

ADOPTED

Minutes of a
MUNICIPAL PLANNING COMMISSION REGULAR MEETING
MUNICIPAL DISTRICT OF GREENVIEW NO. 16
Greenview Administration Building [and Zoom]
Valleyview, Alberta, on Wednesday, April 10, 2024

#1	Chair Ryan Ratzlaff called the meeting to order at 9:00 a.m.	
CALL TO ORDER		
PRESENT	Chair	Ryan Ratzlaff
	Vice-Chair	Sally Rosson
	Member	Jennifer Scott
	Member	Bill Smith (Zoom)
	Member	Dave Berry
	Member	Marko Hackenberg
	Member	Tom Burton (Zoom 9:05)
ATTENDING	CAO	Stacey Wabick
	Director, Infrastructure & Engineering	Roger Autio
	Interim Manager, Planning and Development	Jan Sotocinal
	Development Officer	Nicole Friesen
	Recording Secretary	Nancy Harris
ABSENT	Member	Christine Schlieff
	Member	Winston Delorme
	Member	Tyler Olsen
	Member	Dale Smith
GUESTS		Kyle Miller (Zoom)(S24-001)
		Rod Veremy (Zoom)(S24-001)
		Christie Jones (S24-002)
		Wade Morrison (S24-004)

#2
AGENDA MOTION: 24.04.20 Moved by: Vice Chair Sally Rosson
That the April 10, 2024, agenda be adopted as presented.

For: Chair Ryan Ratzlaff, Vice-Chair Sally Rosson, Member Jennifer Scott, Member Bill Smith, Member Dave Berry, Member Marko Hackenberg

CARRIED

#3
MINUTES **3.1 MINUTES OF REGULAR MEETING**

MOTION: 24.04.21 Moved by: Member Dave Berry

That the minutes of the Municipal Planning Commission regular meeting held on March 13, 2024, be adopted as amended:

- **Members for corrected in motion 3.1**

For: Chair Ryan Ratzlaff, Vice-Chair Sally Rosson, Member Jennifer Scott, Member Bill Smith, Member Dave Berry, Member Marko Hackenberg

CARRIED

3.2 BUSINESS ARISING FROM MINUTES

NONE

#4
SUBDIVISIONS

4.1 S24-001 / GREEN LEAF HOLDINGS INC / ONE LOT SUBDIVISION / PLAN 822 3273; 34; 6 / HAMLET OF GRANDE CACHE

Development Officer Nicole Friesen presented an overview of subdivision application for One Lot Subdivision in DC-FMBP Plan 822 3273; 34; 6 The property was zoned Direct Control – Floyd McLennan Business Park (DC-FMBP) District.

822 3273; 34; 6

MOTION: 24.04.22 Moved by: Vice Chair Sally Rosson

That the Municipal Planning Commission for the Municipal District of Greenview No. 16 APPROVE subdivision application S24-001 for the creation of a one (1) lot and road, totalling approximately 1.4 ha (3.46 ac) from the parcel legally described as Plan 822 3273, Block 34, Lot 6 and the adjacent roadways, subject to the following:

Conditions:

1. The applicant shall submit to the Municipal District 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, including road right of way widths of 20.5 metres.
2. The applicant shall submit to the Municipal District of Greenview No. 16 a Plan of Survey for a Utility Right of Way, 3.0 metres in width, adjacent to the proposed road, suitable for registration with Alberta Land Titles.
3. The applicant shall close those portions of road within Plan 69TR (105 Avenue) and Plan 042 6473 (99 Street) adjacent to Plan 822 3273, Block 34, Lot 6. All costs associated with closure and consolidation of the roads shall be the responsibility of the applicant and the applicant shall pay all applicable fees in accordance with the Schedules of Fees Bylaw 24-970. Registration of the road closure shall occur concurrently with registration of the Plan of Survey for the subdivision.
4. The applicant shall pay a final subdivision endorsement fee in accordance with the Municipal District of Greenview No. 16 Schedules of Fees Bylaw 24-970.

- 5. The applicant shall pay all taxes owing to the Municipal District of Greenview No. 16 up to the year in which the subdivision is to be registered prior to signing the final subdivision endorsement documents.
- 6. The applicant shall enter into and comply with the terms of a development agreement in accordance with the Municipal Government Act, s. 655 for provision of the following, as required:
 - a) Road access, extending to the north boundary of the subdivision and any temporary road extension, cul de sac, or turnaround;
 - b) Municipal water service and extensions;
 - c) Municipal sewer service and extensions;
 - d) Municipal storm sewer service and extensions;
 - e) Franchise utility services and any Utility Rights-of-Way (URWs);
 - f) Street lighting;
 - g) Street signage;
 - h) Sidewalks and pedestrian connections, if any; and
 - i) Performance securities.

The developer shall prepare engineered drawings in accordance with the Municipal District of Greenview No. 16 Development Guidelines and Municipal Servicing Standards. The elements above, forming part of the development agreement shall be prepared by the developer, submitted to the Municipal District of Greenview No. 16 for review and approval, and constructed by the developer to the satisfaction of the Municipal District of Greenview No. 16, in accordance with the terms of the development agreement. The development agreement shall be registered by caveat on the title of the subject lands pursuant to Section 655(2) of the Municipal Government Act. The Municipal District of Greenview No. 16 shall prepare the development agreement as per the Schedules of Fees Bylaw 24-970.

For: Chair Ryan Ratzlaff, Vice-Chair Sally Rosson, Member Jennifer Scott, Member Bill Smith, Member Dave Berry, Member Marko Hackenberg

CARRIED

4.2 S24-002 / MITHCELL / FIRST PARCEL OUT / NW 14-69-20-W5M / SUNSET HOUSE AREA

Acting Manager, Planning & Development Jan Sotocinal presented an overview of subdivision application for First Parcel Out within NW 14-69-20-W5M The property was zoned Agricultural One (A-1) District.

NW 14-69-20-W5M

MOTION: 24.04.23 Moved by: Member Dave Berry

That the Municipal Planning Commission of the Municipal District of Greenview No. 16 hereby APPROVE subdivision application S24-002 for the creation of approximately 4.05 hectares (10.0 acres) parcel within the lands legally described as, NW 14-69-20-W5M, subject to the following:

Conditions:

1. The applicant shall submit to the Municipal District 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 Municipal District of Greenview No. 16’s Schedule of Fees Bylaw 24-970.
3. The applicant shall pay all taxes owing to the Municipal District 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 24-970 for construction of a gravel approach to the remainder of the quarter section. The Municipal District of Greenview No. 16 reserves the right to determine the date of construction of the approach.

For: Chair Ryan Ratzlaff, Vice-Chair Sally Rosson, Member Jennifer Scott, Member Bill Smith, Member Dave Berry, Member Marko Hackenberg, Member Tom Burton

CARRIED

4.2 S24-004 / MORRISON / FIRST PARCEL OUT / SW 16-75-24-W5M / PUSKWASKAU AREA

Acting Manager, Planning & Development Jan Sotocinal presented an overview of subdivision application for First Parcel Out within SW 16-75-24-W5M The property was zoned Agricultural One (A-1) District.

SW 16-75-24-W5M MOTION: 24.04.24 Moved by: Member Tom Burton

That the Municipal Planning Commission APPROVE the subdivision application S24-004 for the creation of approximately 8.10 hectares (20 acres) parcel within the lands legally described as, SW-16-75-24-W5M subject to the following:

Conditions:

1. The applicant shall submit to the Municipal District 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 Municipal District of Greenview No. 16’s Schedule of Fees Bylaw 24-970.
3. The applicant shall pay all taxes owing to the Municipal District 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. Obtain and comply with the conditions of a development permit for the two cabin structures on the proposal lot or provide evidence of their removal or demolition.

Advisory 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.

For: Chair Ryan Ratzlaff, Vice-Chair Sally Rosson, Member Jennifer Scott, Member Bill Smith, Member Dave Berry, Member Marko Hackenberg, Member Tom Burton

CARRIED

**#5
DEVELOPMENT
PERMITS**

**5.1 D24-024 / VERDECHEM TECHNOLOGIES INC / PERMITTED USE IN M-2;
ACCESSORY BUILDING WITH VARIANCES / PLAN 082 2151; 1; 2 / DEBOLT AREA**

Development Officer Nicole Friesen presented an overview of a development permit application for Permitted Use in M-2; Accessory Building with Variances Plan 082 2151; 1; 2 within SW 9-72-1-W6M. The property was zoned Industrial General (M-2) District.

SW 9-72-1-W6M

MOTION: 24.04.25 Moved by: Member Tom Burton

MOTION: That the Municipal Planning Commission APPROVE development permit application D24-024 for an Accessory Building on Plan 082 2151; 1; 2, subject to the following:

Conditions:

- 1. That a variance is granted to Land Use Bylaw 18-800 Section 5.22.1.e) allowing the Accessory Building to be located within the Yard, Front.
- 2. That a 71% variance is granted to the 5.0 metre (16.4 feet) maximum building height, allowing the Accessory Building (Equipment Storage and Wash Bay) to be 8.57 metres (28.12 feet) in height.
- 3. Prior to operation of the Wash Bay, the applicant shall provide proof of installation of a septic tank and containment system to the Municipal District of Greenview No. 16.
- 4. Grading of the site shall be completed in accordance with the approved site grade plan prepared by the developer.
- 5. 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 all required permits are to be provided to the

Municipal District of Greenview No. 16's Planning & Development department at planning@mdgreenview.ab.ca.

6. The Accessory Building shall be located no closer than 1.5 m (4.9 ft) from another building.
7. The applicant shall obtain a roadside development permit from Alberta Transportation & Economic Corridors and submit a copy to the Municipal District of Greenview No. 16, prior to operation of the facility.

Standards:

1. The applicant is responsible for weed control. Contact Greenview's Agricultural Fieldman at 780.524.7602 for further information.
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.
4. Deleterious materials must not be allowed to enter any watercourse.
5. Additional development such as an outdoor wash bay will be subject to additional permitting.

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

For: Chair Ryan Ratzlaff, Vice-Chair Sally Rosson, Member Jennifer Scott, Member Bill Smith, Member Dave Berry, Member Marko Hackenberg, Member Tom Burton

CARRIED

5.2 D24-041 / ANDREWS / PERMITTED USE IN CR-3 – ACCESSORY BUILDING IN FRONT YARD / NE 19-71-22-W5M / SANDY BAY AREA

Development Officer Nicole Friesen presented an overview of a development permit application for Permitted Use – Accessory Building in Front Yard Plan 3978KS; 1;4 within NE 19-71-22-W5M. The property was zoned Country Residential Three (CR-3) District.

NE 19-71-22-W5M

MOTION: 24.04.26 Moved by: Vice Chair Sally Rosson

That the Municipal Planning Commission APPROVE development permit application D24-041 for a Cabin with Deck, Accessory Building (Garage), & Fence on Plan 3978KS; 1; 4, subject to the following:

Conditions:

1. That a variance is granted to Land Use Bylaw 18-800 Section 5.22.1.e) allowing the Accessory Building to be located within the Yard, Front.
2. That a 7% variance is granted to the 3.0 metre (9.8 feet) east side yard setback requirement, allowing the Cabin to be located 2.74 metres (9.0 feet) from the east property line.
3. That a 50% variance is granted to the 1.2 metre (3.9 feet) maximum fence height, allowing the fence to be 1.8 metres (6.0 feet) in height in the Yard, Front.
4. The Accessory Building shall be located no closer than 1.5 m (4.9 ft) from the Cabin or another Accessory Building.
5. The applicant is required to install a holding tank to service the proposed development. The landowner is responsible for regular evacuation, cleaning, and maintenance of the tank which must meet the tank and installation requirements of the Alberta Private Sewage Systems Standards of Practice.

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.
4. 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.

For: Chair Ryan Ratzlaff, Vice-Chair Sally Rosson, Member Jennifer Scott, Member Bill Smith, Member Dave Berry, Member Marko Hackenberg, Member Tom Burton

CARRIED

**#6
NEXT MEETING**

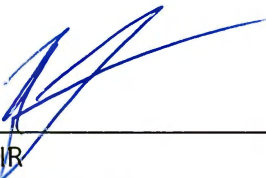
Wednesday, May 15, 2024

**#7
ADJOURNMENT**

MOTION: 24.04.27 Moved by: Member Jennifer Scott
That the meeting be adjourned at 10:02 a.m.

For: Chair Ryan Ratzlaff, Vice-Chair Sally Rosson, Member Jennifer Scott, Member Bill Smith, Member Dave Berry, Member Marko Hackenberg, Member Tom Burton

CARRIED



CHAIR
RYAN RATZLAFF



DIRECTOR, PLANNING & ECONOMIC DEVELOPMENT
MARTINO VERHAEGHE