

**MUNICIPAL PLANNING COMMISSION MEETING
COUNTY OF GRANDE PRAIRIE NO. 1
IN THE PROVINCE OF ALBERTA
COMMUNITY SERVICES BUILDING
TUESDAY, February 25, 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
	Bob Marshall
	Ross Sutherland

ABSENT:

Richard Harpe

MANAGER OF PUBLIC WORKS

	Herb Pfau
ACTING PLANNING MANAGER	Nick Lapp
PLANNER	Matthew Konowalchuk
PLANNER	Cate Porterfield
PLANNER	Baily Nagy
RECORDING SECRETARY	Donna Mann

3. ADOPTION OF AGENDA **MOVED BY B. SMITH** to approve the Agenda for the February 25, 2014 Municipal Planning Commission.

MOTION CARRIED

4. MINUTES APPROVAL **MOVED BY H. BULFORD** that the minutes of the February 4, 2014 Municipal Planning Commission meeting be adopted.

5. SUBDIVISION APPLICATIONS

**Item 5.1
Pt NE-02-74-11-W6M
/ BLK / Daylight
Lease Maintenance
Inc. / Country
Residential / File No.
PLSUB20130705**

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

Matthew Konowalchuk presented the subdivision application to subdivide one lot of 4.05 ha (10 ac) from part of NE-02-74-11-W6M for country residential use.

MOVED BY B. SMITH that the application to

subdivide one lot of 4.05 ha (10 ac) from part of NE-02-74-11-W6M for country residential 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. Model process documentation, provided by the applicant, is to be placed on the new title by caveat.
- 3. 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 5.2
Pt SE-01-74-10-W6M
/ BLK / Lisa Arnet/
Country Residential
and Agricultural/ File
No. PLSUB20130712**

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

Matthew Konowalchuk presented the subdivision application for a boundary adjustment of 0.86 hectares (2.14 acres) of part of SE-01-74-10-W6M (as per Area 2: site plan) from Agricultural (AG) District to Country Residential (CR-5) District and 0.86 hectares (2.13 acres) of Lot 1, Plan 002 4779: Pt. SE-01-74-10-W6M (as per Area 1: site plan) from Country Residential (CR-5) District to Agricultural (AG) District. Staff recommended approval 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 5.03 metres road widening, by survey off, of the south boundary of the quarter section as per Section 662 of the Municipal Government Act.

3. 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.

MOVED BY B. SMITH that the subdivision application for a boundary adjustment of 0.86 hectares (2.14 acres) of part of SE-01-74-10-W6M (as per Area 2 site plan) from Agricultural (AG) District to Country Residential (CR-5) District and 0.86 hectares (2.13 acres) of Lot 1, Plan 002 4779: Pt. SE-01-74-10-W6M (as per Area 1 site plan) from Country Residential (CR-5) District to Agricultural (AG) District, 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 5.03 metres road widening, by survey off, of the south boundary of the quarter section as per Section 662 of the Municipal Government Act.

MOTION CARRIED

**Item 5.3
Pt SE-34-72-04-W6M
/ BLK / Christopher,
Gregory and Pamela
Balderston / Country
Residential / File No.
PLSUB20130775**

Bruce Beirsto from Beirsto Lehnars Ketchum and Christopher Balderston were present to represent the application.

Matthew Konowalchuk presented the subdivision application to subdivide one lot of 4.04 ha (10 ac) from part of SE-34-72-04-W6M for country residential use.

MOVED BY H. BULFORD that the application to subdivide one lot of 4.04 ha (10 ac) from part of SE-34-72-04-W6M for a country residential 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. Applicant to provide 5.03 metres road widening, by caveat, off of the east boundary of the quarter section as per Section 662 of the Municipal Government Act.
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. 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. Model process documentation, provided by the applicant, is to be placed on the new title by caveat.
6. 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.

MOVED BY H. BULFORD that the application to subdivide one lot of 4.04 ha (10 ac) from part of SE-34-72-04-W6M for country residential 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. Applicant to provide 5.03 metres road widening, by caveat, off of the east boundary of the quarter section as per Section 662 of the Municipal Government Act.
4. Model process documentation, provided by the applicant, is to be placed on the new title by caveat.
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 5.4
Pt SW-34-72-04-W6M
/ BLK / Christopher,
Gregory and Pamela
Balderston / Country
Residential / File No.
PLSUB20130472**

Bruce Beirsto from Beirsto Lehnert Ketchum and Christopher Balderston were present to represent the application.

Matthew Konowalchuk presented the subdivision application to subdivide one lot of 6.05 ha (15.00 ac) from part of SW-34-72-04-W6M for country residential use. Staff recommended approval 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 5.03 metres road widening, by caveat, off of the west boundary of the quarter section as per Section 662 of the Municipal Government Act.
3. Applicant is required to construct Range Road 43 from Township Road 730 to the point of access onto the proposed lot to the satisfaction of the County of Grande Prairie No. 1 prior to final endorsement of this subdivision.
4. 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.

MOVED BY H. BULFORD that the application to subdivide one lot of 6.05 ha (15.00 ac) from part of SW-34-72-04-W6M for country residential 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 5.03 metres road widening, by caveat, off of the west boundary of the quarter section as per Section 662 of the Municipal Government Act.
3. Applicant entering into a developer's agreement with the County of Grande Prairie No. 1 to gravel along Range Road 43 with 560 tonne of 40mm gravel first application and 560 tonne of 20mm gravel second application from Township Road 730 to the point of access onto the proposed lot to the satisfaction of the County of Grande Prairie No. 1 prior to the final endorsement of this subdivision.
4. 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 5.5
Pt NW-34-72-04-W6M
/ BLK / Christopher,
Gregory and Pamela
Balderston / Country
Residential / File No.
PLSUB20130470**

Bruce Beairsto from Beairsto Lehnars Ketchum and Christopher Balderston were present to represent the application.

Matthew Konowalchuk presented the subdivision application to subdivide one lot of 6.05 ha (15.00 ac) from part of NW-34-72-04-W6M for country residential use.

MOVED BY C. BECK that the application to subdivide one lot of 6.05 ha (15.00 ac) from part of NW-34-72-04-W6M for country residential 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 5.03 metres road widening, by caveat, off of the north and west boundaries of the quarter section as per Section 662 of the Municipal Government Act.
3. 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 SW-13-73-05-W6M
/ BLK / Christopher,
Gregory and Pamela
Balderston / Country
Residential / File No.
PLSUB20130536**

Bruce Beirsto from Beirsto Lehnrs Ketchum and Christopher Balderston were present to represent the application.

Matthew Konowalchuk presented the subdivision application to subdivide one lot of 7.23 ha (17.87 ac) from part of SW-13-73-05-W6M for a country residential use.

MOVED BY P. HARRIS that the application to subdivide one lot of 7.23 ha (17.87 ac) from part of SW-13-73-05-W6M for country residential 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 onto the proposed parcel and balance to the satisfaction of the County of Grande Prairie No.1 and in accordance with *Rural Servicing Standards for Subdivisions and Road Construction*, prior to final endorsement of the subdivision.
3. Applicant to provide a 10m x 10m corner cut off, by survey, off of the south and west boundaries

and 5.03 metres road widening, by survey, off of the west boundary of the proposed lot and balance as per Section 662 of the Municipal Government Act.

4. Municipal reserve to be provided by way of cash-in-lieu in the amount of \$4,056.70 (based on a subdivision of 18.93 acres the total acres owing would be 1.893 acres based on \$2,143.00 per acre).
5. 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.
6. 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
Pt SW-13-73-06-W6M
/ BLK / Christopher,
Gregory and Pamela
Balderston / Country
Residential File No.
PLSUB20130737**

Bruce Beairsto from Beairsto Lehnern Ketchum and Christopher Balderston were present to represent the application.

Nick Lapp presented the subdivision application to subdivide one lot of 2.84 ha (7.05 ac) from part of SW-13-73-06-W6M for Highway Industrial (RM-4) use. Staff recommended approval 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 access into the proposed parcel to the satisfaction of the County of Grande Prairie No. 1 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 \$121,940 (based on a subdivision of 17.42 acres the total acres owing would be 1.742 acres based on \$70,000 per acre).
4. Applicant entering into a developer's agreement

with the County of Grande Prairie No. 1 for the provision of municipal services, road improvements including asphalt surfacing from existing pavement to the point of access of the proposed lot and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 3 will apply if applicable.

MOVED BY D. BEESTON that the application to subdivide one lot of 2.84 ha (7.05 ac) from part of SW-13-73-06-W6M for 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) 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 No. 1 and in accordance with *Rural Servicing Standards for Subdivisions and Road Construction*, prior to final endorsement of the subdivision.
3. **Municipal reserve to be deferred to the balance of the quarter section.**
4. Applicant entering into a developer's agreement with the County of Grande Prairie No. 1 for the provision of municipal services, road improvements including asphalt surfacing from existing pavement to the point of access of the proposed lot and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 3 will apply if applicable.

MOTION CARRIED

**Item 5.8
Lot 1, Block 1, Plan
092 3282; Pt NW-13-
72-06-W6M / Focus /
Grande Prairie North
Travel Centre Ltd. /
Highway Industrial /
File No.
PLSUB20130756**

Heather Roberts from Focus Surveys was present to represent the application.

Nick Lapp presented the subdivision application to divide one existing lot from part of NW-13-72-06-W6M into two lots, each proposed lot would be 4.05 ha (10 ac) in size and to be used for Highway Industrial (RM-4) use.

MOVED BY D. BEESTON that the application to divide one existing lot from part of NW-13-72-06-

W6M into two lots, each proposed lot would be 4.05 ha (10 ac) in size and to be used for 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) 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 a joint 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. Applicant to register a joint access agreement on the new and existing titles.
4. Easements or rights of way being registered against the land for the provision of gas, power and utilities 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.
5. 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

**6.DEVELOPMENT
PERMIT
APPLICATIONS**

**Item 6.1
SW-01-72-09-W6M /
Randy Kreiser /
Contracting Services -
Major, Occupancy –**

Bruce Beirsto from Beirsto Lehnars Ketchum and Leanne Kreiser were present to represent the application.

Nick Lapp presented the development permit

**“Purcell Integrated”,
Shop/ Office, 5
Employees, 8
Vehicles, Equipment
and Machinery
Rental, Trailer
Storage, Rig Mats, 3 –
30Ft. Trailers, 23
Potable Water Cans,
22 Light Towers,
Hours of Operation =
24/7 / File No.
PLDEV20140059**

application for Contracting Services - Major [Occupancy for “Purcell Integrated”, Shop/Office (60’ x 120’ = 7200 ft²), 5 employees, 8 Vehicles total including 4 Emergency Transport Trucks, 3 Hot Shot Trucks, Equipment and Machinery Rental, Trailer Storage, Rig Mats, 3 – 30Ft. Trailers, 23 Potable Water Cans, 22 Light Towers, Hours of Operation = 24/7].

MOVED BY B. MARSHALL that the application for Contracting Services - Major [Occupancy for “Purcell Integrated”, Shop/Office (60’ x 120’ = 7200 ft²), 5 employees, 8 Vehicles total including 4 Emergency Transport Trucks, 3 Hot Shot Trucks, Equipment and Machinery Rental, Trailer Storage, Rig Mats, 3 – 30Ft. Trailers, 23 Potable Water Cans, 22 Light Towers, Hours of Operation = 24/7], 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 CM 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 landowner entering into a development agreement with the County of Grande Prairie No. 1 regarding the amount of \$10,570.00 to be paid for road upgrades (based on a \$700.00 per acre for 15.1 acres) as per Section 650 of the Municipal Government Act.
7. The applicant is to provide a potable water supply on site at the applicant's expense.
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. The Landowner entering into an Annual Road Use Agreement with the County of Grande Prairie to the satisfaction of the Public Works Department and including but not limited to:
 - a. Hours of operation
 - b. Dust control
 - c. Payment for Additional Maintenance of County roads resulting from the business operations
 - d. All business associated traffic to be directed west on TWP Road 720 to the paved portion of Range Road 90.
10. The number of employees is limited to 5.
11. The number of business associated vehicles on site is limited to eight (8); including four (4) emergency transport trucks and three (3) hot shot trucks.
12. All construction debris to be contained within an enclosed area by way of waste bins and/or temporary fencing to be prevented from blowing onto neighboring lands. All debris is to be removed from the site within one month of completion of construction. During the construction of the development works, the Developer, agents and contractors shall cause all work to be conducted diligently, in a workmanlike manner, according to the requirements and specifications of the County of Grande Prairie and so as to not cause more inconvenience to the other residents of the County than is necessary in the circumstances.

MOTION CARRIED

MOVED BY B. SMITH that the Schedule of Fees 2014 applies to this development permit application.

MOTION CARRIED

**Item 6.2
Lot 1, Plan 982 3854;
Pt NE-04-71-06-W6M
/ Keith Janzen
/Home Occupation
Major – Auto Body
Shop – Foresight
Auto Body”, Outdoor
Storage, Vehicle
Storage (35 Vehicles)
File No.
PLDEV20140054**

Keith Janzen was present to represent the application.

Nick Lapp presented the development permit application for a Home Occupation Major – Auto Body (Foresight Auto Body) and Outdoor Storage (35 Vehicles).

MOVED BY H. BULFORD that the application for use, be REFUSED based on the following conditions:

1. The proposed use is inconsistent with the requirements of the Land Use Bylaw;

- 2. The proposed use is inconsistent with the long range planning policy for the area as outlined in the County/City IDP.

MOTION CARRIED

**Item 6.3
 Lot 19, Plan 972 1551;
 Pt SE-09-71-05-W6M;
 / Brian and Janice
 Wrzosek / Home
 Occupation Major
 (Land Surveyor) - No
 Employees, 1 Pick-up
 Truck, 2
 Snowmobiles, 4
 Quads, 1 Side-by-side
 and Home
 Occupation Minor –
 Bookkeeping / File
 No. PLDEV20140006**

No one was present to represent the application.

Matthew Konowalchuk presented the development permit application for Home Occupation Major (Land Surveyor) - No Employees, 1 Pick-up Truck, 2 Snowmobiles, 4 Quads, 1 Side-by-side and Home Occupation Minor – bookkeeping.

MOVED BY R. SUTHERLAND that the application for Home Occupation Major (Land Surveyor) - No Employees, 1 Pick-up Truck, 2 Snowmobiles, 4 Quads, 1 Side-by-side and Home Occupation Minor – Bookkeeping, be approved based on the following conditions:

- 1. The development conforms to the district requirements of the Country Residential (CR-4) District.
- 2. The applicant is the only employee associated to this development permit.
- 3. The number of vehicles and pieces of equipment parked on the lot and associated to the development permit will not exceed 1 pick-up truck, 2 snowmobiles, 4 quads, 1 side-by-side.
- 4. The maximum number of business associated visits is limited to 1 per day.
- 5. Approval is temporary for a period of 10 years.

MOTION CARRIED

**7.INFORMATION
ITEMS**

**7.1 Zoning
Information**

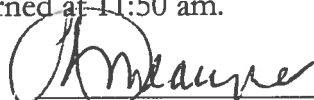
Nick Lapp distributed information on the CR-5 and RM-3 zoning.

Adjournment

MOTION BY P. HARRIS that the meeting be adjourned.

MOTION CARRIED

The meeting adjourned at 11:50 am.


 CHAIRMAN


 RECORDING SECRETARY