



County of Grande Prairie No. 1

Municipal Planning Commission Meeting Minutes

Date: Tuesday, October 22, 2019
Time: 10:00 AM
Location: County of Grande Prairie No. 1 Administration Building

**BOARD MEMBERS
PRESENT**

Leanne Beaupre, Chair
Ross Sutherland
Corey Beck
Karen Rosvold
Linda Waddy
Daryl Beeston
Harold Bulford
Peter Harris, Vice-Chair
Bob Marshall

**BOARD MEMBERS &
STAFF ABSENT
STAFF PRESENT**

Dale Van Volkingburgh, Director of Public Works

Nick Lapp, Director of Planning and Development
Clint Diederich, Operations Manager, Public Works
Baily Lapp, Intermediate 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
MPC20191022.001

That the agenda for the October 22, 2019 Municipal Planning Commission Meeting be approved as presented with the following change:

- **Item 3 Approval of the September 17, 2019 Minutes be removed.**

Carried

**SUBDIVISION
APPLICATIONS**

4.1 PT. SE-28-70-8-W6 / Roger Lyle & Linda Rose / Beirsto & Associates Engineering Ltd. / File No. PLSUB20190514 – Nick Lapp, Director of Planning & Development Services

Blake Lange from Beirsto & Associates Engineering Ltd. and Roger Lyle & Linda Rose were present to represent the Subdivision Application.

**Resolution #
MPC20191022.002**

MOVED by Board Member K. Rosvold

That subdivision application PLSUB20190514, to subdivide one lot of 16.42 hectares (40.57 acres) within Pt. SE-28-70-8-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 balance, 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 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. The applicant to provide a slope stability study satisfactory to the County of Grande Prairie, to be registered on the title of the newly created lot.

Carried

4.2 - PT. NE-17-71-3-W6 / Marvin & Kari Dyer / Beirsto & Associates Engineering Ltd. / File No. PLSUB20190551 – Nick Lapp, Director of Planning and Development

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

**Resolution #
MPC20191022.003**

MOVED by Board Member H. Bulford

That the subdivision application PLSUB20190551, to subdivide one lot of 1.13 hectares (2.80 acres) within Pt. NE-17-71-3-W6 be approved, based on the following conditions:

- a) the premise that the parcel of land be created is suitable for the proposed use and fulfills the criteria identified in Section 7 of the Subdivision and Development Regulation provided that all conditions are attached, and
- b) no objections have been received from adjacent landowners.

The approval is subject to:

- 1. All outstanding taxes to be paid in full.
- 2. Applicant to provide 5.03 road widening, by survey off the east boundary of the **lot**, as per section 662 of the Municipal Government Act.
- 3. All existing Sewage disposal systems must be upgraded to comply with current Alberta Private Systems Standards 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.
- 4. Applicant entering into a development agreement with the County of Grande Prairie No. 1 for the provision of **road improvements**. As per Section 655 of the Municipal Government Act, the road improvement fee at a rate of \$700.00 per acre to apply.

Carried

4.3 - PT. NW-15-74-5-W6 / Daniel & Shari Wiebe / Helix Surveys Ltd. / File No. PLSUB20190504 – Nick Lapp, Director of Planning & Development

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

**Resolution #
MPC20191022.004**

MOVED by Board Member C. Beck

That the subdivision application PLSUB20190504, to subdivide 1 lot of 2.63 hectares (6.50 acres) within Pt. NW-15-74-5-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 landowner.

The approval is subject to:

- 1. All outstanding taxes to be paid in full.
- 2. Applicant to **upgrade both or remove one and upgrade the other of the access approaches into the proposed parcel** and 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 provided by way of cash-in-lieu in the amount of \$1,414.15 (based on a subdivision of 2.63 hectares the total hectares owing would be 0.263 hectares based on \$5,377.00 per hectare). Final amount will be determined upon receipt of the final survey.
- 5. Applicant to register on titles a no build zone, as indicated on the tentative subdivision plan, by way of caveat to the satisfaction of the County of Grande Prairie No. 1.

Carried

**DEVELOPMENT PERMIT
APPLICATIONS**

5.1 - Plan 062 0227; Block 1; Lot 6; Pt. SE-11-72-6-W6 / 1285486 Alberta Ltd. / Recreational Facility, Indoor and Accessory Building with Fascia Signage / File No. PLDEV20190494 – Nick Lapp, Director of Planning & Development

Chad McDonald and Zack Wiebe were present to represent the Development Permit Application.

**Resolution #
MPC20191022.005**

MOVED by Board Member D. Beeston

That the development permit application PLDEV20190494, for "Recreational Facility, Indoor and Accessory Building with Fascia Signage" within Plan 062 0227; Block 1; Lot 6; Pt. SE-11-72-6-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 Comprehensive Commercial (CC) 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 providing access approaches to the development to County standards to the satisfaction of the Public Works Department.
5. The landowner is required to consult with the Public Works Department and enter into a developer's agreement providing a financial security deposit of \$30,000 (\$15,000 per access approach) to the County of Grande Prairie No. 1 to permit completion of works in and around County owned rights-of-way for the provision of access and approaches to the lot and to ensure proper construction in accordance with the Rural Servicing Standards for Subdivision and Road Construction.
6. Parking be provided in accordance with Section 3.19 of the Land Use Bylaw.
7. Landscaping be provided in accordance with Section 3.16 of the Land Use Bylaw and provide a landscaping plan to the satisfaction of the Planning & Development Director.
8. A Roadside Development Permit being obtained from Alberta Transportation.
9. The applicant connecting to Municipal Water and Sewer services, to County Standards, at the applicant's expense.
10. 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.

11. 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.
12. 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.

Carried

5.2 - Plan 2073CL; Block 8; Lots 9-12; Pt. and Plan 2073CL; Block 8; lot 13 within Pt. SW-25-72-6-W6 / Matt Yesmaniski / Laundromat, Accessory Use (Mini Storage Facility), and Retail Store / File No. PLDEV20190630 – Nick Lapp, Director of Planning and Development

Matt Yesmaniski from Live Free Financial Inc. was present to represent the Development Permit Application.

MOVED by Board Member D. Beeston

**Resolution #
MPC20191022.006**

That the development permit application PLDEV20190630 for “Laundromat, Accessory Use (Mini Storage), and Retail Store” Plan 2073CL; Block 8; Lots 9-12; **and Plan 2073CL; Block 8; lot 13** within Pt. SW-25-72-6-W6 be approved, based on the following conditions:

1. That the site is developed as per the site plan submitted.
2. The development conforms to district requirements of the General Commercial (GC) District, except the front yard requirement is reduced from 7.5 metres to 0 metres and the

rear yard requirement is reduced from 7.5 metres to 3.38 metres.

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. Parking to be provided in accordance with Section 3.19 of the Land Use Bylaw.
5. Landscaping be provided in accordance with Section 3.16 of the Land Use Bylaw.
6. 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 metres above finished grade.
7. 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 Develop, 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.
8. The landowner entering into an encroachment agreement with the County of Grande Prairie No.1 to accommodate the existing encroachments onto 101st Avenue.
9. **A Roadside Development Permit being obtained from Alberta Transportation.**

Carried

5.3 - Plan 0921654; Block 1; Lot 12; PT. SE-11-72-6-W6 / Hiway Steel Structures Ltd. – 1740444 AB Ltd. / Vehicle Wash, Shopping Centre & Signage (pylon, 11m x 5m) / File No. PLDEV20190638 – Nick Lapp, Director of Planning & Development

MOVED by Board Member D. Beeston

That the development permit application PLDEV20190638 for Vehicle Wash, Shopping Centre and Signage (pylon, 11m x 5m) for Plan 0921654; Block 1; Lot 12; within Pt. SE-11-72-6-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 Comprehensive Commercial (CC) 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 Developer/Applicant is required to obtain a water meter from Aquatera Utilities Inc. and 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.
5. The applicant connecting to Municipal Water and Sewer services, to County Standards, at the applicant's expense.
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. Parking to 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 and provide a landscaping plan to the satisfaction of the Planning & Development Director.
9. The landowner is required to consult with the Public Works Department and enter into a developer's agreement with and provide a financial security deposit of \$15,000 (for one access approach) to the County of Grande Prairie No. 1 to permit completion of works in and around County owned

rights-of-way for the provision of access and approaches to the lot and to ensure proper construction in accordance with the Rural Servicing Standards for Subdivision and Road Construction.

10. 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.
11. A Roadside Development Permit being obtained from Alberta Transportation.
12. The applicant shall provide an approach to the development that is to County standards, and the satisfaction of the Public Works Department.

Carried

Board Members: L. Beaupre and K. Rosvold left the meeting @ 11:07 a.m.

ADJOURNMENT

**Resolution #
MPC20191022.008**

MOVED by Board Member P. Harris

That the meeting be adjourned at 11:12 a.m.

CARRIED

These minutes approved the 5 day of November, 2019.



Chair



Recording Secretary