

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 13, 2023

#1 CALL TO ORDER	Chair Dale Smith called the meeting to order at 9:01 a.m.	
PRESENT	Chair	Dale Smith
	Vice-Chair	Sally Rosson
	Member	Christine Schlieff
	Member	Jennifer Scott
	Member	Bill Smith (Zoom)
	Member	Tom Burton
	Member	Duane Didow (Zoom)
	Member	Ryan Ratzlaff
	Member	Dave Berry
	Member	Winston Delorme (Zoom)
ATTENDING	CAO	Stacey Wabick
	Acting Director, Planning & Economic Development	Stacey Sevilla
	Director, Infrastructure & Engineering	Roger Autio
	Manager, Planning and Development	Samantha Dyck
	Municipal Planner	Jan Sotocinal
	Development Officer	Nicole Friesen
	Development Officer	Alyse Barks
	Recording Secretary	Nancy Harris
ABSENT	Member	Tyler Olsen
	Director, Planning & Economic Development	Martino Verhaeghe
GUESTS		
#2 AGENDA	MOTION: 23.09.36 Moved by: Member Tom Burton That the September 13, 2023, agenda be adopted as presented.	CARRIED
#3 MINUTES	3.1 MINUTES OF REGULAR MEETING MOTION: 23.09.37 Moved by: Vice Chair Sally Rosson That the minutes of the Municipal Planning Commission regular meeting held on July 12, 2023, be adopted as presented.	DEFERRED
	MOTION: 23.09.38 Moved by: Member Ryan Ratzlaff	

That Municipal Planning Commission Members defer motion 23.09.37 Adoption of Minutes until the October 11, 2023 MPC Meeting.

CARRIED

**#4
SUBDIVISIONS**

4.1 S23-006 / WALSH / SECOND PARCEL OUT / SE 11-70-26-W5M / CROOKED CREEK AREA

Municipal Planner Jan Sotocinal presented an overview of the second subdivision within SE 11-70-26-W5M. The property was zoned Country Residential One (CR-1) District.

SE 11-70-26-W5M

MOTION: 23.09.39 Moved by: Vice Chair Sally Rosson

That the Municipal Planning Commission APPROVE subdivision application S23-006 for the severance of 1.94 hectares (4.80 acres) ± within the parcel legally described as SE 11-70-26-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 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, the applicant shall enter into an agreement to dedicate lands for road widening of 5.03 metres along the proposed subdivision frontage, along Range Road 261, and to sell lands for road widening of 5.03 meters on the remainder of SW 11-70-26-W5M in accordance with the Schedule of Fees Bylaw 22-930. The agreement for the dedication of road widening shall be registered as a caveat at no expense to the M.D. of Greenview No. 16.

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.

CARRIED

4.2 S23-007 / DAY / BOUNDARY ADJUSTMENT / SW 33-70-24-W5M / CROOKED CREEK AREA

Development Officer Alysse Barks presented an overview of a subdivision application for a Boundary Adjustment within SW 33-70-24-W5M. The property was zoned Country Residential Three (CR-3) District.

SW 33-70-24-W5M

MOTION: 23.09.40 Moved by: Member Tom Burton

That the Municipal Planning Commission APPROVE subdivision application S23-007 to increase the size of Plan 0926546, Block 1, Lot 1 from 0.38 hectares (0.94 acres) to 0.44 hectares (1.08 acres), 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 the subdivision is to be registered before 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 Plan 0926545, Block 1, Lot 2. The MD of Greenview No. 16 reserves the right to determine the approach's construction date.

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.

CARRIED

4.3 S23-008 / AIRTH / FIRST PARCEL OUT / NW 36-71-1-W6M / DEBOLT AREA

Development Officer Nicole Friesen presented an overview of a subdivision application for first parcel out within NW 36-71-1-W6M. The property was zoned Agricultural One (A-1) District.

NW 36-71-1-W6M

MOTION: 23.09.41 Moved by: Member Tom Burton

That the Municipal Planning Commission APPROVE subdivision application S23-008 for the creation of an 8.1 hectare (20.0 acre) within the parcel legally described as NW 36-71-1-W6M, 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 the subdivision is to be registered before signing the final subdivision endorsement documents.
4. The applicant shall apply for 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 36-71-1-W6M. The MD of Greenview No. 16 reserves the right to determine the construction date of the approach.
5. In accordance with Policy 6003, road widening of 5.03 metres along the proposed subdivision frontage of Township Road 720 shall be dedicated and road widening of 5.03 metres along the remnant lands of NW 36-71-1-W6M along Township Road 720 and Range Road 11 and a corner cut of 15 metres by 15 metres at the intersection of along Township Road 720 and Range Road 11 shall be sold to the MD of Greenview No. 16 in accordance with Schedule of Fees Bylaw 22-930. The road widening and corner cut shall be registered as road within the Plan of Survey for the subdivision at no expense to the MD of Greenview No. 16.

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.

CARRIED

4.4 S23-009 / GERVAIS / FIRST PARCEL OUT / SE 24-69-23-W5M / VALLEYVIEW AREA

Development Officer Nicole Friesen presented an overview of a subdivision application for A First parcel out within NW 26-70-22-W5M. The property was zoned Agricultural One (A-1) District.

SE 24-69-23-W5M

MOTION: 23.09.42 Moved by: Vice Chair Sally Rosson

That the Municipal Planning Commission APPROVE subdivision application S23-009 for the creation of a 6.39-hectare (15.8-acre) subdivision within the parcel legally described as SE 24-69-23-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 the subdivision is to be registered before signing the final subdivision endorsement documents.
4. The applicant shall apply for 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 SE 24-69-23-W5M. The MD of Greenview No. 16 reserves the right to determine the construction date of the approach.
5. The applicant shall provide the MD of Greenview No. 16 with a report, from an agency accredited by the Alberta 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.

6. In accordance with Policy 6003, road widening of 5.03 metres along the proposed subdivision frontage of Range Road 230 shall be dedicated and road widening of 5.03 metres along the remnant lands of SE 24-69-23-W5M along Range Road 230 shall be sold to the MD of Greenview No. 16 in accordance with Schedule of Fees Bylaw 22-930. 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.

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.

CARRIED

#5
DEVELOPMENT
PERMITS

5.1 D23-124 / PARRAGH / SUITE, DETACHED - DWELLING UNIT, MANUFACTURED VARIANCE / SW 6-70-06-W6M / GROVEDALE AREA

Manager, Planning and Development Samantha Dyck presented an overview of a development permit application for Suite, Detached - Dwelling Unit, Manufactured Variance SW 6-70-06-W6M. The property was zoned Country Residential One (CR-1) District.

SW 6-70-06-W6M

MOTION: 23.09.43 Moved by: Member Christine Schlieff
That the Municipal Planning Commission APPROVE development permit application D23-124 – Suite, Detached – Manufactured Home, subject to the following:

Conditions:

1. The applicant is granted a variance of 103.83 m² (1117.62 ft²) or 198% to the allowable floor area permitted for a detached suite. The total floor area permitted under this notice for the Suite, Detached is 156.21 m² (1681.42 ft²).
2. 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 18-800/799 does not exempt the applicant from compliance with any provincial, federal or other municipal legislation.
3. 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.
4. 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 the same are to be provided to the Municipal District of Greenview No. 16.
5. Any exterior lighting shall be positioned in such a manner that it does not cause a nuisance for surrounding landowners and/or interfere with the safe movement of traffic on nearby roads.
6. The detached suite must be serviced from the utilities that service the principal single detached dwelling unit and shall not be serviced independently.
7. The detached suite must meet Alberta Building Code requirements.
8. The manufactured home shall be placed on an engineer-approved permanent foundation, basement, or other method of securing the home which satisfies the requirements of the Alberta Safety Codes.

9. Skirting must be installed within ninety (90) days from the date which the manufactured home is placed on the foundation.
10. The towing hitch and wheels must be removed within thirty (30) days from the date that the manufactured home is placed on the foundation.
11. 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 18-800/799 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. 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.
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 Environment and Protected Area (AEP).

CARRIED

**5.2 D23- 147/ MAY / PERMITTED USE WITH SIDE YARD SETBACK VARIANCES /
PLAN 3978KS; 1; 6 / SANDY BAY AREA**

Development Officer Nicole Friesen presented an overview of a development permit application for Permitted Use with Side Yard Setback Variances within SE 8-71-23-W5M. The property was zoned Country Residential Three (CR-3) District.

SE 8-71-23-W5M

MOTION: 23.09.44 Moved by: Chair Dale Smith

That the Municipal Planning Commission APPROVE development permit application D23-147 for a Dwelling Unit, Modular and four (4) Accessory Buildings – Boathouse, Woodshed, Garden Shed, & Privy subject to the following:

Conditions:

1. That a setback variance is granted to the west side yard setback from 1.5 m (4.9 ft) to 0.9 m (3.0 ft) for the placement of the Accessory Building (Boathouse).
2. That a setback variance is granted to the east side yard setback from 1.5 m (4.9 ft) to 0.9 m (3.0 ft) for the placement of the Accessory Building (Woodshed).
3. That a setback variance is granted to the east side yard setback from 1.5 m (4.9 ft) to 0.9 m (3.0 ft) for the placement of the Accessory Building (Garden Shed).
4. That a setback variance is granted to the east side yard setback from 1.5 m (4.9 ft) to 0.9 m (3.0 ft) for the placement of the Accessory Building (Privy).
5. The Dwelling Unit, Modular shall be placed on a permanent foundation which meets the requirements of the National Building Code 2019, Alberta Edition.
6. Skirting must be installed on the Dwelling Unit, Modular within ninety (90) days from the date which the home is placed on the foundation.
7. The Dwelling Unit, Modular shall be located or constructed prior to or simultaneously with the construction or placement of any Accessory Building.
8. Each Accessory Building shall be located no closer than 1.5 m (4.9 ft) from the Dwelling Unit, Modular or another Accessory Building.

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

CARRIED

#6
NEXT MEETING

Wednesday, October 11, 2023

#7
ADJOURNMENT

MOTION: 23.09.45 Moved by: Member Jennifer Scott
That the meeting be adjourned at 10:13 a.m.

CARRIED



CHAIR
DALE SMITH



ACTING DIRECTOR, PLANNING & ECONOMIC
DEVELOPMENT
MARTIÑO VERUÑAGA
Director

