ADOPTED

Minutes of a

MUNICIPAL PLANNING COMMISSION REGULAR MEETING

MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Greenview Administration Building [and Zoom]

Valleyview, Alberta, on Wednesday, December 14, 2022

#1 CALL TO ORDER

Chair Dale Smith called the meeting to order at 9:08 a.m.

PRESENT

Chair	Dale Smith
Vice-Chair	Sally Rosson (Zoom)
Member	Dave Berry
Member	Winston Delorme (Zoom) left @ 9:56 a.m.
Member	Ryan Ratzlaff
Member	Christine Schlief
Member	Jennifer Scott
Member	Bill Smith
Member	Tom Burton
Member	Duane Didow
Member	Tyler Olsen

ATTENDING

Director, Planning & Economic Development	Martino Verhaeghe
Director, Infrastructure & Engineering	Roger Autio
CAO	Stacey Wabick (Zoom)
Acting Manager, Planning & Development	Nicole Friesen
Acting Development Officer	Alysse Barks
Recording Secretary	Nancy Harris

GUESTS

Tanner Cantin (S22-013)

David Kramps (S22-023)

#2 AGENDA

MOTION: 22.12.58 Moved by: Member Dave Berry

That the December 14, 2022, agenda be adopted as presented.

CARRIED

#3 MINUTES

3.1 MINUTES OF REGULAR MEETING

MOTION: 22.12.59 Moved by: Member Duane Didow

That the minutes of the Municipal Planning Commission regular meeting held on November 15, 2022, be adopted as presented.

CARRIED

3.2 BUSINESS ARISING FROM MINUTES

Farmland Assessment Report

#4 DELEGATIONS

NONE

#5 SUBDIVISIONS

5.1 S22-013 / BEAIRSTO & ASSOCIATES ENGINEERING / STRYDHORST / BOUNDARY ADJUSTMENT / NE 26-70-22-W5M

Acting Development Officer Alysse Barks presented an overview of a proposed subdivision application for a Boundary Adjustment, increasing the size of the existing subdivision within NE 26-70-22-W5M (Plan 022 6133; 1; 1) from 4.04 ha (9.98 ac) to 6.06 ha (14.98 ac). The property was zoned Agricultural One (A-1) District.

NE-26-70-22-W5M

MOTION: 22.12.60 Moved by: Vice Chair Sally Rosson
That the Municipal Planning Commission APPROVE subdivision application S22-013 for the boundary adjustment of the lot to a 6.06-hectare (14.98-acre) lot within the parcel legally described as NE 26-70-22-W5M, subject to the conditions listed below:

Conditions:

1. The applicant shall submit to the MD of Greenview No. 16 a Plan of Survey suitable for registration with Alberta Land Titles. The size and location of the subdivided parcel shall be as per the approved tentative plan.
2. The applicant shall pay a final subdivision endorsement fee in accordance with the MD of Greenview No. 16 Schedule of Fees Bylaw 22-900.
3. The applicant shall pay all taxes owing to the MD of Greenview No. 16 up to the year in which the subdivision is to be registered prior to signing the final subdivision endorsement documents.
4. The applicant shall ensure the on-site sewage disposal systems on the proposed lot complies with the requirements of the Alberta Private Sewage Standards of Practice 2015. Or the applicant shall provide Greenview with a report from an accredited agency reflecting approval of a variance. The arrangements and costs are the responsibility of the applicant.
5. In accordance with the caveat 002 377 204 registered on the titles of NE 26-70-22-W5M and Plan 022 6133; 1; 1, road widening of 5.03 metres along the parcel frontage of Range Road 221 shall be sold to the MD of Greenview No. 16 in accordance with Schedule of Fees Bylaw 22-900. The road widening shall be registered as road within the Plan of Survey for the subdivision at no expense to the MD of Greenview No. 16.

Advisory Notes:

1. You may be located in the vicinity of an agricultural operation.
2. No development, construction, or site work is allowed without an approved Development Permit from Greenview.

CARRIED

#5 SUBDIVISIONS

5.2 S22-014 / VICTOR LAKE CO-OP / INSTITUTIONAL / NE 27-56-8-W6M

Acting Manager, Planning & Development Nicole Friesen presented an overview for a proposed subdivision of a 4.9-ha (12.1-ac) lot from the Victor Lake Settlement, Plan 3524TR. The property was zoned Institutional (INS) District.

NE-27-56-8-W6M

MOTION: 22.12.61 Moved by: Member Duane Didow
That the Municipal Planning Commission APPROVE subdivision application S22-014 for the creation of a 4.9-hectare (12.1-acre) ± lot within the parcel legally described as Plan 3524TR, subject to the conditions listed below

Conditions:

1. The applicant shall submit to the MD of Greenview No. 16 a Plan of Survey suitable for registration with Alberta Land Titles. The size and location of the subdivided parcel shall be as per the approved tentative plan.
2. The applicant shall pay a final subdivision endorsement fee in accordance with the MD of Greenview No. 16 Schedule of Fees Bylaw 22-900.
3. The applicant shall pay all taxes owing to the MD of Greenview No. 16 up to the year in which the subdivision is to be registered prior to signing the final subdivision endorsement documents.
4. The applicant shall obtain *Historical Resource Act* approval for the subdivision area and submit the same to the MD of Greenview No. 16. Applications and costs shall be the responsibility of the applicant.
5. An easement agreement shall be registered on the title of the remnant lands to provide access to the subdivision area via Victor Lake Road through the remnant lands. Arrangements and costs shall be the responsibility of the applicant.
6. The applicant shall enter into a development agreement with the MD of Greenview No. 16 addressing the provision of municipal services to the subdivision area. Engineered drawings shall be prepared in accordance with the MD of Greenview No.16 Development Guidelines and Municipal Servicing Standards.

Advisory Notes:

1. No development, construction, or site work is allowed without an approved Development Permit from Greenview.

CARRIED

Member Winston Delorme left the meeting at 9:56 a.m.

#5 SUBDIVISIONS

5.3 S22-020 / HELIX SURVEYS LTD. / SMITH / FIRST PARCEL OUT/ SE 8-69-6-W6M

Acting Manager, Planning & Development Nicole Friesen presented an overview of a proposed subdivision application for the first subdivision within SE 8-69-6-W6M being a vacant parcel 4.05 ha (10.0 ac) in size. The property was zoned Agricultural One (A-1) District.

SE-8-69-6-W6M

MOTION: 22.12.62 Moved by: Member Tom Burton
That the Municipal Planning Commission APPROVE subdivision application S22-020 for the creation of a 4.05-hectare (10.0-acre) ± lot within the parcel legally described as SE 8-69-6-W6M, subject to the conditions listed below:

Conditions:

1. The applicant shall submit to the MD of Greenview No. 16, a Plan of Survey suitable for registration with Alberta Land Titles. The size and location of the subdivided parcel shall be as per the approved tentative plan.
2. The applicant shall pay a final subdivision endorsement fee, in accordance with the MD of Greenview No. 16 Schedule of Fees Bylaw 22-900.
3. The applicant shall pay all taxes owing to the MD of Greenview No. 16, up to the year in which the subdivision is to be registered, prior to signing the final subdivision endorsement documents.
4. The applicant shall apply and pay all applicable fees in accordance with the Schedule of Fees Bylaw 22-900 for construction of a gravel approach to the proposed subdivision. The MD of Greenview No. 16 reserves the right to determine the date of construction of the approach.
5. In accordance with Policy 6003, road widening of 5.03 metres along the parcel frontage of Range Road 64 shall be dedicated and road widening of 5.03 metres along the remnant lands of Range Road 64 shall be sold to the MD of Greenview No. 16 in accordance with Schedule of Fees Bylaw 22-900. The road widening shall be registered as road within the Plan of Survey for the subdivision at no expense to the MD of Greenview No. 16.

Advisory Notes:

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CARRIED

#5 SUBDIVISIONS

5.4 S22-021 / HELIX SURVEYS LTD. / SMITH / FIRST PARCEL OUT / NE 8-69-6-W6M

Acting Manager, Planning & Development Nicole Friesen presented an overview of a proposed subdivision application for the first subdivision within SE 8-69-6-W6M being a vacant parcel 4.05 ha (10.0 ac) in size. The property was zoned Agricultural One (A-1) District.

NE-8-69-6-W6M

MOTION: 22.12.63 Moved by: Vice Chair Sally Rosson
That the Municipal Planning Commission REFUSE subdivision application S22-021 for the creation of a 4.05-hectare (10.0-acre) ± lot within the parcel legally described as NE 8-69-6-W6M for the following reason:

1. Concerns over site suitability with Section 9(d) of the Matters Related to Subdivision & Development Regulations; seasonal overland flooding of the proposed subdivision area.

CARRIED

#5 SUBDIVISIONS

5.5 S22-022 / HAGGERTY SURVEYS LTD. / GUNTHER / FIRST PARCEL OUT / NE 8-70-7-W6M

Acting Manager, Planning & Development Nicole Friesen presented an overview of a subdivision application for the first subdivision within NE 8-70-7-W6M being a farmstead separation 5.65 ha (13.96 ac) in size. The property was zoned Agricultural One (A-1) District.

NE-8-70-7-W6M

MOTION: 22.12.64 Moved by: Member Christine Schlief
That the Municipal Planning Commission APPROVE subdivision application S22-022 for the creation of a 5.65-hectare (13.96-acre) ± lot within the parcel legally described as NE 8-70-7-W6M, subject to the conditions listed below:

Conditions:

1. The applicant shall submit to the MD of Greenview No. 16, a Plan of Survey suitable for registration with Alberta Land Titles. The size and location of the subdivided parcel shall be as per the approved tentative plan.
2. The applicant shall pay a final subdivision endorsement fee, in accordance with the MD of Greenview No. 16 Schedule of Fees Bylaw 22-900.
3. The applicant shall pay all taxes owing to the MD of Greenview No. 16, up to the year in which the subdivision is to be registered, prior to signing the final subdivision endorsement documents.
4. The applicant shall provide the MD of Greenview No. 16 with a report, from an agency accredited by the Safety Codes Council, showing:

a) the on-site sewage disposal system for the proposed lot complies with the requirements of the Alberta Private Sewage Standards of Practice; or
b) a variance to the requirements has been approved; or
c) the relocation or replacement of the on-site sewage disposal system meeting the requirements of the Alberta Private Sewage Standards of Practice.

All associated costs shall be the responsibility of the applicant.

5. In accordance with Policy 6003, road widening of 5.03 metres along the parcel frontage of Range Road 74 shall be dedicated. Road widening of 5.03 metres along the remnant lands of Range Road 74 shall be sold to the MD of Greenview No. 16 in accordance with Schedule of Fees Bylaw 22-900. The road widening shall be registered as road within the Plan of Survey for the subdivision at no expense to the MD of Greenview No. 16.

Advisory Notes:

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CARRIED

#5 SUBDIVISIONS

5.6 S22-023 / KRAMPS / FIRST PARCEL OUT / N 29-70-25-W5M

Acting Manager, Planning & Development Nicole Friesen presented an overview of a subdivision application within N 29-70-25-W5M being a farmstead separation 8.42 ha (20.8 ac) in size. The applicant had previously applied for a subdivision of 8.10 ha (20.00 ac) (S21-020). The property was zoned Agricultural One (A-1) District.

N-29-70-25-W5M

MOTION: 22.12.65 Moved by: Member Jennifer Scott
That the Municipal Planning Commission APPROVE subdivision application S22-023, for the creation of an 8.42-hectare (20.8-acre) lot within the parcel legally described as N 29-70-25-W5M, granting a variance to the maximum parcel size required by the Land Use Bylaw 18-800, pursuant to Section 654(2) of the *Municipal Government Act,* for the following reasons:

1. The proposed subdivision complies with the Municipal Development Plan (MDP) and the use of the land complies with the requirements of the Land Use Bylaw 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 9 or the Matters Related to Subdivision and Development Regulations.

Subject to the conditions following conditions:

1. The applicant shall submit to the MD of Greenview No. 16, a Plan of Survey suitable for registration with Alberta Land Titles. The size and location of the subdivided parcel shall be as per the approved tentative plan.
2. The applicant shall pay a final subdivision endorsement fee, in accordance with the MD of Greenview No. 16's Schedule of Fees Bylaw 22-900.
3. The applicant shall pay all taxes owing to the MD of Greenview No. 16, up to the year in which the subdivision is to be registered, prior to signing the final subdivision endorsement documents.
4. The applicant shall provide the MD of Greenview No. 16 with a report, from an agency accredited by the Safety Codes Council, showing:
    a) the on-site sewage disposal system for the proposed lot complies with the requirements of the Alberta Private Sewage Standards of Practice; or
    b) a variance to the requirements has been approved; or
    c) the relocation or replacement of the on-site sewage disposal system meeting the requirements of the Alberta Private Sewage Standards of Practice.

    All associated costs shall be the responsibility of the applicant.
5. The applicant shall enter into an agreement, to be registered against the title of the remnant lands, for the future acquisition of a 46 metre by 46 metre road widening to be placed in a location agreed by the MD of Greenview No. 16 and the landowner prior to registration of the subdivision, at no cost to the MD of Greenview No. 16.

Advisory Notes:

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CARRIED

#6 DEVELOPMENT PERMITS

6.1 D22-295 / CHRIS HEAD / COVERALL BUILDING / SW-2-69-6-W6 / GROVEDALE AREA

Acting Development Officer Alysse Barks presented an overview of a development permit application for A Coverall Building within SW-2-69-6-W6M. The property was zoned Country Residential One (CR-1) District.

SW-2-69-6-W6M

MOTION: 22.12.66 Moved by: Member Bill Smith

That the Municipal Planning Commission APPROVE development permit application D22-295 for a Coverall Building on the parcel legally described as Plan 022 7252; 1; 2, subject to the conditions listed below:

Conditions:

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 safety codes permits which may include but are not limited to Building, Gas, Plumbing and Electrical Permits, if required, from an accredited agency for Alberta Safety Codes Authority. Please be aware that these permits are required 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. The entire site and all buildings shall be maintained in a neat and tidy manner to the satisfaction of the Development Authority. This shall include the trimming and upkeep of landscaped areas and the removal of debris and unsightly objects.

CARRIED

#7
NEXT MEETING

Wednesday, January 11, 2023

#8
ADJOURNMENT

MOTION: 22.12.67 Moved by: Member Tyler Olsen
That the meeting be adjourned at 10:26 a.m.

CARRIED

CHAIR
DALE SMITH

DIRECTOR, PLANNING & ECONOMIC DEVELOPMENT
MARTINO VERHAEGHE