

MUNICIPALITY OF CROWSNEST PASS
MUNICIPAL PLANNING COMMISSION
WEDNESDAY, JANUARY 23, 2019

PRESENT: Terry Hrudey, Chairperson
Deanna Powell, Vice - Chairperson
Dave Filipuzzi, Councilor
Dean Ward, Councilor

ADMINISTRATIVE: Mike Burla, O.R.R.S.C.
Mel Bohmer, Director of Development, Engineering & Operations
Alexa Levair, Manager of Development & Trades
Lisa Kinnear, Development Officer
Deserie Mosby, Recording Secretary

ABSENT: Dave Taggart, Member
Greg Lach, Member
Shar Cartwright, Member

1. CALL TO ORDER & BOARD INTRODUCTIONS

Meeting called to order at 3:30 p.m.

2. ADOPTION OF AGENDA

MOTION by Dean Ward to adopt the agenda of January 23, 2019 with the following addition:

10) c. Bylaw Amendments Update

CARRIED

3. ADOPTION OF MINUTES

MOTION by Deanna Powell to adopt the minutes of December 5, 2018 as presented:

CARRIED

4. DELEGATIONS

5. BUSINESS ARISING FROM THE MINUTES

6. CORRESPONDENCE

- 6) a. Letter to Council; Re: Bylaw 1011, 2018
- b. Letter to Council; Re: Bylaw 1017, 2018

MOTION by Deanna Powell to accept the letters to Council as information:

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CARRIED

7. SUBDIVISION APPLICATIONS

8. DEVELOPMENT PERMIT APPLICATIONS

8) a. Development Permit DP2013 – 063; Crowsnest Bible Camp; 1201 – 20 Avenue, Coleman – Private Utility Extension Request

The applicants applied for and received development approval for the proposed water treatment system and utility shed in 2013. The applicants have since been working to secure provincial authorizations and approvals to proceed. A preliminary water license was issued by the Alberta Environment & Parks in October of 2018.

MOTION by Dean Powell to approve extension for DP2038-063 for a period of one year starting January 23, 2019.:

CARRIED

8) b. Development Permit DP2017- 075; Moved on Accessory Buildings; Extension Request; 15014 – 13 Avenue, Frank (Filipuzzi)

The applicants applied for and received development approval for two sheds on August 23, 2017. There is minor work remaining to finalize the construction. The applicant has stated that the work will be completed in 2019.

The applicant was present for discussion.

MOTION by Deanna Powell to approve extension for DP2017-075 for a period of one year starting January 23, 2019.

CARRIED

8) c. Development Permit DP2018-099; Detached Garage; 2125 – 207 Street, Bellevue (Hammer)

The dwelling is set back on the property and is limited by topography, so the detached garage would be constructed in front of the dwelling, with setbacks.

The applicant was present for discussion.

MOTION by Dean Ward to approve DP2018-099 with the following conditions and a front yard setback of 3.35 m (11 ft.), and a height variance of 0.36 m (1.2 ft.):

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Conditions

1. The development must be completed in its entirety, in accordance with approved plans and conditions. Any revision to the approved plans, including non-completion of the development, must be submitted for approval to the Development Authority.
2. All service water must drain from the building site to the street and/or lane and not adversely affect the neighboring properties. Should retaining walls be required, they are at the expense of the developer.
3. The color and finish of the accessory building shall be of a quality, style and design that matches or is complementary to the main unit.
4. No outdoor storage, other than approved garbage enclosures, shall be permitted in any front yard area.
5. Plans for the garage show a loft area accessed by stairs which is approved for storage use only. The use of this space for secondary living quarters would require a separate application.

CARRIED

8) d. Development Permit DP2019 – 001; Detached Garage; 8517 – 22 Avenue, Coleman (Delisle)

The applicant is proposing to locate the garage in front of the existing detached accessory buildings. It will be 0.91 m (3 ft.) from the property line and 0.60 m (2 ft.) from adjacent accessory buildings. There will be a front yard setback as well as a height variance.

The applicant was present for discussion.

MOTION by Dean Ward to approve DP2019-001 with the following conditions and a front yard setback of 5.18 m (17 ft.) and a height variance of 3.10 m (10.2 ft.):

Conditions

1. The development must be completed in its entirety, in accordance with approved plans and conditions. Any revisions to the approved plans (including non-completion of the development) must be submitted for approval to the Development Authority.
2. All surface water must drain from the building site to the street and/or lane and not adversely affect neighboring properties. Should retaining walls be required, they are at the expense of the developer.
3. The color and finish of the accessory building shall be of a quality, style and design that matches or is complementary to the main unit.
4. No outdoor storage, other than approved garbage enclosures, shall be permitted in any front yard area.
5. Plans for the garage show a loft area accessed by stairs which is approved for storage use only. The use of this space for secondary living quarters would require a separate application.

CARRIED

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8) e. Development Permit DP2018-003; New Dwelling and Attached Garage; 13342 – 16 Avenue, Blairmore (Valley)

The proposed application is for construction of a new dwelling with attached garage. It is also proposed that the garage and dwelling be connected by a covered breezeway, which would require a front and rear setback and a lot coverage variance.

The applicant was present for discussion.

Demolition of the old dwelling is in process.

***MOTION** by Dave Filipuzzi to approve DP2018-003 with the following conditions and a front yard setback of 1.52 m (5 ft.), a rear yard setback of 6.40 m (21 ft.) and a lot coverage variance of 24%:*

Conditions

1. The development must be completed in its entirety, in accordance with approved plans and conditions. Any revisions to the approved plans (including non-completion of the development) must be submitted for approval to the Development Authority.
2. All surface water must drain from the building site to the street and/or lane and not adversely affect neighboring properties. Should retaining walls be required, they are at the expense of the developer.
3. Prior to release and effectiveness of this permit, a \$1,000 irrevocable letter of credit (or other form of security acceptable to the municipality) must be submitted as a security deposit to ensure that conditions of this permit are complied with.
4. Prior to release and effectiveness of this permit, and prior to pouring foundations, the applicant shall submit to the Development Officer a certified copy of the site plan indicating that the building has been staked out in accordance with the approved site plan, and signed by an Alberta Land Surveyor, Professional Engineer, or its agent.
5. No outdoor storage, other than approved garbage enclosures, shall be permitted in any front yard area.
6. Provision of services is at the expense of the developer. If service connections are required to the property line, the applicant is required to contact the Municipality Public Works Department at 403-563-2220 to make arrangements.

CARRIED

8) f. Development Permit DP2019-004; New Dwelling and Attached Garage; 1102 – 108 Street, Blairmore (Hay)

The proposed plans are only conceptual at this time. The applicant is waiting on development approval to purchase the site-specific final plan set. The application would require a side yard setback.

The applicant was present for discussion.

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MOTION by Dean Ward to approve DP2019-004 with the following conditions and a side yard variance of 6.09 m (20 ft.):

Conditions

1. The development must be completed in its entirety, in accordance with approved plans and conditions. Any revisions to the approved plans (including non-completion of the development) must be submitted for approval to the Development Authority.
2. All surface water must drain from the building site to the street and/or lane and not adversely affect neighboring properties. Should retaining walls be required, they are at the expense of the developer.
3. Prior to release and effectiveness of this permit, detailed plans must be provided to the Development Officer.
4. Prior to release and effectiveness of this permit, a \$1,000 irrevocable letter of credit (or other form of security acceptable to the municipality) must be submitted as a security deposit to ensure that conditions of this permit are complied with.
5. Prior to release and effectiveness of this permit, and prior to pouring foundations, the applicant shall submit to the Development Officer a certified copy of the site plan indicating that the building has been staked out in accordance with the approved site plan, and signed by an Alberta Land Surveyor, Professional Engineer, or its agent.
6. No outdoor storage, other than approved garbage enclosures, shall be permitted in any front yard area.
7. Provision of services is at the expense of the developer. If service connections are required to the property line, the applicant is required to contact the Municipality Public Works Department at 403-563-2220 to make arrangements.

CARRIED

9. NEW BUSINESS

- a. Heritage Management Plan Update – A draft of the Heritage Management Plan was presented to Council at the January 15 regular council meeting. Deanna Powell sits on the Heritage Board as a representative for the MPC. Members were invited to submit any comments to Lisa Kinnear before noon January 28.

10. ROUND TABLE

- a. Selection of Chair and Vice Chair for 2019 – Mike Burla will assume Role of Chair during election process.

Chairperson – Mike Burla opened the floor for nominations for the position of Chairperson:

Dean Ward nominated Terry Hrudehy for the position of Chairperson.

Terry Hrudehy accepted nomination to be Chairperson of the Municipal Planning Commission for the year 2019.

There was a call for further nominations and none were forthcoming.

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Motion by Deanna Powell to cease nomination:

CARRIED

Terry Hrudehy was declared as the Chairperson of the Municipal Planning Commission for the year 2019.

Terry Hrudehy resumed the role of Chairperson.

Vice-Chairperson – Terry Hrudehy opened the floor for nominations for the position of Vice-Chairperson.

Dave Filipuzzi nominated Deanna Powell for the position of Vice-Chairperson.

Deanna Powell accepted nomination to be Vice-Chair person of the Municipal Planning Commission for the year 2019.

There was a call for nominations and none were forthcoming.

Motion by Dean Ward to cease nominations:

CARRIED

Deanna Powell was declared as the Vice-Chairperson of the Municipal Planning Commission for the year 2019.

b. February Meeting Date – Meeting date will be February 27, 2019.

c. Bylaw 1011-2018 Update – Some changes were made; Third reading passed at the December 18, 2018 regular Council Meeting.

d. Bylaw 1017 – 2018 Update – The Bylaw was tabled at the January 15, 2019 regular Council Meeting.

11. IN CAMERA

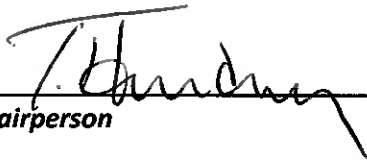
12. ADJOURN

MOTION by Deanna Powell to adjourn the meeting @400: pm:

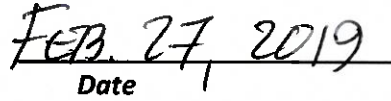
CARRIED

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Approved By:



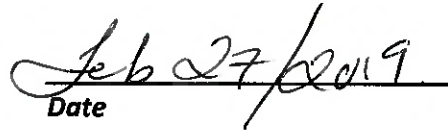
Chairperson



Date



Development Officer



Date

NEXT MEETING WEDNESDAY FEBRUARY 27TH, 2018 @4:30 PM