

ADOPTED

Minutes of a
REGULAR MUNICIPAL PLANNING COMMISSION MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
M.D. Administration Building
Valleyview, Alberta, on Tuesday, February 11, 2020

#1 CALL TO ORDER Chair Roxie Rutt called the meeting to order at 10:04 a.m.

PRESENT

Chair	Roxie Rutt
Vice-Chair	Tom Burton
Member	Shawn Acton
Member	Duane Didow
Member	Dale Gervais
Member	Tyler Olsen

ATTENDING

Manager, Planning and Development	Sally Ann Rosson
Development Officer, Wards 1 and 8	Celine Chuppa
Development Officer, Wards 2, 3 and 4	Price Leurebourg
Development Officer, Wards 5, 6 and 7	Leona Dixon
Development Technician/ Recording Secretary	Alysse Barks

GUESTS

Edward Holota (S19-020)
Beirsto & Associates, Blake Lange, A.L.S. (S19-022)

ABSENT

Member	Winston Delorme
Member	Bill Smith
Member	Dale Smith
Member	Les Urness
Development Officer, Division 9	Susanne Nicholls
Recording Secretary	Jenny Cornelsen

#2 AGENDA

MOTION: 20.02.12. Moved by: MEMBER TYLER OLSEN
That the February 11, 2020, agenda be adopted with the following changes:

- The meeting had been incorrectly noted to start at 9:00 a.m. instead of 10:00 a.m.

CARRIED

#3.1 REGULAR MUNICIPAL PLANNING COMMISSION MEETING MINUTES

MOTION: 20.02.13. Moved by: MEMBER DUANE DIDOW
That the minutes of the regular Municipal Planning Commission meeting held on January 14, 2020, be adopted as presented.

CARRIED

#3.2 BUSINESS ARISING FROM MINUTES

3.2 BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes of January 14, 2020.

#4
DELEGATIONS

4.0 DELEGATIONS

#4.1
DELEGATION

4.1 S19-020 / RENSCHLER JODI LEE C/O MCELHANNEY LAND SURVEYS / SW-28-65-21-W5 / FIRST PARCEL OUT / LITTLE SMOKY AREA

Development Officer Price Leurebourg presented an overview of a proposed subdivision application for an 8.10-hectare (20.0-acre) ± lot. The property was zoned Agricultural One (A-1) District.

Development Officer Price Leurebourg presented additional information as follows:

- On January 14, 2020, Municipal Planning Commission tabled subdivision application S19-020, due to requesting more information on the configuration of the lot.
- The proposed subdivision would accommodate an existing residence and yard site.
- Access existed to the proposed subdivision from Township Road 654. Access had been proposed to the balance from Township Road 654.
- Two adjacent landowners had expressed concerns about the proposed subdivision.

Mr. Ed Holota spoke as the Applicant. The Applicant stated he had been working with Greenview with Kevin Cymbaluk, roughly seven years ago, regarding the culvert placement in the approach that was washing away the neighbour’s gravel to the road allowance.

Municipal Planning Commission discussed the following:

- Mr. Holota was asked if he had completed and submitted a miscellaneous work request for the culvert. Mr. Holota advised he would complete and submit a Miscellaneous Work Request for the culvert placement.

Chair Roxie Rutt advised Mr. Holota that Municipal Planning Commission would render a decision later in the meeting.

#4.2
DELEGATION

4.2 S19-022 / THOMAS PETER EDWARD LAWRENCE ADMINISTRATOR FOR THOMAS WILFRED C/O BEAIRSTO & ASSOCIATES / SE-04-71-24-W5 / FIRST PARCEL OUT / STURGEON HEIGHTS AREA

Development Officer Leona Dixon presented an overview of a proposed subdivision application for an 8.39-hectare (20.74-acre) ± lot. The property was zoned Agricultural One (A-1) District.

Development Officer Leona Dixon presented additional information as follows:

- The proposed subdivision, which encompassed an existing single-family dwelling, accessory buildings and vacant mobile home on skids, would create the first parcel out of the quarter.

- The quarter having the proposed subdivision abutted the south side of Sturgeon Lake and was included in the Primary Area of the Sturgeon Lake Area Structure Plan.
- In accordance with the Sturgeon Lake Area Structure Plan (SLASP), subdivisions within the Primary Zone and/or new development where the proposed sewage system was located within 91.0 metres (300.0 feet) of the lake, required upgrading to a holding tank to comply with provincial regulations.
- Accesses existed to the proposal and balance of the quarter from Young's Point Road. However, the lands to the east had been severed from the remainder of the quarter by a creek and a wetland area. Therefore, a paved approach to the balance west of the proposed lot boundary would be required to be constructed by Greenview at the applicant's expense.
- Wetland was demonstrated adjacent to the south boundary of the proposed parcel; however, it had not affected the existing residential development.
- No comments or concerns were received from adjacent landowners.
- Comments or concerns received from internal and external departments had been addressed or included in the conditions.

Mr. Blake Lange from Bearisto & Associates spoke as the Applicant. The Applicant explained the reason for the subdivision plan as presented. Mr. Lange requested a relaxation on Condition 4, to maintain the existing pump out rather than upgrading to a holding tank. As a farmstead separation, the relaxation request would maintain the pump out at 250+/- metres from Sturgeon Lake. Regarding the condition for environmental reserve, (condition 5), the applicant was not opposed to it; however, would prefer that it be taken by an Environmental Reserve Easement. He added that the parcel could be reduced to 8.09 hectares if required.

Municipal Planning Commission discussed the following:

- In response to whether the existing manufactured home on the balance of the quarter had the proper set back from the lake, Development Officer Dixon advised that it was 42 metres; however, a 90 metre setback was required.
- Regarding the access to the physically severed portion of the balance, Development Officer Dixon advised that it was sufficient for the small number of cultivated acres. She added that additional distance of road may be required in future at the development permit application stage. Manager Rosson pointed out that the access to the balance would be from the west side of the lot with an additional approach proposed.

Chair Roxie Rutt advised Mr. Lange that Municipal Planning Commission would render a decision later in the meeting.

5.0 SUBDIVISION APPLICATIONS

5.1 S19-019 / TARANORTH INC. C/O MIDWEST SURVEYS / SE-13-70-20-W5 / FIRST PARCEL OUT / SUNSET HOUSE AREA

Development Officer Price Leurebourg presented an overview of a proposed subdivision application for a 7.13-hectare (17.62-acre) ± lot. The property was zoned Agricultural One (A-1) District.

Development Officer Price Leurebourg presented additional information as follows:

- On January 14, 2020, Municipal Planning Commission tabled subdivision application S19-019 for further clarification from Alberta Transportation on the proposed road widening. Manager Rosson confirmed with Alberta Transportation that road widening was not necessary.
- The proposed subdivision would create the first parcel out of the quarter. The area was zoned Agricultural One (A-1) District.
- Access existed to the proposed subdivision from Highway 747. Access existed to the balance from an approach on the undeveloped road allowance.
- No comments or concerns were received from adjacent landowners.
- Comments or concerns received from internal and external departments had been addressed or included in the conditions.

No comments or questions were noted from Municipal Planning Commission.

SE-13-70-20-W5

MOTION: 20.02.14. Moved by: MEMBER DALE GERVAIS

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S19-019 for the creation of a 7.13 hectare ± lot within the parcel legally described as SE-13-70-20-W5, subject to the conditions listed below:

Reasons:

1. The proposed subdivision complies with the Municipal Development Plan and the Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulations.

Conditions:

1. The applicant shall submit to Greenview, a plan of survey suitable for registration with Alberta Land Titles. The size of the subdivided parcels shall be as per the approved tentative plan.
2. The landowners shall pay all taxes owing to Greenview, up to the year in which subdivision is to be registered, prior to Greenview signing the final subdivision approval documents.
3. The applicant shall pay a final subdivision endorsement fee, according to Greenview's Schedule of Fees in effect at the time of endorsement.
4. The applicant shall ensure the on-site sewage disposal systems on the proposed lot complies with distance requirements of the Alberta Private Sewage Standards of Practice. The applicant 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.

CARRIED

5.2 S19-020 / RENSCHLER JODI LEE C/O MCELHANNEY LAND SURVEYS / SW-28-65-21-W5 / FIRST PARCEL OUT / LITTLE SMOKY AREA

Development Officer Price Leurebourg had previously presented an overview of a proposed subdivision application for an 8.10-hectare (20.0-acre) ± lot. The property was zoned Agricultural One (A-1) District.

No comments or questions were noted from Municipal Planning Commission.

SW-28-65-21-W5

MOTION: 20.02.15. Moved by: MEMBER SHAWN ACTON

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S19-020 for the creation of an 8.10-hectare ± lot within the parcel legally described as SW-28-65-21-W5, subject to the conditions listed below:

Reasons:

1. The proposed subdivision complies with the Municipal Development Plan and the Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulations.

Conditions:

1. The applicant shall submit to Greenview, a plan of survey suitable for registration with Alberta Land Titles. The size of the subdivided parcels shall be as per the approved tentative plan.
3. The applicant shall pay a final subdivision endorsement fee, according to Greenview's Schedule of Fees in effect at the time of endorsement.
4. The applicant shall pay a final subdivision endorsement fee, according to Greenview's Schedule of Fees in effect at the time of endorsement.
5. The applicant shall ensure the on-site sewage disposal systems on the proposed lot complies with distance requirements of the Alberta Private Sewage Standards of Practice. The applicant 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.
6. Access to the balance of the quarter to be constructed by Greenview. An approach application must be submitted and non-refundable \$175 fee and construction fee of \$2,000 per gravel approach paid to Greenview prior to endorsement of the Subdivision Authority Approval. Greenview reserves the right to determine the date of the construction of the approach.

- Manager Rosson stated that access to the balance of the quarter was required. MPC decided that based on the information provided, by the Infrastructure and Planning department, it would be dealt with when it comes forward in the future.

CARRIED

5.3 S19-022 / THOMAS PETER EDWARD LAWRENCE ADMINISTRATOR FOR THOMAS WILFRED C/O BEAIRSTO & ASSOCIATES / SE-04-71-24-W5 / FIRST PARCEL OUT / STURGEON HEIGHTS AREA

Development Officer Leona Dixon had previously presented an overview of a proposed subdivision application for an 8.36-hectare (20.74-acre) ± lot. The property was zoned Agricultural One (A-1) District.

Municipal Planning Commission discussed the following:

- Development officer Dixon stated that in Condition 6; a six-metre environmental reserve would be taken in the form of an easement, which the landowners would still pay tax on, if the environmental reserve was taken as a plan it would then be removed from the land title and no tax would be paid. Mr. Lange stated that Bearisto was fine with the environmental reserve being taken as a caveat.

SE-04-71-24-W5

MOTION: 20.02.16. Moved by: VICE-CHAIR TOM BURTON

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S19-022 for the creation of an 8.09-hectare ± lot within the parcel legally described as SE-04-71-24-W5, subject to the conditions listed below:

Reasons:

1. The proposed subdivision complies with the Municipal Development Plan, the Sturgeon Lake Area Structure Plan and the Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulations.

Conditions:

1. The applicant shall submit to Greenview, a plan of survey suitable for registration with Alberta Land Titles. The size of the subdivided parcel(s) shall be as per the approved tentative plan, subject to parcel reduction to a maximum of 8.1 hectare (20.0 acre).
2. The applicant shall pay a final subdivision endorsement fee in accordance with Greenview's Schedule of Fees in effect at the time of endorsement
3. The applicant shall pay all taxes owing to Greenview, up to the year in which subdivision is to be registered, prior to Greenview signing the final subdivision approval documents.

4. The applicant is required to enter into a Restrictive Covenant with Greenview that will be registered against title to the lot by Caveat to ensure that upon a development permit being issued for renovation, reconstruction, or replacement of the existing dwelling unit as required by Greenview's Land Use Bylaw in effect at that time, a condition be imposed that a holding tank is required to be installed in accordance with the Alberta Private Sewage Standards of Practice and section 7.2.3 of the Municipal Government Act.
5. An Environmental Reserve Easement must be registered as a caveat on title to protect Sturgeon Lake a distance of 6.0 metres from the shoreline of Sturgeon Lake.
6. The applicant shall obtain Historical Resources Act Clearance from Alberta Culture and Tourism and provide the approval to Greenview.
7. Access to the balance of the quarter to be constructed by Greenview. An approach application must be submitted and non-refundable \$175 fee and construction fee of \$5,000 per paved approach paid to Greenview prior to endorsement of the Subdivision Authority Approval. Greenview reserves the right to determine the date of the construction of the approach.

CARRIED

5.4 S19-023 / LOWE JONATHAN / SE-10-71-23-W5 / COUNTRY RESIDENTIAL ONE / NEW FISH CREEK AREA

Development Officer Leona Dixon presented an overview of a proposed subdivision application for a 3.75-hectare (9.27-acre) ± lot. The property was zoned Country Residential One (CR-1) District.

Development Officer Leona Dixon presented additional information as follows:

- The area had recently been rezoned to Country Residential One (CR-1) District to allow subdivision of the vacant treed land to accommodate future residential development.
- For the proposed lagoon sewage system, the applicant would be required to obtain all necessary permits from an accredited agency for Alberta Safety Codes Authority as a condition of a subsequent development permit.
- Canadian Natural Resources Ltd. (CNRL) owned a pipeline, licensed for 190 mol/kmol of sour gas, located approximately 350 ± metres to the west of the proposed subdivision. However, it was located outside of the 100-metre setback required by Alberta Energy Regulator for a single-family residential development.
- Infrastructure and Planning had requested a road plan by dedication approximately 35.0 metres by 75 metres ± to construct a cul-de-sac at the end of Range Road 232. The cul-de-sac would have provided accesses to the proposal and balance of the quarter and a turnaround, in accordance with Greenview's Municipal Servicing Standards.

- Road widening of 5.03 metres had previously been registered by road plan along the length of the quarter when the first subdivision on the quarter had been created.
- No comments or concerns were received from adjacent landowners.
- Comments or concerns received from internal and external departments had been addressed or included in the conditions.

No comments or questions were noted from Municipal Planning Commission.

SE-10-71-23-W5

MOTION: 20.02.17. Moved by: MEMBER TYLER OLSEN

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S19-023 for the creation of a 3.75-hectare ± lot within the parcel legally described as SE-10-71-23-W5, subject to the conditions listed below:

Reasons:

1. The proposed subdivision complies with the Municipal Development Plan, the Sturgeon Lake Area Structure Plan and the Land Use Bylaw.
3. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulations.

Conditions:

1. The applicant shall submit to Greenview, a plan of survey suitable for registration with Alberta Land Titles. The size of the subdivided parcel(s) shall be as per the approved tentative plan.
2. The applicant shall pay a final subdivision endorsement fee in accordance with Greenview's Schedule of Fees in effect at the time of endorsement.
4. The applicant shall pay all taxes owing to Greenview, up to the year in which subdivision is to be registered, prior to Greenview signing the final subdivision approval documents.
5. Right-of-way, a minimum of 35 metres by 75 metres shall be dedicated by the applicant at the parcel frontage adjacent to Range Road 232 for construction by Greenview of a cul-de-sac and approaches to the lot and the balance of the quarter. The road plan for widening shall be surveyed and registered by Greenview. The applicant shall not have the parcel boundaries of the proposed subdivision located until after the road widening has been accounted for.
6. Access to the proposed lot and balance of the quarter to be constructed and/or upgraded by Greenview. An approach application must be submitted along with a non-refundable application fee of \$175. Construction fees of \$2,000 per gravel approach or \$2500 per approach relocation or upgrade must be paid to Greenview prior to endorsement of the Subdivision Authority Approval. Greenview reserves the right to determine the date of construction and/or upgrade of the approach(es).
7. The applicant shall pay cash-in-lieu of Municipal Reserve in the amount of \$4,500, representing 10% of the appraised market value of the area of 3.75

hectares. The final calculation of the Municipal Reserve will be done upon receipt of the final plan of survey.

CARRIED

#7
DATE OF NEXT MEETING

7.0 DATE OF NEXT MEETING

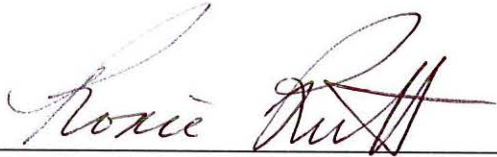
Tuesday, March 10 , 2020

#8
ADJOURNMENT

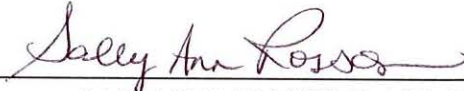
8.0 ADJOURNMENT

MOTION: 20.02.18. Moved by: MEMBER TYLER OLSEN
That this meeting adjourn at 10:56am

CARRIED



CHAIR



MANAGER, PLANNING AND DEVELOPMENT