



# County of Grande Prairie No. 1

## October 11, 2016 Municipal Planning Commission

Date : Tuesday, October 11, 2016

Start time : 10:00 AM

Location : County of Grande Prairie No. 1 Administration Building

### Minutes

#### Attendance

Present were:

Chair:

- Leanne Beaupre

Board Members:

- Corey Beck
- Harold Bulford
- Peter Harris
- Bob Marshall
- Karen Rosvold
- Brock Smith
- Ross Sutherland

Absent:

- Jeremy Dela Cruz, Planner
- Gordon Halliday, Planning Compliance Officer

Staff:

- Dale Van Volkingburgh, Director of Public Works
- Nick Lapp, Director of Planning
- Matthew Konowalchuk, Senior Planner
- Yasmin Aidun, Planner

Recording Secretaries

- Janice Canning
- Donna Mann

#### Adoption Of Agenda

**Resolution #MP20161011.1001**

**MOVED BY B. MARSHALL** that the agenda for the October 11, 2016 Municipal Planning Commission (2016/10/11) be approved as presented.

**Carried**

#### Minutes Approval

**Resolution #MP20161011.1002**

**MOVED BY P. HARRIS** that the minutes for September 27, 2016 Municipal Planning Commission (2016/09/27) be approved as presented.

**Carried**

**PT. SE-30-70-6-W6/  
1570094 ALBERTA  
LTD./ HELIX SURVEYS  
LTD./ FILE NO.  
PLSUB20160487**  
(SUBDIVISION APPLICATIONS)  
(Issue #20160928007)

Val Lethbridge with Helix Surveys Ltd. was present to represent the application.

Matthew Konowalchuk presented the application to subdivide one (1) lot of 4.86 hectares (12 acres) within SE-30-70-6-W6. The portion of land is currently zoned as an Agricultural (AG) District. This would facilitate a farmstead separation. Staff recommended approval, based on 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 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. Applicant to provide 5.03 meters road widening by caveat off of the south and east boundaries of the quarter section as per Section 662 of the Municipal Government Act.
4. The applicant is required to hook up to the West Aqua Co-op for the proposed lot and pay for all associated fees and surcharges.
5. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of municipal services.

**Resolution #MP20161011.1003**

**MOVED BY R. SUTHERLAND** that the application to subdivide one (1) lot of 4.86 hectares (12 acres) within SE-30-70-6-W6 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. 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. Applicant to provide 5.03 meters road widening by caveat off of the south and east boundaries of the quarter section as per Section 662 of the Municipal Government Act.
4. The applicant is required to hook up to the West Aqua Co-op for the proposed lot and pay for all associated fees and surcharges.
5. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of municipal services and offsite levies.

**AMENDMENT BY B. SMITH** that Mr. Sutherland's motion to approve the application to subdivide one (1) lot of 4.86 hectares (12 acres) within SE-30-70-6-W6, be amended as follows:

4. The applicant shall prepare and register, on the newly created parcel, a Deferred Servicing Agreement for municipal water with the County of Grande Prairie. All costs associated to hook up to West Aqua and additional fees and surcharges shall be required at the time of the development permit. This agreement is to expire 10 years from the date it comes into effect.

Not accepted as a friendly amendment.

Board voted on the amendment. Amendment **CARRIED**.

Board returned to and voted on the main motion.

**MOVED BY R. SUTHERLAND** that the application to subdivide one (1) lot of 4.86 hectares (12 acres) within SE-30-70-6-W6 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. 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. Applicant to provide 5.03 meters road widening by caveat off of the south and east boundaries of the quarter section as per Section 662 of the Municipal Government Act.
4. **The applicant shall prepare and register, on the newly created parcel, a Deferred Servicing Agreement for municipal water with the County of Grande Prairie. All costs associated to hook up to West Aqua and additional fees and surcharges shall be required at the time of the development permit. This agreement is to expire 10 years from the date it comes into effect.**
5. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of municipal services and offsite levies.

**Carried**

**PT. SW-13-71-7-W6/  
BARRY, CHERYL,  
ELMER & SHARON  
BUCHBERGER/  
BEIRSTO &  
ASSOCIATES  
ENGINEERING LTD./  
FILE NO.  
PLSUB20160105  
(SUBDIVISION APPLICATIONS)  
(Issue #20160929002)**

Bruce Tattrie from Beirsto & Associates Engineering Ltd. was present to represent the application.

Matthew Konowalchuk presented the application to subdivide four (4) lots ranging in size from 2.06 hectares (5.08 acres) to 1.24 hectares (3.05 acres) within SW-13-71-7-W6. The portion of land is currently zoned as a Country Residential (CR-2) District. Staff recommended approval, based on 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 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. Applicant to provide a paved access, via internal road, as indicated on the submitted site plan and approaches for access into the proposed lots and the balance. This is 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.
4. Municipal reserve to be provided by way of cash-in-lieu in the

amount of \$12,011.32 (based on a subdivision of 18.80 acres the total acres owing would be 1.88 acres based on \$6,389.00 per acre).

5. The applicant is required to hook up to the West Aqua Co-op for the proposed lot and pay for all associated fees and surcharges.
6. Applicant entering into a development 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 3 to apply on 18.80 acres of land.
7. Model process documentation, provided by the applicant, is to be placed on the new titles by caveat.
8. Applicant shall provide verification of approvals requested by Historical Resources Act through Alberta Culture and Tourism to the County of Grande Prairie No. 1 prior to final endorsement.

**Resolution #MP20161011.1004**

**MOVED BY B. SMITH** that the application to subdivide four (4) lots ranging in size from 2.06 hectares (5.08 acres) to 1.24 hectares (3.05 acres) within SW-13-71-7-W6 be **TABLED** until the November 22, 2016 Municipal Planning Commission Meeting.

**Tabled**

**PT. SE-28-72-6-W6  
/HENRY JOHN &  
FREDRICK DAVID  
NEUDORF/ BEAIRSTO  
&ASSOCIATES  
ENGINEERING LTD./  
FILE NO.  
PLSUB20160438  
(SUBDIVISION APPLICATIONS)  
(Issue #20160928009)**

Cody Beairsto from Beairsto & Associates Engineering Ltd. and Christopher Balderston from Ground Level Land Corp. were present to represent the application.

Matthew Konowalchuk presented the application to subdivide three (3) lots ranging from 2.17 hectares (5.34 acres) to 1.01 hectares (2.50 acres) within SE-28-72-6-W6. The portion of land is currently zoned Medium Industrial (RM-2) and Highway Industrial (RM-4) District. Staff recommended approval, based on 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 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 as indicated on the submitted site plan, for access into the proposed lots and the balance that is 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 a 15m x 15m corner cut off of the of quarter section per Section 662 of the Municipal Government Act.
4. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of road improvements and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 1 of \$11,000/ acre to apply.
5. Municipal reserve be deferred to the balance of the quarter section.
6. Applicant to provide 20.00 meters road widening off of the east boundary of the quarter section on the remaining balance as per section 662 of the Municipal Government Act.
7. Model process documentation, provided by the applicant, is to be placed on the new titles by caveat.
8. The Landowner enter into a deferred Water and Sewer Servicing Agreement with the County of Grande Prairie to be placed on the newly created lots.

**Resolution #MP20161011.1005**

**MOVED BY D. BEESTON** that the application to subdivide three (3) lots ranging from 2.17 hectares (5.34 acres) to 1.01 hectares (2.50 acres) within SE-28-72-6-W6. The portion of land is currently zoned Medium Industrial (RM-2) and Highway Industrial (RM-4) be approved, based on 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 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 as indicated on the submitted site plan, for access into the proposed lots and the balance that is 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 a 15m x 15m corner cut off of the of quarter section per Section 662 of the Municipal Government

Act.

4. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of road improvements and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 1 of \$11,000/ acre to apply.
5. Municipal reserve be deferred to the balance of the quarter section.
6. Applicant to provide 20.00 meters road widening off of the east boundary of the quarter section on the remaining balance as per section 662 of the Municipal Government Act.
7. Model process documentation, provided by the applicant, is to be placed on the new titles by caveat.
8. The Landowner enter into a deferred Water and Sewer Servicing Agreement with the County of Grande Prairie to be placed on the newly created lots.

**Carried**

**PT. NE-30-72-10-W6/  
690844 ALBERTA LTD.  
AND ROBERT &  
JANICE BLUM/  
BEAIRSTO &  
ASSOCIATES  
ENGINEERING LTD./  
FILE NO.  
PLSUB20160095  
(SUBDIVISION APPLICATIONS)  
(Issue #20160930003)**

Bruce Tattrie from Beairsto & Associates Engineering Ltd. was present to represent the application.

Matthew Konowalchuk presented the application to subdivide two (2) lots of 9.31 hectares (23.01 acres) within NE-30-72-10-W6. The portion of land is currently zoned as a Country Residential (CR-5) District. Staff recommended approval, based on 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 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 is to extend the existing Township Road 725 as to provide access into Lot 2, Block 1. This is to be done to the satisfaction of County of Grande Prairie Public Works Department.
3. Applicant to provide an access approach into the proposed parcel Lot 2, Block 1 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.
4. Applicant to provide 10.06 meters of road widening, by survey, following the south boundary of Road Plan 4351 EO on the quarter section. As per Section 662 of the Municipal Government Act.
5. Municipal reserve to be provided by way of cash-in-lieu in the

amount of \$3,893.90 (based on a subdivision of 23.01 acres the total acres owing would be 2.30 acres based on \$1,693.00 per acre).

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 titles by caveat.
8. Applicant shall prepare and register on title the No Build Zone Map via caveat on Lot 1, Block 1 and Lot 2, Block 1.

**Resolution #MP20161011.1006**

**MOVED BY B. SMITH** that the application to subdivide two (2) lots 9.31 hectares (23.01 acres) within NE-30-72-10-W6 be **TABLED** until the October 25, 2016 Municipal Planning Commission Meeting.

**Tabled**

**Resolution #MP20161011.1007**

**MOVED BY K. ROSVOLD** that the meeting be recessed *11:00 a.m.*

**Carried**

**PT. SE-19-72-8-W6/  
ERIN & BRADLEY  
WOLD/ BEAIRSTO &  
ASSOCIATES  
ENGINEERING LTD./  
FILE NO.  
PLSUB20160328  
(SUBDIVISION APPLICATIONS)  
(Issue #20161004013)**

Bruce Tattrie from Beairsto & Associates Engineering Ltd. and Erin Wold were present to represent the application.

Yasmin Aidun presented the application is to subdivide one (1) lot of 5.02 hectares (12.41 acres) within SE-19-72-8-W6. The portion of land is currently zoned as a Country Residential (CR-5) District. This will be the first parcel off the quarter section. Staff recommended approval, based on 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 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.
3. Applicant to provide a 5.03 meters road widening, by caveat, off the east boundary of the quarter section as per Section 662 of the Municipal Government Act.
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.



5. Model process documentation, provided by the applicant, is to be placed on the new title by caveat.

**Resolution #MP20161011.1008**

**MOVED BY D. BEESTON** that the application to subdivide one (1) lot of 5.02 hectares ( 12.41 acres) within SE-19-72-8-W6M be approved, based on 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 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.
3. Applicant to provide 5.03 meters road widening, by caveat, off the east boundary of the quarter section as per Section 662 of the Municipal Government Act.
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.
5. Model process documentation, provided by the applicant, is to be placed on the new title by caveat.

**Carried**

**PT. SE-36-71-8-W6/  
DAVID POTVIN/  
SECOND RESIDENCE  
AND DECK/  
PLDEV20160502  
(DEVELOPMENT PERMIT  
APPLICATIONS)  
(Issue #20161004014)**

Yasmin Aidun presented the Development Permit Application for a Second Residence (Modular Home 40'x32') and Deck (20'x14'). 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 applicant shall obtain Safety Code 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 shall provide an approach to the development that is to County standards, and the satisfaction of the County of Grande Prairie Public Works Department.
5. More than one dwelling unit is allowed as per Section 3.4(b) of the Land Use Bylaw.
6. Dwelling is placed on temporary base or foundation from which

it can easily and quickly be removed.

7. Approval is temporary for a period of five (5) years.

**Resolution #MP20161011.1009**

**MOVED BY R. SUTHERLAND** that the Development Permit application for a Second Residence (Modular Home 40'x32') and Deck (20'x14') be **TABLED** until the November 22, 2016 Municipal Planning Commission Meeting.

**Tabled**

**PT. NW-9-71-9-W6/  
RUDOLF & ANNA  
ISAAK/ SECOND  
RESIDENCE/  
PLDEV20160497**  
(DEVELOPMENT PERMIT  
APPLICATIONS)  
(Issue #20160928006)

Matthew Konowolchuk presented the Development Permit Application for the renewal for an existing Second Residence. Approval, is subject to the following conditions:

1. The development conforms to the district requirements of the Country Residential (CR-5) District.
2. More than one dwelling unit is allowed as per Section 3.4(b) of the Land Use Bylaw.
3. Approval is temporary for a period of three (3) years.

**Resolution #MP20161011.1010**

**MOVED BY B. MARSHALL** that the Development Permit application for the renewal for an existing Second Residence be approved, based on the following conditions:

1. The development conforms to the district requirements of the Country Residential (CR-5) District.
2. More than one dwelling unit is allowed as per Section 3.4(b) of the Land Use Bylaw.
3. Approval is temporary for a period of three (3) years.
4. **The site is developed as per site plan submitted. Should changes occur or any new development be proposed, the landowner must re-apply.**

**Carried**

**PT. SW-33-71-5-W6/  
EASTLINK/  
TELECOMMUNICATION  
TOWER (90M),  
FENCING/  
PLDEV20160320**  
(DEVELOPMENT PERMIT  
APPLICATIONS)  
(Issue #20160928001)

Les Kemp from Eastlink was present to represent the Development Permit Application and Steven Banks from Eastlink in Nova Scotia was teleconferenced into the meeting.

Matthew Konowalchuk presented the Development Permit Application for a Telecommunication Tower (90 meters) be approved, based on the following conditions:

1. The site is developed as per the site plan submitted which is to include Appendix A.
2. The development conforms to the district requirements of the Agricultural (AG) District.
3. 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 and shall include a dome feature which prevents light from affecting adjacent properties.

4. Communication towers are subject to approval from Industry Canada.
5. The applicant must obtain approval from Nav. Canada and Transport Canada.
6. 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.
7. 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 is not limited to:
  - Road maintenance as required.

**Resolution #MP20161011.1011**

**MOVED BY P. HARRIS** that the Development permit application for a Telecommunication Tower (90 meters) be approved, based on the following conditions:

1. The site is developed as per the site plan submitted which is to include Appendix A.
2. The development conforms to the district requirements of the Agricultural (AG) District.
3. 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 and shall include a dome feature which prevents light from affecting adjacent properties.
4. Communication towers are subject to approval from Industry Canada.
5. The applicant must obtain approval from Nav. Canada and Transport Canada.

6. 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.
7. 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 is not limited to:
  - Road maintenance as required.


**Carried**

**ADJOURNMENT**

**Resolution #MP20161011.1012**

**MOVED BY P. HARRIS** that the meeting be adjourned at 11:40 am.

**Carried**



CHAIRMAN



RECORDING SECRETARY