



County of Grande Prairie No. 1

Municipal Planning Commission Meeting Minutes

Date: Tuesday, December 17, 2019
Time: 10:00 AM
Location: County of Grande Prairie No. 1 Administration Building

BOARD MEMBERS PRESENT
Leanne Beaupre, Chair arrived at 10:22 a.m.
Ross Sutherland
Corey Beck
Karen Rosvold arrived at 10:50 a.m.
Linda Waddy
Harold Bulford
Peter Harris, Vice-Chair
Bob Marshall

BOARD MEMBERS & STAFF ABSENT
Daryl Beeston, Board member
Baily Lapp, Intermediate Planner

STAFF PRESENT
Nick Lapp, Director of Planning and Development
Dale Van Volkingburgh, Director of Public Works
Stuart Wraight, Senior Planner
Michael Coralejo, Planner
Michael Norris, Planner

RECORDING SECRETARY Janice Canning, Planning Clerk

CALL TO ORDER, QUORUM The meeting was called to order at 10:00 a.m.

ADOPTION OF AGENDA 2.1 Adoption of the Agenda

Resolution # **MOVED** by Board Member B. Marshall
MPC20191217.001

That the agenda for the December 17, 2019 Municipal Planning Commission Meeting be approved as presented.

Carried

MINUTES APPROVAL 3.1 November 26, 2019 Municipal Planning Commission Meeting Minutes

**Resolution #
MPC20191217.002**

MOVED by Board Member H. Bulford

That the minutes of the November 26, 2019 Municipal Planning Commission Meeting be approved as presented.

Carried

**SUBDIVISION
APPLICATIONS**

**Item 4.1 Pt. SW-13-72-10-W6M / Earl & Carmen Lossing /
Beirsto & Associates Engineering Ltd. / File No.
PLSUB20190556 – Nick Lapp, Director of Planning &
Development**

Blake Lange from Beirsto & Associates Engineering Ltd. was present to represent the Subdivision Application.

**Resolution #
MPC20191217.003**

MOVED by Board Member B. Marshall

That subdivision application PLSUB20190556, to subdivide 1 lot totaling 5.87 hectares (14.50) acres within Pt. SW-13-72-10-W6M 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 landowner

Subject to the following conditions:

1. All outstanding taxes to be paid in full.
2. Applicant to provide an access approach into the 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. 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 deferred to the balance of the quarter section.**
5. Applicant to provide 5.03 metres road widening by survey off of the west and south boundaries of the balance 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

Item 4.2 Pt. SW-18-72-5-W6M / Kenneth Grant / Beirsto & Associates Engineering Ltd. / File No. PLSUB20190654 – Nick Lapp, Director of Planning & Development

Blake Lange from Beirsto & Associates Engineering Ltd. was present to represent the Subdivision Application.

**Resolution #
MPC20191217.004**

MOVED by Board Member C. Beck

That subdivision application PLSUB20190654, to subdivide 1 lot totaling 9.78 hectares (24.17) acres within Pt. SW-18-72-5-W6M 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 landowner

Subject to the following conditions:

1. All outstanding taxes to be paid in full.
2. Applicant to pave the existing access approach into the proposed Lot 1, Block 1 to the satisfaction of the Public Works Department and in accordance with *Rural Servicing Standards for Subdivisions and Road Construction*, prior to final endorsement of the subdivision.
3. 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.
4. **The landowner to enter into a Deferred Servicing Agreement with the County of Grande Prairie No. 1 to be placed on title of proposed Lot 1, Block 1.**

5. Applicant to provide 5.03 metres road widening by caveat off the north boundary of Lot 1, Block 1 along 69th Avenue as per Section 662 of the Municipal Government Act.
6. Applicant to provide Road Right of Way, as indicated on the tentative subdivision plan as "Proposed Flyover Easement", by caveat to the satisfaction of the County Public Works Department.

Carried

Item 4.3 Pt. NW-1-72-9-W6M / G.J. Frank & Genevieve Shultz / Beairsto & Associates Engineering Ltd. / File No. PLSUB20190688 – Nick Lapp, Director of Planning & Development

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

MOVED by Board Member B. Marshall

That subdivision application PLSUB20190688, to subdivide 1 lot totaling 7.00 hectares (17.30) acres within Pt. NW-1-72-9-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 landowner

Subject to the following conditions:

1. All outstanding taxes to be paid in full.
2. Applicant to provide an access approach into the proposed parcel to the satisfaction of the County of Grande Prairie No. 1 and in accordance with Rural Servicing Standards for Subdivisions and Road Construction, prior to final endorsement of the subdivision.
3. 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.

**Resolution #
MPC20191217.005**

Carried

Item 4.4 Pt. NE-18-74-5-W6M / Scarlett Livestock Ltd. / Velocity Group / File No. PLSUB20190554 / Nick Lapp, Director of Planning & Development

Adam Lethbridge from Velocity Group was present to represent the Subdivision Application.

MOVED by Board Member C. Beck

**Resolution #
MPC20191217.006**

That subdivision application PLSUB20190554, to subdivide 1 lot of 4.05 hectares (10.00 acres) within Pt. NE-18-74-5-W6M 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.

Subject to the following conditions:

1. All outstanding taxes to be paid in full.
2. Applicant to provide one access approach into the proposed lot, to the satisfaction of the County of Grande Prairie No 1. and in accordance with Rural Servicing Standards for Subdivisions and Road Construction, prior to final endorsement of the subdivision.
3. Applicant to provide 5.03 metres road widening, by caveat, off the east boundary of the quarter section as per Section 662 of the Municipal Government Act.
4. Model process documentation, provided by the applicant, is to be placed on the new title by caveat.
5. Applicant to register a caveat identifying the no build zone on the newly created title to the satisfaction of the County of Grande Prairie.

Carried

Item 4.5 Pt. SE-1-72-11-W6M / Shirley England / Helix Surveys Ltd. / File No. PLSUB20190543 / Nick Lapp, Director of Planning & Development

Valerie Lethbridge from Helix Surveys Ltd. was present to represent the Subdivision Application.

Resolution #

MPC20191217.007

MOVED by Board Member L. Waddy

That subdivision application PLSUB20190543, to subdivide two lots totaling 8.29 hectares (20.48 acres) within Pt. SE-1-72-11-W6M 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.

Subject to the following conditions:

1. All outstanding taxes to be paid in full.
2. Applicant to provide access approaches into the proposed Lot 1 Block 2 and the 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. Applicant must obtain a crossing agreement from ATCO Gas & Pipelines for the driveway through ATCO ROW plan 795 2868.
4. Applicant to provide 5.03 metres road widening, by caveat, off the south boundary and the east boundary of the quarter section as per Section 662 of the Municipal Government Act.
5. Model process documentation, provided by the applicant, is to be placed on the new title for Lot 1 Block 2 by caveat.
6. Municipal reserve to be provided by way of cash-in-lieu in the amount of \$4,476.60 (based on a subdivision of 8.29 hectares the total hectares owing would be 0.829 hectares based on \$5,400 per hectare). The final amount will be determined upon receipt of final survey.
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 a satisfactory inspection report showing it meets the Regulations, at the applicant's expense.

Carried

Item 4.6 Pt. SW-36-72-6-W6M / 1670560 Alberta Ltd. / Beirsto & Associates Engineering Ltd. / File No. PLSUB20190581 – Nick Lapp, Director of Planning & Development

Cody Beirsto from Beirsto & Associates Engineering Ltd. and Jordon Sodomsky were present to represent the Subdivision Application.

Resolution #

MPC20191217.008

MOVED by Board Member C. Beck

That subdivision application PLSUB20190581, to subdivide 62 lots totaling 3.700 hectares (9.14 acres) within Pt. SW-36-72-W6M 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.

Subject to the following conditions:

1. All outstanding taxes to be paid in full.
2. 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.
3. Municipal reserve to be deferred to the balance of the quarter section.
4. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of municipal services, stormwater infrastructure, road improvements and offsite levies. As per Bylaw 2702, the road improvement levy for Zone 1 to apply.
5. The applicant is to provide a report prepared by a qualified geotechnical engineer which outlines recommendations for road and residential construction for the site. This report to be placed on the titles of the new lots by caveat.

6. Landowner to construct a six-foot wood fence on the north boundary of the proposed Lot 3A; Block 2 and west boundary of Lots 3A; 3B; 4A; 4B; and Lot 5; Block 2 and the west boundary of Lot 69B; Block 7 to the satisfaction of the County of Grande Prairie No.1.

Carried

Item 4.7 Pt. SE-33-71-7-W6M / Cunningham Construction & Installations Ltd. / Beairsto & Associates Engineering Ltd. / File No. PLSUB20190669 – Nick Lapp, Director of Planning & Development

Bruce Tattrie from Beairsto & Associates Engineering Ltd. and Steve Cunningham were present to represent the Subdivision Application.

Resolution #

MPC20191217.009

MOVED by Board Member R. Sutherland

That subdivision application PLSUB20190669, to subdivide 10 lots totaling 12.90 hectares (31.88 acres) within Pt. SE-33-71-7-W6M 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) notwithstanding objections have been received from adjacent landowners.

Subject to the following conditions:

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 \$27,474 (based on a subdivision of 12.90 hectares and an existing deferred reserve of 1.163 hectares, the total hectares owing would be 2.453 based on \$11,200 per hectare). The final amount will be determined upon receipt of final survey. The deferred reserve caveat to be discharged accordingly.
3. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of offsite

levies. As per Bylaw 2702, the road improvement levy for Zone 3 to apply.

4. Applicant to register a 40m wide right-of-way through the quarter section from east to west, by caveat, to allow for the future development of a collector road as shown on the shadow plan.
5. Geotechnical report, provided by the applicant, is to be placed on the new titles by caveat.
6. **Applicant to provide hard surfacing of the internal roads to the County standards.**

Defeated

Resolution #

MPC20191217.0010

MOVED by Board Member H. Bulford

That subdivision application PLSUB20190669, to subdivide 10 lots totaling 12.90 hectares (31.88 acres) within Pt. SE-33-71-7-W6M be approved, based on:

- c) 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
- d) notwithstanding objections have been received from adjacent landowners.

Subject to the following conditions:

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 \$27,474 (based on a subdivision of 12.90 hectares and an existing deferred reserve of 1.163 hectares, the total hectares owing would be 2.453 based on \$11,200 per hectare). The final amount will be determined upon receipt of final survey. The deferred reserve caveat to be discharged accordingly.
3. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of offsite levies. As per Bylaw 2702, the road improvement levy for Zone 3 to apply.

4. Applicant to register a 40m wide right-of-way through the quarter section from east to west, by caveat, to allow for the future development of a collector road as shown on the shadow plan.
5. Geotechnical report, provided by the applicant, is to be placed on the new titles by caveat.
6. **Applicant to register instruments on titles of the proposed lots stating that the provision of hard surfacing for the internal roadway is the responsibility of the landowners, not the County of Grande Prairie.**

Carried

Item 4.8 Lot 6 & Lot 7; Block 1; Plan 0725798; Pt. NW-12-71-7-W6M / Paul Barsalou & Maureen Wydenes / Beirsto & Associates Engineering Ltd. / File No. PLSUB20190712 – Nick Lapp, Director of Planning & Development

Blake Lange from Beirsto & Associates Engineering Ltd. was present to represent the Subdivision Application.

Resolution #

MPC20191217.0011

MOVED by Board Member R. Sutherland

That subdivision application PLSUB20190712, for a boundary adjustment involving Lots 6 & 7; Block 1; Plan 0725798; Pt. NW-12-71-7-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.

Subject to the following conditions:

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.

Carried

DEVELOPMENT PERMIT APPLICATIONS

Item 5.1 Plan 122 4541; Block 1; Lot 4; Pt. SE-22-74-5-W6M / Gordon & Susie Knelsen / Home Occupation, Intermediate – Webster Trailer Services / File No. PLDEV20190717 – Nick Lapp, Director of Planning and Development

Gordon Knelsen was present to represent the Development Application.

Resolution # MPC20191217.0012

MOVED by Board Member C. Beck

That development permit application PLDEV20190717 for a Home Occupation, Intermediate – “Webster Trailer Services” Light Trailer Repairs with Plan 122 4541; Block 1; Lot 4; Pt. SE-22-74-5-W6M be approved, subject to 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 front yard requirement is reduced from 30 metres to 10 metres and the side yard requirement is reduced from 7 metres to 5 metres.
3. Approval is temporary for a period of 1 year.
4. The maximum number of business-related visits is limited to 2 per day.
5. Hours of operation associated with this permit shall only be conducted between 8:30 am to 6:00 pm, Monday to Friday.
6. Outdoor storage is limited to 2 trailers at any given time.
7. The landowner is required to re-apply if the scale of the Home Occupation, Intermediate expands beyond the scope of the development permit.

Carried

INFORMATION ITEM

MOVED by Board Member B. Marshall

That administration brings the country residential policy in the municipal development plan and the hamlet resiliency terms of reference back for review to a future municipal planning commission meeting.

Carried

ADJOURNMENT

20.1 Adjournment

Resolution #
MPC20191217.0013

MOVED by Board Member B. Marshall

That the meeting be adjourned at 12:07 p.m.

CARRIED

These minutes approved the 7 day of January 2020.



Chair



Recording Secretary