



MPC MEETING

WEDNESDAY MAY 16, 2018

12:30 P.M.

**MUNICIPAL PLANNING COMMISSION
WEDNESDAY MAY 16, 2018 – 12:30 PM
TOWN OF REDCLIFF**

AGENDA

<u>Pg.</u>	<u>AGENDA ITEM</u>
	1. CALL TO ORDER
	2. ADOPTION OF AGENDA
5	3. PREVIOUS MINUTES A) Minutes of February 21, 2018 meeting B) Minutes of April 27, 2018 Special meeting
10	4. LIST OF DEVELOPMENT PERMITS ADVERTISED A) February 27, April 3, and May8, 2018.
	5. DEVELOPMENT PERMIT APPLICATION APPROVED/DENIED BY DEVELOPMENT AUTHORITY A) Development Permit Application 18-DP-005 Peter Friesen Lot 43, Block 130, Plan 9811474 (301 3 Street NW) Approved: Relocated Mobile Home B) Development Permit Application 18-DP-006 Dianne Smith Lot 19, Block 5, Plan 9711827 (916 Kipling Cr. SW) Approved: Garage Addition C) Development Permit Application 18-DP-007 Abraham Penner Lot 7-8, Block 3, Plan 1117V (825 Main Street S.) Denied: House Addition D) Development Permit Application 18-DP-008 Chrome Holdings Ltd. Lot 11, Block 5, Plan 7811064 (1801 Broadway Ave. E) Approved: Renovations E) Development Permit Application 18-DP-009 Riverview Golf Club Lot 120, Block 1, Plan 0213235 (700 Redcliff Way SE) Approved: Interior Renovations

- F)** Development Permit Application 18-DP-011
Abraham Penner
Lot 7-8, Block 3, Plan 1117V (825 Main Street S.)
Approved: Accessory Building – Detached Garage
- G)** Development Permit Application 18-DP-012
GVN Structures
Lot 17, Block 1, Plan 0610054 (1611 Broadway Ave. E.)
Approved: Change of Use – Catering
- H)** Development Permit Application 18-DP-013
Advanced Exteriors
Unit 9, Plan 9511390 (#9 – 900 Highway Avenue NE)
Approved: Change of Use – Trade and Contractor Service
- I)** Development Permit Application 18-DP-014
Abraham Penner
Lot 7-8, Block 3, Plan 1117V (825 Main Street S.)
Approved: Relocated Single Family Home
- J)** Development Permit Application 18-DP-015
Kirk Stanley Law Office
Lot 32, Block A, Plan 0412564 (622 Jesmond Point SW)
Approved: Permit to Stay
- K)** Development Permit Application 18-DP-016
Terralta Inc.
Lot 32, Block A, Plan 9011355 (510 Broadfoot Place SW)
Approved: Solar Panels
- L)** Development Permit Application 18-DP-017
Liive Signs
Lot 6, Block 1, Plan 1611860 (1401 Highway Ave SE)
Approved: Portable Sign
- M)** Development Permit Application 18-DP-018
Liive Signs
Lot 7, Block 1, Plan 1611860 (1451 Highway Ave SE)
Approved: Portable Sign

12 **6. DEVELOPMENT PERMIT APPLICATION(S) FOR MPC CONSIDERATION**

A) Development Permit Application 18-DP-020
CanGas Propane Inc.
Lot 3, Block 8, Plan 0210058 (1810 Broadway Ave. E)

a) Presentation of Development Officer

b) Presentation of Applicant

c) Presentation of Interested Parties

d) MPC Discussion

e) Decision of MPC

7. ADJOURNMENT

MINUTES

ABSENT: Members: B. Duncan, B. Vine, J. Steinke

7. DEVELOPMENT PERMIT APPLICATION FOR MPC CONSIDERATION

A) Development Permit Application 18-DP-005

Peter Friesen

Lot 43, Block 130, Plan 9811474 (301 3 Street NW)

MPC member J. Beach moved that Development Permit Application 18-DP-005 for a Relocated Manufactured Home be approved with the following conditions:

1. Deposit in the amount of five thousand (\$5,000.00) dollars. The deposit is to ensure completion, or repair of the following
 - i. Damage to the structure (either existing or caused while moving)
 - ii. Landscaping
 - iii. Town of Redcliff infrastructureDeposit is to be released upon completion / inspection of works requiring deposit;
2. The work noted in 1 above is to be completed within 1 year of date of approval.
3. Payment of off-site levies in the amount of four thousand nine hundred thirty two and seventy two cents (\$4,932.72) dollars.
4. Documentation that the applicant has paid the Town of Redcliff's Public Services Department to install water and sanitary sewer services to the edge of property. Application to be made to Public Services on form attached. Should Public Services decline to install the water and sanitary sewer services to the edge of property a Development Agreement will be required;
5. Documentation that the applicant has paid the utility provider for electrical and gas services.

B) Development Permit Application 18-DP-003

NewRock Developments

Lot 42, Block 91, Plan 9411418 (15 3 Street NW)

MPC member S. Cockle moved that Development Permit Application 18-DP-003 for a Multi-Family development be approved with the following conditions:

1. Development Permit and Building Permit will be released when Applicant has entered into a Development Agreement with the Town of Redcliff.
2. The Applicant / owner shall enter into a Development Agreements which shall ensure the following condition(s) are met:
 - i. Applicant to subdivide that portion of the greenhouse and CO₂ tank encroach onto Lot 42, Block 91, Plan 9411418 plus 1.5 m. Subdivision shall also include an extra 185 m² for greenhouse storage;
 - ii. Applicant shall then apply for a LUB amendment to rezone the subdivided lands to match the same zoning of Lot 41, Block 91, Plan 9411418 (25 3 Street NW)
 - iii. Applicant to consolidate subdivided portion with Lot 41, Block 91, Plan 9411418 (25 3 Street NW);
 - iv. Applicant to pay off-site levies based on the area of development at the current rates for area # 2.
 - v. Applicant to provide engineered drawings to the satisfaction of the Director of Planning & Engineering for the sanitary and water services;

- vi. Applicant to provide drawings for the electrical and gas servicing to the satisfaction of the utility provider;
- vii. Applicant to provide garbage collection areas that are to the satisfaction of the Development Officer;
- viii. Design of approaches and entrances to be approved by the Director of Planning & Engineering and meet the Town of Redcliff's construction standards;
- ix. Applicant to provide curb & gutter on the north side of the private roadway;
- x. Applicant to extend the sidewalk on 4 street NW to 1 Avenue NW;
- xi. Applicant to provide on-site lighting. Lighting shall light up all parking areas and not negatively affect neighbouring properties to the satisfaction of the Development Authority;
- xii. Applicant to provide a parking lot layout which shows a minimum of one (1) parking stall / bedroom. Parking lot plan to be to the satisfaction of Planning & Engineering;
- xiii. Landscaping is completed as per the plan approved by the Development Officer.

8. ADJOURNMENT

S. Cockle moved adjournment of the meeting at 1:58 pm.
- Carried.

Chairman

Secretary

MINUTES

4. FOR COMMENT

A) Bylaw 1860/2018, Land Use Amendment

To amend the Land Use Bylaw to include rules, definitions, and practices to govern the sale, and growing / processing of cannabis.

S. Cockle made a motion to receive for information.

- Carried.

The Municipal Planning Commission wishes to forward the following comments onto Council regarding Bylaw 1860/2018 that being the Bylaw to amend the Land Use Bylaw to include rules, definitions, and practices to govern the sale and growing / processing of cannabis in the Town of Redcliff.

1. MPC agrees with the Provincial 100 m setbacks for Cannabis Retail Stores in relation to provincial health care facilities, schools, and school reserves. MPC supports the additional proposed setback of 100 m from existing daycares in the Town. MPC considers the additional proposed 100 m setback from public parks onerous and an unnecessary restriction of where a Cannabis Retail Store may be located.
2. The use and Development Permit for a Cannabis Retail Store should only be up for review after 5 years from the day of approval. Should the Town wish to review the Development Permit they must contact the Applicant prior to 6 months before the 5 year review date with reasons for the review (i.e. If the store does not have bylaw actionable issues then the renewal should be automatic). Should the Town fail to contact the Applicant prior to 6 months before the 5 year review date, the Development Permit will automatically renewed. The Town is only allowed to review a Development Permit for a Cannabis Retail Store once every 5 years.

5. ADJOURNMENT

L. Leipert moved to adjourn the meeting at 1:46 pm.

- Carried.

Chairman

Secretary

TOWN OF REDCLIFF DEVELOPMENT PERMITS	
NOTICE OF DECISION OF THE MUNICIPAL PLANNING COMMISSION	
Discretionary Uses:	
Development	
<u>Permit Application #</u> <u>Details</u>	
18-DP-003	Lot 42, Block 91, Plan 9411418 (15' 3 Street NW) APPROVED: Multi Unit Dwelling Complex
18-DP-005	Lot 43, Block 130, Plan 9811474 (301 3 Street NW) APPROVED: Relocated Manufactured Home
A Development Permit for a Discretionary Use does not take effect until fourteen (14) days after the date of this notice provided that no Appeals have been registered with this office.	
Persons claiming to be affected by a Development Permit for a Discretionary Use may appeal to the Subdivision and Development Appeal Board by submitting a \$150.00 fee, and written notice stating reasons for the Appeal to the Town Manager within fourteen (14) days after this notice is published.	
<div style="display: flex; justify-content: space-between;"> <div> <p>801-228-1110 TMA50.091219913.0</p> <p>101 printout file of S860</p> </div> <div> <p>Brian Stehr Development Officer</p> </div> </div>	

TOWN OF REDCLIFF DEVELOPMENT PERMITS	
NOTICE OF DECISION OF THE DEVELOPMENT OFFICER	
Discretionary Uses:	
Development	
<u>Permit Application #</u> <u>Details</u>	
18-DP-011	Lot 7-8, Block 3, Plan 1117V (825 Main Street S.) APPROVED: Detached Garage
A Development Permit for a Discretionary Use does not take effect until fourteen (14) days after the date of this notice provided that no Appeals have been registered with this office.	
Persons claiming to be affected by a Development Permit for a Discretionary Use may appeal to the Subdivision and Development Appeal Board by submitting a \$150.00 fee, and written notice stating reasons for the Appeal to the Town Manager within fourteen (14) days after this notice is published.	
Permitted Uses – For Information Only:	
Development	
<u>Permit Application #</u> <u>Details</u>	
18-DP-006	Lot 19, Block 5, Plan 9711827 (916 Kipling Cr. SW) APPROVED: Attached Garage
18-DP-007	Lot 7-8, Block 3, Plan 1117V (825 Main Street S.) DENIED: House Addition
<div style="display: flex; justify-content: space-between;"> <div> <p>801-228-1110 TMA50.091219913.0</p> <p>101 printout file of S860</p> </div> <div> <p>Brian Stehr Development Officer</p> </div> </div>	

TOWN OF REDCLIFF DEVELOPMENT PERMITS	
NOTICE OF DECISION OF THE MUNICIPAL PLANNING COMMISSION	
Discretionary Uses:	
Development	
Permit Application #	Details
18-DP-014	Lot 7-8, Block 3, Plan 1117V (825 Main Street S) APPROVED: Relocated Single Family Home
NOTICE OF DECISION OF THE DEVELOPMENT OFFICER	
Discretionary Uses:	
Development	
Permit Application #	Details
18-DP-017	Lot 6, Block 1, Plan 1611860 (1401 Highway Ave. SE) APPROVED: Portable Sign
18-DP-018	Lot 7, Block 1, Plan 1611860 (1451 Highway Ave. SE)
<p>A Development Permit for a Discretionary Use does not take effect until twenty one (21) days after the date of this notice provided that no Appeals have been registered with this office.</p> <p>Persons claiming to be affected by a Development Permit for a Discretionary Use may appeal to the Subdivision and Development Appeal Board by submitting a \$150.00 fee, and written notice stating reasons for the Appeal to the Town Manager within fourteen (14) days after this notice is published.</p>	
Permitted Uses - For Information Only:	
Development	
Permit Application #	Details
18-DP-008	Lot 11, Block 5, Plan 7811064 (1801 Broadway Ave. E) APPROVED: Renovations
18-DP-009	Lot 120, Block 1, Plan 0213235 (700 Redcliff Way SE) APPROVED: Interior Renovations
18-DP-012	Lot 17, Block 1, Plan 0610054 (1611 Broadway Ave. E) APPROVED: Change of Use - Eating Establishment
18-DP-013	Lot 9, Block 9, Plan 9511390 (#9 - 900 Highway Ave. E) APPROVED: Change of Use - Trade & Contractor Service
18-DP-016	Lot 32, Block 3, Plan 9011355 (510 Broadfoot Place SW) APPROVED: Solar Panel
<p>Brian Steh Development Officer</p>	



DEVELOPMENT PERMIT APPLICATION

Application #: _____

APPLICANT INFORMATION					
Applicant Round Table Mgmt Ltd. & CanGas Propane Inc.			Property Owner (if different) Warrior Holdings Inc.		
Phone 306-664-3955			Phone 780-449-6553		
Email tpurschke@picgroup.ca			Email billp@carontransport.ca		
Mailing Address 70 24th Street East			Mailing Address 301 Streambank Avenue		
City Saskatoon	Province SK	Postal Code S7K 4B8	City Sherwood Park	Province AB	Postal Code T8N 1N1

LOCATION OF DEVELOPMENT			
Civic Address	1810 Broadway Avenue East, Redcliff, Alberta		
Legal Address	Lot 3	Block 8	Plan 0210058

DESCRIPTION OF DEVELOPMENT	
Proposed Development: see attached letter _____ _____ _____	
Proposed Application: <input type="checkbox"/> New Residential <input type="checkbox"/> Commercial/Industrial <input type="checkbox"/> Home Occupation <input type="checkbox"/> Permit to Stay <input type="checkbox"/> Addition <input checked="" type="checkbox"/> Change of Use <input type="checkbox"/> Sign <input type="checkbox"/> Accessory Building <input type="checkbox"/> Deck <input type="checkbox"/> Demolition <input type="checkbox"/> Other (please specify) _____	Proposed Setbacks: Front: <u>See letter</u> Left: _____ Back: _____ Right: _____ Land Use District Value of Development <u>unknown</u> Estimated Completion Date June 1 or July 1 2018



DEVELOPMENT PERMIT APPLICATION

1. Failure to fully complete this form and/or supply the required information may result in a delay of the application process.
2. Development Permit fees must accompany this application prior to its review.
3. A Development Permit does not become effective until the appeal period has expired or until any made appeal has been heard and a decision rendered.
4. If a decision has not been issued within 40 days of the date the application is deemed refused. An appeal of the refusal may be made to the Subdivision and Development Appeal Board within 14 days.
5. A Development Permit shall be void after 12 months of no progress.
6. A Development Permit is NOT a Building Permit or Business License. Any approvals granted regarding this application does not excuse the applicant from complying with Federal, Provincial, or other Municipal requirements.
7. The Development Permit does not override conditions of any easement, restrictive covenant, architectural controls, or agreement affecting the building and/or lands. The Applicant is still responsible to comply with any and all of these conditions.
8. An authorized person designated by the municipality is allowed to enter subject land and buildings for the purpose of an inspection with respect to this application only. The time and date of inspection to be mutually agreed upon by both parties.

I have read, understood, and agree to the above information. The information I have provided is true, and to the best of my knowledge and abilities, is accurate and complete.

NAME (please print): TWYLA PURSCHKE
 SIGNATURE: *[Signature]*
 DATE: May 9/18

FOR OFFICE USE ONLY		Date:	
Received by:		Designated Use:	
<input type="checkbox"/> Permitted Use <input type="checkbox"/> Discretionary Use – Development Officer <input type="checkbox"/> Discretionary Use - MPC			
Receipt #	Fee:	Date Issued:	
<input type="checkbox"/> Current Certificate of Title			
Notes: _____			

Personal information collected on this form is collected in accordance with Sections 683, 685, and 686 of the Alberta Municipal Government Act and Section 33(c) of the Freedom of Information and Protection of Privacy Act. Please note that such information may be made public. If you have any questions about the collection of information, please contact the Town of Redcliff's FOIP Coordinator at 403.548.3618.



May 8, 2018

Town of Redcliff
Box 40, #1 – 3rd Street NE
Redcliff, Alberta
T0J 2P0

Attn: Mr. Brian Stehr, Development Officer

Dear Mr. Stehr:

**Re: Change of Use Application
1810 Broadway Avenue East, Redcliff, Alberta**

Further to our telephone conversation earlier this week I am pleased to enclose the development permit application. I have provided my VISA information over the telephone and confirm that payment of the application fee that is to accompany this application has been made.

As discussed, the above referenced site is currently owned by one of our sister companies Caron Transport. Warrior Holdings Inc. is the firm that holds the real estate assets for Caron. Caron ceased their operations on this site for a few years and instead of selling it, we would like to propose to move one of our sister companies, CanGas Propane Inc. to the site.

We are considering entering into a five-year lease agreement with Warrior Holdings Inc. but first need to ensure that we can carry out the business practice that is required. It is understood that we will need to apply to change the use of the site to meet the use requirements of Bulk Fuel Station.

As of May 1, 2018, CanGas Propane Inc. has purchased the assets and client list to the Superior Propane/CanWest location at 1202 South Railway Street SE in Medicine Hat. The intent is to relocate this site along with the leased premises that we have at 955 South Railway Street SE, Medicine Hat to the site in Redcliff. The nature of the business will be very similar to the yard site at 1202 South Railway Street SE. CanGas will have rental inventory tanks stored at the site waiting to be utilized by customers. The amount of tanks will fluctuate regularly. These tanks and two delivery trucks fill from the main storage tank that will be stored on the site. The main storage tank that will hold the propane to service the clients will be 30,000 uswg in size.

The propane business is heavily monitored by multiple regulatory bodies both Federal and provincial. CanGas has employees who's sole responsible is to meet or exceed the obligations put forth by all regulatory bodies that they are governed by. Quality propane Companies have a membership in the Canadian Propane Association as well as the Emergency Response Assistance Corporation to ensure the safety of people, property and the environment. Cangas is a proud member and emergency plan participant. Here is a link to find out more information about propane <https://propane.ca/quick-facts/>.

We do not propose any changes to the site other than building a proper cement base for the main storage tank that will be brought in as well as a small 1000 uswg fill station for retail cylinders filling. Current setbacks of the property will not change. The site is fully fenced with lockable gates at a height of six (6) feet. Formal plans and drawings which will outline the exact location of the main and small storage tank are to be completed prior to their installation. The plans will also encompass the safety features that will be installed around the tanks. The office/warehouse building will remain as is and be utilized as a site office and minor sales. The anticipated hours of operation for this site will be 8 a.m. – 5 p.m. six days a week. The intent is to have the site operational no later than July 1, 2018. A very rough plan of where the main storage tank is to be located is attached.

We anticipate having three (3) staff on site. The two drivers will be delivering propane offsite during work hours. The signage for the site will replicate what is current on the property.

We look forward to obtaining your approval to proceed with changing the use of this site to suit CanGas Propane Inc's needs. Thank you for your time and consideration.

We are happy to answer and additional questions that may arise.

Thank you for your consideration.

Yours truly,

Round Table Management Ltd.



Twyla M. Purschke
Business Development Manager



All Propane Gas Installations and equipment is installed to CSA B149.2 codes. All permits and inspection are completed.





NOTICE
AUTHORIZED PERSONNEL ONLY

NOTICE
NO SMOKING
NO OPEN FLAMES



NOTICE

AUTHORIZED PERSONNEL ONLY

NOTICE

VIOLATION
Fines \$500
\$1000





MUNICIPAL PLANNING COMMISSION

Planning & Engineering Report

May 10, 2018

Development Permit Application:	18-DP-020
Applicant:	Round Table Mgmt. Ltd. & CanGas Propane Inc.
Owner:	Warrior Holdings Inc.
Property Address:	1801 Broadway Avenue E.
Legal Address:	Lot 3, Block 8, Plan 0210058
Land Use:	I1 – Light Industrial District
Development Officer:	Brian Stehr

1. BACKGROUND:

Planning & Engineering has been in discussions with Twyla Purschke of Round Table Management Ltd. regarding the ability to change the use of the property to a Bulk Fuel Station to facilitate CanGas Propane Inc. opening a bulk propane distribution center at the aforementioned address.

On May 9, 2018 Twyla Purschke of Round Table Management Ltd. applied for a Development Permit for a Change of Use – Bulk Fuel Station at 1801 Broadway Avenue E.

2. PLANNING & ENGINEERING COMMENTS

CanGas Propane Inc. has recently purchased Superior Propane, and is wanting to relocate the site to a property in Redcliff that is currently vacant.

Section 97 **I1 – Light Industrial District** of the Town's Land Use Bylaw lists Bulk Fuel Station as a **Discretionary Uses – Commission** and is being brought forward to the Commission for a decision.

Section 82 – **Tanks & Pressure Vessels** states:

- 1) The Development Authority, may issue a Development Permit to allow for the placement of tanks and pressure vessels if:
 - a. The shape and size of the lot is adequate to accommodate the proposed tanks and vessels,
 - b. The approval of the proposal will not negatively impact existing surrounding uses,
 - c. The approval of the proposal does not cause undue safety hazards on the site or for surrounding uses, and
 - d. The approval will not undermine compliance with Provincial regulations regarding tanks and pressure vessels.

- 2) The applicant shall provide the Development Authority with a site plan indicating the proposed tank and/or pressure vessels location and setback distances from structures and property lines.
- 3) The applicant shall provide the Development Authority with any other information as the Development Authority deems appropriate having due regard to the merits or the proposal.
- 4) Tanks and pressure vessels shall be enclosed by a 1.8 m high chain link fence with a locking access (gate).
- 5) Tanks and pressure vessels located adjacent to roadways shall be protected by bollards or other appropriate barriers.

A visual inspection of the property, and adjoining properties indicate that the area is currently made up of light industrial &/or commercial properties. The properties in this area are typically larger, with large open spaces. The proposed development would be typical in this neighbourhood.

In speaking with the Applicant it was indicated that the provided site plan did not show the proposed setbacks for the main storage tank from the property lines, and existing building. The Applicant stated that they would be able to provide a Site Plan once they have received approval of the storage tank from the applicable regulatory boards.

3. RECOMMENDATION:

1. MPC member _____ moved that Development Permit Application 18-DP-020 for a Change of Use – Bulk Fuel Station be approved with the following conditions:
 1. Prior to the release of the Development Permit the Applicant shall provide to the Development Officer:
 - i. A detailed Site Plan indicating the storage tank, and proposed location for tanks for rent / sale. The Site Plan shall indicate all safety measures taken to protect the main storage tank;
 - ii. A copy of all permits from the relevant agencies governing the storage of propane in the Province of Alberta.