MUNICIPAL PLANNING COMMISSION MEETING WEDNESDAY, FEBRUARY 19, 2014 – 12:30 PM TOWN OF REDCLIFF COUNCIL CHAMBERS

MINUTES

PRESENT: Members:

Public Services Director

J. Beach, B. Duncan, B. Lowery, D. Prpick

D. Schaffer

Planning Consultant

K. Snyder

Development Officer:

B. Stehr

ABSENT:

Member

B. Vine

1. CALL TO ORDER

B. Duncan called the meeting to order at 12:32 p.m.

2. ELECTION OF CHARIMAN & VICE CHAIRMAN

- J. Beach nominated B. Duncan to be Chairman of the Municipal Planning Commission for 2014.
- B. Duncan accepted.
- B. Lowery nominated J. Beach to be Vice Chairman of the Municipal Planning Commission for 2014. J. Beach accepted.

2. ADOPTION OF AGENDA

D. Schaffer moved that the agenda be adopted as presented. – Carried.

3. PREVIOUS MINUTES

Previous minutes were unavailable for meeting, will be reviewed at next MPC meeting.

4. LIST OF DEVELOPMENT PERMITS ADVERTISED

The Commission reviewed the development permits advertised in the Cypress Courier/40 Mile Commentator on January 7, 2014, January 14, 2014, January 21, 2014, and February 11, 2014 and were advised by the Development Officer that no appeals have been received.

5. DEVELOPMENT PERMIT APPLICATIONS APPROVED BY DEVELOPMENT OFFICER

A) Development Permit Application 13-DP-075 Allen MacDonald Lot 17-18, Block 83, Plan 1117V (22 4 Street NE) Approved: Home Occupation – TV & Radio Repair

- B) Development Permit Application 13-DP-077
 Brett Lonson
 Lot 30, Block C, Plan 9611511 (339 6 Street SE)
 Approved: Hot Tub
- C) Development Permit Application 13-DP-078
 Robert Craats
 Lot 31, Block 67, Plan 0510179 (413 Broadway Avenue W)
 Approved: Accessory Building Portable Garage
- D) Development Permit Application 13-CP-081
 Halfway Pizza
 Lot 17-18, Plan 73, Plan 755AD (116 Broadway Avenue E)
 Approved: Eating Establishment
- E) Development Permit Application 13-DP-082
 Subway
 Lot 3, Block 85, Plan 755AD (207 Broadway Avenue E)
 Approved: Renovations to Eating Establishment
- F) Development Permit Application 14-DP-001
 Tara's Cozy Creations
 Lot 10, Block A, Plan 0412564 (215 Jesmond Bay SW)
 Approved: Home Occupation Sewing
- G) Development Permit Application 14-DP-002
 Zion Commercial
 Lot Unit 4 & 5, Plan 0912850 (1302 Dirkson Drive NE)
 Approved: Utility & cargo trailer sales
- H) Development Permit Application 14-DP-003
 Becky Zeigler
 Lot 33, Block A, Plan 0412564 (618 Jesmond Bay SW)
 Approved: Hot Tub
- Development Permit Application 14-DP-004
 Tim Seitz
 Lot 54, Block 131, Plan 0613922 (335 2 Street NW)
 Approved: Manufactured Home
- J) Development Permit Application 14-DP-005
 John Long
 Lot 3-6, Block 84, Plan 755AD (301 Broadway Avenue W.)
 Approved: Portable Sign
- K) Development Permit Application 14-DP-006
 Epic Welding Services Inc.
 Lot 3, Block 117, Plan 8210827 (323 South Railway Drive NE)
 Approved: Addition to Commercial Building
- L) Development Permit Application 14-DP-007
 Prairie Girl Pictures
 Lot 5, Block 1, Plan 7361JK (5 Birch Court SE)
 Approved: Home Occupation Photography

M) Development Permit Application 14-DP-009
Chris George
Lot 27, Block 73, Plan 0414359 (108 Broadway Avenue E)
Approved: Change of Use – Office Space

N) Development Permit Application 14-DP-011
Benchmark Geomatics
Lot 12, Block 9, Plan 7711421 (45 Industrial Drive NE)
Denied: Mini Storage Yard

6. DEVELOPMENT PERMITS FOR MPC CONSIDERATION

A) Development Permit Application 14-DP-010
Renewed Energy
Lot 5, Block 1, Plan 0012975 (Bay #3 2200 South Highway Drive SE)
Change of Use – Pipeline Construction

- J. Beach moved that Development Permit Application 14-DP-010 for Change of Use Pipeline Construction at Lot 5, Block 1, Plan 0012975 (Bay #3 2200 South Highway Drive SE) be approved as submitted with the following conditions:
 - 1. Outdoor storage of raw materials, finished or partially finished products, salvage or waste materials shall be screened as per the Town or Redcliff's Land Use Bylaw Section 75.1-4.
 - 2. Materials or Equipment shall not be stored in front or side yard of the bay.
 - Carried.
- B) Development Permit Application 14-DP-013
 Supernal Homes Ltd.
 Lot 43, Block 91, Plan 9411418 (326 Broadway Avenue W.)
 Semi Detached Dwelling
 - J. Beach moved that Development Permit Application 14-D-013 for a Semi-Detached Dwelling at Lot 43, Block 91, Plan 9411418 (326 Broadway Avenue W.) be approved as submitted with the following conditions:
 - A grade plan showing drainage to public lands or an instrument registered to title on Lots 43-47, Block 91, Plan 9411418 allowing drainage to the satisfaction of the Manager of Engineering.
 - 2. A Construction Damage Deposit paid to the Town of Redcliff. The fee as per Bylaw 1752/2013.
 - 3. Submission of a complete set of blueprints to the satisfaction of the Development Officer.
 - 4. Relocation of affected utility services to the satisfaction of all utility departments. Please be advised that relocation of services is at the applicant's expense. The Town has not confirmed utility locations and it shall be the responsibility of the applicant to ensure that the development does not interfere with the utilities, and utility right-of-way.
 - Carried.

D) Development Permit Application 14-DP-014 Supernal Homes Ltd. Lot 44, Block 91, Plan 9411418 (320 Broadway Avenue W.) Semi – Detached Dwelling

- D. Prpick moved that Development Permit Application 14-D-013 for a Semi-Detached Dwelling at Lot 44, Block 91, Plan 9411418 (320 Broadway Avenue W.) be approved as submitted with the following conditions:
 - 1. A grade plan showing drainage to public lands or an instrument registered to title on Lots 43-47, Block 91, Plan 9411418 allowing drainage to the satisfaction of the Manager of Engineering.
 - 2. A Construction Damage Deposit paid to the Town of Redcliff. The fee as per Bylaw 1752/2013.
 - 3. Submission of a complete set of blueprints to the satisfaction of the Development Officer.
 - 4. Relocation of affected utility services to the satisfaction of all utility departments. Please be advised that relocation of services is at the applicant's expense. The Town has not confirmed utility locations and it shall be the responsibility of the applicant to ensure that the development does not interfere with the utilities, and utility right-of-way.
 - Carried.
- E) Development Permit Application 14-DP-015
 Supernal Homes Ltd.
 Lot 45, Block 91, Plan 9411418 (3314 Broadway Avenue W.)
 Semi Detached Dwelling
 - D. Schaffer moved that Development Permit Application 14-D-013 for a Semi-Detached Dwelling at Lot 45, Block 91, Plan 9411418 (326 Broadway Avenue W.) be approved as submitted with the following conditions:
 - 1. A grade plan showing drainage to public lands or an instrument registered to title on Lots 43-47, Block 91, Plan 9411418 allowing drainage to the satisfaction of the Manager of Engineering.
 - 2. A Construction Damage Deposit paid to the Town of Redcliff. The fee as per Bylaw 1752/2013.
 - 3. Submission of a complete set of blueprints to the satisfaction of the Development Officer.
 - 4. Relocation of affected utility services to the satisfaction of all utility departments. Please be advised that relocation of services is at the applicant's expense. The Town has not confirmed utility locations and it shall be the responsibility of the applicant to ensure that the development does not interfere with the utilities, and utility right-of-way.
 - Carried.

F) Development Permit Application 14-DP-016 Supernal Homes Ltd. Lot 46, Block 91, Plan 9411418 (308 Broadway Avenue W.) Semi – Detached Dwelling

- B. Lowery moved that Development Permit Application 14-D-016 for a Semi-Detached Dwelling at Lot 46, Block 91, Plan 9411418 (308 Broadway Avenue W.) be approved as submitted with the following conditions:
 - A grade plan showing drainage to public lands or an instrument registered to title on Lots 43-47, Block 91, Plan 9411418 allowing drainage to the satisfaction of the Manager of Engineering.
 - 2. A Construction Damage Deposit paid to the Town of Redcliff. The fee as per Bylaw 1752/2013.
 - 3. Submission of a complete set of blueprints to the satisfaction of the Development Officer.
 - 4. Relocation of affected utility services to the satisfaction of all utility departments. Please be advised that relocation of services is at the applicant's expense. The Town has not confirmed utility locations and it shall be the responsibility of the applicant to ensure that the development does not interfere with the utilities, and utility right-of-way.
 - Carried.
- G) Development Permit Application 14-DP-017
 Supernal Homes Ltd.
 Lot 47, Block 91, Plan 9411418 (302 Broadway Avenue W.)
 Semi Detached Dwelling
 - J. Beach moved that Development Permit Application 14-D-017 for a Semi-Detached Dwelling at Lot 47, Block 91, Plan 9411418 (302 Broadway Avenue W.) be approved as submitted with the following conditions:
 - 1. A grade plan showing drainage to public lands or an instrument registered to title on Lots 43-47, Block 91, Plan 9411418 allowing drainage to the satisfaction of the Manager of Engineering.
 - 2. A Construction Damage Deposit paid to the Town of Redcliff. The fee as per Bylaw 1752/2013.
 - 3. Submission of a complete set of blueprints to the satisfaction of the Development Officer
 - 4. Relocation of affected utility services to the satisfaction of all utility departments. Please be advised that relocation of services is at the applicant's expense. The Town has not confirmed utility locations and it shall be the responsibility of the applicant to ensure that the development does not interfere with the utilities, and utility right-of-way.
 - Carried.
- H) Development Permit Application 14-DP-018
 Bill & Ellen Ranger
 Lot 11-13, Block 65, Plan 1117V (601 Broadway Avenue W.)
 Shipping Container
 - B. Lowery moved that Development Permit Application 14-DP-018 be denied for the following reason:

- 1. The use as described by the Applicant is not an accessory use to a Greenhouse as per Section 92.9.a. of the Town of Redcliff's Land Use Bylaw
- Carried.

7. COMMENTS

- Commission discussed if there is further information, and materials regarding the Municipal Planning Commission duties available to the MPC Members.
- Commission also discussed if there was any training available for the Commission. The Municipal Manager commented that MPC and SDAB orientation / training might be beneficial for these Boards, and that the Town would look into this.

8. ADJOURNMENT

B. Lowery moved adjournment of the meeting at 1:25 p.m. – Carried.

Secretary