

ADOPTED

Minutes of a
MUNICIPAL PLANNING COMMISSION REGULAR MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building and Zoom
Valleyview, Alberta, on Wednesday, September 15, 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	Roxie Chapman
Member	Dale Gervais
Member	Tyler Olsen
Member	Bill Smith (via Zoom)
Member	Dale Smith
Member	Les Urness

ATTENDING

Director, Infrastructure and Planning	Roger Autio
Manager, Planning and Development	Jennifer Sunderman
Development Officer	Leona Dixon
Development Officer	Shaival Gajjar
Development Officer	Celine Chuppa
Development Technician	Jen Cornelsen
Recording Secretary	Anna Rieber

GUESTS

Val Lethbridge – S21-007
Kenton Young (via Zoom – D21-263)

ABSENT

Member Winston Delorme

#2
AGENDA

MOTION: 21.09.41. Moved by: MEMBER SHAWN ACTON
That the September 15, 2021, agenda be adopted as presented.

CARRIED

#3
MINUTES

3.1 MINUTES OF REGULAR MEETING

MOTION: 21.09.42. Moved by: MEMBER ROXIE CHAPMAN
That the minutes of the Municipal Planning Commission regular meeting held on July 14, 2021, be adopted as presented.

CARRIED

3.2 BUSINESS ARISING FROM MINUTES

- D21-218 / SILVER PEAK SERVICES INC. / ALBERTSONS OILFIELD AND MECHANICAL SERVICES INC. / BULK CHEMICAL STORAGE / PLAN 0220039, BLOCK 38, LOT 6 / GRANDE CACHE AREA
 - What was the status of this development permit application? Development Officer Chuppa responded that no new information had been received.
- D21-205 / SYNERGY LAND SERVICES ON BEHALF OF TELUS COMMUNICATIONS INC. / MUNICIPAL DISTRICT OF GREENVIEW NO. 16 / CELL TOWER & TOWER SITE / SE-32-56-8-W6, PLAN 6285NY, LOT A / GRANDE CACHE AREA
 - Was there a timeline for installation of the telecommunications tower? Development Officer Dixon stated that a letter of concurrence had been issued, which had been required by Industry Canada to proceed with construction.
- D21-238 / SUSTAINITECH ALBERTA COMPLEX ONE INC. / SUSTAINITECH ALBERTA COMPLEX ONE INC / AGRICULTURAL PROCESSING; GREENHOUSE / S1/2-23-67-5-W6 / ELMWORTH AREA
 - How was the development progressing? Development Officer Chuppa had received no new information; however, she pointed out that the applicant had one year from the date of approval in which to commence development.

#4
DELEGATIONS

There were no delegations in attendance.

#5
SUBDIVISIONS

5.1 S21-007 / HODGSON MELVIN / SW-23-71-20-W5 / FIRST PARCEL OUT / SUNSET HOUSE AREA

Development Officer Leona Dixon presented an overview of a proposed subdivision application for a 5.93 hectare (14.6 acre) ± lot. The property was zoned Agricultural One (A-1) District.

Additional information was presented as follows:

- The proposed lot, located approximately thirty-three kilometers from Valleyview, would have been the first parcel to be removed from the title.
 - The proposed subdivision had included an existing single-family dwelling unit, detached garage, and quonset.
- The parcel would encompass a portion of the cultivated lands to allow the upgraded open discharge sewage system to meet setback distances from property lines in accordance with provincial regulations. Road widening of 5.03-metre had previously been registered on both sides of Range Road 202.
- A gravel approach existed to the proposed subdivision; an approach application had been submitted to provide access to the balance.

Val Lethbridge, A.L.S., Helix Surveys, was in attendance to represent the application on behalf of Melvin Hodgson.

Members had the following comments or questions:

- Was there a reason for the proposed subdivision to include better agricultural land? Val stated that the proposed subdivision was as small as possible to accommodate the existing structures and leaving room for the proposed on-site pump-out. Development Officer Dixon explained that first parcel subdivisions were permitted to include better agricultural land by the Municipal Development Plan, and could be a maximum size of twenty acres in accordance with Greenview's current Land Use Bylaw. She added that the proposed provided for the existing pump-out sewage system. Val reiterated that the proposed subdivision allowed extra room for the pump-out, in case it had to be relocated, as the pump had not been installed at the time of survey.

SW-23-71-20-W5

MOTION: 21.09.43. Moved by: MEMBER SHAWN ACTON

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S21-007 for the creation of a 5.93-hectare ± lot within the parcel legally described as SW-23-71-20-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 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. 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).

CARRIED

5.2 S21-008 / WIRTH JOHN C/O CALTECH SURVEYS / SE-30-70-21-W5 / FIRST PARCEL OUT / VALLEYVIEW AREA

Development Officer Leona Dixon presented an overview of a proposed subdivision application for a 7.50 hectare (18.5 acre) ± lot. The property was zoned Agricultural One (A-1) District.

Additional information was presented as follows:

- The proposed vacant subdivision, located approximately seven kilometers from Valleyview, would be the first parcel to be removed from the title.
- Alberta Transportation has issued a Roadside Development Permit for construction of an approach to the proposed subdivision and removal of the ditch block to the west. Alberta Transportation required a 30.0-metre service road to be registered against the proposed lot concurrent with registration of the proposed lot.
- There was an existing paved approach from Highway 669 to the balance of the quarter, as well as a gravel approach from Range Road 215.
- Road widening of 5.03 metres was required adjacent to Range Road 215, as well as a 15.0-metre corner-cut.

Members had the following comments or questions:

- Concerns were raised regarding Alberta Transportation's approval of the approach. Development Officer Dixon affirmed that the applicant had been in contact with Alberta Transportation and had been provided with a roadside development permit. She added that a potential approach area was being considered.
- Did the East Smoky Co-op gas line go around the proposed lot? Development Officer Dixon stated that the approximate location of the East Smoky Gas line was considered by the applicant when the parcel boundaries were configured. Future development would be required to meet the setback distance from the gas line.
- A concern was raised that the subdivision would be taking up valuable open land. Director, Infrastructure and Planning, Roger Autio responded that

although it was presently open land, it would not necessarily be so in the future.

SE-30-70-21-W5

MOTION: 21.09.44. Moved by: MEMBER DALE SMITH

That Municipal Planning Commission (MPC) **APPROVE** subdivision application S21-008 for the creation of a 7.50-hectare ± lot within the parcel legally described as SE-30-70-21-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 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. Adjacent to the balance of the quarter, the applicant is required to sell to Greenview 5.03-metre for future road widening including a 15.0-metre by 15.0-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 the applicant either prior to the subdivision plan or concurrent therewith
5. A service road agreement and caveat must be entered into with Alberta Transportation for dedication of a 30.0-metre service road right-of-way across the entire highway frontage of the proposed parcel and remnant of SE-30-70-21-W5, adjacent and parallel to Highway 669, at no cost to Alberta Transportation.
6. Notification from Alberta Transportation of compliance with conditions of Roadside Development Application Permits RSDP036677-1 Access and RSDP036677-2 Access.

CARRIED

#6
DEVELOPMENT PERMITS

6.1 D21-263 / YOUNG KENTON AND JOLIE / VIVIAN GORDAN NORMAN AND ELIZABETH ANNETTE / DWELLING UNIT, MODULAR; 22.28 METRE VARIANCE / SE-23-69-22-W5 / VALLEYVIEW AREA

Development Officer Celine Chuppa presented an overview of a development permit application for the placement of a Dwelling Unit, modular within SE-23-69-22-W5, with variances exceeding 10%. The property was zoned Agricultural One (A-1) District.

Additional information was presented as follows:

- The proposed development consisted of a Dwelling Unit, Modular to be placed on a 3.15-hectare (7.78-acre) lot, approximately 10.0 kilometers southeast of Valleyview.
- A variance request had also been submitted for the dwelling to be setback 17.721 metres from the property line adjacent to Township Road 693 versus the 40.0-metre setback required by the Land Use Bylaw 18-800. Due to the layout, size and topography of the existing yard site, no other location was suitable on the lot.

Kenton and Jolie Young were in attendance via Zoom to represent the application. Kenton stated that they had intended to restore the property to its original state for retirement.

Members had the following comments or questions:

- It was noted that due to the topographical nature of the parcel, a variance would be required; however, there were no foreseen issues regarding the variance, as the land was located on a dead-end road.
- What type of buildings might potentially be constructed in the future? Kenton answered that there would be potential for lean-tos. He added that the pre-constructed shed that was originally located on the property would be altered as well.
- A comment was made that variances had been required for previous development on the property and no issues had arisen at that time. Should there have been a registered subdivision plan for this lot? Development Officer Chuppa stated that the property had been acquired long time ago and a registered plan had not been issued for the property.

SE-23-69-22-W5

MOTION: 21.09.45. Moved by: VICE-CHAIR TOM BURTON

That Municipal Planning Commission (MPC) **APPROVE** development permit application D21-263 with a 22.279-metre variance of the setback allowing the Modular Home to be located 17.721 metres from the property line adjacent to Township Road 693A, on the parcel legally described as SE-23-69-22-W5 (3.15-ha), 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, 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. All development(s) must be designed to ensure the stormwater runoff to adjacent lands or watercourses does 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 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.
 7. The exterior of the home shall be finished within one (1) year of placement. All finish material shall either be factory fabricated or of equivalent quality so that the design and construction complement the dwelling.
 8. The developer is granted a setback variance of 22.279 metres to allow the modular home to be 17.721 metres from the property line adjacent to Township Road 693A.

CARRIED

#7
NEXT MEETING

Wednesday, October 13, 2021

#8
ADJOURNMENT

MOTION: 21.09.46. Moved by: MEMBER DALE SMITH
That the meeting be adjourned at 9:31 a.m.

CARRIED



CHAIR
DUANE DIDOW



MANAGER, PLANNING AND DEVELOPMENT
JENNIFER SUNDERMAN

Roger Antio
Director Infrastructure & Planning