

MUNICIPAL PLANNING COMMISSION MINUTES

G.R. DAVIS ADMINISTRATION BUILDING

MONDAY JULY 17, 2023

In attendance: Chairperson David Arnoldussen, Members Joe Rigaux and Brian Reach, Planning and Development Officer Keli Sandford, Director of Operations Adrian Pedro and ORRSC Planner, Gavin Scott.

Regrets: Member Brent Feyter (Conflict)

Absent : Member Marco Van Huigenbos.

Public in Attendance: None

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

1.0 ADDITIONS AND ADOPTION OF AGENDA

M. 036-23 Moved by Member Brian Reach that the July 17, 2023 Meeting Agenda be approved as presented.

CARRIED

2.0 APPROVAL OF MINUTES

a) MPC Minutes June 19, 2023

M. 037-23 Moved by Member Joe Rigaux to approve the MPC minutes from June 19, 2023 as presented.

CARRIED

3.0 DEVELOPMENT APPLICATIONS

Details of the applications were presented to the MPC.

a) 060-23 Greg Beekman (VB Block Commercial Inc.)- 9 Plex/Parking variances, amenity space

M. 038-23 Moved by Member Brian Reach that Development Application 060-23 to construct a nine (9) unit , three (3) level housing complex; and to request a variance for parking location and required number of stalls and a variance for access to the lower level amenity spaces., be APPROVED subject to the following conditions;

1. DEVELOPMENT MUST CONFORM TO THE APPLICATION SUBMITTED TO THE TOWN OF FORT MACLEOD AND TO SCHEDULE 2, RESIDENTIAL MULTI UNIT- R-MU; SCHEDULE 3, STANDARDS OF DEVELOPMENT; SCHEDULE 4 USE SPECIFIC STANDARDS OF DEVELOPMENT (SECTION 11) AND OFF-STREET PARKING & LOADING REQUIREMENTS OF LUB NO. 1882;
2. A PRIVATE AMENITY SPACE VARIANCE REGARDING ACCESS (SCHEDULE 4 , 11.4 (C) HAS BEEN GRANTED;
3. APPLICANT/CONTRACTOR MUST ACQUIRE APPLICABLE PERMITS ISSUED UNDER THE SAFETY CODES ACT INCLUDING BUILDING, ELECTRICAL, GAS & PLUMBING PERMITS(MORE DETAILED/ENGINEERED DRAWINGS MAY BE REQUIRED);
4. A DEVELOPMENT AGREEMENT IS REQUIRED FOR UPGRADES TO SERVICING; Please contact Adrian Pedro, Director of Operations for details)
5. DRIVEWAY AND APPROACH STANDARDS/REQUIREMENTS SHALL BE REVIEWED WITH THE DIRECTOR OF OPERATIONS(IF REQUIRED);
6. APPLICANT/CONTRACTOR TO ENSURE NO DAMAGE OCCURS TO EXISTING SIDEWALKS 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;

7. GROUND ELEVATIONS DOWNSPOUTS AND EXTENSIONS MUST BE IN PLACE SUCH THAT POSITIVE DRAINAGE IS AWAY FROM THE BUILDING AND FLOWS TOWARD STREET OR ALLEY. 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;
8. YARD AREAS SHALL BE SEEDED OR SODDED AND COMPLETED WITHIN 12 MONTHS OF OCCUPANCY;
9. PARKING TO BE HARD SURFACED WITH CLEARLY MARKED & DELINEATED PARKING STALLS AND SHALL NOT ENCROACH INTO THE ALLEYWAY OR SIDEWALK;
10. A MAXIMUM OF FOUR(4) FRONT PARKING STALLS AND SEVEN (7) REAR PARKING STALLS ARE APPROVED; A ONE (1) STALL VARIANCE HAS BEEN GRANTED;
11. IN ACCORDANCE WITH MUNICIPAL GOVERNMENT ACT S.651.1, THAT A CAVEAT IN RESPECT OF A RESTRICTIVE COVENANT BE GRANTED BY THE OWNERS OF LOT 12, BLOCK 311, PLAN 92B TO THE TOWN OF FORT MACLEOD AND REGISTERED AGAINST THE CERTIFICATE OF TITLE. TO THE SATISFACTION OF THE DEVELOPMENT AUTHORITY, THE RESTRICTIVE COVENANT SHALL LIMIT THE USE OF THE LOT 12 TO REQUIRED OFF STREET PARKING AND GARBAGE BIN LOCATION AND ACCESS. THE RESTRICTIVE COVENANT SHALL INDICATE THAT THE RESTRICTION IS TO THE BENEFIT AND REQUIREMENTS OF LOTS 10, 11, 13, 14 OF BLOCK 311, PLAN 92B. THE CONSTRUCTION OF OFF STREET PARKING SHALL BE DEVELOPED IN ACCORDANCE WITH THE DEVELOPMENT AGREEMENT.
12. A DETAILED PARKING PLAN SHALL BE SUBMITTED TO THE DEVELOPMENT OFFICER FOR APPROVAL;
13. DEVELOPMENT PERMIT 036-23 ISSUED ON MAY 15, 2023 SHALL BECOME NULL AND VOID.

CARRIED

b) 061-13 Westco Construction- Oversize signage

M. 039-23 Moved by Member Brian Reach that Development Application 061-23 to erect a 30 ft. x 10 ft. construction sign attached to two stacked sea cans 8 ft. x 8 ft. x 40 ft. & 8 ft. x 10 ft. x 40 ft. to advertise the onsite project. A variance of 192.36 sq. ft. is required for the total copy area. ., 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; AND SCHEDULE 6-SIGNAGE OF LAND USE BYLAW NO. 1882.
3. DEVELOPMENT MUST COMPLY WITH ANY AND ALL MUNICIPAL, FEDERAL AND PROVINCIAL STATUTES AND REGULATIONS, AND ANY AND ALL TOWN OF FORT MACLEOD MUNICIPAL BYLAWS AND POLICIES.
4. NO PERMIT IS REQUIRED BY ALBERTA TRANSPORTATION;
5. SIGNAGE SHALL BE PLACED ENTIRELY WITHIN THE PROPERTY BOUNDARY AND NOT ON/IN THE MUNICIPAL UTILITY RIGHT OF WAY OR DITCH.
6. THE SIGN SHALL BE WEIGHTED OR TETHERED IN SUCH A WAY THAT IS DOES NOT BECOME A NUISANCE IN THE EVENT OF HIGH WINDS; SIGN SHALL BE PERMANENTLY REMOVED FROM THE SITE IF WIND AND SAFETY BECOMES AN ISSUE;
7. SHIPPING CONTAINER SHALL BE PLACED ON LEVEL GROUND TO ENSURE THERE IS NO MOVEMENT OF CONTAINERS AFTER PLACEMENT;
8. APPLICANT/CONTRACTOR TO ACQUIRE A BUILDING PERMIT FROM PARK ENTERPRISES FOR THE SHIPPING CONTAINER STRUCTURE;
9. SHIPPING CONTAINER SHALL BE PAINTED (PREFERABLY WHITE OR A NEUTRAL COLOR)OR WRAPPED;
10. SHIPPING CONTAINER MUST BE MAINTAINED IN GOOD CONDITION TO THE SATISFACTION OF THE DEVELOPMENT AUTHORITY
11. ANY ADDITIONAL SIGNAGE OTHER THAN WHAT IS DESCRIBED ABOVE WILL REQUIRE A NEW PERMIT APPLICATION TO BE SUBMITTED.

12. A COPY AREA VARIANCE OF 192.36 SQ. FT. HAS BEEN GRANTED TO ALLOW FOR A MAX COPY AREA OF 300 SQ. FT.
13. THE SIGN(INCLUDING THE SHIPPING CONTAINER BASE) SHALL BE REMOVED FROM THE SITE NO LATER THAN 14 DAYS AFTER COMPLETION(CLOSED PERMIT FROM SAFETY CODES) OF THE CONSTRUCTION PROJECT.

CARRIED

4.0 SUBDIVISION APPLICATIONS

None

5.0 IN CAMERA DELIBERATIONS

Not required

6.0 REPORTS, GENERAL REQUESTS, AND INFORMATION ITEMS

None

7.0 ADJOURNMENT

Meeting was adjourned at 12:19 p.m.



David Arnoldussen , Chairperson



Keli Sandford, Development Officer
Recording Secretary