

ADOPTED

Minutes of a
MUNICIPAL PLANNING COMMISSION REGULAR MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building
Valleyview, Alberta, on Wednesday, October 14, 2020

#1 CALL TO ORDER Chair Roxie Rutt called the meeting to order at 9:05 a.m.

PRESENT

| | |
|------------|-----------------------------|
| Chair | Roxie Rutt |
| Vice-Chair | Tom Burton |
| Member | Winston Delorme (via phone) |
| Member | Dale Gervais (via phone) |
| Member | Tyler Olsen |
| Member | Dale Smith |
| Member | Les Urness |

ATTENDING

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

GUESTS Blake Lange, A.L.S. Beirsto & Associates (S20-012)

ABSENT

| | |
|--------|-------------|
| Member | Shawn Acton |
| Member | Duane Didow |
| Member | Bill Smith |

#2 AGENDA

MOTION: 20.10.056. Moved by: VICE-CHAIR TOM BURTON
That the October 14, 2020, agenda be adopted with the following changes:

- 4.1 – S20-011 / HALL MICHAEL A AND CATHERINE M / NW-17-66-21-W5 / FIRST PARCEL OUT / LITTLE SMOKY AREA
 - The scheduled delegation was not in attendance.
 - A revised Request for Decision was distributed to members.
- 4.2 – D20-414 / FRIESSEN JACOB / FRIESSEN JACOB AND HELENA / DUGOUT / NW-10-70-07-W6, PLAN 0123289, LOT 1 / GROVEDALE AREA
 - The scheduled delegation was not in attendance.
 - A revised Request for Decision was distributed to members.
- 4.3 – S20-012 / MCARTHUR IRIS C/O BEAIRSTO & ASSOCIATES / SW-36-70-25-W5 / FIRST PARCEL OUT / STURGEON HEIGHTS AREA – Blake Lange, A.L.S., Beirsto & Associates was added as a delegation.

CARRIED

#3.1 MOTION: 20.10.057. Moved by: MEMBER TYLER OLSEN

REGULAR MUNICIPAL
PLANNING COMMISSION
MEETING MINUTES

That the minutes of the Municipal Planning Commission regular meeting held on September 15, 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 September 15, 2020.

#4
DELEGATIONS

4.0 DELEGATIONS

#4.1
DELEGATION

4.1 S20-011 / HALL MICHAEL A AND CATHERINE M / NW-17-66-21-W5 / FIRST PARCEL OUT / LITTLE SMOKY AREA

Mr. Hall was not in attendance.

4.2 D20-414 / FRIESSEN JACOB / FRIESSEN JACOB AND HELENA / DUGOUT / NW-10-70-07-W6, PLAN 0123289, LOT 1 / GROVEDALE AREA

Mr. Friessen was not in attendance.

4.3 S20-012 / MCARTHUR IRIS C/O BEAIRSTO & ASSOCIATES / SW-36-70-25-W5 / FIRST PARCEL OUT / STURGEON HEIGHTS AREA

Development Officer Leona Dixon presented an overview of a proposed subdivision application for a 14.58-hectare (36.03-acre) ± lot. The property was zoned Agricultural One (A-1) District.

Development Officer Leona Dixon presented additional information as follows:

- The subject site was located one kilometre north of Highway 43 on Young’s Point Road and was within the secondary area of the Sturgeon Lake Area Structure Plan (SLASP).
- A single-family dwelling and garage existed on the proposed parcel, created as a result of the physical severance caused by the creek.
- The open discharge septic system would require upgrading to comply with setback requirements in accordance with provincial legislation.
- Paved access existed to the proposed and balance from Young’s Point Road.
- Notifications had been circulated to adjacent landowners within an 804.0-metre radius; however, no comments or concerns were received.
- Comments or concerns received from internal and external departments had been addressed or included in the conditions.

Mr. Blake Lang, A.L.S., Beairsto & Associates, was in attendance to speak on behalf of the applicant.

Municipal Planning Commission discussed the following:

- Members asked why the parcel had been proposed at a considerably larger size than Greenview's Land Use Bylaw allowed for first parcel out subdivisions. Development Officer Dixon explained that the existing creek created a physical severance, which then permitted a larger parcel.
- The consensus had been that the parcel was considered physically severed, although not all members had agreed. Development Officer Dixon stated that though it was possible there had been only seasonal drainage, the existing creek banks were quite deep.
- Members noted an existing crossing and asked why it could not be utilized. Mr. Lang explained that the existing crossing was not a viable option due to the depth of the creek. As a result, he had consulted administration and Alberta Environment and Parks regarding the implications of obtaining access at the north end of the proposed parcel. It was later added that the creek was at least four-to-five feet deep at that portion. The landowners had installed bridges and pipes in the past; however, they had washed out.
- Regarding the north piece of the parcel, Members asked about crossing requirements and who would be responsible for constructing an approach to the balance. Development Officer Dixon stated that the north piece was also a physically severed parcel and that a crossing agreement with the province would also be required. It was noted upon future subdivision, the landowner would be required to provide access to the balance as a condition of subdivision approval. It was suggested that a condition for access to the balance be added; however, Members agreed that access could be dealt with upon a future subdivision application of the quarter.

#5
SUBDIVISIONS

5.0 SUBDIVISION APPLICATIONS

5.1 S20-011 / HALL MICHAEL A AND CATHERINE M / NW-17-66-21-W5 / FIRST PARCEL OUT / LITTLE SMOKY AREA

Development Officer Leona Dixon presented an overview of a proposed subdivision application for an 8.09-hectare (19.99-acre) acre ± lot. The property was zoned Agricultural One (A-1) District.

Development Officer Leona Dixon presented additional information as follows:

- The vacant subject site was located approximately three kilometres south of the Hamlet of Little Smoky.
- Access existed to the proposed subdivision from the service road on the west side of Highway 43.
- The applicant would be required to apply for an approach to the balance and pay the necessary application and installation fees. The applicant had initially proposed a 10.0-metre strip to allow access to the balance; however,

10.0 metres was not a sufficient width due to the angle of the road and farm equipment that would be utilizing the access. The General Manager of Infrastructure and Planning agreed to vary Greenview's Development Guidelines and Municipal Servicing Standards, and require the applicant to offset the parcel 25.0 metres from the east boundary to provide sufficient access to the balance of the quarter.

Member Dale Smith vacated the meeting at 9:23 a.m.

- The landowner had advised that the wellsite and pipeline right-of-way had both been reclaimed; however, they remained registered on the land titles. Greenview's mapping system had shown the well site as an abandoned well. The right-of-way had not included Alberta Energy Regulator's pipeline data, which likely indicated that though the right-of-way had existed, the pipeline had not. A suitable building site existed outside the right-of-way.
- Notifications had been circulated to adjacent landowners within an 804.0-metre radius; however, no comments or concerns were received.
- Comments or concerns received from internal and external departments had been addressed or included in the conditions.

Member Dale Smith re-entered the meeting at 9:25 a.m.

Municipal Planning Commission discussed the following:

- Members asked if there was a standard setback for approaches from property lines. Development Officer Dixon stated that the standard setback was 30.0 metres. She explained that though there had not been sufficient space to meet that requirement, there would be 30.0 metres between the two approaches in accordance with Greenview's Development Guidelines and Municipal Service Standards. She added that the General Manager of Infrastructure and Planning had been satisfied with the proposal.
- It was asked if the pipeline was in the ground. Development Officer Dixon reiterated that it appeared that only the right-of-way for the pipeline had existed. She added that regardless of whether the pipeline was in place or not, there had been a suitable building site.

NW-17-66-21-W

MOTION: 20.10.058. Moved by: MEMBER DALE GERVAIS
That Municipal Planning Commission (MPC) **APPROVE** subdivision application S20-011 for the creation of an 8.09-hectare ± lot within the parcel legally described as NW-17-66-21-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 descriptive plan or plan of survey, suitable for registration with Alberta Land Titles. The size and location of the subdivided parcel(s) shall be as per the approved tentative plan.
2. 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.
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. 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 of the approach.

CARRIED

5.2 S20-012 / MCARTHUR IRIS C/O BEAIRSTO & ASSOCIATES / SW-36-70-25-W5 / FIRST PARCEL OUT / STURGEON HEIGHTS AREA

Development Officer Leona Dixon had previously presented an overview of a proposed subdivision application for a 14.58-hectare (36.03-acre) ± lot. The property was zoned Agricultural One (A-1) District.

Development Officer Leona Dixon presented additional information as follows:

- As a reminder to Members, Development Officer Dixon restated that physically severed parcels had allowed for larger subdivisions. Additionally, there had been no concerns from referral bodies nor adjacent landowners.

Municipal Planning Commission discussed the following:

- There was concern raised over the amount of wetland shown on the parcel. Development Officer Dixon explained that the existing residence was located away from wetland and a suitable building site had been the only concern at the subdivision stage. Wetland concerns would be addressed at the time of any future development.

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S20-012 for the creation of a 14.58-hectare ± lot within the parcel legally described as SW-36-70-25-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.
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 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

5.3 S20-014 / MUNICIPAL DISTRICT OF GREENVIEW NO.16 / NW-12-72-01-W6 / BOUNDARY ADJUSTMENT / DEBOLT AREA

Development Officer Leona Dixon presented an overview of a proposed subdivision application for a 0.574-hectare (1.42-acre) ± lot. The property was zoned Institutional (INS) District and Municipal Reserve (MR).

Development Officer Leona Dixon presented additional information as follows:

- The vacant subject site was located adjacent to the north boundary of the Hamlet of DeBolt.
- The proposed subdivision would create a revised parcel boundary for the municipal reserve lot, a road plan to provide access to the well on the municipal reserve and to the landowner to the north, and the senior housing project approved for Grande Spirit Foundation.

- A public hearing to rezone the parcel from Agricultural One (A-1) District had been held March 9, 2020. At that time, notifications had been circulated to adjacent landowners within an 804.0-metre radius. One landowner had raised concerns regarding setbacks from the lot's north boundary, which had been addressed at that time and through subsequent discussion directly with Grande Spirit Foundation.
- Comments or concerns received from internal and external departments had been addressed or included in the conditions.

Municipal Planning Commission discussed the following:

- Members questioned the width of the right-of-way for a roadway. Development Officer Dixon explained that the width would meet Greenview standards for possible future development or area expansion to the north.
- It was questioned why Greenview had provided landowner access without acquiring the panhandle area to the west. Development Officer Dixon explained that the area in question was separate from this proposal. She explained further that physical access was existing; however, the road would have provided legal access for the landowner, whereby the landowner would no longer have to cross the municipal reserve.

NW-12-72-01-W6

MOTION: 20.10.060. Moved by: VICE-CHAIR TOM BURTON

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S20-014 for a boundary adjustment to create Block 3, Lot 2MR (0.164 hectares ±), road plan (0.147 hectares ±), Block 1, Lot 10 (0.574 hectares ±) and Block 1, 11ER (0.357 hectares ±) within the parcels legally described as NW-12-72-01-W6 (C of T 182 312 898) and Plan 972 1208, Lot 2MR, 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 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 landowner 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.

CARRIED

#6
DEVELOPMENT PERMITS

6.0 DEVELOPMENT PERMIT APPLICATIONS

6.1 D20-409 / MOUNTAINVIEW BULK FOOD & DELIVERY INC. / 2242525 ALBERTA LTD / RETAIL STORES – GENERAL / PLAN 2650RS, BLOCK 30, LOT 5 / GRANDE CACHE AREA

Development Officer Price Leurebourg presented an overview of a development permit application for a Retail Store – General within Plan 2650RS, Block 30, Lot 05. The property was zoned Highway Corridor Commercial (C-2) District.

Development Officer Price Leurebourg presented additional information as follows:

- The proposed development had been to operate a grocery store at a former gas station at 10009 100 Street in Grande Cache.
- The proposed development consisted of interior renovation and placement of a 5.0-foot by 32.0-foot sign on the front of the building.
- Although the Grande Cache Land Use Bylaw, which was currently in effect, included uses for both Retail Stores – General and Retail Stores – Convenience, only the latter was a use in Highway Corridor Commercial (C-2) District. However, the proposed use was greater than what Retail Stores – Convenience had allowed. As Retail Stores – General was an unlisted use in this District, the proposed development was a discretionary use to be brought to Municipal Planning Commission for decision.

Municipal Planning Commission discussed the following:

- Members were pleased that development would be occurring in that area.
- It had been questioned whether another grocery store would create competition. It was commented that any concerns would be mitigated by the fact that the store would provide another option for residents by providing bulk food sales and delivery service.

PLAN 2650RS,
BLOCK 30,
LOT 5

MOTION: 20.10.10.061. Moved by: MEMBER TYLER OLSEN

That Municipal Planning Commission (MPC) **APPROVE** development permit application D20-409 for the development of a Retail Store – General to locate a grocery store with a 5.0-foot by 32.0-foot sign, on the lot legally described as Plan 2650RS, Block 30, Lot 05, 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 799 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. 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 all necessary permits required by Alberta Safety Codes Authority, including but not limited to Building, Gas, Plumbing and Electrical Permits, in accordance with the Safety Codes Act of Alberta.
4. The applicant shall obtain a roadside development permit from Alberta Transportation for development in proximity to a highway prior to commencing development.
5. The sign shall be maintained in proper state of repair.
6. This development permit is valid upon the decision being advertised and no appeal against said decision being successful.

CARRIED

6.2 D20-414 / FRIESSEN JACOB / FRIESSEN JACOB AND HELENA / DUGOUT / NW-10-70-07-W6, PLAN 0123289, LOT 1 / GROVEDALE AREA

Development Officer Celine Chuppa presented an overview of a development permit application for an expansion of a dugout within NW-10-70-07-W6. The property was zoned Agricultural One (A-1) District.

Development Officer Celine Chuppa presented additional information as follows:

- The subject site was located on Township Road 701A, approximately 10 kilometres from the Hamlet of Grovedale.
- The proposed 15.0-metre by 8.0-metre dugout would be located 5.0 metres away from the east property line. As the Land Use Bylaw required a 15.0-metre setback, a 66 per cent variance would be necessary.
- The applicant had proposed the dugout expansion to prevent flooding in the northeast corner of the parcel.

Municipal Planning Commission discussed the following:

- Members asked for clarification on the location of the existing dugout and why an expansion had been proposed. Development Officer Chuppa stated that it had appeared to be more of a low area where drainage had pooled. She added that the applicant had pumped out the area but had proposed a dugout to gather drainage.
- It was noted that the depth of the proposed dugout and soil type had not been provided. Manager Rosson reminded members that soil reports were not required for development of a dugout. It was suggested, however, that length, width and depth and an understanding of the soil type be provided with future development permit applications for dugouts.

NW-10-70-07-W6,
PLAN 0123289,
LOT 1

MOTION: 20.10.062. Moved by: MEMBER LES URNESS
That Municipal Planning Commission (MPC) **APPROVE** development permit application D20-414 for a setback variance of 10.0 metres from the east property line for the development of an 15.0-metre by 8.0-metre dugout, on the parcel legally described as NW-10-70-07-W6, Plan 0123289, Lot 1, subject to the conditions listed below, as amended:

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 18-800 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. The applicant must obtain Water Act authorization from Alberta Environment and Parks prior to construction or commencement of any development.
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 developer is granted a setback variance of 10 metres to allow the dugout to be 5 metres from the east property line.

CARRIED

#7
DATE OF NEXT MEETING

7.0 DATE OF NEXT MEETING

Tuesday, November 10, 2020
(Organizational MPC Meeting and Regular MPC Meeting)

#8
ADJOURNMENT

8.0 ADJOURNMENT

MOTION: 20.10.063. Moved by: MEMBER WINSTON DELORME
That this meeting adjourn at 9:55 a.m.

CARRIED



CHAIR



MANAGER, PLANNING AND DEVELOPMENT