO ENSURE NO DAMAGE OCCURS TO EXISTING SIDEWALKS, CURBING AND WALKWAYS AS A RESULT OF DEVELOPMENT PROCESS. SHOULD THIS HAPPEN, APPLICANT WILL BE RESPONSIBLE TO REPAIR DAMAGES TO ORIGINAL CONDITION OR TO TOWN STANDARDS, WHICHEVER REPRESENTS THE BETTER DEVELOPMENT;
6. GROUND ELEVATIONS FOR PLACEMENT OF THE BIN SHALL BE THAT POSITIVE DRAINAGE FLOWS TOWARD 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 IF DRAINAGE PROBLEMS OCCUR;
7. ALL REFUSE AND GARBAGE STORAGE AREAS SHALL BE EFFECTIVELY SCREENED UNTIL SUCH TIME AS COLLECTION AND DISPOSAL ARE POSSIBLE.

8. DEVELOPMENT /PLACEMENT /USE SHALL COMPLY WITH ALL REQUIREMENTS WITHIN THE MGA, MATTERS RELATED TO SUBDIVISION AND DEVELOPMENT REGULATION AND THE GUIDELINES FOR SETBACK REVIEW(WASTE FACILITY) MAY 2022 AS DEEMED NECESSARY OR OTHERWISE VARIED; *THE REQUIRED 300 M. SETBACK BUFFER FOR A STORAGE SITE HAS BEEN WAIVED.

CARRIED

4.0 SUBDIVISION APPLICATIONS

None

6.0 REPORTS, GENERAL REQUESTS, AND INFORMATION ITEMS

7.0 ADJOURNMENT

Meeting was adjourned at 12:33 p.m.

David Arnoldussen , Chairperson

*Keli Sanford, Development Officer
Recording Secretary*