

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 13, 2023

#1
CALL TO ORDER Chair Ryan Ratzlaff called the meeting to order at 9:00 a.m.

PRESENT

Chair	Ryan Ratzlaff
Vice-Chair	Sally Rosson
Member	Christine Schlieff
Member	Jennifer Scott
Member	Bill Smith (Zoom)
Member	Tom Burton
Member	Dave Berry
Member	Winston Delorme
Member	Tyler Olsen
Member	Dale Smith

ATTENDING

CAO	Stacey Wabick
Director, Planning & Economic Development	Martino Verhaeghe
Director, Infrastructure & Engineering	Roger Autio
Manager, Planning and Development	Samantha Dyck
Municipal Planner	Jan Sotocinal
Development Officer	Nicole Friesen
Recording Secretary	Constance Boyd

GUESTS

Jason Coates, Borderline Surveys (S23-004)
Verna Gallivan (S23-004)
Christie Jones, Borderline Surveys (S23-004)
Cody Beairsto, Beairsto & Associates (S23-005)
Robin Thiessen (S23-005)
Gerald Andreiuk, McElhanney (S23-010)
Murray Broadhead (D23-171)

#2
AGENDA MOTION: 23.12.53 Moved by: Member Tyler Olsen
That the November 15, 2023, agenda be adopted as presented.

CARRIED

#3
MINUTES **3.1 MINUTES OF ORGANIZATIONAL MEETING**

MOTION: 23.12.54 Moved by: Vice Chair Sally Rosson
That the minutes of the Municipal Planning Commission organizational regular meeting held on November 15, 2023, be adopted as amended:

- Page 2 Martino declared Ryan as the chair

CARRIED

3.2 MINUTES OF REGULAR MEETING

MOTION: 23.12.55 Moved by: Member Jennifer Scott

That the minutes of the Municipal Planning Commission regular meeting held on November 15, 2023, be adopted as presented.

CARRIED

#4
SUBDIVISIONS

4.1 S23-004 / GALLIVAN HOLDINGS LTD / SECOND PARCEL OUT AND BOUNDARY ADJUSTMENT / SW 9-70-22-W5M / VALLEYVIEW AREA

Municipal Planner Jan Sotocinal presented an overview of a Subdivision Application for a Second Parcel out and Boundary Adjustment within SW 9-70-22-W5M; Plan 1623780 Block 1, Lot 1. The property was zoned Agricultural One (A-1) District and Country Residential One (CR-1) District.

SW 9-70-22-W5M

MOTION: 23.12.56 Moved by: Member Jennifer Scott

That the Municipal Planning Commission APPROVE the subdivision application S23-004 for the boundary adjustment of Plan 1623780, Block 1, Lot 1 from 1.21 Hectares (2.99 acres) to 4.53 Hectares (11.2 acres) and the creation of 4.0 hectares (9.9 acres) within the lands legally described as, SW 9-70-22-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 proposed subdivision. The MD of Greenview No. 16 reserves the right to determine the date of construction of the approach.
5. Pursuant to Section 669(1) of the Municipal Government Act, a Deferred Reserve Caveat for the Municipal Reserve owing due to the subdivisions of lots A&B will be registered on the balance of SW 9-70-22-W5M concurrently with the subdivision registration. The Municipal District of Greenview will prepare and require the registration at the time of endorsement.

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
SUBDIVISIONS****4.2 S23-005 / CNR HOLDINGS LTD / SECOND PARCEL OUT / SW 11-72-1-W6M / DEBOLT AREA**

Development Officer Nicole Friesen presented an overview of a Subdivision Application for a Second Parcel Out within SW 11-72-1-W6M. The property was zoned Country Residential One (CR-1) District.

SW 11-72-1-W6M

MOTION: 23.12.57 Moved by: Member Tom Burton

That the Municipal Planning Commission APPROVE subdivision application S23-005 for the creation of a 1.62-hectare (4.00-acre) subdivision within the parcel legally described as SW 11-72-1-W6M (C. of T. 182 269 549), with a ±12.70-ha (±31.39-ac) remainder, 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 proposed subdivision. The MD of Greenview No. 16 reserves the right to determine the construction date of the approach.
5. A corner cut of 15 metres by 15 metres at the intersection of Township Road 721A and Range Road 12 shall be registered as road within the Plan of Survey for the subdivision at no expense to the MD of Greenview No. 16.
6. On the proposed 1.62-ha (4.00-ac) Lot 1, Block 1, the applicant shall pay cash-in-lieu of municipal reserve in the amount of \$8,500 (approx. \$2,125 per acre), representing 10% of the appraised market value of the land of \$85,000 (\$21,250 per acre) or a market value determined by an appraisal by a qualified appraisal professional in accordance with section 667 of the Municipal Government Act. The final calculation of the municipal reserve will be done upon receipt of the final plan of survey.

7. Pursuant to Section 669(1) of the Municipal Government Act, a Deferred Reserve Caveat for the balance of the Municipal Reserve owing will be registered on SW 11-72-1-W6M (C. of T. 182 269 549) concurrently with the subdivision registration. The Municipal District of Greenview No. 16 will prepare and require registration at the time of endorsement.
8. Pursuant to Section 651.1(2) of the Municipal Government Act, a restrictive covenant shall be registered against the title of the proposed Lot 1 prohibiting:
 - a) The construction of any subgrade development or basement unless as high-water table analysis is provided showing the water table is more than 2.4 m in the fall/winter or 1.8 m in the spring/summer below grade;
 - b) The development of any private sewage disposal systems which would allow for the infiltration of seasonal flooding into the septic tank or effluent disposal into/onto the ground; and
 - c) The development of a well.

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 subdivision may contain sensitive wetland resources which will impact future development of the site.

CARRIED**#4
SUBDIVISIONS****4.3 S23-010 / BROCHU / FIRST PARCEL OUT / NW 14-71-23-W5M / NEW FISH CREEK AREA**

Municipal Planner Jan Sotocinal presented an overview of a Subdivision Application for a First Parcel Out within NW 14-71-23-W5M. The property was zoned Agricultural One (A-1) District.

NW-14-71-23-W5M

MOTION: 23.12.58 Moved by: Member Dale Smith
That the Municipal Planning Commission APPROVE the subdivision application S23-010 for the creation of approximately 8.09 hectares (19.99 acres) based on the amended tentative plan parcel within the lands legally described as, NW 14-71-23-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 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 the quarter section. The MD Greenview No. 16 reserves the right to determine the date of construction of the approach.

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 D23-171 / 1189220 AB LTD / OILFIELD SERVICE, SHOP WITH OFFICES AND ACCOMMODATION EMPLOYEE / SW 33-69-6-W6M / GROVEDALE AREA

Manager, Planning and Development Samantha Dyck presented an overview of a development permit application for Oilfield Service, Shop with Offices and Accommodation Employee on Plan 1621185; Block 2; Lot 2 within SW 33-69-6-W6M. The property was zoned Industrial Light (M-1) District.

SW 33-69-6-W6M

MOTION: 23.12.59 Moved by: Vice Chair Sally Rosson
That the Municipal Planning Commission APPROVE Development Permit application D23-171 for an Oilfield Service, Shop with Offices, and Accommodation Employee, on Plan 1621185, Block 2, Lot 2, subject to the following:

Conditions:

- 1. Prior to the occupation of the Employee Accommodations or operation of the offices, evidence of a potable water source or evidence of the installation of a Cistern for potable water, must be provided to the Municipal District of Greenview No. 16.
- 2. A Temporary Construction Approach developed on the East Boundary of the parcel must pass an inspection by the M.D. of Greenview No. 16 Roads Supervisor. Should the approach not pass inspection, this approach must be removed, and the ditch remediated or upgraded to meet the M.D. of Greenview No. 16 approach standards, at the developer's expense.
- 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 submitted to the Municipal District of Greenview No. 16.

4. Fencing shall not exceed 2.5 m (8.2 ft) in height and shall be set back a minimum of 0.3 m (1.0 ft) from the property line adjacent to the road right-of-way.
5. 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 and in accordance with the approved Storm Water Management Plan.
6. Applicant complete the approach application and pay the necessary application fee in accordance with the Schedule of Fees, 22-930 Bylaw.

Standards:

1. No signage related to the business is permitted and a separate permit will be required before any signage is installed in relation to this site's activities.
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. The exterior of the buildings 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.
4. This development permit is valid upon the decision being advertised in accordance with Municipal District Greenview No. 16's Advertising Bylaw and no appeal against said decision being successful.
5. All development(s) must be designed to ensure the stormwater runoff to adjacent lands or watercourses does not exceed pre-development flows.
6. 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.
7. Deleterious materials must not be allowed to enter any watercourse.

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

CARRIED

#6
NEXT MEETING

Wednesday, January 10, 2024

#7
ADJOURNMENT

MOTION: 23.12.60 Moved by: Member Christine Schlieff
That the meeting be adjourned at 10:44 a.m.

CARRIED



CHAIR
RYAN RATZLAFF



DIRECTOR, PLANNING & ECONOMIC DEVELOPMENT
MARTINO VERHAEGHE