

ADOPTED

Minutes of a
REGULAR MUNICIPAL PLANNING COMMISSION MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
M.D. Administration Building
Valleyview, Alberta, on Tuesday, June 9, 2020

#1 CALL TO ORDER Chair Roxie Rutt called the meeting to order at 9:00 a.m.

PRESENT

Chair	Roxie Rutt
Vice-Chair	Tom Burton
Member	Shawn Acton
Member	Dale Gervais
Member	Tyler Olsen
Member	Bill Smith (via teleconference)
Member	Dale Smith
Member	Les Urness

ATTENDING

Manager, Planning and Development	Sally Ann Rosson
Development Officer, Wards 1 and 8	Celine Chuppa
Development Officer, Wards 2, 3, 4, Division 9	Price Leurebourg
Development Officer, Wards 5, 6 and 7	Leona Dixon
Recording Secretary	Jenny Cornelsen

GUESTS Steven Neufeld (via teleconference) – S20-001

ABSENT

Member	Winston Delorme
Member	Duane Didow
Development Technician	Alyse Barks

#2 AGENDA MOTION: 20.06.034. Moved by: MEMBER DALE SMITH
That the June 9, 2020, agenda be adopted as presented.
CARRIED

#3.1 REGULAR MUNICIPAL PLANNING COMMISSION MEETING MINUTES MOTION: 20.06.035. Moved by: MEMBER SHAWN ACTON
That the minutes of the regular Municipal Planning Commission meeting held on May 12, 2020, be adopted with the following corrections:

- The Chair of the meeting required correction to identify Chair Roxie Rutt.
- For delegations 4.1, 4.2 and 4.3, the member advising the applicant that Municipal Planning Commission would render a decision later in the meeting required correction to identify Chair Roxie Rutt.

CARRIED

#3.2 BUSINESS ARISING FROM MINUTES **3.2 BUSINESS ARISING FROM MINUTES**

Manager Rosson informed members that Administration had received two appeals against development permit application D20-221 (Process Energy Solutions), which had been approved by Municipal Planning Commission on May 12, 2020. A Subdivision and Development Appeal Board public hearing had been scheduled for June 25, 2020.

**#4
DELEGATIONS**

4.0 DELEGATIONS

**#4.1
DELEGATION**

4.1 S20-001 / NEUFELD STEPHEN AND SHAW NANCY C/O EXPLORE GEOMATICS / SW-10-68-22-W5 / PHYSICAL SEVERANCE / LITTLE SMOKY AREA

Development Officer Price Leurebourg presented an overview of a proposed subdivision application for a 33.2-hectare (82.0-acre) ± lot. The property was zoned Agricultural One (A-1) District.

Development Officer Price Leurebourg presented additional information as follows:

- The applicant had proposed to subdivide the severed portion of SW-10-68-22-W5 west of Highway 43, with the intention of consolidating the severed portion east of Highway 43 with SE-10-68-22-W5.
- Access existed to the proposed subdivision from Township Road 681 and to the balance of the quarter from Highway 43.
- Alberta Transportation had raised no concerns nor anticipated any negative impacts from the proposed subdivision.

Mr. Steven Neufeld spoke as the Applicant. The applicant stated that the proposed subdivision was located on a quarter, to which he and his sister, Ms. Nancy Shaw, held title. He added that Ms. Shaw had also held title to the severed portion east of Highway 43.

Municipal Planning Commission discussed the following:

- Members asked for clarification on which parcels would be under separate title and which would be consolidated. Mr. Neufeld explained that he intended to hold title to the severed portion west of Highway 43. He further stated that Ms. Shaw would then hold title to the remaining portion east of Highway 43 and it would be consolidated with the quarter to the east, to which she also held title.
- Members confirmed with administration that Condition 6 regarding consolidation had referred to the farmstead on the severed portion east of Highway 43.

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

#5
SUBDIVISIONS

5.0 SUBDIVISION APPLICATIONS

5.1 S20-001 / NEUFELD STEPHEN AND SHAW NANCY C/O EXPLORE GEOMATICS / SW-10-68-22-W5 / PHYSICAL SEVERANCE / LITTLE SMOKY AREA

Development Officer Price Leurebourg had previously presented an overview of a proposed subdivision application for a 33.2-hectare (82.0-acre) ± lot. The property was zoned Agricultural One (A-1) District.

Municipal Planning Commission discussed the following:

- Members questioned the condition requiring further road widening on Township Road 681, which had been a dead-end road. Development Officer Leurebourg responded that Construction and Engineering had requested road widening along the parcel.
- Members discussed Condition 5 regarding on-site sewer disposal systems and raised concerns about imposing this condition on an existing parcel. They noted that though setback distances had not been provided on the tentative plan, the pump-out had been indicated and members had no concerns. They further felt that consolidation with the quarter to the east would alleviate any concerns regarding sewage disposal system and agreed to remove the condition.

SW-10-68-22-W5

MOTION: 20.06.036. Moved by: MEMBER DALE SMITH

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S20-001 for the creation of a 33.2-hectare ± lot within the parcel legally described as SW-10-68-22-W5, subject to the conditions listed below, as amended:

Reasons:

1. The proposed subdivision complies with the Municipal Development Plan and Land Use Bylaw No. 18-800.
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 the Alberta Land Titles Office. The size of the subdivided parcels shall be as per the approved Tentative Plan.
2. The applicant shall pay a final subdivision endorsement fee, according to 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. Road widening of 5.03 metres shall be dedicated by the applicant along the parcel frontage adjacent to Township Road 681. 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.
5. Consolidation of 17.41 hectare \pm (43 acres) of SW-10-68-22-W5, to the east of Highway 43, with the adjacent quarter (Certificate of Title 102 019 258) being SE-10-68-22-W5.

CARRIED

Mr. Neufeld vacated the meeting.

5.2 S20-005 / WARKENTIN JEFFREY LOWELL AND CARLENE GRACE C/O BEAIRSTO & ASSOCIATES / SE-25-73-01-W6 / FIRST PARCEL OUT / DEBOLT AREA

Development Officer Celine Chuppa presented an overview of a proposed subdivision application for a 4.15-hectare (10.25-acre) \pm lot. The property was zoned Agricultural One (A-1) District.

Development Officer Celine Chuppa presented additional information as follows:

- The proposed subdivision had included a manufactured dwelling unit, three storage sheds and a dugout.
- The open discharge system met the setback distances in accordance with provincial sewage regulations.
- There was existing access to the proposed subdivision from Township Road 734 and to the balance of the quarter from Range Road 10.
- Road widening of 5.03 metres was required on Township Road 734 and a 10-metre by 10-metre corner cut was required at the intersection of Township Road 734 and Range Road 10.

No comments or questions were noted from Municipal Planning Commission.

SE-25-73-01-W6

MOTION: 20.06.037. Moved by: VICE-CHAIR TOM BURTON

That Municipal Planning Commission (MPC) APPROVE subdivision application S20-005 for the creation of a 4.15-hectare \pm lot within the parcel legally described as SE-25-73-01-W6, subject to the conditions listed below:

Reasons:

1. The proposed subdivision complies with the Municipal Development Plan and Land Use Bylaw No. 18-800.
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 or a descriptive plan, suitable for registration with Alberta Land Titles. The size of the subdivided parcels shall be as per the approved tentative plan.
2. The applicant shall pay a final subdivision endorsement fee, according to 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. Road widening of 5.03 metres shall be dedicated by the applicant along the parcel frontage on Township Road 734 including a 10.0-metre by 10.0-metre corner cut at the intersection of Township Road 734 and Range Road 10. The applicant is required to sell to Greenview 5.03 metres for future road widening including a 10.0-metre by 10.0-metre corner cut at the intersection in accordance with Greenview's Schedule of Fees Bylaw. 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.

CARRIED

5.3 S20-006 / CLAGGETT RYAN PATRICK / NW-34-71-22-W5 / FIRST PARCEL OUT / NEW FISH CREEK AREA

Development Officer Leona Dixon presented an overview of a proposed subdivision application for a 6.62-hectare (16.36-acre) ± lot. The property was zoned Agricultural One (A-1) District.

Development Officer Leona Dixon presented additional information as follows:

- The proposed first parcel subdivision encompassed an existing manufactured dwelling unit, garage and improvements.
- The existing open discharge septic system met all setback requirements from the proposed property lines in accordance with provincial regulations.
- Road widening was required adjacent to Township Road 720 and Range Road 223, including a 10.0-metre by 10.0-metre corner cut at the intersection.
- There was an existing approach to the proposed subdivision. The applicant had submitted an approach application to provide access to the balance of the quarter from Range Road 223.

Municipal Planning Commission discussed the following:

- Members noted that compliance to the Sturgeon Lake Area Structure Plan would not apply to the application; therefore, Development Officer Dixon stated that it would be removed from the reasons to recommend approval.

NW-34-71-22-W5

MOTION: 20.06.038. Moved by: MEMBER DALE SMITH
That Municipal Planning Commission (MPC) **APPROVE** subdivision application S20-006 for the creation of a 6.62-hectare ± lot within the parcel legally described as NW-34-71-22-W5, subject to the conditions listed below:

Reasons:

1. The proposed subdivision complies with the Municipal Development Plan and Land Use Bylaw No. 18-800.
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 descriptive plan, 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
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. Access to the balance of the quarter to be constructed 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 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).
5. Road widening of 5.03 metres shall be dedicated by the applicant along the parcel frontage adjacent to Township Road 720. Adjacent to the balance of the quarter and Township Road 720 and Range Road 223, the applicant is required to sell to Greenview 5.03 metres for future road widening, including a 10.0-metre by 10.0-metre corner cut at the intersection of the roads, in accordance with Greenview's Schedule of Fees Bylaw. 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

CARRIED

5.4 S20-008 / ACHEN KAREN and TERRY / NW-34-72-22-W5 / SECOND PARCEL OUT / NEW FISH CREEK AREA

Development Officer Leona Dixon presented an overview of a proposed subdivision application for a 4.05-hectare (10.0-acre) ± lot. The property was zoned Country Residential One (CR-1) District.

Development Officer Leona Dixon presented additional information as follows:

- Council had passed Bylaw No. 20-841 on May 25, 2020, to rezone the vacant parcel from Agricultural One (A-1) District to Country Residential One (CR-1) District, to create a second parcel out of the quarter section.
- An approach application had been received for access to the proposed parcel. There was existing access to the balance of the quarter from Township Road 730.
- Road widening of 5.03 metres as well as a corner cut had been previously acquired and no further road widening was required.

No comments or questions were noted from Municipal Planning Commission.

NW-34-72-22-W5

MOTION: 20.06.039. Moved by: MEMBER SHAWN ACTON

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S20-008 for the creation of a 4.05-hectare ± lot within the parcel legally described as NW-34-72-22-W5, subject to the conditions listed below:

Reasons:

1. The proposed subdivision complies with the Municipal Development Plan and Land Use Bylaw No. 18-800.
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.
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 shall pay cash-in-lieu of Municipal Reserve in the amount of \$4,500.00, representing 10% of the appraised market value of the area of 4.04 hectares. The final calculation of the Municipal Reserve will be done upon receipt of the final plan of survey.

CARRIED

#6
DEVELOPMENT PERMITS

6.0 DEVELOPMENT PERMIT APPLICATIONS

There were no development permit applications presented for decision.

#7
DATE OF NEXT MEETING

7.0 DATE OF NEXT MEETING

Tuesday, July 14, 2020

#8
ADJOURNMENT

8.0 ADJOURNMENT

MOTION: 20.06.040. Moved by: MEMBER DALE GERVAIS
That this meeting adjourn at 9:24 a.m.

CARRIED



CHAIR



MANAGER, PLANNING AND DEVELOPMENT