

ADOPTED

Minutes of a
MUNICIPAL PLANNING COMMISSION REGULAR MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building and Zoom
Valleyview, Alberta, on Wednesday, October 13, 2021

#1
CALL TO ORDER

Chair Duane Didow called the meeting to order at 1:05 p.m.

PRESENT

Chair	Duane Didow
Vice-Chair	Tom Burton
Member	Shawn Acton
Member	Roxie Chapman
Member	Winston Delorme
Member	Tyler Olsen (via zoom)
Member	Bill Smith
Member	Dale Smith
Member	Les Urness

ATTENDING

Director, Infrastructure and Planning	Roger Autio
Manager, Planning and Development	Jennifer Sunderman
Development Officer	Leona Dixon (via Zoom)
Development Officer	Shaival Gajjar (via Zoom)
Development Officer	Celine Chuppa (via Zoom)
Recording Secretary	Anna Rieber

GUESTS

Bailey Lapp, Beairsto & Associates - S21-006 and S21-009

ABSENT

Member	Dale Gervais
Development Technician	Jen Cornelsen

#2
AGENDA

MOTION: 21.10.47 Moved by: MEMBER ROXIE CHAPMAN
That the October 13, 2021, agenda be adopted as presented.

CARRIED

#3
MINUTES

3.1 MINUTES OF REGULAR MEETING

MOTION: 21.10.48 Moved by: MEMBER DALE SMITH
That the minutes of the Municipal Planning Commission regular meeting held on
September 15, 2021, be adopted as presented.

CARRIED

3.2 BUSINESS ARISING FROM MINUTES

There was no business arising from the minutes of September 15, 2021.

4.0 DELEGATIONS

#4 DELEGATIONS

4.1 S21-006 / BROCHU MICHAEL AND LYNELLE C/O BEARSTO AND ASSOCIATES / NE-28-70-22-W5 / COUNTRY RESIDENTIAL ONE / VALLEYVIEW AREA

Development Officer Leona Dixon presented an overview of a proposed subdivision application for a 3.91-hectare (9.66-acre) ± lot within NE-28-70-22-W5. The property was zoned Country Residential One (CR-1) District.

Additional information was presented as follows:

- The proposed site, located approximately 3.0 kilometres north of the Town of Valleyview, included an existing yard site, having a residence, ancillary buildings, dugout, and all services including an open discharge sewage system. The 90-metre setback required had been accommodated by the location of the west boundary.
- An approach to the balance existed from Range Road 223A adjacent to the west boundary of the quarter. Council had approved inclusion of both approaches in the subdivision boundary at their meeting held September 28, 2021.
- Road widening of 5.03 metres was requested by Construction and Engineering on both Range Road 223 and Range Road 223A.
- 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.

Baily Lapp, Bearisto & Associates was in attendance (via Zoom) to represent the application.

Members had the following comments or questions:

- Members asked why the previous 45.0-metre setback of the pump-out from the property line had been acceptable. Bailey explained that the setbacks on the existing quarter remained in place until the creation of new boundaries, which prompted the necessity to meet the 90.0-metre setback, in accordance with provincial regulations.

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

4.2 S21-009 / SCOTT JOHN C/O BEAIRSTO AND ASSOCIATES / SW-32-70-25-W5 / FIRST PARCEL OUT / RIDGEVALLEY AREA

Development Officer Leona Dixon presented an overview of a development permit application for 4.90-hectare (12.1-acre) ± lot within SW-32-70-25-W5. The property was zoned Agricultural One (A-1) District.

Additional information was presented as follows:

- The proposed subdivision located approximately eight kilometers east of the Hamlet of Ridgevalley and two kilometers south of Highway 43, included an existing single-family dwelling unit and a smaller accessory building.
- The water source was a well. The existing open discharge septic system had not met provincial regulations for setback distances from the well or the residence and would require a variance or upgrade. The west boundary had been chosen to accommodate an extension of the discharge location.
- Road widening of 10.06-metre had been previously removed from the title adjacent to Range Road 254A and adjacent to the west portion of Township Road 705. Construction and Engineering had requested that road widening be acquired along the remainder of the parcel adjacent to Township Road 705 from the corner of Range Road 254A.
- 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 condition.

Baily Lapp, Beairsto & Associates was in attendance to represent the application.

Members had the following comments or questions:

- Members asked how the far side of the creek was accessed as there was no approach from Township Road 705. Baily agreed that though there had been no access on Township Road 705, the land could be accessed from Range Road 254A.
- As there was no access through the creek to the other side of the parcel, Members asked if that separated the parcel. Baily responded that the creek had not divided the parcel into two separate legal land descriptions and, therefore, no more than one legal access to the property was required.
- Concerns were raised regarding subsequent applications for access. Baily responded that a subsequent application for access had did not pertained to this specific application.
- Members asked why Township Road 705 which had previously been upgraded in accordance with municipal servicing standards, up to future

paving standards, so that meant that there was already a right-of-way, why was more being asked for further road widening requested? Director, Planning and Infrastructure, Roger Autio stated that it had pertained to consistency and that portion of the road narrowed.

- It was felt that with an existing 40-metre right-of-way an additional 10.06 metres was not necessary; however, 5.03metres would be acceptable. It was also felt that the road had been widened sufficiently for vehicles to safely pass.
- A councillor asked director of Planning and Infrastructure Roger Autio, directly about the access in the field not being an allowed use, as the owners obviously do not cross the creek with farming equipment.
- Director, Planning and Infrastructure Roger Autio stated that the access is not required in regard to this application, as there is no guarantee towards a second access being requested.
- A councillor stated that the owners do access the portion of their property separated by the creek via the approach on the undeveloped road allowance on the west side and therefore they do have access to the portion of their property that was physically severed by the creek.

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

#5
 SUBDIVISIONS

5.1 S21-006 / BROCHU MICHAEL AND LYNELLE C/O BEAIRSTO AND ASSOCIATES / NE-28-70-22-W5 / COUNTRY RESIDENTIAL ONE / VALLEYVIEW AREA

Development Officer Leona Dixon had previously presented an overview of a proposed subdivision application for a 3.91-hectare (9.66-acre) ± lot within NE-28-70-22-W5. The property was zoned Country Residential One (CR-1) District. Members had no comments or questions.

NE-28-70-22-W5

MOTION: 21.10.49 Moved by: VICE-CHAIR TOM BURTON

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S21-006 for the creation of a 3.91-hectare ± lot within the parcel legally described as NE-28-70-22-W5, subject to the conditions listed below:

REASONS:

1. The proposed subdivision complied with the Municipal Development Plan and Land Use Bylaw No. 18-800.
2. The Subdivision Authority was 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 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 Range Road 223. On the balance of the quarter adjacent to Range Road 223 and 223A, the applicant is required to sell to Greenview 5.03 metres for future road widening in accordance with Greenview's Schedule of Fees Bylaw. The road plan for widening shall be surveyed and registered by the applicant either prior to the subdivision plan or concurrent therewith.
5. The applicant shall pay cash-in-lieu of municipal reserve in the amount of \$1,252.18, representing 10% of the appraised market value of the unsubdivided 9.67-acre area. The final calculation of the cash-in-lieu will be done upon receipt of the final plan of survey

CARRIED

5.2 S21-009 / SCOTT JOHN C/O BEAIRSTO AND ASSOCIATES / SW-32-70-25-W5 / FIRST PARCEL OUT / RIDGEVALLEY AREA

Development Officer Leona Dixon (had previously) presented an overview of a development permit application for 4.90-hectare (12.1-acre) ± lot within SW-32-70-25-W5. The property was zoned Agricultural One (A-1) District.

Members had the following comments or questions:

- Members continued to raise concerns regarding road widening and the width of 10.06 metres recommended as it removed a large amount of land. Director, Infrastructure and Planning, Roger Autio responded that road widening would be implemented to retain uniformity and meet municipal standards. It was asked whether the condition of road widening could be reconsidered. Members agreed to amend Condition 5 to required 5.03 metres road widening.

SW-32-70-25-W5

MOTION: 21.10.50 Moved by: MEMBER ROXIE CHAPMAN

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S21-009 for the creation of a 4.90-hectare ± lot within the parcel legally described as SW-32-70-25-W5, subject to the conditions listed below:

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 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. 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.
5. Road widening of 5.03-metres shall be dedicated by the applicant along the parcel frontage adjacent to Township Road 705. Adjacent to the balance of the quarter and Township Road 705, the applicant is required to sell to Greenview 5.03-metres for future road widening to meet the existing plan to the west in accordance with Greenview's Schedule of Fees Bylaw. The road plan for widening shall be surveyed and registered by the applicant either prior to the subdivision plan or concurrent therewith

CARRIED

5.3 S21-014 / MUNICIPAL DISTRICT OF GREENVIEW NO.16 / SW-21-69-6-W6 / GROVEDALE AREA

Development Officer Leona Dixon presented an overview of a proposed subdivision application for a 0.41-hectare (1.01-acre) ± lot within SW-21-69-6-W6. The property was zoned Institutional (INS) District.

Additional information was presented as follows:

- The proposed subdivision, located 4.5 kilometers south of the Hamlet of Grovedale, for the purpose of an observation well required by Alberta Environment and Parks to monitor groundwater in the vicinity as to how Greenview's usage would affect water levels of wells in the surrounding area.
- The 0.4-hectare parcel did not meet the minimum parcel size (1.0-hectare) or width (18.0-metre) requirements in the Institutional (INS) District and would require a variance to be granted. The parcel size was limited as the landowner had not wished to sell additional agricultural lands.

- 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 no comments or questions.

SW-21-69-6-W6

MOTION: 21.10.51 Moved by: MEMBER DALE SMITH

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S21-014 to create a 0.41-hectare ± lot within the parcel legally described as SW-21-69-6-W6, granting a variance of the minimum parcel size and width, subject to the conditions listed below:

REASONS:

1. The proposed subdivision complied with the Municipal Development Plan, the Grovedale Area Structure Plan, and the Land Use Bylaw.
2. The Subdivision Authority is satisfied that the proposed subdivision was 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

6.1 D21-228 / TES INVESTMENTS LTD / WAREHOUSE TRAILERS / SW-14-70-22-W5 / PLAN 9423522, LOT 1 / VALLEYVIEW AREA

Development Officer Leona Dixon presented an overview of a development permit application for Warehouse Trailers, with a 32.5-metre variance within SW-14-70-22-W5. The property was zoned Industrial Light (M-1) District.

Additional information was presented as follows:

- The proposed development consisted of locating (4) 12-foot by 60-foot office trailers, (1) 24-foot by 60-foot office trailer, (2) 12-foot by 40-foot wash shacks, (3) fuel tanks and (4) warehouse trailers for a period of approximately one year. There was an existing office building located approximately 30.0 metres from the front property line, and a shop located

approximately 35.0 metres from the front property line. All proposed development except the (4) warehouse trailers lay behind those structures.

- A variance request had been submitted for the (4) warehouse trailers to remain approximately 7.5 metres from the property line adjacent to Range Road 222 versus the 40.0-metre setback required by the current Land Use Bylaw. The applicant felt that due to the layout of the existing yard site and structures, no other suitable location was available for the warehouse trailers. The units would be removed by June 2022.

Members had the following comments or questions:

- Would the applicant be responsible to pay fines for not obtaining a permit towards the operation operating for months, would there be a prior to beginning operation on the site. Development Officer Leona Dixon responded that the current land use bylaw had no penalties or fines regarding failure to apply for a permit and/or variance. The applicant had not realized that a development permit was required due to the temporary nature but were happy to comply once they were advised of the requirement.

SW-14-70-22-W5

MOTION: 21.10.52 Moved by: MEMBER WINSTON DELORME

That Municipal Planning Commission (MPC) **APPROVE** development permit application D21-228 with a 32.5-metre variance of the setback allowing the (4)-warehouse trailers to be located 7.5-metres from the property line adjacent to Range Road 222, on the parcel legally described as SW-14-70-22-W5 Lot 1 Plan 9423522, subject to the conditions listed below:

CONDITIONS:

1. This permit indicates that only the development to which it related to was 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 would 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 was 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 was valid upon the decision being advertised in accordance with Greenview's Advertising Bylaw and no appeal against said decision being successful.
5. The developer was granted a setback variance of 32.5-metres to allow the warehouse trailer units to be 7.5-metres from the property line adjacent to Range Road 222.
6. The (4) warehouse trailer units be removed by June 30, 2022.

CARRIED

6.2 D21-290 / DYCK JOHN / DWELLING UNIT, MANUFACTURED / SW-26-69-8-W6, PLAN 0827203, BLOCK 1, LOT 1 / GROVEDALE AREA

Development Officer Celine Chuppa presented an overview of a development permit application for a Dwelling Unit, Manufactured within SW-26-69-8-W6. The property was zoned Country Residential One (CR-1) District.

Additional information was presented as follows:

- The proposed manufactured home, constructed in 1997 was located on Range Road 82 adjacent to Highway 666 and met all setback distances in accordance with Greenview's current Land Use Bylaw.

Members had no comments or questions.

SW-26-69-8-W6

MOTION: 21.10.53 Moved by: MEMBER SHAWN ACTON

That Municipal Planning Commission (MPC) **APPROVE** development permit application D21-290 for a Dwelling Unit, Manufactured on the parcel legally described as Plan 0827203, Block 1, Lot 1, subject to the conditions listed below:

CONDITIONS:

1. This permit indicates that only the development to which it related to was authorized pursuant to the provisions of the Land Use Bylaw. Compliance with the provisions of Land Use Bylaw 18-800 did 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 would 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 was 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. All development(s) must be designed to ensure the stormwater runoff to adjacent lands or watercourses did not exceed pre-development flows.
5. 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.
6. The applicant would obtain a roadside development permit from Alberta Transportation for development in proximity to a highway prior to commencing development.
7. Trees or other planting adjacent to a municipal road for a shelterbelt, hedge or similar purpose, must be located a minimum setback of 8.0 m (26.2 ft.) from the nearest parcel line of the road right-of-way.
8. Skirting must be installed within ninety (90) days from the date which the manufactured home is placed on the foundation.
9. The exterior of the manufactured home would be finished within one (1) year of placement. All finish material would either be factory fabricated or of equivalent quality so that the design and construction complement the dwelling.
10. The manufactured home would be placed on an engineer approved foundation, basement, or other method of securing the home which satisfies the requirements of the Alberta Safety Codes.

CARRIED

#7
NEXT MEETING

Wednesday, November 10, 2021

#8
ADJOURNMENT

MOTION: 21.10.54 Moved by: MEMBER ROXIE CHAPMAN
That the meeting be adjourned at 1:54 p.m.

CARRIED



CHAIR
DUANE DIDOW



MANAGER, PLANNING AND DEVELOPMENT
JENNIFER SUNDERMAN

Roger Auto
Director of Infrastructure & Planning