



# County of Grande Prairie No. 1

## February 28, 2017 - Municipal Planning Commission Meeting

Date : Tuesday, February 28, 2017

Start time : 10:00 AM

Location : County of Grande Prairie No. 1 Administration Building

### Minutes

#### Attendance

Present were:

Chair:

- Leanne Beaupre

Board Members:

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

Absent:

- Nick Lapp, Director of Planning

Staff:

- Dale Van Volkingburgh, Director of Public Works
- Matthew Konowalchuk, Senior Planner
- Jeremy Dela Cruz, Planner
- Yasmin Aidun, Planner
- Gordon Halliday, Planning Compliance Officer

Recording Secretaries

- Janice Canning
- Donna Mann

#### Adoption Of Agenda

**Resolution #MP20170228.1001**

**MOVED BY B. MARSHALL** that the agenda for the February 28, 2017 Municipal Planning Commission Meeting (2017/02/28) be approved as presented.

**Carried**

#### Minutes Approval

**Resolution #MP20170228.1002**

**MOVED BY H. BULFORD** that the minutes for February 7, 2017 Municipal Planning Commission Meeting (2017/02/07) be approved as presented.

**Carried**

**PT.  
NW-8-75-8-W6/  
ERWIN &  
ELEANOR  
CHRISTENSON/  
BEAIRSTO &  
ASSOCIATES  
ENGINEERING  
LTD./ FILE NO.  
PLSUB20170008**  
(SUBDIVISION  
APPLICATIONS)  
(Issue #20170221002)

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

Yasmin Aidun presented the application to subdivide 1 lot of 8.54 hectares (21.10 acres) within NW-8-75-8-W6 to facilitate a farmstead separation. The portion of land is currently zoned as an Agricultural (AG) 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 an access approach into the proposed parcel and balance of the quarter section 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 metres road widening by caveat off of the west 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.

**Resolution #MP20170228.1003**

**MOVED BY K. ROSVOLD** that the application to subdivide 1 lot of 8.54 hectares (21.10 acres) within NW-8-75-8-W6 to facilitate a farmstead separation 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 and balance of the quarter section 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 metres road widening by caveat off of the west 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.

**PT.  
SE-30-74-3-W6/  
KURT ALLAN  
MCQUAIG/  
BEAIRSTO &  
ASSOCIATES  
ENGINEERING  
LTD./ FILE NO.  
PLSUB20160613**  
(SUBDIVISION  
APPLICATIONS)  
(Issue #20170221016)

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

Yasmin Aidun presented the application to subdivide 1 lot of 7.71 hectares (19.05 acres) within SE-30-74-3-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. Municipal reserve to be provided by way of cash-in-lieu in the amount of \$2,996.88 (based on a subdivision of 7.71 hectares the total acres owing would be 0.771 hectares based on \$3,887.00 per hectare). The final amount will be determined upon receipt of the final survey.
3. Applicant to provide 5.03 metres road widening by survey off of the east boundary of the quarter section commencing from the north boundary of the quarter until Range Road 35 enters SW-29-74-3-W6 and becomes Roadway Plan 6885 MC, 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.

**Resolution #MP20170228.1004**

**MOVED BY C. BECK** that the application to subdivide 1 lot of 7.71 hectares (19.05 acres) within SE-30-74-3-W6 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. Municipal reserve to be provided by way of cash-in-lieu in the amount of \$2,996.88 (based on a subdivision of 7.71 hectares the total

**hectares** owing would be 0.771 hectares based on \$3,887.00 per hectare). The final amount will be determined upon receipt of the final survey.

3. Applicant to provide 5.03 metres road widening by survey off of the east boundary of the quarter section commencing from the north boundary of the quarter until Range Road 35 enters SW-29-74-3-W6 and becomes Roadway Plan 6885 MC, 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.

**Carried**

**PT.  
NW-19-72-6-W6/  
PHILIP &  
LORRAINE  
HOTTON/  
BEARSTO &  
ASSOCIATES  
ENGINEERING  
LTD./ FILE NO.  
PLSUB20160645**  
(SUBDIVISION  
APPLICATIONS)  
(Issue #20170222009)

Bruce Tattrie from Bearsto & Associates Engineering Ltd. and Philip and Lorraine Hotton were present to represent the application.

Yasmin Aidun presented the application to subdivide 1 lot of 3.84 hectares (9.49 acres) within NW-19-72-6-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 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. 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 \$3,922.56 (based on a subdivision of 3.84 hectares the total hectares owing would be 0.384 acres based on \$10,215.00 per hectare). The final amount will be determined upon receipt of the final survey.
5. Applicant to submit an application to close a portion of Road Plan 5485NY as seen on attached "Schedule A" prior to final endorsement.
6. The portion of Road Plan 5485NY outlined in "Schedule A" shall be closed prior to final endorsement of the subdivision application PLSUB20160645.

**Resolution #MP20170228.1005**

**MOVED BY D. BEESTON** that the application to subdivide 1 lot of 3.84 hectares (9.49 acres) within NW-19-72-6-W6 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. 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 \$3,922.56 (based on a subdivision of 3.84 hectares the total hectares owing would be 0.384 **hectares** based on \$10,215.00 per hectare). The final amount will be determined upon receipt of the final survey.
5. Applicant to submit an application to close a portion of Road Plan 5485NY as seen on attached "Schedule A" prior to final endorsement.
6. The portion of Road Plan 5485NY outlined in "Schedule A" shall be closed prior to final endorsement of the subdivision application PLSUB20160645.

**Carried**

**PLAN 1623019;  
BLOCK 1; LOT 1;  
PT. NW-6-74-9/  
KRAHN; FRANK  
& GERTRUDE/  
HOME  
OCCUPATION  
MAJOR "  
PAXTON  
VENTURES  
LTD.", 2017  
MODULAR  
HOME (20'X76'),  
ACCESSORY  
BUILDING**

Frank Krahn was present to represent the Development Permit Application.

Jeremy Dela Cruz presented the Development Permit Application for Home Occupation Major "Paxton Ventures Ltd." for the storage of one (1) log truck, three (3) log trailers, one (1) logging processor, 2017 Modular Home (20'x76'), and Accessory Building (50'x80'). 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 obtaining Safety Codes Permits to ensure the development complies with the Alberta Fire Code and Alberta

**(50'X80')/ FILE  
NO.  
PLDEV20170014**  
(DEVELOPMENT PERMIT  
APPLICATIONS)  
(Issue #20170222010)

- 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. Applicant entering into a developer's agreement with the County of Grande Prairie No. 1 for the provision of offsite levies. As per 650 of the Municipal Government Act, the road improvement fee (\$700 per acre) is to apply on 2.5 acres of the property.
  6. The applicant is to provide a potable water supply on site at the applicant's expense.
  7. A Roadside Development Permit being obtained from Alberta Transportation.
  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 accessory building is for personal uses only; no business activity will be permitted inside the accessory building.
  10. Approval of the Home Occupation Major is temporary for a period of three (3) years.
  11. The hours of operation for "Paxton Ventures Ltd". are limited to Monday to Saturday operating 24/7.
  12. The maximum number of business associated visits is limited to one (1) per day.
  13. 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.
  14. The maximum amount of outdoor storage is limited to one (1) log truck, three (3) log trailers, and one (1) logging processor be permitted on site at all times.
  15. The applicant is to reapply for a new Development Permit if the scale of the Home Occupation Major "Paxton Ventures Ltd" exceeds what has been issued on this permit.

**Resolution #MP20170228.1006**

**MOVED BY K. ROSVOLD** that the Development Permit Application for Home Occupation Major "Paxton Ventures Ltd." for the storage of one (1) log truck, three (3) log trailers, one (1) logging processor, 2017 Modular Home (20'x76'), and Accessory Building (50'x80') 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. 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. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of offsite levies. As per 650 of the Municipal Government Act, the road improvement fee (\$700 per acre) is to apply on 2.5 acres of the property.
6. The applicant is to provide a potable water supply on site at the applicant's expense.
7. A Roadside Development Permit being obtained from Alberta Transportation.
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 accessory building is for personal uses only; no business activity will be permitted inside the accessory building.
10. Approval of the Home Occupation Major is temporary for a period of three (3) years.
11. The hours of operation for "Paxton Ventures Ltd". are limited to Monday to Saturday operating **24/6**.
12. The maximum number of business associated visits is limited to one (1) per day.
13. 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.
14. The maximum amount of outdoor storage is limited to one (1) log truck, three (3) log trailers, and one (1) logging processor be permitted on site at all times.
15. The applicant is to reapply for a new Development Permit if the scale of the Home Occupation Major "Paxton Ventures Ltd". exceeds what has been issued on this permit.

**Carried**

**PLAN 9223666,  
LOT 1; PT.  
SE-9-72-8-W6/  
PALA'S VITAMIN  
HONEY FARM/  
WORK CAMP/  
FILE NO.**

**PLDEV20170039**

(DEVELOPMENT PERMIT  
APPLICATIONS)

(Issue #20170223001)

Daniel Pala was present to represent the Development Permit Application.

Jeremy Dela Cruz presented the Development Permit Application for a Work Camp of 5 ATCO trailers (renewal of existing temporary work camp). 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 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 is to provide a potable water supply on site at the applicant's expense.
6. More than one dwelling unit is allowed as per Section 3.4(c) of the Land Use Bylaw.
7. The Landowner is required to reapply for a new permit if they exceed the scope of this development permit issued.
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. Approval is temporary for a period of one (1) years.

**Resolution #MP20170228.1007**

**MOVED BY B. MARSHALL** that the Development Permit Application for a Work Camp of 5 ATCO trailers (renewal of existing temporary work camp) be approved, based on the following conditions:

1. The site is developed as per the site plan submitted.
2. **The development is not a discretionary use but, has been previously approved by Municipal Planning Commission.**
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 is to provide a potable water supply on site at the applicant's expense.
6. More than one dwelling unit is allowed as per Section 3.4(c) of the Land Use Bylaw.



7. The Landowner is required to reapply for a new permit if they exceed the scope of this development permit issued.
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. **Approval is temporary for three (3) years.**

**Resolution #MP20170228.1008**

**FRIENDLY AMENDMENT BY H. BULFORD** that Mr. Marshall's motion to approve the Development Permit Application for a Work Camp of 5 Atco trailers (Renewal of existing temporary work camp) be amended as follows:

2. **The development is not a discretionary use but, has been previously approved by Municipal Planning Commission and approval is temporary for three (3) years.**
9. **The approval is for temporary workers employed by "Pala's Vitamin Honey Farm" only.**

Board returned to and voted on the main motion.

**Resolution #MP20170228.1009**

**MOVED BY B. MARSHALL** that the Development Permit Application for a Work Camp of 5 ATCO trailers (renewal of existing temporary work camp) be approved, based on the following conditions:

1. The site is developed as per the site plan submitted.
2. **The development is not a discretionary use but, has been previously approved by Municipal Planning Commission and approval is temporary for three (3) years.**
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 is to provide a potable water supply on site at the applicant's expense.
6. More than one dwelling unit is allowed as per Section 3.4(c) of the Land Use Bylaw.
7. The Landowner is required to reapply for a new permit if they exceed the scope of this development permit issued.
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 approval is for temporary workers employed by "Pala's Vitamin Honey Farm" only.**

**Carried**

**Planning  
Compliance  
Review**

(INFORMATION ITEMS)  
(Issue #20170301004)

Planning and Development Department Compliance Review was presented by Gordon Halliday. The review summarized compliance issues within the County of Grande Prairie No.1 from August 2016 to February 2017 and identified issues pertaining to work camps and lighting compliance.

**Resolution #MP20170228.1010**

**MOVED BY B. SMITH** that the issue of lighting in the County of Grande Prairie No.1 be brought forward to the County Council by the Planning and Development Department and also have Administration provide recommendations to address lighting issues.

**Carried**

**ADJOURNMENT**

**Resolution #MP20170228.1011**

**MOVED BY P. HARRIS** that the meeting be adjourned at 11:12 am.

**Carried**

  
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CHAIRMAN

  
\_\_\_\_\_

RECORDING SECRETARY