

**MUNICIPAL PLANNING COMMISSION MEETING
COUNTY OF GRANDE PRAIRIE NO. 1
IN THE PROVINCE OF ALBERTA
COMMUNITY SERVICES BUILDING
TUESDAY, February 4, 2014**

MINUTES

1. CALL TO ORDER Meeting was called to order at 10:00 pm.

2. ATTENDANCE PRESENT

CHAIRMAN	Leanne Beaupre
COUNCILLORS	Corey Beck
	Harold Bulford
	Daryl Beeston
	Brock Smith
	Peter Harris
	Ross Sutherland

ABSENT:

Bob Marshall
Richard Harpe

ACTING MANAGER OF PUBLIC WORKS

Dale Van Volkingburgh

ACTING PLANNING MANAGER Nick Lapp

PLANNER Matthew Konowalchuk

PLANNER Cate Porterfield

PLANNER Baily Nagy

RECORDING SECRETARY Donna Mann

3. ADOPTION OF AGENDA **MOVED BY H. BULFORD** to approve the Agenda for the February 4, 2014 Municipal Planning Commission.

MOTION CARRIED

4. MINUTES APPROVAL **MOVED BY B. SMITH** that the minutes of the January 14, 2014 Municipal Planning Commission meeting be adopted.

5. SUBDIVISION APPLICATIONS

Item 5.1
Pt. SW-29-70-06-W6M
/ BLK / 1342567
Alberta Ltd. c/o
Wally Lovlin /
Country Residential /
File No.
PLSUB20120675

Kraig Cramlick from Beairsto Lehnrs Ketchum was present to represent the application.

Nick Lapp presented the subdivision application to subdivide nine lots of 15.4 ha (38.03 ac) from part of SW-29-70-06-W6M; COT 122 192 793+14 for County Residential (CR-2) use. Staff recommended approval based on the following:

- a) the premise that the parcel of land to be created is suitable for the proposed use and fulfills the criteria identified in Section 7 of the Subdivision and Development Regulations provided all conditions are attached, and
- b) notwithstanding objections received from adjacent landowners.

The approval is subject to:

- 1) All outstanding taxes to be paid in full.
- 2) Municipal reserve to be provided by way of cash-in-lieu in the amount of \$34,455.18 (based on a subdivision of 38.03 acres the total acres owing would be 3.803 acres based on \$9,060.00 per acre).
- 3) Easements or rights of way being registered against the land for the provision of gas and power in the name of the County of Grande Prairie. The developer is responsible for making suitable arrangements with the utility companies for the provision of services. Where the utility company requires use of the easement, the utility company shall provide to the County a general release form signed by the affected landowner agreeing to the proposed use of the easement.
- 4) Applicant entering into a developer's agreement with the County of Grande Prairie No. 1 for the provision of municipal services, road improvements and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 2 to apply.
- 5) The Applicant is to register the approved lot grading plan on the new titles by way of Restrictive Covenant.

MOVED BY R. SUTHERLAND that the application to subdivide nine lots of 15.4 ha (38.03 ac) from part of SW-29-70-06-W6M; COT 122 192 793+14 for County Residential (CR-2) use, be approved subject to the following conditions:

- a) the premise that the parcel of land to be created is suitable for the proposed use and fulfills the criteria identified in Section 7 of the Subdivision and Development Regulations provided all conditions are attached, and
- b) notwithstanding objections received from adjacent landowners.

The approval is subject to:

- 1) All outstanding taxes to be paid in full.

- 2) Municipal reserve to be provided by way of cash-in-lieu in the amount of \$34,455.18 (based on a subdivision of 38.03 acres the total acres owing would be 3.803 acres based on \$9,060.00 per acre).
- 3) Easements or rights of way being registered against the land for the provision of gas and power in the name of the County of Grande Prairie. The developer is responsible for making suitable arrangements with the utility companies for the provision of services. Where the utility company requires use of the easement, the utility company shall provide to the County a general release form signed by the affected landowner agreeing to the proposed use of the easement.
- 4) Applicant entering into a developer's agreement with the County of Grande Prairie No. 1 for the provision of municipal services, road improvements and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 2 to apply.
- 5) The Applicant is to register the approved lot grading plan on the new titles by way of Restrictive Covenant.
- 6) **Dust control be provided on Range Road 65 and TWP Rd 704A in front of the residence and to the southernly entrance to Mystick Ridge and on the newly created internal subdivision roads including Phase 1 and 2 as per County requirements.**
- 7) **Access to Lot 15 to be provided via the internal subdivision road along the north.**

MOTION CARRIED

**Item 5.2
Pt NE-29-71-05-W6M
/ Focus Corporation
Ltd. / Carriage Lane
Estates Inc. / Rural
Estate / File No.
PLSUB20130414**

Heather Roberts from Focus Corporation Ltd. and Todd DeHaan from Carriage Lane Estates Inc. were present to represent the application.

Nick Lapp presented the subdivision application to subdivide thirty one (31) lots of 10.77 ha (26.6 ac) from part of NE-29-71-05-W6M for Rural Estate (RE) use.

MOVED BY B. SMITH that the application to subdivide thirty one (31) lots of 10.77 ha (26.6 ac) from part of NE-29-71-05-W6M for Rural Estate (RE) use, be approved subject to the following conditions:

- a) the premise that the parcel of land to be created is suitable for the proposed use and fulfills the criteria identified in Section 7 of the

Subdivision and Development Regulations provided all conditions are attached, and

- b) no objections were received from adjacent landowners.

The approval is subject to:

- 1) All outstanding taxes to be paid in full.
- 2) Municipal reserve not provided in land form to be provided by way of cash-in-lieu in the amount of \$87,613.43 (based on a subdivision of 26.61 acres the total acres owing would be 2.661 acres based on \$32,925.00 per acre).
- 3) Easements or rights of way being registered against the land for the provision of gas and power in the name of the County of Grande Prairie. The developer is responsible for making suitable arrangements with the utility companies for the provision of services. Where the utility company requires use of the easement, the utility company shall provide to the County a general release form signed by the affected landowner agreeing to the proposed use of the easement.
- 4) Applicant entering into a developer's agreement with the County of Grande Prairie No. 1 for the provision of municipal services, road improvements and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 2 to apply.

MOTION CARRIED

**Item 5.3
Lot 22, Plan 072 6739;
Pt NE-29-71-05-W6M
/ Focus Corporation
Ltd. / Carriage Lane
Estates Inc. / Rural
Estate / File No.
PLSUB20130415**

Heather Roberts from Focus Surveys and Todd DeHaan from Carriage Lane Estates Inc. were present to represent the application.

Nick Lapp presented the subdivision application to subdivide twenty five (25) lots of 10.431 ha (25.78 ac) from part of NE-29-71-05-W6M for Rural Estate (RE) use.

MOVED BY H. BULFORD that the application to subdivide twenty five (25) lots of 10.431 ha (25.78 ac) from part of NE-29-71-05-W6M for Rural Estate (RE) use, be approved subject to the following conditions:

- a) the premise that the parcel of land to be created is suitable for the proposed use and fulfills the criteria identified in Section 7 of the Subdivision and Development Regulations provided all conditions are attached, and
- b) no objections were received from adjacent landowners.

The approval is subject to:

- 1) All outstanding taxes to be paid in full.
- 2) Municipal reserve not provided in land form to be provided by way of cash-in-lieu in the amount of \$112,299.66 (based on a subdivision of 25.78 acres the total acres owing would be 2.58 acres based on \$43,527.00 per acre).
- 3) Easements or rights of way being registered against the land for the provision of gas and power in the name of the County of Grande Prairie. The developer is responsible for making suitable arrangements with the utility companies for the provision of services. Where the utility company requires use of the easement, the utility company shall provide to the County a general release form signed by the affected landowner agreeing to the proposed use of the easement.
- 4) Applicant entering into a developer's agreement with the County of Grande Prairie No. 1 for the provision of municipal services, road improvements and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 2 to apply.

MOTION CARRIED

Item 5.4
Lot 4, Block 1, Plan
052 2280 Pt. NW-13-
72-06-W6M; Lot 5,
Block 1, Plan 0522280
Pt. NW-13-72-06-
W6M; Lot 6, Block 1,
Plan 052 2280 Pt.
NW-13-72-06-W6M /
Focus Corporation
Ltd. / Northern Mat
and Bridge (GP) Ltd.
/ Rapid Span Bridge
Rentals Inc. / Rural
Medium Industrial /
File No.
PLSUB20130692

Heather Roberts from Focus Corporation Ltd. was present to represent the application.

Nick Lapp presented the subdivision application to subdivide Lot 4 and consolidate with Lots 5 and 6, Block 1, Plan 052 2280 from part of NW-13-72-06-W6M to create 1 lot of 3.42 hectares (8.45 acres) for Rural Medium Industrial (RM-4) use.

MOVED BY D. BEESTON that the application to subdivide Lot 4 and consolidate with Lots 5 and 6, Block 1, Plan 052 2280 from part of NW-13-72-06-W6M to create 1 lot of 3.42 hectares (8.45 acres) for Rural Medium Industrial (RM-4) use, be approved subject to the following conditions:

- a) the premise that the parcel of land to be created is suitable for the proposed use and fulfills the criteria identified in Section 7 of the Subdivision and Development Regulations provided all conditions are attached, and
- b) no objections were received from adjacent landowners.

The approval is subject to:

- 1) All outstanding taxes to be paid in full.
- 2) Easements or rights of way being registered against the land for the provision of gas and power in the name of the County of Grande Prairie. The developer is responsible for making suitable arrangements with the utility companies for the provision of services. Where the utility company requires use of the easement, the utility company shall provide to the County a general release form signed by the affected landowner agreeing to the proposed use of the easement.
- 3) Applicant entering into a developer's agreement with the County of Grande Prairie No. 1 for the provision of municipal services, road improvements and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 1 to apply.

MOTION CARRIED

**Item 5.5
Pt SW-06-75-02-W6M
/ BLK / David
Boucher / Country
Residential / File No.
PLSUB20130710**

Bruce Beirsto from Beirsto Lehnars Ketchum and David Boucher were present to represent the application.

Matthew Konowalchuk presented the subdivision application to subdivide one lot of 5.16 ha (12.75 ac) from part of SW-06-75-02-W6M for Country Residential (CR-5) use.

MOVED BY B. SMITH that the application to subdivide one lot of 5.16 ha (12.75 ac) from part of SW-06-75-02-W6M for Country Residential (CR-5) use, be approved subject to the following conditions:

- a) the premise that the parcel of land to be created is suitable for the proposed use and fulfills the criteria identified in Section 7 of the Subdivision and Development Regulations provided all conditions are attached, and
- b) no objections were received from adjacent landowners.

The approval is subject to:

- 1) All outstanding taxes to be paid in full.
- 2) All existing sewage disposal systems must be upgraded to comply with the current Alberta Private Systems Standard of Practice. The system must be permitted with an Alberta Labour, Authorized Accredited Agency, and have a satisfactory inspection report showing it meets the Regulations, at the applicant's expense.

- 3) Municipal reserve to be provided by way of cash-in-lieu in the amount of \$1,554.23 (based on a subdivision of 12.75 acres the total acres owing would be 1.275 acres based on \$1,219 per acre).
- 4) Easements or rights of way being registered against the land for the provision of gas and power in the name of the County of Grande Prairie No.1. The developer is responsible for making suitable arrangements with the utility companies for the provision of services. Where the utility company requires use of the easement, the utility company shall provide to the County a general release form signed by the affected landowner agreeing to the proposed use of the easement.
- 5) The maximum lot area of 4.0 hectares for country residential uses, as stipulated in the County Land Use Bylaw, is waived to accommodate this subdivision.

MOTION CARRIED

Item 5.6
Pt NE-08-74-04-W6M
/ BLK / Mary Anne
Wilson c/o Doug and
Cate Porterfield /
Country Residential /
File No.
PLSUB20130734

Bruce Beirsto from Beirsto Lehnars Ketchum and Cate Porterfield were present to represent the application.

Matthew Konowalchuk presented the subdivision application to subdivide one lot of 4.03 ha (9.97 ac) from part of NE-08-74-04-W6M Country Residential (CR-5) use.

MOVED BY C. BECK that the application to subdivide one lot of 4.03 ha (9.97 ac) from part of NE-08-74-04-W6M for Country Residential (CR-5) use, be approved subject to the following conditions:

- a) the premise that the parcel of land to be created is suitable for the proposed use and fulfills the criteria identified in Section 7 of the Subdivision and Development Regulations provided all conditions are attached, and
- b) no objections were received from adjacent landowners.

The approval is subject to:

- 1) All outstanding taxes to be paid in full.
- 2) Applicant to provide an access approach into the proposed parcel to the satisfaction of the County of Grande Prairie and in accordance with *Rural Servicing Standards for Subdivisions and Road Construction*, prior to final endorsement of the subdivision.

- 3) Municipal reserve to be provided by way of cash-in-lieu in the amount of \$1,441.66 (based on a subdivision of 9.97 acres the total acres owing would be 0.997 acres based on \$1441.00 per acre).
- 4) Applicant to provide 5.03 metres road widening, by survey, off of the proposed parcel and the north boundary of the balance and the east boundary of the balance as per Section 662 of the Municipal Government Act.
- 5) The maximum lot area of 4.0 hectares for country residential uses, as stipulated in the County Land Use Bylaw, is waived to accommodate this subdivision.

MOTION CARRIED

Item 5.7
Lot 2, Block 1, Plan
072 8497; Pt NE-11-
72-03-W6M / BLK /
Michael and Carmen
Howarth / Highway
Industrial / File No.
PLSUB20130642

Bruce Beirsto from Beirsto Lehnars Ketchum was present to represent the application.

Matthew Konowalchuk presented the subdivision application to subdivide one lot of 15.04 ha (37.17 ac) from Lot 2, Block 1, Plan 072 8597 part of NE-11-72-03-W6M for an industrial lot. The portion of land is currently zoned as a Highway Industrial (RM-4) use.

MOVED BY H. BULFORD that the application to subdivide one lot of 15.04 ha (37.17 ac) from Lot 2, Block 1, Plan 072 8597 part of NE-11-72-03-W6M for an industrial lot. The portion of land is currently zoned as a Highway Industrial (RM-4) use, be approved subject to the following conditions:

- a) the premise that the parcel of land to be created is suitable for the proposed use and fulfills the criteria identified in Section 7 of the Subdivision and Development Regulations provided all conditions are attached, and
- b) notwithstanding objections received from adjacent landowners.

The approval is subject to:

- 1) All outstanding taxes to be paid in full.
- 2) Applicant to provide an access approach into the proposed parcel to the satisfaction of the County of Grande Prairie and in accordance with *Rural Servicing Standards for Subdivisions and Road Construction*, prior to final endorsement of the subdivision.
- 3) Municipal reserve to be provided by way of cash-in-lieu in the amount of \$7,833.96 (based on a

subdivision of 38.05 acres the total acres owing would be 3.805 acres based on \$2,072.00 per acre).

- 4) The proposed Municipal Reserve (MR) lot on the Revised Plan, received Dec 19 2013, will be designated as a Public Utility Lot.
- 5) Easements or rights of way being registered against the land for the provision of gas and power in the name of the County of Grande Prairie. The developer is responsible for making suitable arrangements with the utility companies for the provision of services. Where the utility company requires use of the easement, the utility company shall provide to the County a general release form signed by the affected landowner agreeing to the proposed use of the easement.
- 6) Applicant entering into a developer's agreement with the County of Grande Prairie No. 1 for the provision of road improvements and offsite levies. As per section 655 of the Municipal Government Act, the road improvement fee to apply.

MOTION CARRIED

6.DEVELOPMENT PERMIT APPLICATIONS

**Item 6.1
Lot 11, Plan 952 3320;
Pt NE-34-70-06-W6M
/ Trevor Bond c/o
T&M Bucket &
Truck It / Home
Occupation Major –
“T&M Bucket &
Truck It” – Snow
Removal and
Landscaping, Truck
and Trailer, and One
Employee / File No.
PLDEV20130739**

No one was present to represent the application.

Matthew Konowalchuk presented the development permit application for a Home Occupation Major - “T&M Bucket & Truck It” for Snow Removal and Landscaping, Truck & Trailer, and one employee. Staff recommended approval based on the following conditions:

1. The site is developed as per the site plan submitted.
2. The development conforms to the district requirements of the Country Residential (CR-5) District.
3. The number of vehicles and pieces of equipment parked on the lot and associated to the development permit will not exceed 1truck, 1 dump trailer, 1 hauling trailer and 1 skid steer at any time.
4. The number of employees who reside outside the residence associated to this development permit will not exceed 1 at any time.
5. No snow dumping or landscaping materials on the lot, associated this is development permit.
6. Approval is temporary for a period of 10 years.

MOVED BY B. SMITH that the application for a Home Occupation Major - "T&M Bucket & Truck It" for Snow Removal and Landscaping, Truck & Trailer, and one employee,

1. The site is developed as per the site plan submitted.
2. The development conforms to the district requirements of the Country Residential (CR-5) District.
3. The number of vehicles and pieces of equipment parked on the lot and associated to the development permit will not exceed 1- **one ton** truck, 1 dump trailer, 1 hauling trailer and 1 skid steer at any time.
4. The number of employees who reside outside the residence associated to this development permit will not exceed 1 at any time.
5. No snow dumping or landscaping materials on the lot, associated this is development permit.
6. Approval is temporary for a period of 10 years.

MOTION CARRIED

**Item 6.2
Lot 9, Plan 952 3320;
Pt NE-34-70-06-W6M
/ Larry Stevens/
Home Occupation
Major – Rental of 8
Light Towers, 2
Accessory Buildings
for Personal Use /
File No.
PLDEV20130748**

Larry Stevens was present to represent the application.

Matthew Konowalchuk presented the development permit application for a Home Occupation Major, Rental of 8 Light Towers, 2 Accessory Buildings (12'x 24'=288 sqft), (13' x 30'= 390 sqft) for personal use. Staff recommended approval based on the following conditions:

1. The site is developed as per the site plan submitted.
2. The development conforms to the district requirements of the Country Residential (CR-5) District.
3. Two accessory buildings for personal use only; no business related activity will be permitted.
4. The number of light towers on the lot will not exceed 8 at any time.
5. The applicant is the only employee associated to this development permit.
6. Approval is temporary for a period of 10 years.

MOVED BY B. SMITH that the application for a Home Occupation Major, Rental of 8 Light Towers, 2

Accessory Buildings (12'x 24'=288 sqft), (13' x 30'= 390 sqft) for personal use, be approved based on the following conditions:

1. The site is developed as per the site plan submitted.
2. The development conforms to the district requirements of the Country Residential (CR-5) District.
3. Two accessory buildings for personal use only; no business related activity will be permitted.
4. The number of light towers on the lot will not exceed 8 at any time.
5. The applicant is the only employee associated to this development permit.
6. Approval is temporary for a period of 5 years.

AMENDMENT MOVED BY H. BULFORD that the application for a Home Occupation Major, Rental of 8 Light Towers, 2 Accessory Buildings (12'x 24'=288 sqft), (13' x 30'= 390 sqft) for personal use, be approved based on the following conditions:

1. The site is developed as per the site plan submitted.
2. The development conforms to the district requirements of the Country Residential (CR-5) District.
3. Two accessory buildings for personal use only; no business related activity will be permitted.
4. The number of light towers on the lot will not exceed 8 at any time.
5. The applicant is the only employee associated to this development permit.
6. Approval is temporary for a period of 3 years.

MOTION DEFEATED

AMENDMENT MOVED BY C. BECK that the application for a Home Occupation Major, Rental of 8 Light Towers, 2 Accessory Buildings (12'x 24'=288 sqft), (13' x 30'= 390 sqft) for personal use, be approved based on the following conditions:

1. The site is developed as per the site plan submitted.
2. The development conforms to the district requirements of the Country Residential (CR-5) District.

3. Two accessory buildings for personal use only; no business related activity will be permitted.
4. The number of light towers on the lot will not exceed 8 at any time.
5. The applicant is the only employee associated to this development permit.
6. Approval is temporary for a period of 5 years.

MOTION CARRIED

MOVED BY R. SUTHERLAND that the Schedule of Fees 2014 applies to this development permit application.

MOTION CARRIED

**Item 6.3
Lot 2, Plan 972 0975;
Pt NE-30-71-06-W6M
/ Doug and Debra
Raiwet / Accessory
Building – Personal
Use / File No.
PLDEV20130768**

No one was present to represent the application.

Matthew Konowalchuk presented the development permit application for an Accessory Building (50' x 80' x 4,000 = sq.ft.) for personal use.

MOVED BY B. SMITH that the application for an Accessory Building (50' x 80' x 4,000 = sq.ft.) for personal use, be approved based on the following conditions:

1. The site is developed as per the site plan submitted.
2. The development conforms to the district requirements of the Country Residential (CR-2) District.
3. The applicant obtaining Safety Codes Permits to ensure the development complies with the Alberta Fire Code and Alberta Building Code. The applicant shall work with the County Planning and Development Department and the County Fire Department to ensure compliance with all Codes.
4. The Accessory Building is for personal uses only; no business activity will be permitted.

MOTION CARRIED

**Item 6.4
Lot 7, Block 6, Plan
952 2255; Pt. SW-25-
72-06-W6M; Lot 8MR
Block 6, Plan 952
2255; Pt. SW-25-72-
06-W6M; Lot 57
Block 1, Plan 052
6274; Pt. SW-25-72-**

Megan Schur from County of Grande Prairie No. 1 Parks and Recreation Department, Kevin Fischer and Lamont Anderson were present to represent the application.

Cate Porterfield presented the development permit application for an Adventure Park which includes a Skateboard Park and Water Spray Park.

**06-W6M / County of
Grande Prairie No. 1
/ Adventure Park /
File No.
PLDEV20130771**

MOVED BY D. BEESTON that the application for an Adventure Park which includes a Skateboard Park and Water Spray Park, be approved based on the following conditions:

1. The site is developed as per the site plan submitted.
2. The development conforms to the district requirements of the Rural Residential Mixed (RR-3) District and the Rural Residential Mixed (RR-4) District.
3. The applicant obtaining Safety Codes Permits to ensure the development complies with the Alberta Fire Code and Alberta Building Code. The applicant shall work with the County Planning and Development Department and the County Fire Department to ensure compliance with all Codes.
4. The applicant is to provide a sewage disposal system in accordance with the plumbing and Drainage Regulations and the Private Sewage Disposal Systems Standards of Practice at the applicant's expense.
5. The applicant providing an approach to the development to County standards to the satisfaction of the Public Works Department.
6. The applicant connecting to Municipal Water and Sewer services, to County Standards, at the applicant's expense.
7. The Developer/Applicant is required to obtain a water meter from Aquatera Utilities Inc. and to pay all Aquatera Infrastructure and Meter Application Charges prior to obtaining the Building Permit. Aquatera will determine the size of the meter required based on the Water Meter Sizing Guide.
8. All outdoor lighting shall be located and arranged so that no direct rays of light are directed at any adjoining properties, interfere with the use and enjoyment of neighboring lands, or interfere with the effectiveness of any traffic control device. Outdoor site lighting fixtures shall be installed with the light directed and deflected away from public roads. These lighting fixtures shall not be more than 9.0 meters above finished grade.
9. Applicant to provide fencing along the CN Rail right-of-way and Township Road 107A to County specifications.

MOTION CARRIED

**7. INFORMATION
ITEMS**

**7.1 Schedule of Fees
Comparison**

Nick Lapp presented a Schedule of Fees comparison report compiled by Victoria Rigler outlining the penalty fees in other counties throughout Alberta.

**7.2 Website
Information on
Operating a Business**

Corey Beck requested that additional information regarding operating a business / home occupation be available on the County website. Nick Lapp will investigate uploading an information pamphlet on the website that was previously circulated to County residents.

Adjournment

MOTION BY P. HARRIS that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 12:13 pm.


CHAIRMAN


RECORDING SECRETARY