

ADOPTED

Minutes of a
MUNICIPAL PLANNING COMMISSION REGULAR MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building [and Zoom]
Valleyview, Alberta, on Wednesday, July 12, 2023

#1 Chair Dale Smith called the meeting to order at 9:01 a.m.

CALL TO ORDER

PRESENT

Chair	Dale Smith
Vice-Chair	Sally Rosson
Member	Christine Schlief
Member	Jennifer Scott
Member	Bill Smith (Zoom)
Member	Tom Burton
Member	Duane Didow (Zoom)
Member	Tyler Olsen (Zoom)
Member	Ryan Ratzlaff

ATTENDING

CAO	Stacey Wabick (9:05)
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	Dave Berry
Member	Winston Delorme
Director, Infrastructure & Engineering	Roger Autio

GUESTS

#2 MOTION: 23.07.29 Moved by: Member Tom Burton
AGENDA That the July 12, 2023, agenda be adopted as presented.

CARRIED

#3
MINUTES

3.1 MINUTES OF REGULAR MEETING

MOTION: 23.07.30 Moved by: Vice Chair Sally Rosson
That the minutes of the Municipal Planning Commission regular meeting held on
June 14, 2023, be adopted as amended:

- Typographic errors to be corrected.

CARRIED

#4
SUBDIVISIONS

**4.1 S23-003 / WOLFE / FIRST PARCEL OUT / NW 22-67-22-W5M / LITTLE
SMOKY AREA**

Municipal Planner Jan Sotocinal presented an overview of the first subdivision within NW 22-67-22-W5M. The property was zoned Agricultural One (A-1) District.

NW 22-67-22-W5M

MOTION: 23.07.31 Moved by: Vice Chair Sally Rosson

That the Municipal Planning Commission APPROVE subdivision application S23-003 for the creation of 8.06 hectares (19.91 acres) ± within the parcel legally described as NW 22-67-22-W5M, subject to the 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 22-930.
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 22-930 for the construction of a gravel approach to the remainder of NW-22-67-22-W5M. 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 and corner cuts of 15.0 metres Township Road 674 and Range Road 223 and Township Road 673A and Range Road 223 shall be dedicated. Road widening of 5.03 metres along the remnant lands of Township Road 674, Township Road 673A, and Range Road 223 shall be sold to the MD of Greenview No. 16 in accordance with the Schedule of Fees Bylaw 22-930. An agreement dedicating the road widening shall be registered as a caveat at no expense to the MD of Greenview No. 16. (Subject to Roads)

Notes:

1. You are located in the vicinity of an agricultural operation.
2. No development, construction, or site work is allowed without an approved Development Permit from Greenview.
3. The landowner shall not construct any development within 30 m of each side of the Pipeline Right-Of-Way.

CARRIED

#5
DEVELOPMENT
PERMITS

**5.1 D23-080 / LIGHTFOOT / FRONT YARD VARIANCE TO ACCESSORY BUILDING,
DETACHED GARAGE / NE 32-70-22-W5M / VALLEYVIEW AREA**

Development Officer Alyse Barks presented an overview of a development permit application for a Front Yard Variance to Accessory Building, Detached Garage on NE 32-70-22-W5M. The property was zoned Agricultural One (A-1) District.

NE 32-70-22-W5M

MOTION: 23.07.32 Moved by: Vice Chair Sally Rosson

That the Municipal Planning Commission APPROVE Development Permit application D23-080 for an Accessory Building with variance to section 5.22 e) of Land Use Bylaw 18-800 allowing the building to be located within the front yard, on NE 32-70-22-W5M, subject to the following:

Conditions:

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 exterior of the building shall be completed within twenty-four (24) months from the issuance of the development permit. If the development authorized by a Development Permit is not completed within twenty-four (24) months from the effective date of the permit, such permit approval ceases and the permit itself is deemed void, expired, and without effect unless an extension to this period has been previously granted.
3. 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. The use of the accessory building for business, industrial, and residential purposes is not permitted. The accessory building shall be used for personal use only.
2. 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 a proposed development and receive approval from Alberta Forestry, Parks, and Tourism.
 5. Deleterious materials must not be allowed to enter any watercourse.
 6. You are located in the vicinity of an agricultural operation.

CARRIED

Member Christine Schlief declared a conflict of interest and excused herself at 9:49 a.m.

**5.2 D23-094 / SCHLIEF / DISCRETIONARY USE - DWELLING UNIT,
MANUFACTURED WITH ADDITION, AND CAR PORT / SW 09-70-07-W6M /
GROVEDALE AREA**

Development Officer Alysse Barks presented an overview of a development permit application for Discretionary Use - Dwelling Unit, Manufactured with Addition, and Car Port on Plan 1523806 Block 1 Lot 4 within SW 09-70-07-W6M. The property was zoned Country Residential One (CR-1) District.

SW 09-70-07-W6M

MOTION: 23.07.33 Moved by: Member Tom Burton
That the Municipal Planning Commission APPROVE Development Permit application D23-094 for a Dwelling Unit, Manufactured with an Addition and Carport on Plan 1523806 Block 1 Lot 4 subject to the following:

Conditions:

1. 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.
2. Skirting must be installed within one hundred and twenty (120) days from the date which the manufactured home is placed on the foundation.
3. The towing hitch and wheels must be removed within thirty (30) days from the date that the manufactured home is placed on the foundation.
4. The exterior of the manufactured home shall be finished within one (1) year of placement. All finish materials shall either be factory fabricated or of

equivalent quality so that the design and construction complement the dwelling.

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. 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. You are located in the vicinity of an agricultural operation.

CARRIED

Member Christine Schlieff returned at 9:57 a.m.

Director, Planning & Economic Development Martino Verhaeghe declared a conflict of interest and excused himself at 9:57 a.m.

5.3 D23-110 / DINAH KING / PERMITTED USE WITH SIDE YARD SETBACK VARIANCE / WITHIN NW 26-70-22-W5M / VALLEYVIEW AREA

Development Officer Nicole Friesen presented an overview of a development permit application for A Variance to the Side Yard within NW 26-70-22-W5M. The property was zoned Agricultural One (A-1) District.

NW 26-70-22-W5M

MOTION: 23.07.34 Moved by: Vice Chair Sally Rosson

That the Municipal Planning Commission APPROVE development permit application D23-110 for a Dwelling Unit, Manufactured with a variance to the north side yard setback to 11.3m, subject to the following conditions:

Conditions:

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. Copies of such permits are to be provided to the Municipal District of Greenview No. 16.

Standards:

1. Skirting must be installed within ninety (90) days from the date which the manufactured home is placed on the foundation.
2. The exterior of the manufactured home shall be finished within one (1) year of placement. All finish materials shall either be factory fabricated or of equivalent quality so that the design and construction complement the dwelling.
3. 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.
4. The towing hitch and wheels must be removed within thirty (30) days from the date that the manufactured home is placed on the foundation.
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. 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 Environment and Protected Areas (AEP).
- 4. You are located in the vicinity of an agricultural operation.

CARRIED

Director, Planning & Economic Development Martino Verhaeghe returned at 10:04 a.m.

#6
NEXT MEETING

Wednesday, September 13, 2023

#7
ADJOURNMENT

MOTION: 23.07.35 Moved by: Member Ryan Ratzlaff
That the meeting be adjourned at 10:05 a.m.

CARRIED



CHAIR
DALE SMITH



DIRECTOR, PLANNING & ECONOMIC DEVELOPMENT
MARTINO VERHAEGHE