

MUNICIPAL PLANNING COMMISSION MINUTES

G.R. DAVIS ADMINISTRATION BUILDING

TUESDAY FEBRUARY 18, 2025

In attendance: Chairperson David Arnoldussen, Members Joe Rigaux and Greg Beekman, Planning and Development Officer Keli Sandford, ORRSC Planner Gavin Scott, and Director of Operations Brennan Orr.

Regrets: Member Brent Feyter, Brian Reach and Jeemeet Patel

Public in Attendance: Mike Herweyer, Applicant

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

1.0 ADDITIONS AND ADOPTION OF AGENDA

M. 005-25 Moved by Member Greg Beekman that the February 18, 2025 Meeting Agenda be approved as presented.

CARRIED

2.0 APPROVAL OF MINUTES

a) MPC Minutes January 20, 2025

M. 006-25 Moved by Member Joe Rigaux to approve the MPC minutes from January 20, 2025 as presented.

CARRIED

3.0 DEVELOPMENT APPLICATIONS

a) 008-25, Herweyer- Secondary Suite

The application was presented to the MPC members.

5.0 IN CAMERA DELIBERATIONS

M. 007-25 Moved by Member Greg Beekman to go in camera at 12:21 p.m.

CARRIED

Mike Herweyer left the meeting at 12:21 p.m.

M. 008-25 Moved by Member Joe Rigaux to come out of in camera at 12:48 p.m.

CARRIED

Mike Herweyer entered the meeting at 12:49 p.m.

3.0 DEVELOPMENT APPLICATIONS CONTINUED

b) 008-25 Herweyer- Secondary Suite

M. 009-25 Moved by Member Greg Beekman that Development permit 008-25 to add an 891 sq. ft. "secondary/ garage suite" with 216 sq. ft. covered patio and a 36 sq. ft. front porch to the west side of the existing 2000 sq. ft. shop 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, COUNTRY RESIDENTIAL-CR ; SCHEDULE 3, STANDARDS OF DEVELOPMENT SCHEDULE 4 ; USE SPECIFIC STANDARDS OF DEVELOPMENT; SECONDARY SUITES- SECTION 13 OF LAND USE BYLAW NO. 1882;
2. PRIOR TO CONSTRUCTION OF THE SUITE, APPLICANT/CONTRACTOR MUST ACQUIRE AN UPDATED/ NEW BUILDING PERMIT FROM PARK ENTERPRISES FOR THE SECONDARY SUITE. (Park Enterprises may require detailed and updated engineered drawing plans);

3. APPLICANT/CONTRACTOR TO ACQUIRE ELECTRICAL, GAS, PLUMBING PERMITS FROM THE TOWN OF FORT MACLEOD AS REQUIRED. (Park Enterprises Ltd.)
4. SECONDARY SUITE SHALL MEET ALL APPLICABLE REQUIREMENTS OF THE ALBERTA FIRE CODE AND THE ALBERTA BUILDING CODE.;
5. IF IN THE CASE THAT THE FIRE OR BUILDING CODE REQUIREMENTS OR REQUIREMENTS OF THIS BYLAW ARE UNABLE TO BE MET, THE SECONDARY SUITE SHALL NOT BE USED FOR RENTAL PURPOSES AT ANYTIME WITHOUT PRIOR APPROVAL AND/ OR UPGRADES;
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. REQUIREMENTS FOR A LANEWAY AND LOCATION (SIDE Vs. UPPER) HAS BEEN VARIED AS PER SECTION 4.9.1 (A) & (B) OF THE LAND USE BYLAW.

CARRIED

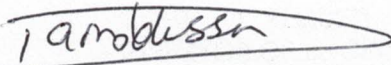
4.0 SUBDIVISION APPLICATIONS

None

6.0 REPORTS, GENERAL REQUESTS, AND INFORMATION ITEMS

7.0 ADJOURNMENT

Meeting was adjourned at 12:50 p.m.



David Arnoldussen, Chairperson



Keli Sandford, Development Officer
Recording Secretary