

MUNICIPAL PLANNING COMMISSION MINUTES

G.R. DAVIS ADMINISTRATION BUILDING

MONDAY JULY 15, 2024

In attendance: Vice Chairperson Joe Rigaux, Members Brian Reach, Brent Feyter and Jeemeet Patel., Planning and Development Officer Keli Sandford, Director of Operations Wally Ola, ORRSC Planner Gavin Scott and CAO Anthony Burdett.

Regrets: Chairperson David Arnoldussen.

Public in attendance: Applicants Dave Neels and Derek Vandermaarel, and Frank McTighe, Gazette

The meeting was called to order by Vice Chairperson Joe Rigaux at 12:15 p.m.

1.0 ADDITIONS AND ADOPTION OF AGENDA

M. 043-24 Moved by Member Brent Feyter that the July 15, 2024 Meeting Agenda be approved as presented.

CARRIED

2.0 APPROVAL OF MINUTES

a) MPC Minutes June 17, 2024

M. 044-24 Moved by Member Brian Reach to approve the MPC minutes from June 17, 2024, as presented.

CARRIED

3.0 DEVELOPMENT APPLICATIONS

a) 066-24 RUZEK As built variances for compliance, new accessory building

M. 045-24 Moved by Member Brent Feyter that Development Application 066-24, to request an as-built front yard setback variance of 2.95 ft. (0.9 m.) and as-built secondary front yard setback variances of 7.0 ft. (2.12 m) and 6.56 ft. (2.0 m) on the existing dwelling to bring the property into compliance with the Land Use Bylaw to allow for the construction of a 144 sq. ft. accessory building to be used for personal storage, 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. 1882.
3. APPLICANT/CONTRACTOR MUST ACQUIRE BUILDING, ELECTRICAL, GAS & PLUMBING PERMITS FROM PARK ENTERPRISES LTD. IF REQUIRED.(Park Enterprises may require more detailed plans);
4. A VARIANCE OF 0.9 M (2.95 FT.) FOR THE FRONT YARD SETBACK FOR THE EXISTING DWELLING (AS BUILT) IS HEREBY GRANTED TO ALLOW FOR A FRONT YARD SETBACK OF 8.40 M (27.56 FT.) TO COMPLY WITH THE LAND USE BYLAW.
5. A VARIANCE OF 2.12 M (7.0 FT.) AND 2.0 M (6.54 FT.) FOR THE SECONDARY FRONT YARD SETBACKS FOR THE EXISTING DWELLING (AS BUILT) ARE HEREBY GRANTED TO ALLOW FOR SECONDARY FRONT YARD SETBACKS OF 0.88 M (2.88 FT.) AND 1.0 M (3.28 FT.) TO COMPLY WITH THE LAND USE BYLAW.
6. REFUSE AND GARBAGE STORAGE AREAS SHALL BE EFFECTIVELY SCREENED UNTIL SUCH TIME AS COLLECTION AND DISPOSAL ARE POSSIBLE.
7. DOWNSPOUTS, EXTENSIONS AND GROUND ELEVATIONS MUST BE IN PLACE SO THAT POSITIVE DRAINAGE IS AWAY FROM THE BUILDING. 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.

CARRIED

b) 068-24 CHARTRAND (JOCEM INC.) As built variances for compliance
M.046-24 Moved by Member Brent Feyter that Development Application 044-24, to request an as-built front yard setback variance of 6.4 ft. (1.95 m.) on the existing dwelling to bring the property into compliance with the Land Use Bylaw to allow for the construction of a 576 sq. ft. accessory building to be used for personal storage be APPROVED subject to the following conditions;

CARRIED

5.0 IN CAMERA DELIBERATIONS

M. 047-24 Moved by Member Brent Feyter to go in camera at 12:34 p.m.

CARRIED

**Dave Neels, Derek Vandermaarel, and Frank McTighe, Gazette
left the meeting at 12:34 p.m.**

M. 048-24 Moved by Member Brent Feyter to come out of in camera at 12:40 p.m.

CARRIED

**Dave Neels, Derek Vandermaarel, and Frank McTighe, Gazette
re-entered the meeting at 12:40 p.m.**

3.0 DEVELOPMENT APPLICATIONS (CONTINUED)

c) 069-24- NEELCO. -3 lower apartments with amenity space variance

M.049-24 Moved by Member Brian Reach that Development Application 069-24, to construct (3) three separate lower-level apartments; consisting of 1 (one) bedroom each in the existing (3) three unit dwelling (Triplex-approved on Development Permit 077-23) 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;(A NEW FLOOR PLAN SHOWING ONE (1) BEDROOM LOWER UNITS AND A NEW PARKING PLAN SHALL BE SUBMITTED FOR REVIEW BY THE DEVELOPMENT OFFICER.)
2. APPLICANT/CONTRACTOR MUST ACQUIRE ALL APPLICABLE PERMITS ISSUED UNDER THE SAFETY CODES ACT INCLUDING BUILDING, ELECTRICAL, GAS & PLUMBING PERMITS (MORE DETAILED/ENGINEERED DRAWINGS MAY BE REQUIRED);
3. DRIVEWAY AND APPROACH STANDARDS/REQUIREMENTS SHALL BE REVIEWED WITH THE DIRECTOR OF OPERATIONS (IF REQUIRED);
4. 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;
5. 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;

6. PARKING TO BE HARD SURFACED WITH CLEARLY MARKED & DELINEATED PARKING STALLS AND SHALL NOT ENCROACH INTO THE ALLEYWAY;
7. A VARIANCE ON THE SIZE REQUIREMENTS FOR ANY REQUIRED AMENITY SPACE HAS BEEN APPROVED.

CARRIED

Dave Neels and Derek Vandermaarel left the meeting at 12:45 p.m.

d) 070-24 LINK BUILDERS- Secondary suite. (Basement)

M.050-24 Moved by Member Brent Feyter that Development Application 070-24, to construct a 964 sq. ft. two-bedroom secondary suite in the lower portion of a moved-in single family dwelling (approved on Development permit 084-23) and construct an 8 ft. x 10 ft. rear deck, 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-R ; SCHEDULE 3, STANDARDS OF DEVELOPMENT SCHEDULE 4 ; USE SPECIFIC STANDARDS OF DEVELOPMENT; SECONDARY SUITES- SECTION 13 OF LAND USE BYLAW NO. 1882;
2. DRIVEWAY AND APPROACH STANDARDS/REQUIREMENTS SHALL BE REVIEWED WITH THE DIRECTOR OF OPERATIONS ;(Application attached) please contact Wally Ola, Director of Operations for additional information.
3. APPLICANT/CONTRACTOR MUST ACQUIRE BUILDING PERMIT FROM PARK ENTERPRISES. (Park Enterprises will require detailed engineered drawing/ plans);
4. APPLICANT/CONTRACTOR TO ACQUIRE ELECTRICAL, GAS, PLUMBING PERMITS FROM THE TOWN OF FORT MACLEOD AS REQUIRED.(Park Enterprises Ltd.)
5. SECONDARY SUITE SHALL MEET ALL APPLICABLE REQUIREMENTS OF THE ALBERTA FIRE CODE AND THE ALBERTA BUILDING CODE.;
6. REFUSE AND GARBAGE STORAGE AREAS SHALL BE EFFECTIVELY SCREENED UNTIL SUCH TIME AS COLLECTION AND DISPOSAL ARE POSSIBLE;
7. DOWNSPOUTS AND EXTENSIONS MUST BE IN PLACE SUCH THAT POSITIVE DRAINAGE IS AWAY FROM THE BUILDING. WATER MUST NOT CROSS INTO ADJACENT PROPERTIES;
8. GROUND ELEVATIONS MUST BE SUCH THAT DRAINAGE WATER DOES 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.
9. APPLICANT/CONTRACTOR TO ENSURE NO DAMAGE OCCURS TO EXISTING FENCES, NEARBY STRUCTURES, 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.
10. APPLICANT/CONTRACTOR SHALL ENSURE THAT CONSTRUCTION MATERIALS ARE CONTAINED ON THE SITE AND DO NOT CREATE A NUISANCE TO ADJACENT PROPERTIES.
11. A WAIVER HAS BEEN GRANTED TO ALLOW FOR A FRONT ENTRY UNDER SECTION 4.9.1 OF THE LAND USE BYLAW.

CARRIED

e) 071-24 MO BOOTS AG. - As built variance for compliance for solar

M.051-24 Moved by Member Jeemeet Patel that Development Application 071-24, to request an as-built front yard setback variance of 5.35 ft. (1.63 m) on the existing

dwelling to bring the property into compliance with the Land Use Bylaw to allow for the installation of a 3.24 Kw. Solar array flush mounted on the accessory building in the rear yard; approximately 6 panels, 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. 1882.
3. APPLICANT/CONTRACTOR MUST ACQUIRE BUILDING, AND ELECTRICAL, PERMITS FROM PARK ENTERPRISES LTD. (Park Enterprises may require more detailed plans);
4. A VARIANCE OF 1.63 M (5.35 FT.) FOR THE FRONT YARD SETBACK FOR THE EXISTING DWELLING (AS BUILT) IS HEREBY GRANTED TO ALLOW FOR A FRONT YARD SETBACK OF 3.37 M (11.05 FT.) TO COMPLY WITH THE LAND USE BYLAW.
5. REFUSE AND GARBAGE STORAGE AREAS SHALL BE EFFECTIVELY SCREENED UNTIL SUCH TIME AS COLLECTION AND DISPOSAL ARE POSSIBLE.
6. DOWNSPOUTS, EXTENSIONS AND GROUND ELEVATIONS MUST BE IN PLACE SO THAT POSITIVE DRAINAGE IS AWAY FROM THE BUILDING. 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.

CARRIED

4.0 SUBDIVISION APPLICATIONS

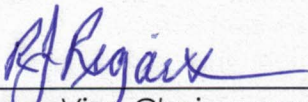
None

6.0 REPORTS, GENERAL REQUESTS, AND INFORMATION ITEMS

None

7.0 ADJOURNMENT

Meeting was adjourned at 12:55 p.m.



Joe Rigaux, Vice Chairperson



Keli Sandford, Development Officer
Recording Secretary