

Minutes of a
MUNICIPAL PLANNING COMMISSION REGULAR MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building and Zoom
Valleyview, Alberta, on Wednesday, June 9, 2021

**#1
CALL TO ORDER**

Chair Duane Didow called the meeting to order at 9:03 a.m.

PRESENT

| | |
|------------|----------------------------|
| Chair | Duane Didow |
| Vice-Chair | Tom Burton |
| Member | Shawn Acton |
| Member | Winston Delorme (via Zoom) |
| Member | Bill Smith (via Zoom) |
| Member | Dale Smith |

ATTENDING

| | |
|-------------------------------------|--------------------------|
| Director, Infrastructure & Planning | Roger Autio |
| Development Officer | Leona Dixon |
| Development Officer | Price Leurebourg |
| Development Officer | Celine Chuppa (via Zoom) |
| Recording Secretary | Jenny Cornelsen |

GUESTS

Tony Wolfe (S21-004)
Scott Vyse (D20-401)

ABSENT

| | |
|--------|---------------|
| Member | Roxie Chapman |
| Member | Dale Gervais |
| Member | Tyler Olsen |
| Member | Les Urness |

**#2
AGENDA**

MOTION: 21.06.25. Moved by: MEMBER SHAWN ACTON
That the June 9, 2021, agenda be adopted as presented.

CARRIED

**#3
MINUTES**

3.1 MINUTES OF REGULAR MEETING

MOTION: 21.06.26. Moved by: MEMBER DALE SMITH
That the minutes of the Municipal Planning Commission regular meeting held on
May 12, 2021, be adopted as presented.

CARRIED

3.2 BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes of May 12, 2021.

#4
DELEGATIONS

4.1 S21-004 / WOLFE TONY WILLIAM C/O GEOVERRA / SW-03-67-23-W5 / FIRST PARCEL OUT / LITTLE SMOKY AREA

Tony Wolfe was not in attendance to represent the application.

4.2 D20-401 / VYSE SCOTT & KRISTY / ACCESSORY BUILDING; GARAGE (VARIANCE) / SE-08-71-23-W5, PLAN 3978KS, BLOCK 1, LOT 10 / SANDY BAY AREA

Development Officer Leona Dixon presented an overview of a development permit application for an accessory building; garage, within SE-08-71-23-W5, Plan 3978KS, Block 1, Lot 10. The property was zoned Country Residential Three (CR-3) District.

Additional information was presented as follows:

- A garage had recently been constructed on the 1,456.71-square metre lot and was located 1.22 metres ± from the front property line adjacent to the internal subdivision road. A variance of 6.28 metres from the front property line would be required for the garage to remain at that location. The garage appeared to be located a sufficient distance of 1.5 metres from the south boundary or side yard of the lot.
- The applicant had advised that the garage (boathouse) had been built on the same location as the previous cabin and could not be moved further from the front property line due to the overhead powerline and pole immediately to the rear of the garage.
- Three approaches to the lot had existed for many years. The approach accessing the garage, including culvert and gravel, had been upgraded by the applicant and did not meet Greenview standards.
- Construction and Engineering had not recommended granting a variance to the 7.5-metre setback requirement.

Scott Vyse was in attendance (via Zoom) to represent the application. He stated that at the time of construction, he had not been aware of the requirements for a development permit from Greenview. He indicated that he had added value to the neighbourhood through improvements to the site.

Members had the following comments or questions:

- Was the garage constructed prior to obtaining a valid development permit from Greenview? Development Officer Dixon confirmed that it had. Scott stated that he had understood that the builder had acquired all applicable permits and added that it had been constructed in the exact location as the previous building.
- Was there an existing pad? Scott explained that there was an existing concrete slab. As more space had been required, the slab had been expanded but not towards the road.

- Was the garage built to the front or rear of the property? Scott responded that the measurement had been determined from the shoulder of the road rather than the property line; therefore, it had been constructed as far back to the side and rear of the property as possible.
- Members raised concerns about the number of approaches. Scott explained that one approach had utilized only for the boathouse while they used an existing approach for vehicles.

Chair Duane Didow advised Scott Vyse that Municipal Planning Commission would render a decision later in the meeting.

#5
SUBDIVISIONS

5.1 S21-004 / WOLFE TONY WILLIAM C/O GEOVERRA / SW-03-67-23-W5 / FIRST PARCEL OUT / LITTLE SMOKY AREA

Tony Wolfe had not joined the meeting via Zoom as presented in the agenda.

Development Officer Leona Dixon presented an overview of a proposed subdivision application for a 3.752-hectare (9.27-acre) ± lot. The property was zoned Agricultural One (A-1) District.

Additional information was presented as follows:

- The proposed subdivision encompassed an existing yard site with trailer and small shop.
- In accordance with provincial legislation, the existing open discharge sewage system met the setback distance from the proposed property lines; however, setback distances from the residence and water well had not been confirmed.
- Gravel approaches existed to the proposed subdivision and balance of the quarter.
- Notifications were circulated to adjacent landowners within an 804.0-metre radius; no comments or concerns were received.
- Comments or concerns received from internal and external departments had been addressed or included in the conditions.

Members had the following comments or questions:

- Would further road widening be required? Development Officer answered that road widening was not required because Township Road 670 adjacent to the south boundary of the quarter was 60.96 metres wide and Range Road was 30.18 metres wide.

SW-03-67-23-W5

MOTION: 21.06.27. Moved by: MEMBER DALE SMITH

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S21-004 for the creation of a 3.752-hectare ± lot within the parcel legally described as SW-03-67-23-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 or 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 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 requirements of the Alberta Private Sewage Standards of Practice. The applicant shall provide Greenview with a report from an accredited agency reflecting that the setback distance requirements and the proposed parcel boundaries have been taken into consideration when compliance was considered. The arrangements and costs are the responsibility of the applicant.

CARRIED

#6
DEVELOPMENT PERMITS

6.1 D20-401 / VYSE SCOTT AND KRISTY / ACCESSORY BUILDING; GARAGE (VARIANCE) / SE-08-71-23-W5, PLAN 3978KS, BLOCK 1, LOT 10 / SANDY BAY AREA

Development Officer Leona Dixon had previously presented an overview of a development permit application for an accessory building; garage within SE-08-71-23-W5, Plan 3978KS, Block 1, Lot 10. The property was zoned Country Residential Three (CR-3) District.

Additional information was presented as follows:

Members had the following comments or questions:

- There was further discussion about the number of approaches and whether removal or upgrade should be considered.

- Concerns were raised regarding the approval of development permit applications for development that had already commenced or had been completely constructed.
- Administration had recommended refusal; however, a motion to approve the development permit application with conditions had been offered.

SE-08-71-23-W5,
PLAN 3978KS,
BLOCK 1, LOT 10

MOTION: 21.06.28. Moved by: MEMBER DALE SMITH

That Municipal Planning Commission (MPC) **APPROVE** development permit application D20-401 to locate the accessory building, garage, on the parcel legally described as SE-08-71-23-W5, Plan 3978KS, Block 1, Lot 10, 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 18-800/799 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 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 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. This development permit is valid upon the decision being advertised in accordance with Greenview's Advertising Bylaw and no appeal against said decision being successful.
5. The developer is granted a setback variance of 6.28-metres to allow the accessory building, garage to be 1.22-metres from the front property line.

CARRIED

**6.2 D21-186 / LUTZ JENNIFER AND DWIGHT / DWELLING UNIT,
MANUFACTURED / NE-25-72-01-W6, PLAN 0522201, BLOCK 1, LOT 1 / DEBOLT
AREA**

Development Officer Leona Dixon presented an overview of a development permit application for Dwelling Unit, Manufactured, within NE-25-72-01-W6, Plan 0522201, Block 1, Lot 1. The property was zoned Agricultural One (A-1) District.

Additional information was presented as follows:

- The development consisted of placing a manufactured home (park model) as a second dwelling on the 5.65-hectare (13.97-acre) lot.
- The dwelling unit was located 30.0 metres from Range Road 10. As Greenview's current Land Use Bylaw stipulated a 40-metre setback; a variance of 10.0 metres from the front property line adjacent to the road had been proposed.
- The landowners' parents resided in the manufactured home and expected to relocate in two years, at which time the intention was to remove the unit from the property.

Members had the following comments or questions:

- What is the definition of a park model? Development Officer Dixon responded that it had not been defined in the current Land Use Bylaw. As a result, it had been classified as a manufactured home.
- Condition 6 regarding setback distance from the property line required correction to a 30.0-metre setback.

NE-25-72-01-W6,
PLAN 0522201,
BLOCK 1, LOT 1

MOTION: 21.06.29. Moved by: VICE-CHAIR TOM BURTON

That Municipal Planning Commission (MPC) **APPROVE** development permit application D21-186 to locate the Manufactured Home, on the parcel legally described as NE-25-72-01-W6, Plan 0522201, Block 1, Lot 1, 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 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. 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. This development permit is valid upon the decision being advertised in accordance with Greenview's Advertising Bylaw, and no appeal against said decision being successful.
5. The manufactured home shall be placed on an engineer approved foundation, basement, or other method of securing the home which satisfies the requirements of the Alberta Safety Codes.

6. The developer is granted a setback variance of 10.0 metres to allow the dwelling unit, manufactured, to be 30.0 metres from the front property line.
CARRIED

#7
NEXT MEETING

Wednesday, July 14, 2021

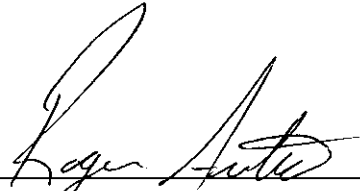
#8
ADJOURNMENT

MOTION: 21.06.30. Moved by: MEMBER DALE SMITH
That the meeting be adjourned at 9:51 a.m.

CARRIED



CHAIR
DUANE DIDOW



DIRECTOR, INFRASTRUCTURE & PLANNING
ROGER AUTIO