



# County of Grande Prairie No. 1

## Municipal Planning Commission Meeting Minutes

Date: Tuesday, April 9, 2019  
Time: 10:00 AM  
Location: Administration Building

**BOARD MEMBERS** Ross Sutherland, Vice-Chair

**PRESENT** Corey Beck  
Karen Rosvold  
Linda Waddy  
Daryl Beeston  
Harold Bulford  
Peter Harris  
Bob Marshall

**BOARD MEMBERS** Leanne Beaupre, Chair

**ABSENT**

**STAFF PRESENT** Nick Lapp, Director of Planning and Development  
Yasmin Sharp, Senior Planner  
Dale Van Volkingburgh, Director of Public Works  
Baily Lapp, Intermediate Planner  
Michael Coralejo, Planner  
Michael Norris, Planner  
Scott Purich, Planner  
Kyle Widdifield, Planning Compliance Officer

**RECORDING** Janice Canning  
**SECRETARY** Ashtin Peterson

### CALL TO ORDER, QUORUM

The Chairman called the meeting to order at 10:00 am.

### ADOPTION OF AGENDA

**Resolution # MPC20190409**

**MOVED** by B. MARSHALL

That the agenda for the April 9, 2019 Municipal Planning Commission Meeting be approved as presented.

Carried

## **MINUTES APPROVAL**

**Resolution # MPC20190409**

**MOVED by P. HARRIS**

That the minutes for March 12, 2019 Municipal Planning Commission Meeting be approved as presented.

Carried

## **SUBDIVISION APPLICATIONS**

**PT. SE-34-73-5-W6 / DARWIN & NORMA TOWER / BEAIRSTO & ASSOCIATES ENGINEERING LTD. / FILE NO. PLSUB20190021 – Michael Coralejo**

Blake Lange from Beairsto & Associates Engineering Ltd. was present to represent the application.

Michael Coralejo presented the application to subdivide one (1) Lot of 4.05 hectares (10.00 acres) within Pt. SE-34-73-5-W6. The portion of land is currently zoned as 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 and balance of the quarter section 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 \$2,486.30 (based on a subdivision of 4.05 hectares the total hectares owing

would be 0.405 hectares based on \$6,139.00 per hectare). Final amount will be determined upon receipt of the final survey.

4. Easements or rights of way being registered against the land for the provision of gas and power in the name of the County of Grande Prairie No. 1. The developer is responsible for making suitable arrangements with the utility companies for the provision of services. Where the utility company requires use of the easement, the utility company shall provide to the County a general release form signed by the affected landowner agreeing to the proposed use of the easement.
5. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of offsite levies. As per Section 655 of the Municipal Government Act, the road improvement fee to apply.
6. Applicant to provide 5.03 metres road widening by survey off of the east boundary of the balance of the quarter section as per Section 662 of the Municipal Government Act.
7. 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 satisfactory inspection report showing it meets the Regulations, at the applicant's expense.

**Resolution # MPC20190409**

**MOVED by C. BECK**

That the application to subdivide one (1) Lot of 4.05 hectares (10.00 acres) within Pt. SE-34-73-5-W6. The portion of land is currently zoned as 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 and balance of the quarter section 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 \$2,486.30 (based on a subdivision of 4.05 hectares the total hectares owing would be 0.405 hectares based on \$6,139.00 per hectare). Final amount will be determined upon receipt of the final survey.
4. Easements or rights of way being registered against the land for the provision of gas and power in the name of the County of Grande Prairie No. 1. The developer is responsible for making suitable arrangements with the utility companies for the provision of services. Where the utility company requires use of the easement, the utility company shall provide to the County a general release form signed by the affected landowner agreeing to the proposed use of the easement.
5. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of offsite levies. As per Section 655 of the Municipal Government Act, the road improvement fee to apply.
6. Applicant to provide 5.03 metres road widening by survey off of the east boundary of the balance of the quarter section as per Section 662 of the Municipal Government Act.
7. 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 satisfactory inspection report showing it meets the Regulations, at the applicant's expense.

**Carried**

## **DEVELOPMENT PERMIT APPLICATIONS**

**PLAN 1209EO; BLOCK RLY; LOT 71; PT. NE-21-71-9-W6, PT. NW-21-71-9-W6 & NE-21-71-9-W6 / RICHARDSON INTERNATIONAL LIMITED / GRAIN ELEVATOR / FILE NO. PLDEV20190071 – Baily Lapp**

Karl Carnegie from Richardson International Ltd. was present to represent the Development Application.

Baily Lapp presented the Development Permit Application for a Grain Elevator (Concrete Workhouse, Steel Bin Storage, Material Handling Equipment, Truck

Receiving, Rail Tracks and Office) within Pt. NE-21-71-9-W6; Plan 1209EO; Block RLY; Lot 71; Pt. NW-21-71-9-W6 & Pt. NE-21-71-9-W6M. 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 Agricultural (AG) 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 providing an approach to the development to County standards to the satisfaction of the Public Works Department.
5. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of approach and road improvements.
6. A Traffic Impact Analysis Report must be submitted to Alberta Transportation and the developer must obtain a Roadside Development Permit from Alberta Transportation.
7. 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 neighbouring 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.
8. 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.

**Resolution # MPC20190409**  
**MOVED by B. MARSHALL**

That the Development Permit Application for a Grain Elevator (Concrete Workhouse, Steel Bin Storage, Material Handling Equipment, Truck Receiving, Rail Tracks and Office) 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 Agricultural (AG) 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 providing an approach to the development to County standards to the satisfaction of the Public Works Department.
5. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of approach and road improvements.
6. A Traffic Impact Analysis Report must be submitted to Alberta Transportation and the developer must obtain a Roadside Development Permit from Alberta Transportation.
7. 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 neighbouring 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.
8. 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. **This will also include dust control during the construction of the development.**

**Carried**

**P. Harris** made an amendment to the main motion, to include dust control on condition number eight (8). **B. Marshall** accepted the amendment as friendly.

**PT. SE-18-70-7-W6 / COUNTY PUBLIC WORKS DEPARTMENT / RESOURCE EXTRACTION OPERATION / FILE NO. PLDEV20190121 – Baily Lapp**

Baily Lapp presented the Development Permit Application for Resource Extraction Operation – Rhinestone Gravel Pit within Pt. SE-18-70-7-W6. 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 Extractive Industrial (EX) District.

**Resolution # MPC20190409**

**MOVED by P. HARRIS**

That the Development Permit Application for Resource Extraction Operation – Rhinestone Gravel Pit within Pt. SE-18-70-7-W6 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 Extractive Industrial (EX) District.

**Carried**

**PLAN 072 2978; BLOCK 2; LOT 1; PT. SE-33-71-7-W6 / NADINE SICOTTE / HOME OCCUPATION, MAJOR – “DYNAMITE EXPRESS INC.” & HOME OCCUPATION, MAJOR – “GRANITE MOUNTAIN LTD.” / FILE NO. PLDEV20190088 – Baily Lapp**

Nancy Bidewell was present to represent the Development Permit Application.

Baily Lapp presented the Development Permit Application for a Home Occupation, Major – “Dynamite Express Inc.” and a Home Occupation, Major – “Granite Mountain Ltd.” - Two Logging Trucks, One Tanker Truck, Two RV's - Minor Repairs and Maintenance in Existing Shop/Office - On call 24/7 Within Pt. SE-33-71-7-W6; Plan 072 2978; Block 2; Lot 1. Staff recommended approval, based on the following conditions:

1. The development conforms to the district requirements of the Country Residential (CR-5) District.

2. Approval is temporary for a period of five (5) years.
3. The maximum number of business related for visits for “Dynamite Express Inc. & Granite Mountain Ltd.” are limited to six (6) per day total.
4. The applicant is required to re-apply if the scope of the Home Occupation, Majors - “Dynamite Express Inc. & Granite Mountain Ltd.” expands beyond the scope of this development permit.
5. 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:
  - Provision of dust control as required by Public Works;
  - Road maintenance as required and
  - A preferred access route.

**Resolution # MPC20190409**

**MOVED by B. MARSHALL**

That the Development Permit Application for a Home Occupation, Major – “Dynamite Express Inc.” and a Home Occupation, Major – “Granite Mountain Ltd.” - Two Logging Trucks, One Tanker Truck, Two RV's - Minor Repairs and Maintenance in Existing Shop/Office - On call 24/7 be **TABLED** until a future Municipal Planning Commission Meeting.

**Tabled**

**PLAN 862 1022; BLOCK 1; LOT 1A; PT. SW-12-72-6-W6 / DESIGN WORKS ENGINEERING & INSPECTIONS LTD. / AUTOMOTIVE VEHICLE SALES AND RENTAL / FILE NO. PLDEV20190070 – Baily Lapp**

John Lehnert from Design Works Engineering & Inspections Ltd. and Breanne Bowers from Nor-Lan Chrysler were present to represent the Development Permit Application.

Baily Lapp presented the Development Permit Application for Automotive Vehicle Sales and Rental for Nor-Lan Chrysler Car Dealership within Pt. SW-12-72-6-W6; Plan 8621022; Block 1; Lot 1A. 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 Rural Medium Industrial (RM-2) 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 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 approaches to the development to County standards to the satisfaction of the Public Works Department.
6. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of municipal services, approaches and road improvements and landscaping securities.
7. Parking be provided in accordance with Section 3.19 of the Land Use Bylaw.
8. Landscaping be provided in accordance with Section 3.16 of the Land Use Bylaw.
9. A Roadside Development Permit being obtained from Alberta Transportation.
10. The applicant connecting to Municipal Water service, to County Standards, at the applicant's expense.
11. The Developer/Applicant is required to obtain a water meter from Aquatera Utilities Inc. and to pay all Aquatera Infrastructure and Meter Application Charges prior to obtaining the Building Permit. Aquatera will determine the size of the meter required based on the Water Meter Sizing Guide.
12. 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.
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 neighbouring 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. Landowner to enter into deferred servicing agreement for waste water services to the satisfaction of the County.

**Resolution # MPC20190409**

**MOVED by D. BEESTON**

That the Development Permit Application for Automotive Vehicle Sales and Rental for Nor-Lan Chrysler Car Dealership be approved, based on the following conditions:

1. The site is developed as per the site plan submitted.
2. The development conforms to the district requirements of the Rural Medium Industrial (RM-2) 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 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 approaches to the development to County standards to the satisfaction of the Public Works Department.
6. Landowner entering into a development agreement with the County of Grande Prairie No. 1 for the provision of municipal services, approaches, road improvements and landscaping securities. **The developer to provide the County of Grande Prairie No. 1 with a Traffic Impact Analysis report to the satisfaction of the Public Works Department. The developer is responsible for any road improvements identified in the Traffic Impact Analysis report. The cost of the Traffic Impact Analysis Report and Road Improvement requirements are at the sole cost of the developer.**
7. Parking be provided in accordance with Section 3.19 of the Land Use Bylaw.
8. Landscaping be provided in accordance with Section 3.16 of the Land Use Bylaw.
9. A Roadside Development Permit being obtained from Alberta Transportation.
10. The applicant connecting to Municipal Water service, to County Standards, at the applicant's expense.
11. The Developer/Applicant is required to obtain a water meter from Aquatera Utilities Inc. and to pay all Aquatera Infrastructure and Meter Application Charges prior to obtaining the Building Permit. Aquatera will determine the size of the meter required based on the Water Meter Sizing Guide.
12. 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.

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 neighbouring 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. Landowner to enter into deferred servicing agreement for waste water services to the satisfaction of the County.

**Carried**

**C. Beck** made an amendment to the main motion, to include a Traffic Impact Assessment on condition number six (6). **D. Beeston** accepted the amendment as friendly.

**PT. SE-31-72-8-W6 / CANADIAN NATURAL RESOURCES LIMITED / DUGOUTS / FILE NO. PLDEV20190090 – Baily Lapp**

Tom Schulz and Kirk Driscoll from Canadian Natural Resources Ltd. were present to represent the Development Permit Application.

Baily Lapp presented the Development Permit Application for a Dugout (210m x 105m), Dugout (210m x 105m), Temporary Trailer (18m x 4m), Signage (5m x 6m) and an Electrical Building (4m x 5m) within Pt. SE-31-72-8-W6. 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 Agricultural (AG) 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 providing access approaches to the development to County standards to the satisfaction of the Public Works Department.
  5. Approval from Alberta Environment and Sustainable Resources & Development for the dugouts associated with this development permit shall be obtained by the application prior to any excavation.
  6. The Temporary Trailer (18m x 4m) must be removed from the premise once construction of the site is complete.

**Resolution # MPC20190409**

**MOVED by B. MARSHALL**

That the Development Permit Application for a Dugout (210m x 105m), Dugout (210m x 105m), Temporary Trailer (18m x 4m), Signage (5m x 6m) and an Electrical Building (4m x 5m) 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 Agricultural (AG) 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 providing access approaches to the development to County standards to the satisfaction of the Public Works Department.
5. Approval from Alberta Environment and Sustainable Resources & Development for the dugouts associated with this development permit shall be obtained by the application prior to any excavation.
6. The Temporary Trailer (18m x 4m) must be removed from the premise once construction of the site is complete.

**Carried**

**K. Rosvold, P. Harris and B. Marshall** Board Members left the Municipal Planning Commission Meeting at 12:00 pm.

**PT. SW-21-70-6-W6M / KIM MEHR / DUGOUT / FILE NO. PLDEV20190106 – Scott Purich**

Kim and Shelby Mehr were present to represent the Development Permit Application.

Scott Purich presented the Development Permit Application for a Dugout (Side Yard Variance from 30m to 3.5m & Rear Yard Variance from 30m to 18m) within Pt. SW-21-70-6-W6; Plan 0624951; Block 3; Lot 5. Staff recommended **REFUSAL**, based on the following reasons:

1. The existing dugout is located on a parcel that is 1 hectare in size and within Country Residential (CR-5) District dugouts are prohibited on lots smaller than 2.5 hectares in size.
2. The existing dugout does not meet the 30-meter setback requirement from property line as per Section 3(24) of the County Land Use Bylaw.
3. The dugout is within proximity to adjacent properties and therefore, increases potential for land use conflicts.

**Resolution # MPC20190409  
MOVED by C. BECK**

That the Development Permit Application for a Dugout (Side Yard Variance from 30m to 3.5m & Rear Yard Variance from 30m to 18m) 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, except the side yard requirement is reduced from 30 metres to 3.5 metres, the rear yard requirement is reduced from 30 meters to 18 meters, and the minimum lot size requirement for a dugout is waived.**
3. **Approval from Alberta Environment and Sustainable Resources & Development for the dugout associated with this development permit shall be obtained by the applicant prior to any excavation.**
4. **The applicant is required to build a fence along the east property line.**

**Carried**

**INFORMATION ITEMS**


**ADJOURNMENT**

**Resolution # MPC20190409**

**MOVED by C. BECK**

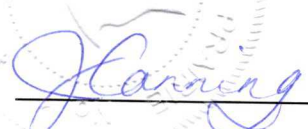
That the meeting be adjourned at 12:32 pm.

**Carried**



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**CHAIRPERSON**



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**RECORDING SECRETARY**