

ADOPTED

Minutes of a
REGULAR MUNICIPAL PLANNING COMMISSION MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
M.D. Administration Building
Valleyview, Alberta, on Tuesday, March 13, 2018

#1 CALL TO ORDER Chair Dale Smith called the meeting to order at 9:04 a.m.

PRESENT

Chair	Dale Smith
Vice-Chair	Tom Burton
Member	Shawn Acton
Member	Dale Gervais
Member	Les Urness

ATTENDING

Manager, Planning and Development	Sally Ann Rosson
Development Officer	Leona Dixon
Development Officer	Price Leurebourg
Development Technician	Celine Soucy
Recording Secretary	Jenny Cornelsen

GUESTS

Earl Langenecker, Velocity Geomatics (Chris Chiasson and Wayne Gour) – S18-002
John Wirth – D18-018
Rod Ditch, Doug Gallup – D18-033

ABSENT

Member	Winston Delorme
Member	Roxie Rutt
Member	Bill Smith
Development Officer	Lindsey Lemieux

#2 AGENDA

MOTION: 18.03.032. Moved by: VICE-CHAIR TOM BURTON
That the March 13, 2018, agenda be adopted with the following additions:

- 7.5 – D18-039 / MICHELLE JONES / MINOR HOME OCCUPATION: DONE LIKE DINNER FREEZER MEALS / SW-12-72-01-W6, PLAN 1273HW, BLOCK 2, LOTS 21 AND 22 / DEBOLT AREA
- 7.6 – D18-013 / PARADOX ACCESS SOLUTIONS INC. / JAMIE DRIEDGER / OFFICE, BUNKHOUSE AND STORAGE BUILDING / NW-33-69-06-W6, PLAN 1621185, BLOCK 2, LOT 3 / GROVEDALE AREA

CARRIED

#3.1 REGULAR MUNICIPAL PLANNING COMMISSION MEETING MINUTES

MOTION: 18.03.033. Moved by: MEMBER DALE GERVAIS
That the minutes of the regular Municipal Planning Commission meeting held on February 13, 2018, be adopted as presented.

CARRIED

#3.2 3.2 BUSINESS ARISING FROM MINUTES

BUSINESS ARISING
 FROM MINUTES

- D17-172 / CONNECT ENERGY / DONALD JAMES MOORE AND SANDRA LEE MOORE / STORAGE SITE FOR FRAC SAND AND AGGREGATES / NW-3-67-21-W5 / LITTLE SMOKY AREA – Manager Rosson informed members that application D17-172, which had been tabled at the July 12, 2017, Municipal Planning Commission meeting pending further information, had been withdrawn.

#4
 DELEGATIONS

4.0 DELEGATIONS

#4.1
 DELEGATION

4.1 S18-002 / 804183 ALBERTA LTD. O/A GREENVIEW GOLF RESORT / W½-33-70-24-W5 / COUNTRY RESIDENTIAL 3 (CR-3) DISTRICT / STURGEON LAKE AREA

Development Officer Dixon presented an overview of a proposed subdivision application for nine (9) lots, including road right-of-way and environmental reserve, which had a combined total of 5.50 hectares (13.58 acres). The lots ranged in size from 0.20 hectare (0.49 acre) and 0.30 hectare (0.74 acre). The area had been recently rezoned to Country Residential Two (CR-2) District and had been converted to Country Residential Three (CR-3) District upon the passing of Greenview's Land Use Bylaw No. 17-779 on February 26, 2018. Administration and other relevant governing bodies had reviewed seven (7) various reports that had been requested to address concerns and requirements of Greenview's legislation. These included Historical Resource Act, compliance report, wetland assessment, desktop groundwater availability study, geotechnical investigation, storm water management plan and design drawings. Access to the lake had been addressed by the road right-of-way between Lot 2 and Lot ER2 to the Crown land. The existing trail and parking lot area had been retained with the balance and the environmental reserve had been reduced to the minimum 6 metres from the shoreline of Sturgeon Lake from the boat dock area west to the Crown land. In accordance with *Municipal Government Act*, s. 671(1), only foot traffic would be allowed on the environmental reserve. The applicant had also requested that the cleared area be retained with the balance to provide sufficient area to pull the boat dock. This would enable the treed buffer east of the boat dock to have an environmental reserve of approximately 30 metres in depth.

Mr. Chris Chiasson and Mr. Earl Langenecker spoke as the applicant. The applicant stated that the area remaining with the balance of the quarter on the tentative plan had been proposed to best accommodate the area by the boat dock to restrict development along the lake and yet keep that area connected to the balance of the quarter.

Municipal Planning Commission discussed the following:

- Members asked if a wetland assessment had been conducted. Development Officer Dixon indicated that a wetland assessment had been requested;

Marsha Trites-Russel, Wetland Specialist, Alberta Environment and Parks, had been satisfied that there were no wetland concerns.

- Members asked about the width of the main road. Mr. Chiasson stated that the road would be constructed to specifications at 8 metres wide with a paved surface. Development Officer Dixon added that the asphalt must be applied to the approaches of each lot.
- Members asked if there were conditions regarding the internal subdivision road. Development Officer Dixon responded that the internal subdivision road as well as the nine (9) accesses would require to be constructed with an asphalt surface to Greenview municipal servicing standards. Manager Rosson further added that the lots would require asphalt approaches if the lots were to be registered and subsequently sold.
- Regarding Condition 11, members asked if there had been a request from the applicant for a fencing barrier. Development Officer Dixon clarified that the condition had been added to protect the environmental reserve from traffic other than foot traffic. Fencing options would be discussed with the applicant to facilitate the needs of dock removal.
- It was noted that Lots 1 and 2 had already been cleared substantially, so members agreed to revise Condition 14 to specify existing vegetation.

Chair Dale Smith advised Mr. Langenecker, Mr. Chiasson and Mr. Gour that Municipal Planning Commission would render a decision later in the meeting.

Mr. Langenecker, Mr. Chiasson and Mr. Gour vacated the meeting at 9:27 a.m.

4.2 D18-018 / JASON A WIRTH AND DEBBIE R WIRTH / FARM BUILDING / SW-32-70-21-W5 / VALLEYVIEW AREA

Development Officer Leurebourg presented an overview of a development permit application for a 100 foot by 54 foot cold equipment storage building. The property was zoned Agriculture One (A-1) District and was 64.35 hectares (159 acres). The building had been proposed to have a setback of 10 metres from the property line adjacent to the road. The reasons for this had included: high ground, which would allow for better base and drainage; reduction in the amount of available and arable farmland taken; and ability to utilize the existing approach.

Development Officer Leurebourg presented additional information as follows:

- Administration had recommended refusal due to the fact that there was an existing 20 metre right-of-way and future road widening would result in an insufficient distance between the building and the road.

Mr. John Wirth spoke on behalf of the applicant. The applicant stated that the quarter was arable, cultivated land. He further stated that the road had been constructed to handle large equipment.

Municipal Planning Commission discussed the following:

- As the quarter was bare and had no building site nor electrical facilities, members questioned why the development would be proposed in that location and in close proximity to the road. Mr. Wirth explained that the location had been proposed because there was already an approach to the existing grain bins, which were also proposed to be relocated closer to the road. He stated that the grade and approach had been very level from the road but that the land dropped considerably further into the quarter. He added that the proposed location would avoid crossing arable land.

Chair Dale Smith advised Mr. Wirth that Municipal Planning Commission would render a decision later in the meeting.

Mr. Wirth vacated the meeting at 9:37 a.m.

4.3 D18-033 / ROD DITCH / BOYD LAKESHORE PROPERTIES / ACCESSORY BUILDING / NE-27-70-24-W5 / BOYD'S LAKESHORE AREA

Development Officer Dixon presented an overview of a development permit application for an accessory building. The property was zoned Agriculture One (A-1) District and was 20.23 hectares (50 acres). The proposed accessory building would be used as a storage shed with a patio garden area shared by Share Lots 35 and 36 at ground level. The majority of the development was located on Share Lot 36, with approximately 1.5 metres (5.0 feet) for shared wood storage located on Share Lot 35. Boyd Lakeshore Properties, a shareholding company that leased the 55 un-subdivided lakeside lots had approved the development and site plan. The applicant had requested a variance from 91.44 metres (300.0 feet) to 36.58 metres (120.0 feet) from the shoreline of the lake.

Mr. Rod Ditch and Mr. Doug Gallup spoke as the applicant. Mr. Ditch stated that he had leased Lots 36 and 56 and that Mr. Gallup had leased Lot 35 and half of Lot 34.

Municipal Planning Commission discussed the following:

- There were concerns regarding development that would cross property lines and how those issues would be addressed in the future by possible new owners. Mr. Ditch explained that the leaseholders of Boyd Lakeshore Properties had agreements in place that would require adherence by future owners. He stated that there was an arbitration group that handled community issues such as this. Members also noted that Boyd Lakeshore

Properties technically consisted of one (1) parcel and that the property lines had been theoretical in nature.

- Members asked about sewer requirements for the lots. Mr. Ditch stated that each lot had used holding tanks; however, he pointed out that there would be no water or sewage requirements for the proposed development.

Chair Dale Smith advised Mr. Ditch and Mr. Gour that Municipal Planning Commission would render a decision later in the meeting.

Mr. Ditch and Mr. Gour vacated the meeting at 9:52 a.m.

#5
LAND USE
AMENDMENTS

5.0 LAND USE AMENDMENT APPLICATIONS

There were no land use amendment applications to review.

#6
SUBDIVISIONS

6.0 SUBDIVISION APPLICATIONS

6.1 S18-001 / BRIAN MOORE AND CHERYL HAUGLAND / SW-20-72-26-W5 / COUNTRY RESIDENTIAL ONE (CR-1) DISTRICT / DEBOLT AREA

Development Officer Dixon presented an overview of a proposed subdivision application for a 5.89 hectare (14.55 acre) parcel. To accommodate this subdivision, the parcel had been rezoned by Bylaw 17-786 to Country Residential One (CR-1) District on November 27, 2017.

Development Officer Dixon presented additional information as follows:

- The parcel was oversized due to the configuration of the quarter, existing development and access and to retain the treed buffer to the north to shelter the residence from traffic and noise.

Municipal Planning Commission discussed the following:

- Members questioned the need for municipal reserve in condition 6. Development Officer indicated that the condition had been included because the proposed subdivision had been the second parcel out of the quarter.
- Members asked for what purposes cash-in-lieu amounts for municipal reserves had been intended and questioned if it could be used to fence environmental reserves in other areas of the municipal district. Manager Rosson stated that she would report this information to Municipal Planning Commission at a future meeting.

That Municipal Planning Commission (MPC) **APPROVE** Subdivision Application S18-001 within SW-20-72-26-W5 for a 5.89 hectare (14.55 acre) parcel, subject to the conditions listed below:

Reasons:

1. Conforms to all statutory plan requirements;
2. No concerns expressed from adjacent landowners; and
3. Consistent with other subdivisions in the area.

Subject to the following conditions:

1. Access to the proposed lot/balance of the quarter to be constructed and/or upgraded by Greenview. A non-refundable construction fee of \$2,000.00 per gravel approach must be paid to Greenview prior to endorsement of the Subdivision Authority Approval. Greenview reserves the right to determine the date of the construction and/or upgrade of the approach.
2. The applicant shall submit to Greenview, a plan of survey suitable for registration with the Alberta Land Titles Office. The size of the subdivided parcel(s) shall be as per the approved tentative plan.
3. As per Section 662 of the Municipal Government Act, the applicant/owner shall provide 5.03 metres for road widening along parcel frontage along the balance of the quarter adjacent to Range Road 265. Road widening shall be by dedication by Plan of Survey and will be surveyed by Greenview. The applicant/owner may:
 - (a) Sell 5.03 metres for future road widening to Greenview in accordance with Greenview's Schedule of Fees; or
 - (b) Enter into an Acquisition of Land Agreement with Greenview to allow purchase of 5.03 metres for future road widening, to be registered against the balance of the quarter by caveat;The applicant/owner shall not have the parcel boundaries of the proposed subdivision located until after the road widening has been accounted for.
4. The applicant shall pay all taxes owing to Greenview, up to the year in which the subdivision is to be registered, prior to Greenview signing the final subdivision approval documents.
5. Pursuant to Section 7(g) of the Subdivision and Development Regulation, the applicant/owner shall ensure the on-site sewage disposal systems on the proposed lot complies with requirements of the Alberta Private Sewage Disposal Regulations. The applicant/owner shall provide Greenview with a Certificate of Compliance from an accredited agency reflecting that the proposed parcel boundaries have been taken into consideration when compliance was considered. The arrangements and costs are the responsibility of the applicant/owner.
6. Pursuant to Section 666(1) of the Municipal Government Act, the applicant/owner shall pay cash-in-lieu of Municipal Reserve, based on 10%

of the appraised market value of the area of 5.89 hectare (14.55 acre). The final calculation of the Municipal Reserve will be done upon receipt of the final Plan of Survey.

CARRIED

6.2 S18-002 / 804183 ALBERTA LTD. O/A GREENVIEW GOLF RESORT / W½-33-70-24-W5 / COUNTRY RESIDENTIAL 3 (CR-3) DISTRICT / STURGEON LAKE AREA

Development Officer Dixon had previously presented an overview of a proposed subdivision application for nine (9) lots, including road right-of-way and environmental reserve, which had a combined total of 5.50 hectares (13.58 acres).

Municipal Planning Commission discussed the following:

- Members asked if the roadway had been included in the parcel size. Manager Rosson responded that the roadway had been within the subdivision boundaries and had been considered in condition 1.
- Members agreed to modify condition 14 to refer to existing vegetation. It was noted that there would be an option of imposing landscaping conditions at the development permit application stage as well.
- Members agreed to remove condition 16 regarding boundary adjustments, as Lot 8 was very close to the minimum of 0.20 hectare (0.50 acre) in size.
- It was questioned whether the boat dock would be in contravention of the environmental reserve. Development Officer Dixon had confirmed that the dock was within the bed and shore of the lake; a development permit has been issued. Members discussed increasing the width of the environmental reserve; however, they agreed to keep it at six (6) metres wide.
- Members agreed to modify condition 11 to specify the existing trail.
- As the property had been valued quite low with respect to cash-in-lieu of municipal reserve, members were reminded that the value had been on existing property, which had been vacant.

W½-33-70-24-W5

MOTION: 18.03.035. Moved by: MEMBER DALE GERVAIS

That Municipal Planning Commission (MPC) **APPROVE** Subdivision Application S18-002 within W½-33-70-24-W5 for a 5.50 hectare (13.58 acre) parcel consisting of nine (9) lots, subject to the conditions listed below, as amended:

Reasons:

1. Conforms to all statutory plan requirements;
2. No concerns expressed from adjacent landowners; and
3. Consistent with other subdivisions in the area.

Subject to the following conditions:

1. Provide Greenview with detailed engineering drawings and specifications in accordance with Greenview's Development Guidelines and Design Standards.
2. Provide Greenview with a technical/design brief for the project.
3. The applicant shall pay all taxes owing to Greenview, up to the year in which the subdivision is to be registered, prior to Greenview signing the final subdivision approval documents.
4. No less than a minimum of 6.0 metres and up to a maximum of approximately 60.0 metres of environmental reserve to be dedicated along the entire Sturgeon Lake frontage to limit removal of vegetation as identified in the tentative plan.
5. In accordance with Sturgeon Lake Area Structure Plan (SLASP), s. 6.2.12, the existing treed/vegetation buffer shall be left in its natural state a minimum width of 91.0 metres (300 feet) from the shoreline of Sturgeon Lake.
6. Pursuant to Section 666(1) of the Municipal Government Act, the applicant/owner shall pay cash-in-lieu of municipal reserve in the amount of \$6,000.00 representing 10% of the market value of the area of 2.12 hectares (5.25 acres). The final calculation of the municipal reserve will be done upon receipt of the final plan of survey.
7. The applicant shall enter into a development agreement with Greenview for the provision of municipal services and road improvements. No site work is to commence until this agreement has been executed by the applicant.
8. No more than nine (9) lots to be established for residential purposes. In accordance with the assigned density of the Sturgeon Lake Area Structure Plan, thirty-six (36) recreational vehicle stalls must be removed prior to endorsement of the subdivision plan.
9. The applicant shall submit to Greenview (in digital), a plan of survey suitable for registration with the Alberta Land Titles Office. The size of the subdivided parcel(s) shall be as per the approved tentative plan.
10. Applicant must contact Greenview's Planning & Development department prior to commencing construction.
11. Approved fencing/barrier to be installed between the environmental reserve and the existing trail/parking lot.
12. Regulatory signage, a subdivision layout sign and rural addressing signage to be supplied by the municipality at the applicant's expense. All signage must be installed by the applicant at their cost.
13. A security deposit shall be taken if the applicant wishes to register the subdivision prior to installation of the signage.
14. No more than half of the existing natural vegetation should be cleared from any residential lot.
15. Provide Greenview with status of the water license and DML100146 from Alberta Environment and Parks.

CARRIED

Chair Dale Smith recessed the meeting at 10:19 a.m.

Chair Dale Smith reconvened the meeting at 10:25 a.m.

#7
DEVELOPMENT PERMITS

7.0 DEVELOPMENT PERMITS

7.1 D18-018 / JASON A WIRTH AND DEBBIE R WIRTH / FARM BUILDING / SW-32-70-21-W5 / VALLEYVIEW AREA

Development Officer Leurebourg had previously presented an overview of a development permit application for a 100 foot by 54 foot cold equipment storage building.

Municipal Planning Commission discussed the following:

- There was concern regarding construction of the farm building only 10 metres from the property line. It was suggested and agreed upon that a distance of 15 metres from the property line be permitted.

SW-32-70-21-W5

MOTION: 18.03.036. Moved by: VICE-CHAIR TOM BURTON

That Municipal Planning Commission (MPC) **APPROVE** development permit application D18-018 for a variance of 15 metres for a cold equipment storage building on the parcel legal described SW-32-70-21-W5, subject to the conditions listed below:

1. This permit indicates that only the development to which it relates is authorized pursuant to the provisions of the Land Use Bylaw. Compliance with the provisions of Land Use Bylaw 17-779 does not exempt the applicant from compliance with any provincial, federal or other municipal legislation.
2. All development must conform to the conditions of this development permit and the approved plans and any revisions as required pursuant to this approval. Any subsequent changes, amendments or additions to this development permit shall require a new development permit application, including but not limited to an expansion or intensification of the use.
3. Prior to construction or commencement of any development, it is the responsibility of the applicant to ensure they obtain building, gas, plumbing and electrical permits if required, from an accredited agency for Alberta Safety Codes Authority. Please be aware that these permits are required in accordance with the Safety Codes Act of Alberta.
4. This development permit is valid upon the decision being advertised in a local paper and no appeal against said decision being successful.
5. The use of the proposed [and existing accessory] buildings for business, industrial and residential purposes is not permitted. Accessory building shall be used for personal use only.

6. The proposed development shall conform to all building setbacks as shown on the approved plans, as per the Land Use Bylaw requirements:
 - a) Font parcel line, a setback relaxation is hereby granted to 15.0 metres (49.21 feet);
 - b) Interior side parcel line, 15.0 metres (49.21 feet); and
 - c) Rear parcel line, 15.0 metres (49.21 feet).

CARRIED

7.2 D18-033 / ROD DITCH / BOYD LAKESHORE PROPERTIES / ACCESSORY BUILDING / NE-27-70-24-W5 / BOYD'S LAKESHORE AREA

Development Officer Dixon had previously presented an overview of a development permit application for an accessory building.

No comments or questions were noted from Municipal Planning Commission.

NE-27-70-24-W5

MOTION: 18.03.037. Moved by: MEMBER LES URNESS

That Municipal Planning Commission (MPC) **APPROVE** development permit application D18-033 for a setback variance for an accessory building at 36.58 metres from the shoreline of Sturgeon Lake on the parcel legally described as NE-27-70-24-W5 (Share Lot 36), subject to the conditions listed below:

1. This permit indicates that only the development to which it relates is authorized, pursuant to the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw and in or any other bylaw, orders and/or provincial or federal regulations affecting such development.
2. All Development must conform to the conditions of this development permit and the approved plans and any revisions as required pursuant to this approval. Any subsequent changes, amendments, or additions to this development permit shall require a new development permit application, including but not limited to an expansion or intensification of the use.
3. Prior to construction or commencement of any development, it is the responsibility of the applicant to ensure they obtain Building, Gas, Plumbing and Electrical Permits, if required, from Alberta Safety Codes Authority. Please be aware that these permits are required in accordance with the Safety Codes Act of Alberta. Copies of these permits must be forwarded to Greenview prior to construction commencement.
4. This development permit is valid upon the decision being advertised in a local paper and no appeal against said decision being successful.
5. The use of the proposed building for business, industrial and residential purposes is not permitted. Accessory building shall be used for personal use only.

6. In accordance with Section 6.2.12 of the Sturgeon Lake Area Structure Plan (SLASP), the existing treed/vegetation buffer shall be left in its natural state a minimum width of 91.0 metres (300.0 feet) from the shoreline of Sturgeon Lake.
7. The proposed development shall conform to all building setbacks as shown on the approved plans, as per the Land Use Bylaw requirements:
 - a) Setback relaxation hereby granted to 36.58 metres (120.0 feet) from 91.44 metres (300.0 feet) from the shore line of Sturgeon Lake;
 - b) 7.5 metres (25.0 feet) from the internal road; and
 - c) Side yard setbacks pursuant to your sketch and approval granted by Boyd Lakeshore Properties.

CARRIED

7.3 D18-034 / DOUG GALLUP AND ERIN GALLUP / BOYD LAKESHORE PROPERTIES / ACCESSORY BUILDING / NE-27-70-24-W5 / BOYD'S LAKESHORE AREA

Development Officer Dixon presented an overview of a development permit application for an accessory building. The property was zoned Agriculture One (A-1) District and was 20.23 hectares (50 acres). The proposed accessory building would be used as a storage shed with a patio garden area shared by Share Lots 35 and 36 at ground level. The majority of the development was located on Share Lot 36, with approximately five (5.0 feet) for shared wood storage located on Share Lot 35. Boyd Lakeshore Properties, a shareholding company that leased the 55 un-subdivided lakeside lots had approved the development and site plan. The applicant had requested a variance from 91.44 metres (300.0 feet) to 36.58 metre (120.0 feet) from the shoreline of the lake.

No comments or questions were noted from Municipal Planning Commission.

NE-27-70-24-W5

MOTION: 18.03.038 Moved by: MEMBER SHAWN ACTON

That Municipal Planning Commission (MPC) **APPROVE** development permit application D18-034 for a setback variance for an accessory building at 36.58 metres from the shoreline of Sturgeon Lake on the parcel legally described as NE-27-70-24-W5 (Share Lot 35), subject to the conditions listed below:

1. This permit indicates that only the development to which it relates is authorized, with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant/owner from complying with the Land Use Bylaw and in or any other bylaw, orders and/or provincial or federal regulations affecting such development.
2. All development must conform to the conditions of this development permit and the approved plans and any revisions thereto as required pursuant to

this approval. Any subsequent changes, amendments, or additions to this development permit shall require a new development permit application, including but not limited to an expansion or intensification of the use.

3. Prior to construction or commencement of any development, is the responsibility of the applicant/owner to ensure they obtain Building, Gas, Plumbing and Electrical Permits, if required, from Alberta Safety Codes Authority. Please be aware that these permits are required in accordance with the Safety Codes Act of Alberta. Copies of these permits must be forwarded to Greenview prior to construction commencement.
4. This development permit is valid upon the decision being advertised in a local paper and no appeal against said decision being successful.
5. The use of the proposed building for business, industrial and residential purposes is not permitted. Accessory building shall be used for personal use only.
6. In accordance with Section 6.2.12 of the Sturgeon Lake Area Structure Plan (SLASP), the existing treed/vegetation buffer shall be left in its natural state a minimum width of 91.0 metres (300.0 feet) from the shoreline of Sturgeon Lake.
7. The proposed development shall conform to all building setbacks as shown on the approved plans, as per the Land Use Bylaw requirements:
 - a) Setback relaxation hereby granted to 36.58 metres (120.0 feet) from 91.44 metres (300.0 feet) from the shore line of Sturgeon Lake;
 - b) 7.5 metres (25.0 feet) from the internal road; and
 - c) Side yard setbacks pursuant to your sketch and approval granted by Boyd Lakeshore Properties.

CARRIED

7.4 D18-049 / DREW SHIELDS / BOYD LAKESHORE PROPERTIES / STORAGE SHED / NE-27-70-24-W5 / BOYD'S LAKESHORE AREA

Development Officer Dixon presented an overview of a development permit application for an accessory building. The property was zoned Agriculture One (A-1) District and was 20.23 hectares (50 acres.) The proposed accessory building would be used as storage shed. Boyd Lakeshore Properties, a shareholding company that leased the 55 un-subdivided lakeside lots had approved the development and site plan. The applicant had requested a variance from 91.44 metres (300.0 feet) to 30.48 metres (100.0 feet) from the shoreline of the lake.

Municipal Planning Commission discussed the following:

- It was noted that the majority of structures that presently existed on Boyd Lakeshore Properties would not meet current setback requirements.

That Municipal Planning Commission (MPC) **APPROVE** development permit application D18-049 for a setback variance for an accessory building at 30.48 metres (100.0 feet) from the shoreline of Sturgeon Lake on the parcel legally described as NE-27-70-24-W5 (Share Lot 27), subject to the conditions listed below:

1. This permit indicates that only the development to which it relates is authorized, with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw and in or any other bylaw, orders and/or provincial or federal regulations affecting such development.
2. All development must conform to the conditions of this development permit and the approved plans and any revisions thereto as required pursuant to this approval. Any subsequent changes, amendments or additions to this development permit shall require a new development permit application, including but not limited to an expansion or intensification of the use.
3. Prior to construction or commencement of any development, is the responsibility of the applicant/owner to ensure they obtain Building, Gas, and Electrical Permits, if required, from Alberta Safety Codes Authority. Please be aware that these permits are required in accordance with the Safety Codes Act of Alberta. Copies of these permits must be forwarded to Greenview prior to construction commencement.
4. This development permit is valid upon the decision being advertised in a local paper and no appeal against said decision being successful.
5. The use of the proposed building for business, industrial, and residential purposes is not permitted. Accessory building shall be used for personal use only.
6. In accordance with Section 6.2.12 of the Sturgeon Lake Area Structure Plan (SLASP), the existing treed/vegetation buffer shall be left in its natural state a minimum width of 91.0 metres (300.0 feet) from the shoreline of Sturgeon Lake.
7. The proposed development shall conform to all building setbacks as shown on the approved plans, as per the Land Use Bylaw requirements:
 - a) Setback relaxation hereby granted to 30.48 metres (100.0 feet) from 91.44 metres (300.0 feet) from the shore line of Sturgeon Lake;
 - b) 7.5 metres (25.0 feet) from the internal road; and
 - c) Side yard setbacks pursuant to your sketch and approval granted by Boyd Lakeshore Properties.
8. The accessory building must meet the minimum setback of 1.5 metres (4.9 feet) from any other building.

CARRIED

7.5 D18-039 / MICHELLE JONES / MINOR HOME OCCUPATION: DONE LIKE DINNER FREEZER MEALS / SW-12-72-01-W6, PLAN 1273HW, BLOCK 2, LOTS 21 AND 22 / DEBOLT AREA

Development Officer Dixon presented an overview of a development permit application for a minor home occupation. The property was zoned Hamlet Residential (HR) District and was a 15,000 square foot lot. The proposed minor home occupation would consist of making freezer meals in the basement of the residence, where a commercial kitchen would be developed. The applicant is not anticipating any traffic to be generated and operates the business herself, but had anticipated that one other (1) local person may be employed. A minor home occupation in this district was considered a permitted use; however, to allow applicant to have one (1) other employee, a variance was required. A minor home occupation allowed for two (2) occupants of the home to be employed by the business; however, the applicant would be the sole resident and operator.

No comments or questions were noted from Municipal Planning Commission.

SW-12-72-01-W6,
PLAN 1273HW, BLOCK 2,
LOTS 21 AND 22

MOTION: 18.03.040. Moved by: VICE-CHAIR TOM BURTON

That Municipal Planning Commission (MPC) **APPROVE** development permit application D18-039 for a minor home occupation: Done Like Dinner Freezer Meals, with a variance to allow one (1) employee and one (1) resident to be employed, on the parcel legally described as SW-12-72-01-W6, Plan 1273 HW, Block 2, Lot 21 and 22, subject to the conditions listed below:

1. This permit indicates that only the development to which it relates is authorized pursuant to the provisions of the Land Use Bylaw. Compliance with the provisions of Land Use Bylaw 17-779 does not exempt the applicant from compliance with any provincial, federal or other municipal legislation.
2. All development must conform to the conditions of this development permit and the approved plans and any revisions as required pursuant to this approval. Any subsequent changes, amendments or additions to this development permit shall require a new development permit application, including but not limited to an expansion or intensification of the use.
3. Prior to construction or commencement of any development, is the responsibility of the applicant to ensure they obtain Building, Gas, Plumbing and Electrical Permits, if required, from an accredited agency for Alberta Safety Codes Authority. Please be aware that these permits are required in accordance with the Safety Codes Act of Alberta. No additional commercial ventures other than Balance Massage is permitted.
4. Issuance of this development permit is for the business as described in the submitted application, Done Like Dinner Freezer Meals, with a variance allowing a maximum of one (1) employee and no more than one (1) person

residing in the principal dwelling unit to be permitted to work on-location in the home occupation.

5. Any future expansion of the business, site area or additional employees will require the applicant to apply for a new development permit and will require approval.
6. No signage related to the business is permitted, unless prior approval is received from Greenview.
7. No external storage of materials, containers or finished products is permitted.
8. The minor home occupation must not produce any offensive noise, vibration, traffic, smoke, dust, odour, glare, heat or electrical interference with the residential nature of the area.
9. The minor home occupation must not result in any exterior alterations that are not consistent with the residential character of the buildings and property.
10. The minor home occupation shall be limited to eight (8) customers per day.
11. The minor home occupation shall be operated solely within the dwelling unit.
12. The applicant must contact the following government agencies to obtain all necessary approval(s), including but not limited to the following:
 - a) Alberta Health Services.

CARRIED

7.6 D18-013 / PARADOX ACCESS SOLUTIONS INC. / JAMIE DRIEDGER / OFFICE, BUNKHOUSE AND STORAGE BUILDING / NW-33-69-06-W6, PLAN 1621185, BLOCK 2, LOT 3 / GROVEDALE AREA

On behalf of Development Officer Lemieux, Manager Rosson presented an overview of a development permit application for a storage yard, a 31.30 metre by 19.20 metre storage building and a 12.88 metre by 20.30 metre two-storey combined office building with six (6) bedroom work camp upstairs. The lot was zoned Industrial Light (M-1) District and was 5.50 hectares (13.59 acres). While the storage yard, storage building and office were considered a permitted use, the application included living quarters with kitchen facilities and six (6) bedrooms above the office, which is not a use allowed in Greenview's Industrial Light (M-1) District.

Municipal Planning Commission discussed the following:

- It was noted that though the work camp had not been permitted under Industrial Light (M-1) District, it would be difficult to refuse this application as there had been a work camp across the road. Sureway Logging had title to both this location as well as the property across the road.
- Members discussed the location of the approach and drainage concerns. Manager Rosson indicated that Administration had not recommended

relocation of the approach due to road warranty; however, the Applicant would have the option to apply for an additional approach or relocation of existing approach. Further, due to the variance requested, a development permit application for renewal of the work camp would come to Municipal Planning Commission. Manager Rosson informed members that a development agreement would be required, which would address drainage concerns.

NW-33-69-06-W6,
PLAN 1621185, BLOCK 2,
LOT 3

MOTION: 18.03.041. Moved by: VICE-CHAIR TOM BURTON

That Municipal Planning Commission (MPC) **APPROVE** development permit application D18-013 for a storage yard, storage building and office building, and grant a variance to allow a work camp above the office, on the parcel legally described as NW-33-69-06-W6, Plan 1621185, Block 2, Lot 3, subject to the conditions listed below:

1. The proposed development shall conform to all building setbacks as shown on the approved plans, as per the Land Use Bylaw requirements:
 - a) Service Road, 7.50 m (24.6 ft.);
 - b) Interior side parcel line, 3.0 m (9.8 ft.);
 - c) Rear parcel line, 7.5 m (24.6 ft.).
2. This permit indicates that only the development to which it relates is authorized pursuant to the provisions of the Land Use Bylaw. Compliance with the provisions of Land Use Bylaw 17-779 does not exempt the applicant from compliance with any provincial, federal or other municipal legislation.
3. All development must conform to the conditions of this development permit and the approved plans and any revisions as required pursuant to this approval. Any subsequent changes, amendments, or additions to this development permit shall require a new development permit application, including but not limited to an expansion or intensification of the use.
4. Prior to construction or commencement of any development, is the responsibility of the applicant to ensure they obtain Building, Gas, Plumbing and Electrical Permits, if required, from an accredited agency for Alberta Safety Codes Authority. Please be aware that these permits are required in accordance with the Safety Codes Act of Alberta.
5. The existing approach and drainage channel cannot be altered.
6. The applicant shall enter into a development agreement with Greenview. The Development Agreement shall be registered on title and no site work shall commence until the agreement has been endorsed.
7. The applicant shall complete concurrent registration of a drainage easement to the satisfaction of the Greenview.
8. No development shall be constructed, placed or stored over an easement or utility right of way; the applicant is responsible for contacting Alberta-One-Call and/or other governing authority.

9. This permit is issued for a period of one (1) year for the work camp. On or before the expiry of one year, the applicant shall apply for a new development permit for the work camp and will need to be granted approval in order for the work camp to continue operation.
10. Any exterior lighting to be positioned in such a manner that it does not cause a nuisance for surrounding landowners and/or interfere with the safe movement of traffic on nearby roads.
11. The applicant must submit a landscape plan that demonstrates compliance with Section 5.19 of the Land Use Bylaw, which includes existing and proposed landscaping to Greenview for approval, prior to commencing any work on the site.
12. Landscaping or screening must be completed, as approved, within one (1) year of the issuance of the occupancy permit.
13. The applicant, or their successor or assignees, shall be responsible for landscaping and proper maintenance. If the required landscaping does not survive two (2) growing seasons, the applicant must replace it with a similar type of species and with a similar caliper width or height.
14. Any stripping of vegetation or grading shall be done in a manner which will minimize soil erosion and ensure that the extent of the disturbed area during exposure is minimized.
15. This development permit is valid upon the decision being advertised in a local paper and no appeal against said decision being successful.
16. The applicant shall obtain a Roadside Development Permit from Alberta Transportation for development in proximity to a highway prior to commencing development.

CARRIED

#8
MEMBERS' BUSINESS

8.0 MEMBERS' BUSINESS

There were no comments or questions from members.

#9
DATE OF NEXT MEETING

9.0 DATE OF NEXT MEETING

Tuesday, April 10, 2018

#10
ADJOURNMENT

10.0 ADJOURNMENT

MOTION: 18.03.042. Moved by: MEMBER SHAWN ACTON
That this meeting adjourn at 10:58 a.m.

CARRIED

CHAIR



MANAGER, PLANNING AND DEVELOPMENT