

**MUNICIPAL PLANNING COMMISSION MEETING  
WEDNESDAY, JULY 21, 2010 – 12:30 PM  
TOWN OF REDCLIFF COUNCIL CHAMBERS**

**MINUTES**

**PRESENT:** Members: J. Beach, C. Dacre, B. Duncan,  
D. MacDougall  
Public Services Director: D. Schaffer  
Development Officer &  
Recording Secretary: D. Mastel  
Development Officer: B. Crozier

**ABSENT:** Planning Consultant: K. Snyder

**1. CALL TO ORDER**

B. Duncan called the meeting to order at 12:35 p.m.

**2. ADOPTION OF AGENDA**

C. Dacre moved that the agenda be adopted as amended. - Carried.

**3. PREVIOUS MINUTES**

J. Beach moved acceptance of the minutes of the June 16, 2010 meeting as presented - Carried

**4. LIST OF DEVELOPMENT PERMITS ADVERTISED**

The Commission reviewed the development permits advertised in the Cypress Courier/Commentator on June 22, 2010, and were advised by the Development Officer that no appeals had been received.

**5. DEVELOPMENT APPLICATIONS APPROVED BY DEVELOPMENT OFFICER**

**A)** Development Permit Application 10-DP-078  
Rick Mann Construction  
Lot 14, Block 2, Plan 123LK (14 Willow Court SE)  
Approved: Basement Window

**B)** Development Permit Application 10-DP-079  
Joe Thiel  
Lot 16-18, Block 30, Plan 1117V (305 – 1<sup>st</sup> Street SW)  
Approved: Deck

**C)** Development Permit Application 10-DP-080  
William & Karen Purdon  
Lots 30-31, Block 1, Plan 3042AV (502 – 6<sup>th</sup> Street SE)  
Approved: Permit to Stay

**D)** Development Permit Application 10-DP-081  
Sure – Lock Homes  
Lot 11, Block 12, Plan 091 0390 (1117 Memorial Way SE)  
Approved: Single Family Home with an Attached Garage

- E)** Development Permit Application 10-DP-082  
Delbert Pickett  
Lots 11-12, Block 24, Plan 3042AV (917 – 6<sup>th</sup> Street SE)  
Approved: Detached Garage
- F)** Development Permit Application 10-DP-085  
Blatz Homes  
Lots 39-40, Block 25, Plan 3042AV (938 – 6<sup>th</sup> Street SE)  
Approved: Demolition of a Residence
- G)** Development Permit Application 10-DP-086  
Tri Ventures  
Lots 1-10 & 14-26, Block 65, Plan 1117V (8 – 6<sup>th</sup> Street SW)  
Approved: Demolition of a Greenhouse
- H)** Development Permit Application 10-DP-087  
Ronald B. Baba  
Lot 1, Block 9, Plan 911 0508 (501 Main Street S)  
Approved: Permit to Stay
- I)** Development Permit Application 10-DP-088  
Ben Veurink  
Lot 42 except the East 100', Block 95, Plan 1572JK (706 Broadway Avenue NW)  
Approved: Permit to Stay
- J)** Development Permit Application 10-DP-089  
Sure – Lock Homes  
Lot 15, Block 12, Plan 091 3590 (1205 Memorial Way SE)  
Approved: Single Family Home with an Attached Garage
- K)** Development Permit Application 10-DP-090  
Abram Fehr  
Lots 23-25, Block 121, Plan 1117V (231 – 3<sup>rd</sup> Street NW)  
Approved: Detached Garage
- L)** Development Permit Application 10-DP-092  
1083025 & 1083012 Alberta Ltd.  
Lots 4&5, Block 1, Plan 791 1064 (25 & 29 Pembina Crescent NE)  
Approved: Industrial Shop
- M)** Development Permit Application 10-DP-093  
Tri Ventures  
Lots 1-10 & 14-26, Block 65, Plan 1117V (8 – 6<sup>th</sup> Street SW)  
Approved: Greenhouse
- N)** Development Permit Application 10-DP-094  
Blatz Homes  
Lot 39-40, Block 25, Plan 3042AV (938 – 6<sup>th</sup> Street SE)  
Approved: Single Family Home with an Attached Garage

- O) Development Permit Application 10-DP-096  
Dan & Susan Walchuk  
Lot 43, Block 4, Plan 741 0853 (716 – 6<sup>th</sup> Street SE)  
Approved: Deck
- P) Development Permit Application 10-DP-098  
Prairie Rose School Division  
Lots 1-40, Block 44, Plan 1117V (209 – 2<sup>nd</sup> Street SE)  
Approved: Facia Sign
- Q) Development Permit Application 10-DP-099  
Timko Home Improvements Ltd.  
Lots 34-35, Block 2, Plan 3042AV (528 – 5<sup>th</sup> Street SE)  
Approved: Deck
- R) Development Permit Application 10-DP-100  
Lavern Jackel  
Lot 49, Block 132, Plan 061 3922 (330 – 2<sup>nd</sup> Street NW)  
Approved: Landing
- S) Development Permit Application 10-DP-101  
Nordic Welding  
Lot 23, Block 3, Plan 791 1064 (110 Pembina Drive NE)  
Approved: Cold Storage

## 6. DEVELOPMENT PERMITS FOR MPC CONSIDERATION

- A) **Development Permit Application 10-DP-083**  
**Charles Patrick Bell**  
**Lot 39, Block 7, Plan 021 2632 (363 Kipling Point SW)**  
**Home Occupation – Electrical Service Business**

Charles Patrick Bell had applied to operate 'Edgeline Ltd.' as a home occupation. The business is an electrical service company. All work associated with the business would be done off site. The residence would be used for the office space required for the company.

B. Crozier inquired if a site plan had been included with the application showing off-street parking for the business. D. Mastel stated that no site plan had been included. B. Duncan had suggested that the Home Occupation checklist that the applicants fill out be changed to ask if the vehicle used for the business is also for personal use and to also ask for a site plan showing the off-street parking. There was discussion regarding adding a condition to the Development Permit addressing the off-street parking.

J. Beach moved that Development Permit Application 10-DP-083 for the operation of a Home Occupation at 363 Kipling Point SW (Lot 39, Block 7, Plan 021 2632) be approved with the following conditions:

1. All Development Standards, as listed under Section 58(9(d)) of Residential Districts in the Town of Redcliff's Land Use Bylaw shall be adhered to by the applicant.

2. There shall be no visible storage of construction materials and equipment allowed at this site to accumulate to create a fire or health hazard.
  3. The use or handling of materials or equipment related to the home occupation shall not occur at hours of the day which are likely to disturb neighboring residents.
  4. No advertising sign regarding a home occupation shall be allowed on the site.
  5. One (1) on-site parking space to be used exclusively for the home occupation shall be provided.
- Carried.

**B) Development Permit Application 10-DP-084  
Keith Vis  
Lots 1-20, Block 97, Plan 1117V (112 – 7<sup>th</sup> Street NW)  
Home Occupation – Electrical Service Business**

Keith Vis had applied to operate 'Vis Electric' as a home occupation. The business is an electrical service company. All work associated with the business would be done off site. The residence would be used for the office space required for the company. There were no comments.

C. Dacre moved that Development Permit Application 10-DP-084 for the operation of a Home Occupation at 112 7<sup>th</sup> Street NW (Lots 1-20, Block 97, Plan 1117V) be approved with the following conditions:

1. All Development Standards, as listed under Section 58(9(d)) of Residential Districts in the Town of Redcliff's Land Use Bylaw shall be adhered to by the applicant.
  2. There shall be no visible storage of construction materials and equipment allowed at this site to accumulate to create a fire or health hazard.
  3. The use or handling of materials or equipment related to the home occupation shall not occur at hours of the day which are likely to disturb neighboring residents.
  4. No advertising sign regarding a home occupation shall be allowed on the site.
- Carried.

**C) Development Permit Application 10-DP-091  
Rob & Laurie Schick  
Lots 36-38, Block 8, Plan 1117V (634 – 2<sup>nd</sup> Street SE)  
Home Occupation - Overhead Door Service and Installation Business**

Rob and Laurie Schick had applied to operate an overhead door service and installation business as a home occupation. All work associated with the business would be done off site. The residence would be used for the office space required for the company and any storage of materials would be in the garage.

D. Schaffer commented that this business has been operating a while and that they use a long trailer for the business which is being parked on the street. C. Dacre stated that the Development Permit conditions address vehicles but not equipment. B. Crozier suggested that on the Home Occupation checklist, the word 'Trailer' could be included along side 'Car', 'Truck' and 'Size'. D. Schaffer added that the Bylaw states that any equipment and material associated with the home occupation needs to be kept in the garage. There was discussion about adding to the conditions of the Development Permit which would address the materials and equipment either being contained within the garage or off-site completely.

D. MacDougall moved that Development Permit Application 10-DP-091 for the operation of a Home Occupation at 634 2<sup>nd</sup> Street SE (Lots 36-38, Block 8, Plan 1117V) be approved with the following conditions:

1. All Development Standards, as listed under Section 58(9(d)) of Residential Districts in the Town of Redcliff's Land Use Bylaw shall be adhered to by the applicant.
2. Storage of materials and equipment shall be contained entirely within the garage or off-site, this includes the trailer used for hauling materials as well as the scissor lift.
3. The use or handling of materials or equipment related to the home occupation shall not occur at hours of the day which are likely to disturb neighboring residents.
4. No advertising sign regarding a home occupation shall be allowed on the site.  
- Carried.

**D) Development Permit Application 10-DP-095  
Dean Porter  
Lot 25, Block 5, Plan 751 0958 (721 Main Street S)  
Above Ground Pool**

Dean Porter had applied to place an above ground pool on his lot. The pool would be in the rear yard and within a locked fence. Utility locates were provided with no conflicts.

B. Crozier inquired to D. Schaffer about when a pool is being completely drained, if the drainage should be routed to the back alley or street. D. Schaffer stated that the water should be directed to the catch basin, which is typically through the drains on the street.

B. Duncan suggested that a condition be added that the drainage for the pool should be to the front of the lot or nearest hard surfaced roadway.

D. Macdougall inquired whether the Town of Redcliff had any approval standard regarding the types of pools that are being put on properties. B. Crozier stated that when the information is gathered from the applicant, they are to submit the manufacturer's specifications about the pool.

J. Beach moved that Development Permit Application 10-DP-095 for the placement of an above ground pool at 721 Main Street S (Lot 25, Block 5, Plan 751 0958) be approved with the following conditions:

1. The location of the pool is approved as submitted with the application.
  2. A pool with an area greater than 9m<sup>2</sup> shall be enclosed with a 1.8 m (6 foot) high fence constructed from chain link, metal, wood, stone or other material having an equivalent degree of strength accompanied with a gate of the same height which shall have a self-closing, lockable device.
  3. The developer/land owner shall ensure that the adjacent properties are not subjected to any water problems resulting from the malfunctioning of the pool. Drainage of the pool shall be directed to a hard-surfaced roadway.
  4. A lighting system installed on the pool shall be arranged in such a manner that it does not interfere in any form and shape with the amenities of the adjacent properties.
- Carried.

**E) Development Permit Application 10-DP-097  
Gareth & Lori Barnes  
Lot 88, Block 1, Plan 021 3235 (37 Riverview Green SE)  
Above Ground Pool**

Gareth and Lori Barnes had applied to place an above ground pool on their lot. The pool would be in the rear yard and within a locked fence. Utility locates were provided with no conflicts. There were no comments.

D. Schaffer moved that Development Permit Application 10-DP-097 for the placement of an above ground pool at 37 Riverview Green SE (Lot 88, Block 1, Plan 021 3235) be approved with the following conditions:

1. The location of the pool is approved as submitted with the application.
  2. A pool with an area greater than 9m<sup>2</sup> shall be enclosed with a 1.8 m (6 foot) high fence constructed from chain link, metal, wood, stone or other material having an equivalent degree of strength accompanied with a gate of the same height which shall have a self-closing, lockable device.
  3. The developer/land owner shall ensure that the adjacent properties are not subjected to any water problems resulting from the malfunctioning of the pool. Drainage of the pool shall be directed to a hard-surfaced roadway.
  4. A lighting system installed on the pool shall be arranged in such a manner that it does not interfere in any form and shape with the amenities of the adjacent properties.
- Carried.

**F) Development Permit Application 10-DP-102  
Karen Fieldberg  
Lot 15, Block 13, Plan 091 3590 (942 Manor Place SE)  
Single Family Home with and Attached Garage and Covered Deck**

Karen Fieldberg had applied to construct a single family home with an attached garage and covered deck. She had requested a rear yard relaxation from 6.0 m to 5.78 m. The Municipal Planning Commission has the authority to relax the setback up to 10%; which would allow a minimum setback of 5.4 m from the rear yard. There were no comments.

C. Dacre moved that Development Permit Application 10-DP-102 for the construction of a single family home with an attached garage and covered deck at 942 Manor Place SE (Lot 15, Block 13, Plan 091 3590) be approved with the following conditions:

1. A minimum 6.0 m setback is required from the residence to the east property boundary, being the front yard. The site plan submitted indicates a setback of 6.10 m; the setback is herein approved.
  2. A minimum 1.5 m setback is required from the residence to the north and south property boundaries, being the side yards. The site plan submitted indicated setback distances of 1.52 m & 3.83 m; the setbacks are herein approved.
  3. A minimum 5.78 m setback is required from the residence to the west property boundary, being the rear yard.
  4. The maximum site coverage permitted is 45%. The site plan submitted indicates coverage of 35.1%, the coverage is herein approved.
  5. The maximum building height shall be 11.0 m. The elevations submitted indicate a maximum building height of 6.30 m; the height is herein approved.
  6. The applicant must comply with the Restrictive Covenant; registered with Alberta Land Titles as #091 233 960.
- Carried.

**G) Development Permit Application 10-DP-103  
Clayton Palmer  
Lot 8, Block 80, Plan 931 0188 (15 Mitchell Street NE)  
Used Vehicle Sales**

Clayton Palmer had applied to have a used vehicle sales business operate from the above noted parcel. Currently the parcel has a carwash and RV storage located on it. The used vehicle sales business would operate on the north east portion of the parcel.

K. Snyder provided written comments about the item due to his absence from the meeting.

There was discussion on whether the access shown on the submitted site plan was indicated in the proper place, it was established that the location was

correct. C. Dacre had concerns with the proposed area to be used for the business accumulating with used tires, dilapidated vehicles and trailers.

B. Crozier suggested in response to K. Snyder's comment about the business not fitting in to the image of the area; that the fencing proposed for the north end of the parcel to connect with the existing fence be completed in such a way as to provide screening. It was concluded that the fencing would in fact make the parcel look worse.

J. Beach moved that Development Permit Application 10-DP-103 for the operation of a used vehicle sales business at 15 Mitchell Street NE (Lot 8, Block 80, Plan 931 0188) be refused for the following reasons:

The Commission felt that since Vehicle Sales and Rentals is listed as a Permitted Use under C-4 Highway Corridor Commercial District, C-5 Highway Corridor Commercial District – Restricted and M-1 Light Industrial District, as well as being listed as Discretionary under C-2 Downtown Commercial District; that the zoning of this property did not meet the use of the application. Also, the Commission noted that the application did not comply with the minimum landscaping requirements as required in the Land Use Bylaw.

- Carried.

J. Beach left the meeting at 1:15 p.m.

**H) Development Permit Application 10-DP-106  
Feature Finishing  
Lot 51, Block 132, Plan 061 3922 (322 2<sup>nd</sup> Street NW)  
Mobile Home**

Feature Finishing had applied to place a 2009 mobile home on the above noted parcel. The home would be secured to piles and finished with skirting and two landings. There were no comments.

C. Dacre moved that Development Permit Application 10-DP-106 for the placement of a mobile home at 322 2<sup>nd</sup> Street NW (Lot 51, Block 132, Plan 061 3922) be approved with the following conditions:


1. A minimum 6.0 m setback is required from the residence to the west property boundary, being the front yard. The site plan submitted indicates a setback of 6.00 m; the setback is herein approved.
2. A minimum 1.5 m setback is required from the residence to the north and south property boundaries, being the side yards. The site plan submitted indicates setback distances of 3.87 m & 1.50 m; the setbacks are herein approved.
3. A minimum 6.0 m setback is required from the residence to the east property boundary, being the rear yard. The site plan submitted indicated a setback of 10.42 m; the setback is herein approved.
4. The maximum site coverage permitted is 45%. The site plan submitted indicates coverage of 30.83%, the coverage is herein approved.



5. This approval is only valid for the 2009 manufactured home bearing CSA# 66081.
  6. The entire property shall be landscaped within one (1) year of completion of construction.
  7. The development shall comply with the Alberta Building Code.
  8. The developer shall provide one (1) space per dwelling designated as off-street parking.
  9. The manufactured home shall be skirted with vinyl to match the exterior of the home and be a minimum of 24" in height.
  10. Anchorage of the manufactured home shall be completed in the manner satisfactory to the Development Officer and/or the Municipal Planning Commission.
- Carried.

**7. ADJOURNMENT**

C. Dacre moved adjournment of the meeting at 1:18 p.m. – Carried.

  
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Chairman

  
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Secretary