

MINUTES

Municipal Planning
Commission Meeting

County of Grande Prairie No. 1

September 23, 2014 Municipal Planning Commission

Meeting Type : Municipal Planning Commission

Date : Tuesday, September 23, 2014

Start time : 10:00 AM

Location : County of Grande Prairie No. 1 Administration Building

MINUTES

CALL TO ORDER The Chairman called the meeting to order at 10:00 a.m.

ATTENDANCE

Present were:

Board Member

- Corey Beck
- Daryl Beeston
- Harold Bulford
- Richard Harpe
- Peter Harris
- Bob Marshall
- Brock Smith
- Ross Sutherland

Chair

- Leanne Beaupre

Staff

Nick Lapp, Director of Planning and Development Services

Matthew Konowalchuk, Senior Planner

Cate Porterfield, Intermediate Planner

Baily Nagy, Planner

Jeremy Dela Cruz, Planner

Dale Van Volkingburgh, Director of Public Works

Shane Kessler, Construction Manager

Recording Secretary

- Shelly Page

**ADOPTION OF
AGENDA**

Resolution #MP20140923.1001

MOVED by C. Beck that the agenda for the September 23, 2014
Municipal Planning Commission (2014/09/23) be approved as presented.

CARRIED

**MINUTES
APPROVAL**

Resolution #MP20140923.1002

MOVED by B. Marshall that the minutes for September 9, 2014 Municipal Planning Commission (2014/09/09) be approved with amendment as noted:

- PLDEV20141167 was to be brought back to the September 23, 2014 meeting
- it will be brought back after circulation is complete

CARRIED

**PT.
SW-22-70-06-W6M
/ FILE NO.
PLSUB20140948**
(SUBDIVISION
APPLICATIONS)
(Issue #20140918002)

Cody Beirsto from Beirsto Lehnrs Ketchum and Jesse Foster were present to represent the application.

Matthew Konowalchuk presented the application to subdivide one lot of 77 ac (31.16 ha) from part of SW-22-70-06-W6M for Country Residential (CR-2) use.

Administration recommended approval based on:

- 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 Regulation provided all conditions are attached, and
- b. no objections have been 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 lot and balance; the location of the access points shall be determined by the Department of Public Works and built 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 shall upgrade Range Road 63 as required to allow for suitable access into the proposed lot and balance to the satisfaction of the County of Grande Prairie No. 1
4. Applicant to provide 5.03 metres road widening, by survey, off of the west boundary of the balance as per Section 662 of the Municipal Government Act.
5. Municipal reserve be deferred to the balance of the quarter section.
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.
7. Model process documentation, provided by the applicant, is to be placed on the new title by caveat.

Mr. Beirsto requested clarification on condition # 3. Dale Van Volkingburgh, Director of Public Works, commented that Public Works upon reviewing the application were unclear as to where the approach for the new parcel was located so they requested this condition so no unsafe situations would occur during the development of the required approach. Reeve Beaupre inquired from Mr. Foster is the parcel was for sale. He responded that it was not for sale at this time and no offers pending.

Resolution #MP20140923.1003

MOVED by B. Marshall that the application to subdivide one lot of 77 ac (31.16 ha) from part of SW-22-70-06-W6M for Country Residential (CR-2) District, be approved based on:

- 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 Regulation provided all conditions are attached, and
- b. no objections have been received from adjacent landowners.

Approval is subject to:

1. All outstanding taxes to be paid in full.
2. Applicant to provide an access approach into the proposed lot and balance; the location of the access points shall be determined by the Department of Public Works and built 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 shall upgrade Range Road 63 as required to allow for suitable access into the proposed lot and balance to the satisfaction of the County of Grande Prairie No. 1
4. Applicant to provide 5.03 metres road widening, by survey, off of the west boundary of the balance as per Section 662 of the Municipal Government Act.
5. Municipal reserve be deferred to the balance of the quarter section.
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.
7. Model process documentation, provided by the applicant, is to be placed on the new title by caveat.

CARRIED

PT.
NE-08-71-05-W6M
/ FILE NO.
PLSUB20141192
(SUBDIVISION
APPLICATIONS)
(Issue #20140918004)

Cody Beirsto from Beirsto Lehnern and Ketchum was in attendance to represent the application.

Matthew Konowalchuk presented the application to subdivide 34 residential lots ranging in size from .18 ha (.44 acres) and .39 ha (.96 acres), plus 3 M.R. lots and one P.U.L. for a total of ha 9.93 (24.53 ac) from part of NE-08-71-05-W6M for Rural Estate (RE) residential use.

Administration recommended approval based on:

- 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 Regulation provided all conditions are attached, and
- b. no objections have been 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 east boundary of the balance as per Section 662 of the Municipal Government Act.

3. Municipal reserve to be provided by way of cash-in-lieu in the amount of \$122,500 (based on a subdivision of 24.54 acres the total acres owing would be 2.45 acre based on \$50,000 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. 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 including upgrading Range Road 54 to a paved standard from the existing pavement (at the south boundary of Lot 2, Block 4, Plan 062 8160) to the south boundary of the quarter section and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 2 to apply.

Reeve Beaupre requested that Construction Manager, Shane Kessler, comment on the drainage issues. Mr. Kessler responded that Alberta Environment was reviewing the plan for Phase 1 and 2 of Maple Ridge and Taylor Estates. This new plan should alleviate the issues surrounding the surface water. There was additional discussion around the surface water issues and the storm pond in Maple Ridge.

Resolution #MP20140923.1004

MOVED by B. Smith that the application to subdivide 34 residential lots ranging in size from .18 ha (.44 acres) and .39 ha (.96 acres), plus 3 M.R. lots and one P.U.L. for a total of ha 9.93 (24.53 ac) from part of NE-08-71-05-W6M for Rural Estate (RE) District, be approved based on:

- 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 Regulation provided all conditions are attached, and
- b. no objections have been 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 east boundary of the balance as per Section 662 of the Municipal Government Act.
3. Municipal reserve to be provided by way of cash-in-lieu in the amount of \$122,500 (based on a subdivision of 24.54 acres the total acres owing would be 2.45 acre based on \$50,000 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. 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 including upgrading Range Road 54 to a paved standard from the existing pavement (at the south boundary of Lot 2, Block 4, Plan 062 8160) to the south boundary of the quarter section and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 2 to apply.

CARRIED

PT.
NE-02-72-05-W6M
/ FILE NO.
PLSUB20141072
(SUBDIVISION
APPLICATIONS)
(Issue #20140918003)

Cody Beairsto from Beairsto Lehnern and Ketchum and James Hamm were present to represent the application.

Cate Porterfield presented the application to subdivide one lot of 4.01 ha (9.90 ac) from part of NE-02-72-05-W6M for Country Residential (CR-5) use to facilitate a residential lot.

Administration recommended approval based on:

- 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 Regulation provided all conditions are attached, and
- b. no objections have been received from adjacent landowners.

The approval is subject to:

- 1. All outstanding taxes to be paid in full.
- 2. Applicant to provide a paved access approach into the balance of the quarter section from the road shoulder to the property line 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. 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.
- 4. Municipal reserve to be provided by way of cash-in-lieu in the amount of \$6,488.00 (based on a subdivision of 9.93 acres the total acres owing would be 1 acre based on \$6,488.00 per acre).
- 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 to provide 5.03 metres road widening by survey off of the east boundary of the quarter section as per Section 662 of the Municipal Government Act.

7. 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.

There was a discussion about the existing residence and how it must already have power to it. Mr. Hamm indicated that a power line has existed for some time. Mr. Beairsto indicated that his clients have been complaining about ATCO Electric contacting them and telling the landowner that their subdivision will not go through unless they sign ATCO Electric's a right of way agreement.

Resolution #MP20140923.1005

MOVED by R. Harpe that the application to subdivide one lot of 4.01 ha (9.90 ac) from part of NE-02-72-05-W6M Country Residential (CR-5) use to facilitate a residential lot, be amended by removing condition number 5 and be approved with six conditions based on:

- 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 Regulation provided all conditions are attached, and
- b. no objections have been received from adjacent landowners.

The approval is subject to:

1. All outstanding taxes to be paid in full.
2. Applicant to provide a paved access approach into the balance of the quarter section from the road shoulder to the property line 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. 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.
4. Municipal reserve to be provided by way of cash-in-lieu in the amount of \$6,488.00 (based on a subdivision of 9.93 acres the total acres owing would be 1 acre based on \$6,488.00 per acre).
5. Applicant to provide 5.03 metres road widening by survey off of the east boundary of the quarter section as per Section 662 of the Municipal Government Act.
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.

CARRIED

**PT.
SE-03-72-05-W6M**

Cody Beairsto from Beairsto Lehnern and Ketchum and Keith Clark were present to represent the application.

/ FILE NO.
PLSUB20141055
(SUBDIVISION
APPLICATIONS)
(Issue #20140916005)

Baily Nagy presented the application to subdivide one lot of 5.00 ha (12.36 ac) from part of SE-03-72-05-W6M for Country Residential (CR-5) use to facilitate a residential lot.

Administration recommended approval based on:

- 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 Regulation provided all conditions are attached, and
- b. no objections have been 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 \$7,472.00 (based on a subdivision of 10.00 acres the total acres owing would be 1.0 acres based on \$7,472.00 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. 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 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.
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.

Resolution #MP20140923.1006

MOVED by H. Bulford that the application to subdivide one lot of 5.00 ha (12.36 ac) from part of SE-03-72-05-W6M for Country Residential (CR-5) use to facilitate a residential lot, be amended by removing condition number 4 and be approved with five conditions based on:

- 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 Regulation provided all conditions are attached, and
- b. no objections have been 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 \$7,472.00 (based on a subdivision of 10.00 acres the total acres owing would be 1.0 acres based on \$7,472.00 per acre).
 4. 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.
 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.

CARRIED

PT.
SW-23-72-06-W6M
/ FILE NO.
PLSUB20141075
(SUBDIVISION
APPLICATIONS)
(Issue #20140918001)

Cody Beirsto from Beirsto Lehnern and Ketchum was present to represent the application.

Baily Nagy presented the application to subdivide one lot of 4.38 ha (10.82 ac) from part of SW-23-72-06-W6M for Rural Medium Industrial (RM-2) use to facilitate an industrial lot.

Administration recommended approval based on:

- 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 Regulation provided all conditions are attached, and
- b. no objections have been received from adjacent landowners.

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 entering into a developer's agreement with the County of Grande Prairie No. 1 for the provision of municipal services, road improvements including construction of 88 Avenue east to connect to the existing roads, payment of ½ of the cost of construction of 104th Street required to the north along the east boundary of the proposed parcel, and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 1 to apply.
4. Municipal reserve be deferred to the balance of the quarter section.

Resolution #MP20140923.1007

MOVED by D. Beeston that the application to subdivide one lot of 4.38 ha (10.82 ac) from part of SW-23-72-06-W6M for Rural Medium Industrial (RM-2) use to facilitate an industrial lot, be approved based on:

- 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 Regulation provided all conditions are attached, and
- b. no objections have been 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 entering into a developer's agreement with the County of Grande Prairie No. 1 for the provision of municipal services, road improvements including construction of 88 Avenue east to connect to the existing roads, payment of ½ of the cost of construction of 104th Street required to the north along the east boundary of the proposed parcel, and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 1 to apply.
4. Municipal reserve be deferred to the balance of the quarter section.

CARRIED

PT.
NE-31-72-06-W6M
/ WILLIAM FEHR /
PLDEV20141140
(DEVELOPMENT PERMIT
APPLICATIONS)
(Issue #20140916004)

William Fehr was present to represent the application.

Baily Nagy presented the development permit application to expand an existing dog kennel business (Bear Lake Kountry Kennels) from 10 kennels to 26 kennels). This application was tabled at the August 26, 2014 meeting.

Administration recommended approval based on:

1. The site is developed as per the site plan submitted.
2. The development conforms to the district requirements of the Agricultural (AG) 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 to enter into an Annual Road Use agreement with the County of Grande Prairie No. 1 to the satisfaction of the Public Works Department. The Annual Road Use agreement includes the following, but not limited to:
 - Provision of dust control as required by Public Works;
 - Road maintenance as required; and
 - Approved access route for vehicles associated with this development permit

Councillor Beeston commented that he has visited the site, the applicant has planted trees and windbreaks.

Resolution #MP20140923.1008

MOVED by D. Beeston that the development permit application to expand an existing dog kennel business (Bear Lake Kountry Kennels) from 10 kennels to 26 kennels).

The approval is subject to:

1. The site is developed as per the site plan submitted.
2. The development conforms to the district requirements of the Agricultural (AG) 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 to enter into an Annual Road Use agreement with the County of Grande Prairie No. 1 to the satisfaction of the Public Works Department. The Annual Road Use agreement includes the following, but not limited to:
 - Provision of dust control as required by Public Works;
 - Road maintenance as required; and
 - Approved access route for vehicles associated with this development permit

MOVED by R. Sutherland that the development permit application to expand an existing dog kennel business (Bear Lake Kountry Kennels) from 10 kennels to 26 kennels).

The approval is based on:

1. The site is developed as per the site plan submitted.
2. The development conforms to the district requirements of the Agricultural (AG) 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 to enter into an Annual Road Use agreement with the County of Grande Prairie No. 1 to the satisfaction of the Public Works Department. The Annual Road Use agreement includes the following, but not limited to:
 - Provision of dust control as required by Public Works;
 - Road maintenance as required; and
 - Approved access route for vehicles associated with this development permit

5. Approval is temporary for a period of 5 years.

The Municipal Planning Commission discussed the amendment and Councillor Beeston did not accept the amendment as friendly.

They returned to the main motion.

CARRIED

**OTHER
BUSINESS**

(INFORMATION ITEMS)

Nick Lapp, Director of Planning and Development introduced Jeremy Dela Cruz, new Planner with Planning and Development.

Considerable discussion ensued in regards to ATCO and their upcoming presentation to Council.

Resolution #MP20140923.1009

MOVED by B. Smith that Administration write a letter to ATCO inquiring about registering power lines, acquiring right of way agreements with rate payers, and safety concerns.

CARRIED

General discussion in regards to:

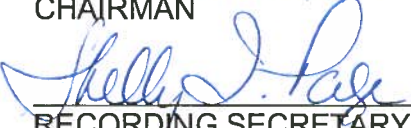
- road widening
- industrial subdivision in Westmount North
- lighting issues on developments
- Compliance Officer presentation for next Council and his workload
- issues surrounding home occupations and how they can display their permits

ADJOURNMENT

Meeting adjourned at 11:31 p.m.



CHAIRMAN



RECORDING SECRETARY