

ADOPTED

Minutes of a
MUNICIPAL PLANNING COMMISSION REGULAR MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building [and Zoom]
Valleyview, Alberta, on Wednesday, June 14, 2023

**#1
CALL TO ORDER**

Chair Dale Smith called the meeting to order at 9:00 a.m.

PRESENT

Chair	Dale Smith
Vice-Chair	Sally Rosson
Member	Dave Berry (Zoom)
Member	Winston Delorme (Zoom) Joined at 9:06am
Member	Christine Schlieff
Member	Jennifer Scott
Member	Bill Smith (Zoom)
Member	Tom Burton
Member	Duane Didow
Member	Tyler Olsen

ATTENDING

Director, Planning & Economic Development	Martino Verhaeghe
Manager, Planning and Development	Samantha Dyck
Municipal Planner	Jan Sotocinal
Development Officer	Nicole Friesen
Development Officer	Alyse Barks
Recording Secretary	Nancy Harris

ABSENT

Member	Ryan Ratzlaff
Director, Infrastructure & Engineering	Roger Autio

GUESTS

Alexander Moore (D23-070)
Shalon Steenhardt (D23-073)
D Carr (Zoom) (D23-067)

**#2
AGENDA**

MOTION: 23.06.21 Moved by: Member Christine Schlieff
That the June 14, 2023, agenda be adopted as presented.

CARRIED

**#3
MINUTES**

3.1 MINUTES OF REGULAR MEETING

MOTION: 23.06.22 Moved by: Vice Chair Sally Rosson
That the minutes of the Municipal Planning Commission regular meeting held on
March 15, 2023, be adopted as presented.

CARRIED

3.2.1 INFORMATION REPORT: FIRST READINGS AND PUBLIC HEARINGS

MOTION: 23.06.23 Moved by: Member Tom Burton
That the Municipal Planning Commission accept this report as information.

CARRIED

**#4
DELEGATIONS**

4.1 D23-070 / ALEXANDER MOORE / VARIANCE / SW 12-71-1-W6M / DEBOLT AREA

Municipal Planner Jan Sotocinal presented an overview of a development permit application for a Variance to the Height of the Detached Garage within SW 12-72-1-W6M. The property was zoned Hamlet Residential (HR) District.

Chair Dale Smith advised applicant Alexander Moore that the Municipal Planning Commission would render a decision later in the meeting.

4.2 D23-073 / DWIGHT & SHALON STEENHART - LITTLE BUDDY'S RENTALS / HOME OCCUPATION, MAJOR / SE 8-70-6-W6M / GROVEDALE AREA

Development Officer Alyse Barks presented an overview of a development permit application for A Home Occupation, Major within SE 8-70-6-W6M. The property was zoned Agricultural One (A-1) District.

Chair Dale Smith advised the Applicant Shalon Steenhart that the Municipal Planning Commission would render a decision later in the meeting.

**#5
SUBDIVISIONS**

NONE

Member Winston Delorme Left 9:39 am

**#6
DEVELOPMENT PERMITS**

6.1 D23-006 / SECURE ENERGY / LANDFILL / NE 24-69-06-W6M / GROVEDALE AREA

Manager, Planning and Development Samantha Dyck presented an overview of a development permit application for a Landfill, Industrial on NE 24-69-6-W6M. The property is zoned Crownland (CL) District.

NE 24-69-6-W6M

MOTION: 23.06.24 Moved by: Member Tom Burton
That the Municipal Planning Commission APPROVE Development Permit application D23-006 – Landfill, Industrial - Expansion, subject to the conditions listed below:

Conditions:

1. A permit from Alberta Safety Codes Authority is required for all fuel tanks located on the site and must be submitted to Greenview.
2. A stormwater management plan must be submitted showing that no deleterious materials will be allowed to enter any watercourse.
3. The applicant must obtain approval from Alberta Environment and Protected Areas prior to the construction or commencement of any development. The applicant must adhere to all other conditions as set by EPA Approval #239576-01-00.
4. Stripping of vegetation or grading shall be done in a manner which will minimize soil erosion by ensuring the extent of the disturbed area and the duration of exposure is minimal.

Standards:

1. 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.

Notes:

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. 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.
4. Any future expansion of the business or site area will require the applicant to apply for a new development permit and will require approval.
5. The applicant is responsible for weed control. Contact Greenview's Agricultural Fieldman at 780.524.7602 for further information.

CARRIED

Member Winston Delorme returned 9:43am

6.2 D23-067 / ENFINITE CORPORATION / UTILITIES, MAJOR / NW 8-69-8-W6M / GROVEDALE AREA

Development Officer Nicole Friesen presented an overview of a development permit application for a Utilities, Major on NW-8-69-8-W6M. The property is zoned Agricultural One (A-1) District.

NW 8-69-8-W6M

MOTION: 23.06.25 Moved by: Vice Chair Sally Rosson

That the Municipal Planning Commission APPROVE Development Permit application D23-067 in the name of Enfinite Corporation, for Utilities, Major on NW 8-69-8-W6M, subject to the conditions listed below:

Conditions:

1. The applicant must obtain approval from the Alberta Utilities Commission (AUC) prior to commencement of any development and submit a copy to the MD of Greenview No. 16.
2. Reclamation of the development site must be to a standard satisfactory to the MD of Greenview. The following standards shall apply to the reclamation of the site following decommissioning of the facility:
 - a) All garbage, building materials, and equipment must be removed from the site;
 - b) The site must be adequately leveled and re-contoured;
 - c) All disturbed areas must be seeded with a minimum of Certified #1 seed. Applicants are required to submit a Purity Analysis to Agricultural Services for Greenview. Contact Agricultural Services at 780.524.7602 for further information.

Standards:

1. The applicant is responsible for weed control. Contact Greenview's Agricultural Fieldman at 780.524.7602 for further information.

Notes:

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. Development(s) shall not adversely affect groundwater resources or disturb natural drainage patterns or watercourses unless such measures are necessary

to serve the proposed development and receive approval from Alberta Environment and Parks.

- 5. Deleterious materials shall not be allowed to enter any watercourse.
- 6. You are located in the vicinity of an agricultural operation.
- 7. 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.

Member Winston Delorme left 10:06 am

CARRIED

6.3 D23-070 / ALEXANDER MOORE / VARIANCE / SW 12-71-1-W6M / DEBOLT AREA

Municipal Planner Jan Sotocinal presented an overview of a development permit application for a Variance to the Height of the Detached Garage within SW 12-72-1-W6M. The property is zoned Hamlet Residential (HR) District.

SW 12-72-1-W6M

MOTION: 23.06.26 Moved by: Member Tom Burton
That the Municipal Planning Commission **APPROVE** the Development Permit application D23-070 subject to the conditions listed below:

Conditions:

- 1. A variance of 3.4 meters (68%) is granted to the maximum Accessory building height to allow the height of the detached garage to be a maximum of 8.4 meters (27 feet, 2 inches). No other applicable standard for the detached garage shall be varied to conform with the provisions of M.D. Greenview Land Use Bylaw No. 18-800.
- 2. The applicant must engage a surveyor to determine the top-of-the-bank and the required setback prior to start of construction. The required setback will be based on the survey of the top-of-the-bank, and in accordance with section 5.29 of the M.D. Greenview Land Use Bylaw No. 18-800.
- 3. The use of the accessory building for commercial and industrial purposes is not permitted. The accessory building shall only be ancillary to the principal dwelling unless further approvals are applied for and granted.
- 4. The exterior siding and roofing materials of the detached garage must be finished to match and complement the appearance of the principal dwelling on the property and inspection by the Planning Department or submission of photos is required upon completion of the exterior finish.
- 5. Prior to construction of the detached garage, a lot grading plan shall be submitted to ensure that storm water runoff to adjacent lands or watercourses does not exceed pre-development flows.
- 6. No development shall be constructed, placed, or stored over an easement or utility right of way. The applicant is responsible for contacting Alberta-One-Call and/or other governing authorities.

Standards:

1. 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.
2. 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.

Notes:

1. This permit indicates that only the development to which it relates is authorized pursuant to the provisions of M.D. Greenview Land Use Bylaw No. 18-800. Compliance with the provisions of Bylaw No. 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. This permit is valid for a period of twelve months from the date of issue. If at the expiry of this period, the development has not been commenced with reasonable diligence, this permit shall be null and void, unless a request for a time extension to the applicable date is received prior to its expiry.
4. The development or construction of the said land(s) shall not begin until 21 days after the date of issue of Notice of Decision. The applicant should be aware that if this decision is overturned on appeal, any development taking place prior to the expiry of the appeal period will be solely at the applicant's risk.
5. This permit shall be invalid should an appeal be made against the decision. Should the Subdivision and Development Appeal Board approve the issuance of this permit, this permit shall be valid from the date of decision in accordance with the condition of the Subdivision and Development Appeal Board.
6. The Development Authority may, in accordance with Section 645 of the *Municipal Government Act*, take such action as is necessary to ensure that the provisions of this bylaw are complied with.
7. You are located in the vicinity of an agricultural operation.
8. The applicant is responsible for weed control. Contact Greenview's Agricultural Fieldman at 780.524.7602 for further information.

CARRIED

6.4 D23-073 / DWIGHT & SHALON STEENHART - LITTLE BUDDY'S RENTALS / HOME OCCUPATION, MAJOR / SE 8-70-6-W6M / GROVEDALE AREA

Development Officer Alysse Barks presented an overview of a development permit application for a Home Occupation, Major within SE 8-70-6-W6M. The property is zoned Agricultural One (A-1) District.

SE 8-70-6-W6M

MOTION: 23.06.27 Moved by: Member Christine Schlief

That the Municipal Planning Commission APPROVE Development Permit application D23-073 for Dwight and Shalon Steenhart, for a Home Occupation, Major on SE-08-070-06-W6M, subject to the conditions listed below:

Conditions:

1. Issuance of this development permit is for the Home Occupation, Major - Rental business as described in the submitted application, with a maximum of five (5) employees.
2. The major home occupation shall be limited to eight (8) customers per day.
3. The major home occupation shall not occupy more than 0.282 ha for outside storage. Any outdoor storage associated with the home occupation shall be adequately screened from neighbouring parcels and highways.
4. The major home occupation shall solely be operated within the principal dwelling unit and within one accessory building.

Standards:

1. The major home occupation must not produce extensive noise between the hours of 10 p.m. and 7 a.m.
2. The sign shall be maintained in proper state of repair.
3. Finished display products shall only be located in an area as specified on the approved plan.
4. No storage or activity may be undertaken that would in the opinion of the Development Authority unduly interfere with the amenities of the district or materially interfere with or affect the use, enjoyment, or value of neighboring properties, by reason of excessive noise, smoke, steam, odor, glare, dust, vibration, refuse matter, or other noxious emissions or containment of hazardous materials.
5. The applicant is responsible for weed control. Contact Greenview's Agricultural Fieldman at 780.524.7602 for further information.

Notes:

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. Any permit issued for home occupations may be revoked at any time if, in the opinion of the development authority, the home occupation is, or has become, detrimental to the amenities of the neighbourhood.
- 4. All development(s) must be designed to ensure the stormwater runoff to adjacent lands or watercourses does not exceed pre-development flows.
- 5. Development(s) shall not adversely affect groundwater resources or disturb natural drainage patterns or watercourses unless such measures are necessary to serve a proposed development and receive approval from Alberta Forestry, Parks, and Tourism.
- 6. Deleterious materials must not be allowed to enter any watercourse.
- 7. Any future expansion of the business, site area, or additional employees will require the applicant to apply for a new development permit and will require approval.
- 8. No additional signage related to the business is permitted unless prior approval is received from Greenview.
- 9. You are located in the vicinity of an agricultural operation.

CARRIED


**#7
NEXT MEETING**

Wednesday, July 12, 2023

**#8
ADJOURNMENT**

MOTION: 23.06.28 Moved by: Member Tyler Olsen
That the meeting be adjourned at 10:25 a.m.

CARRIED



 CHAIR
 DALE SMITH



 DIRECTOR, PLANNING & ECONOMIC DEVELOPMENT
 MARTINO VERHAEGHE