



MPC MEETING

WEDNESDAY July 15, 2015

12:30 P.M.

**MUNICIPAL PLANNING COMMISSION
WEDNESDAY JULY 15, 2015 – 12:30 PM
TOWN OF REDCLIFF**

AGENDA

<u>Pg.</u>	<u>AGENDA ITEM</u>
1.	CALL TO ORDER
2.	ADOPTION OF AGENDA
3.	PREVIOUS MINUTES A) Minutes of June 17, 2015 meeting
4.	LIST OF DEVELOPMENT PERMITS ADVERTISED A) June 30, 2015
5.	DEVELOPMENT PERMIT APPLICATION APPROVED BY DEVELOPMENT AUTHORITY A) Development Permit Application 15-DP-048 XRoad Homes Inc. Lot 39, Block 10, Plan 09135590 (1010 Memorial Drive SE) Approved: Single Family Dwelling B) Development Permit Application 15-DP-051 Randy McMullen Lot 11-14, Block 80, Plan 9310188 (511 South Railway Drive NE) Approved: Fitness Center C) Development Permit Application 15-DP-053 Vernon Vossler Lot 6, Block 2, Plan 7811074 (615 Main Street S) Approved: Permit to Stay D) Development Permit Application 15-DP-054 C & A Auto Unit #1, Plan 0912850 (#1 1302 Dirkson Drive NE) Approved: Change of Use – Automotive Sales and Rentals E) Development Permit Application 15-DP-055 Brendan Harty Lot 39, Block 10, Plan 0913590 (1010 Memorial Drive SE) Approved: Accessory Building – Garden Shed F) Development Permit Application 15-DP-056 Jenifer Reider Lot 9, Block 6, Plan 7410853 (624 3 Street SE) Approved: Home Occupation – Mobile windshield repair

6. DEVELOPMENT PERMITS FOR MPC CONSIDERATION

- A)** Development Permit Application 15-DP-059
Prairie Rose School Division No. 8
Lot 1-40, Block 26, Plan 1117V (339 3 Street SE)
Education Facility – Outdoor Classroom

7. FOR DISCUSSION

- A)** Checklist for Chang of Use – Draft copy

8. ADJOURNMENT

MINUTES

- Carried



TOWN OF REDCLIFF DEVELOPMENT PERMITS

NOTICE OF DECISION OF DEVELOPMENT OFFICER

Discretionary Uses:

Development

Permit Application

Details

15-DP-054

Unit 1, Plan 0276100 (#1 1302 Dirkson Drive SE)

APPROVED: Automotive Sales

15-DP-055

Lot 39, Block 10, Plan 0913590

(1010 Memorial Drive NE)

APPROVED: Accessory Building – Garden Shed

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 \$100.00 fee, and written notice stating reasons for the Appeal to the Town Manager within fourteen (14) days after this notice is published.

NOTICE OF DECISION OF MUNICIPAL PLANNING COMMISSION

Development

Permit Application

Details

15-DP-047

Lot 41, Block 84, Plan 0912688 (26 3 Street NE)

APPROVED: Residential Suites on Second Floor

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 \$100.00 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

Permit Application

Details

15-DP-051

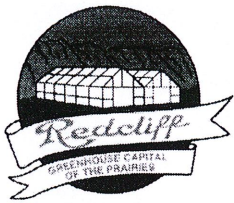
Lot 11-14, Block 80, Plan 9310188

(Bay 8 – 11 511 S Railway Dr. NE)

APPROVED: Fitness Centre

*Note: No appeal is available for the issuance of a Development Permit for a permitted use unless provisions of the Land Use Bylaw have been relaxed, varied, or misinterpreted.

1000 212502 **Brian Stehr**
Development Officer



DEVELOPMENT PERMIT

Application # 15-0P-056Roll # 0033300

APPLICATION SECTION

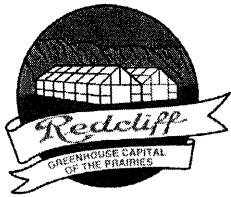
Property Owner: PRAIRIE ROSE SCHOOL DIVISION NO. 8		Mailing Address / PO Box 918- 2 AVE. DUNMORE AB. T1B 0K3			
Phone 403 527-5516	EXT 2316	Fax 403 528-2264	City DUNMORE	Prov AB.	Postal Code T1B 0K3
Applicant / Contractor / Agent: Owner: SAME			Mailing Address / PO Box		
Phone		Fax	City	Prov	Postal Code

PROJECT LOCATION

Civic (Street) Address of the Property on which the development is to be affected:		339- 3 ST.	
Lot(s) 1-40	Block 26	Plan 1117V	

PROJECT INFORMATION

Description of Proposed Development			
CONSTRUCT A COVERED STRUCTURE OVER A CONCRETE SLAB - 20' x 30' TO SERVE AS A SITTING AREA			
<input type="checkbox"/> Home Occupation <input checked="" type="checkbox"/> Property Improvements <input type="checkbox"/> Signage <input type="checkbox"/> Temporary changes			
<input type="checkbox"/> Basement Development <input type="checkbox"/> Demolition <input type="checkbox"/> Other			
Proposed Setbacks	Front	Rear	Estimated Value of Project: 28,000.00
Flankage	Left Side		
Parcel Size		Number of Units	
Land Use District			
Is the development near slopes of 15% or greater		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Start Date JULY 1, 2015		Estimated Completion Date AUGUST 30, 2015	
Applicant/Owner Signature		Bueni Fung	
Application Date		June 24, 2015	



DEVELOPMENT PERMIT

Application # 15-DP-069

Roll # 0033300

1. In addition to completing this form, and application for a Development Permit shall be accompanied by the following information, where relevant:
 - a. Site plan showing the legal description, existing and proposed buildings, front, rear and side yards. Any provisions for off street loading and/or vehicle parking, site plan to be accurate at a scale to the satisfaction of the Development Officer.
 - b. Floor plans and elevations, preferably on 11" x 17" inch paper.
 - c. A statement of uses and, in the case of development proposed in an industrial area, a statement indicating the manner in which the applicant intends to conform to any performance standards applicable.
2. A Development Permit does not become effective until the time for appeal has expired (14 days) or until such appeal has been determined.
3. If the development authorized by a permit does not commence within 12 months from the date of its issue, the permit ceases to be valid.
4. Failure to complete this form fully and to supply the required information and plans may mean that this application for a permit will not be considered and may cause delays in the processing of the application.
5. This is **not** a **Building Permit**, **Occupancy Permit** or **Business License**. Any approvals granted regarding this application does not excuse the applicant from complying with requirements of Federal, Provincial or other municipal legislation, or the conditions of any easement, restrictive covenant or agreement affecting the buildings or lands.

PRIVACY: This information is being collected under the authority of the Town of Redcliff Building and Development Permit Bylaw, Town of Redcliff Land Use Bylaw, the Municipal Government Act and the Freedom of Information and Protection of Privacy Act. This information will be used to process your application and may be used to provide statistical data. This information may also be used for taxation and assessment purposes. This information is protected by the provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of information, please contact the Town of Redcliff F.O.I.P.P. Coordinator at (403) 548-3618.

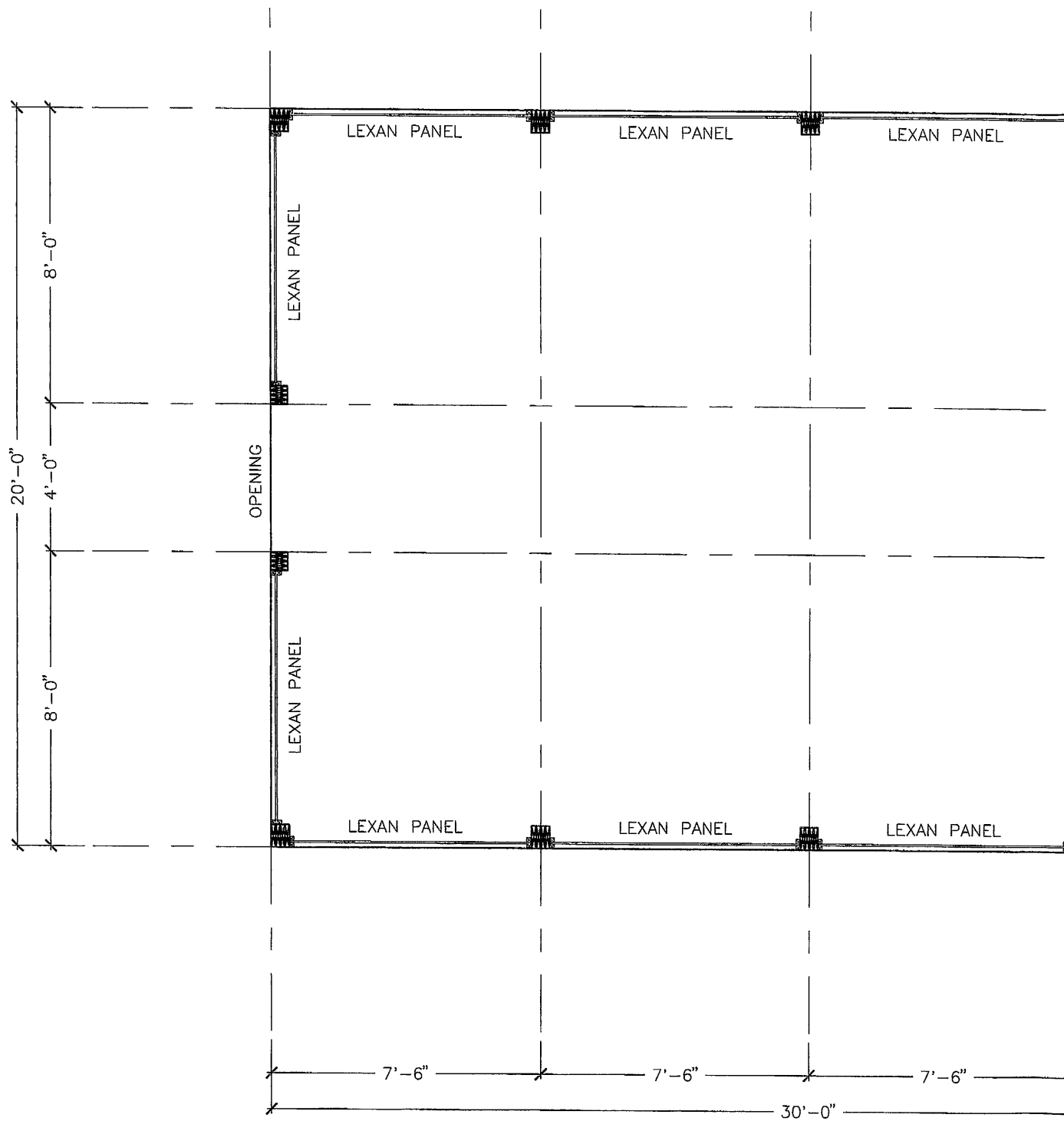
PERMIT VALIDATION SECTION (to be completed by the Development Officer)

Approved <input type="checkbox"/>	Approved with Condition(s) <input type="checkbox"/>	Refused <input type="checkbox"/>
Conditions Note: (see attached Development Permit Report)		
Issuing Officers Name: <u>Brian Stehr</u>		
Issuing Officer's signature		
Date of Decision: <u>July 15, 2015</u>	Date of Issue:	
Date Permit Fee Paid: <u>June 25/15</u>	Payment Method <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Cheque <input type="checkbox"/> Debit	
Permit Fees: \$ <u>65.00</u>	Receipt # <u>305 697</u>	

— EXISTING TOWN SIDEWALK —
EXISTING FENCE

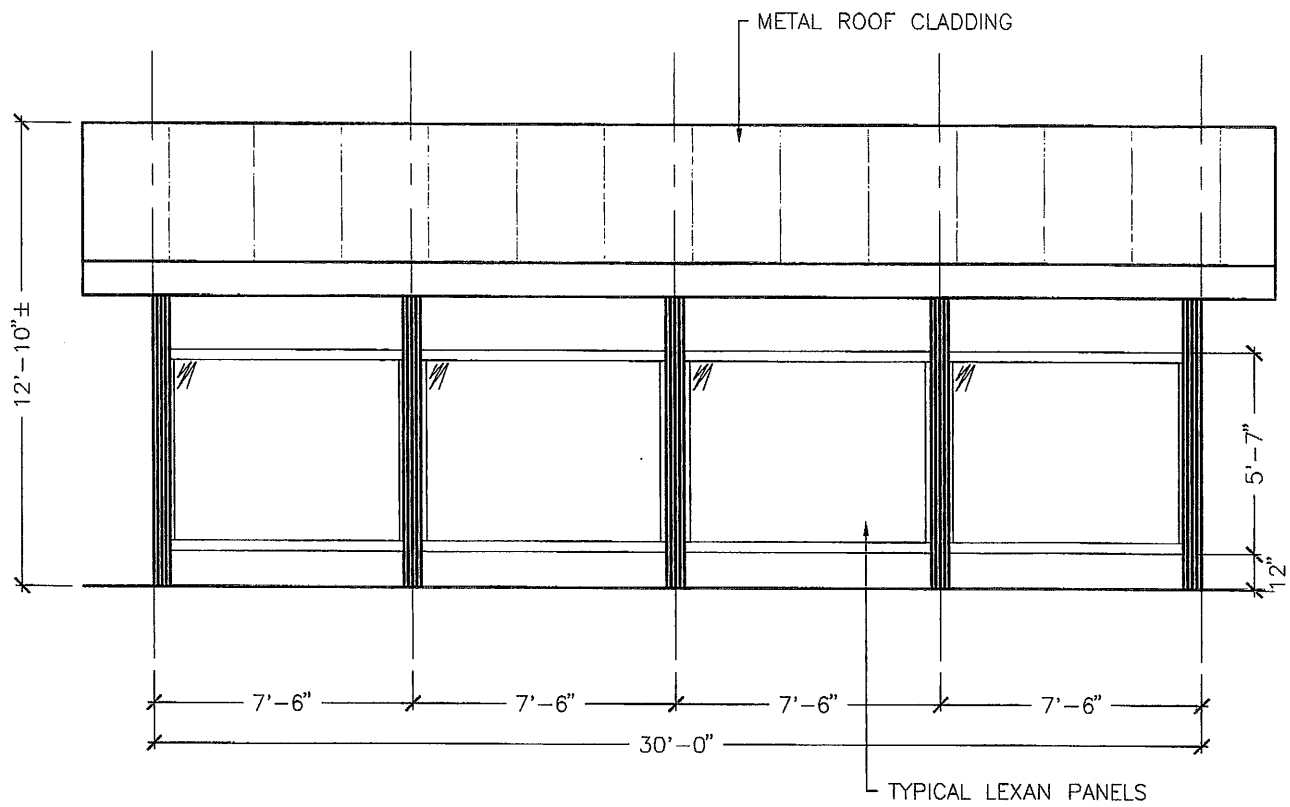


SITE PLAN

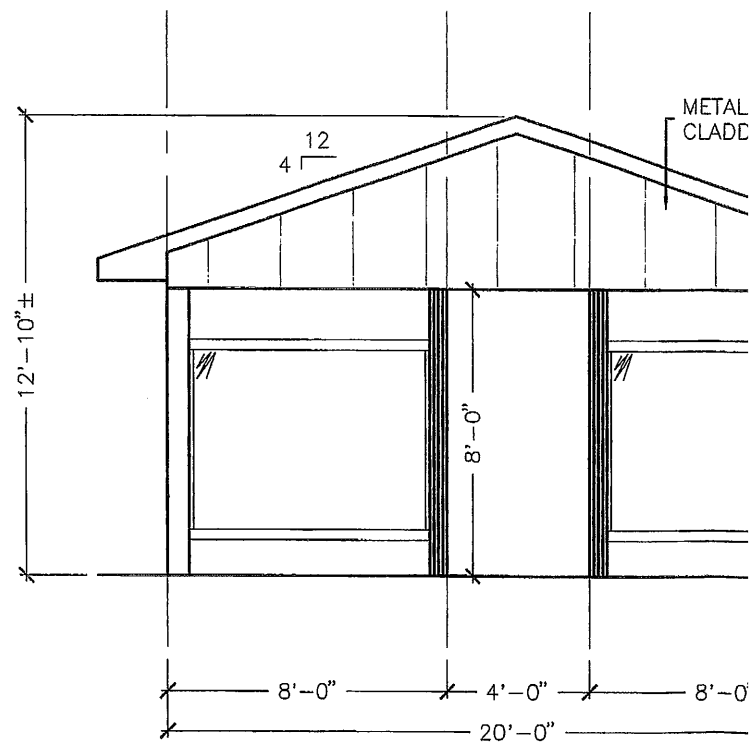


1 **BUILDING PLAN**
A100 Scale: 1/4" = 1'-0"

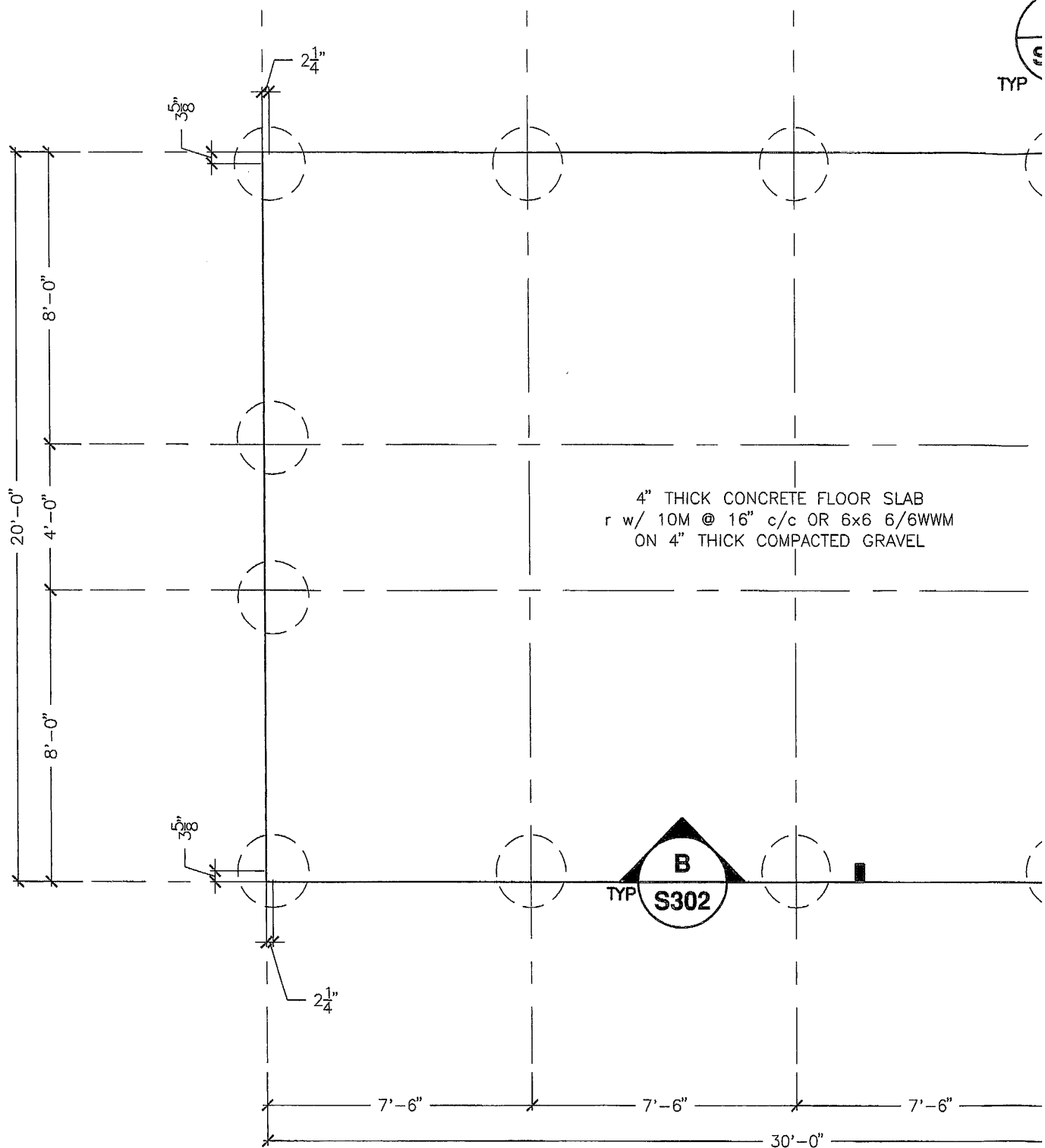
TEMPERED GLASS PANELS:
* ALL TEMPERED GLASS PANELS
BE VERIFIED BY CONTRACTOR



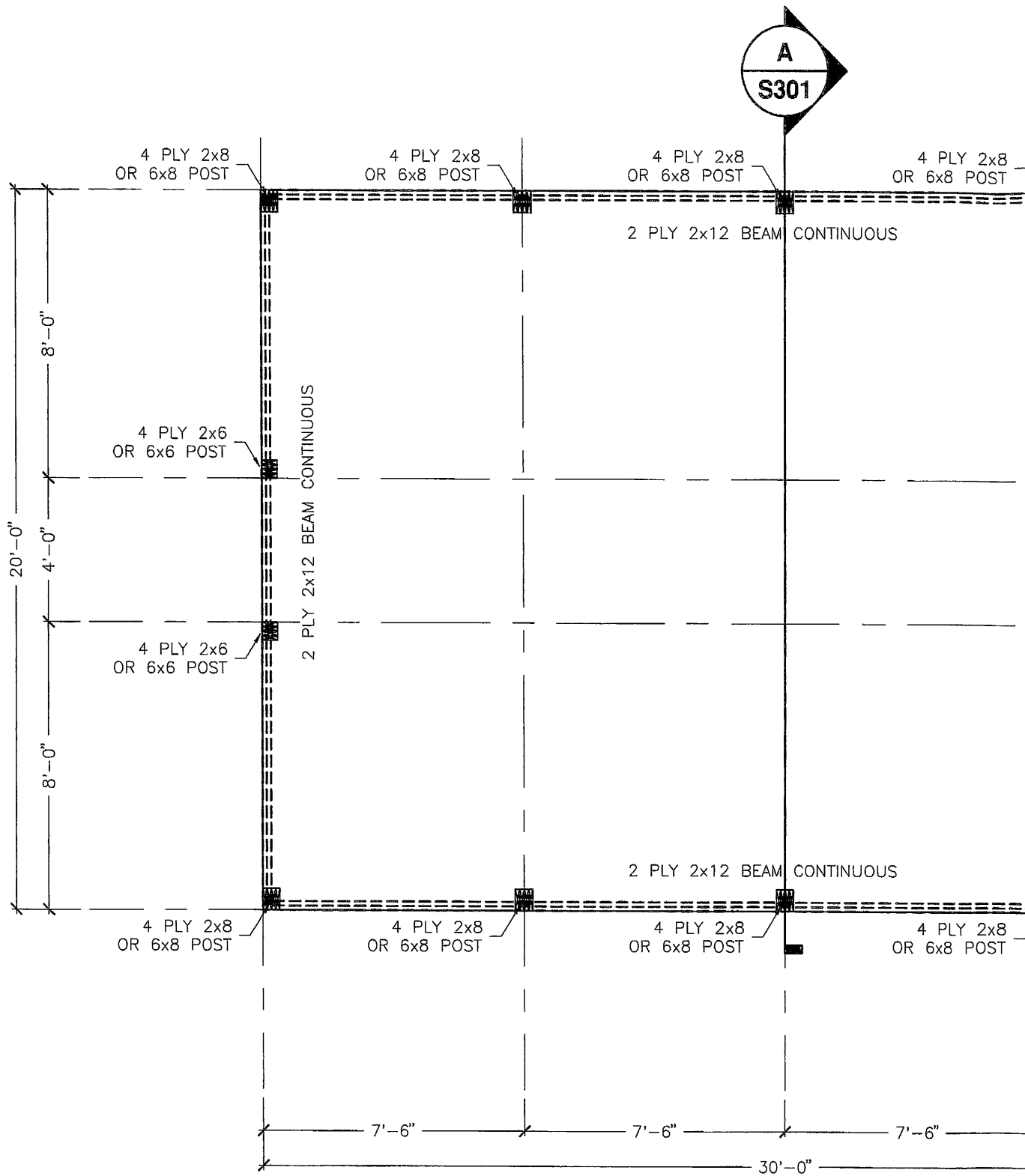
1 **SIDE ELEVATION**
A200 Scale: 3/16" = 1'-0"



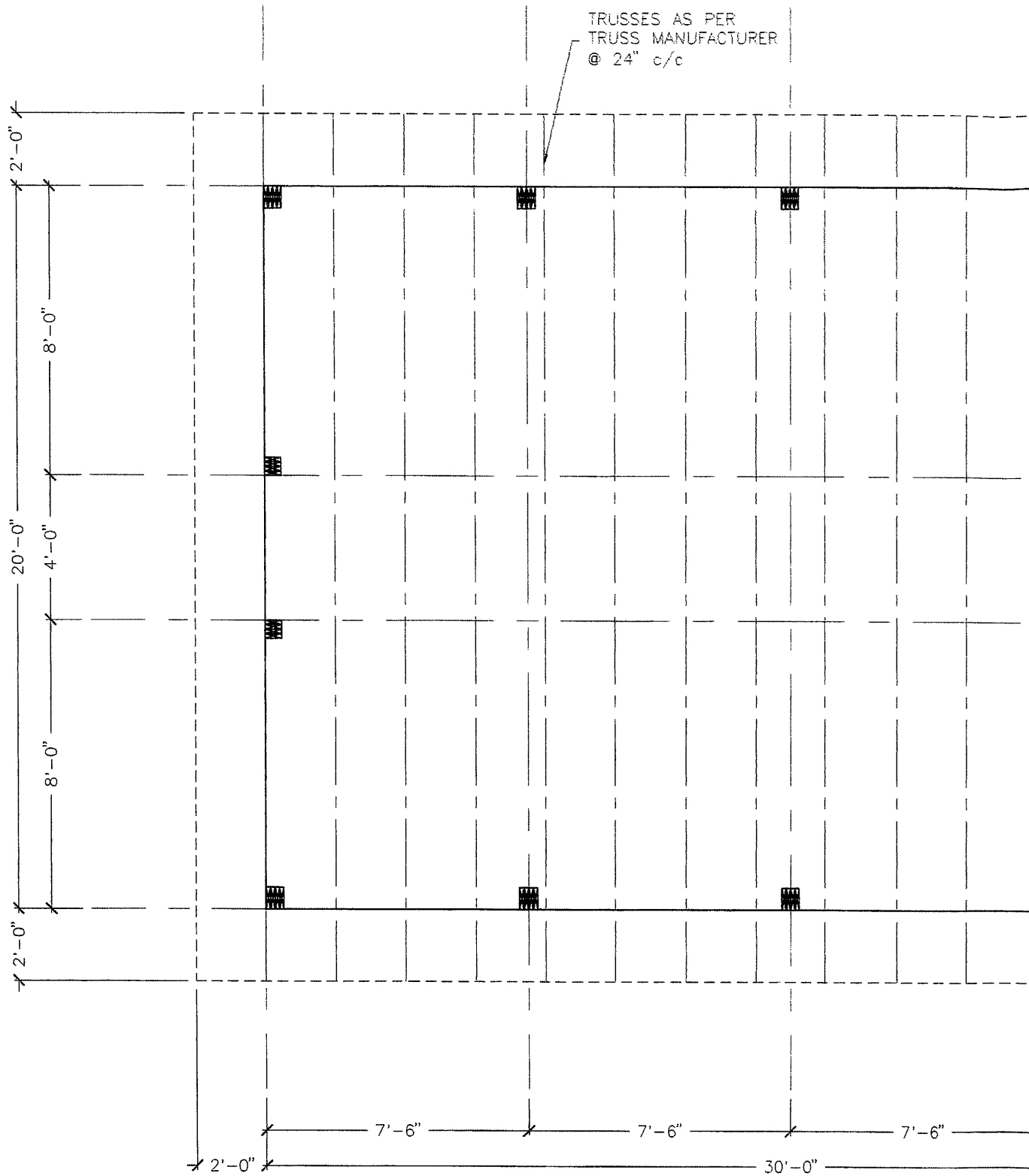
2 **FRONT - REAR ELEVATION**
A200 Scale: 3/16" = 1'-0"

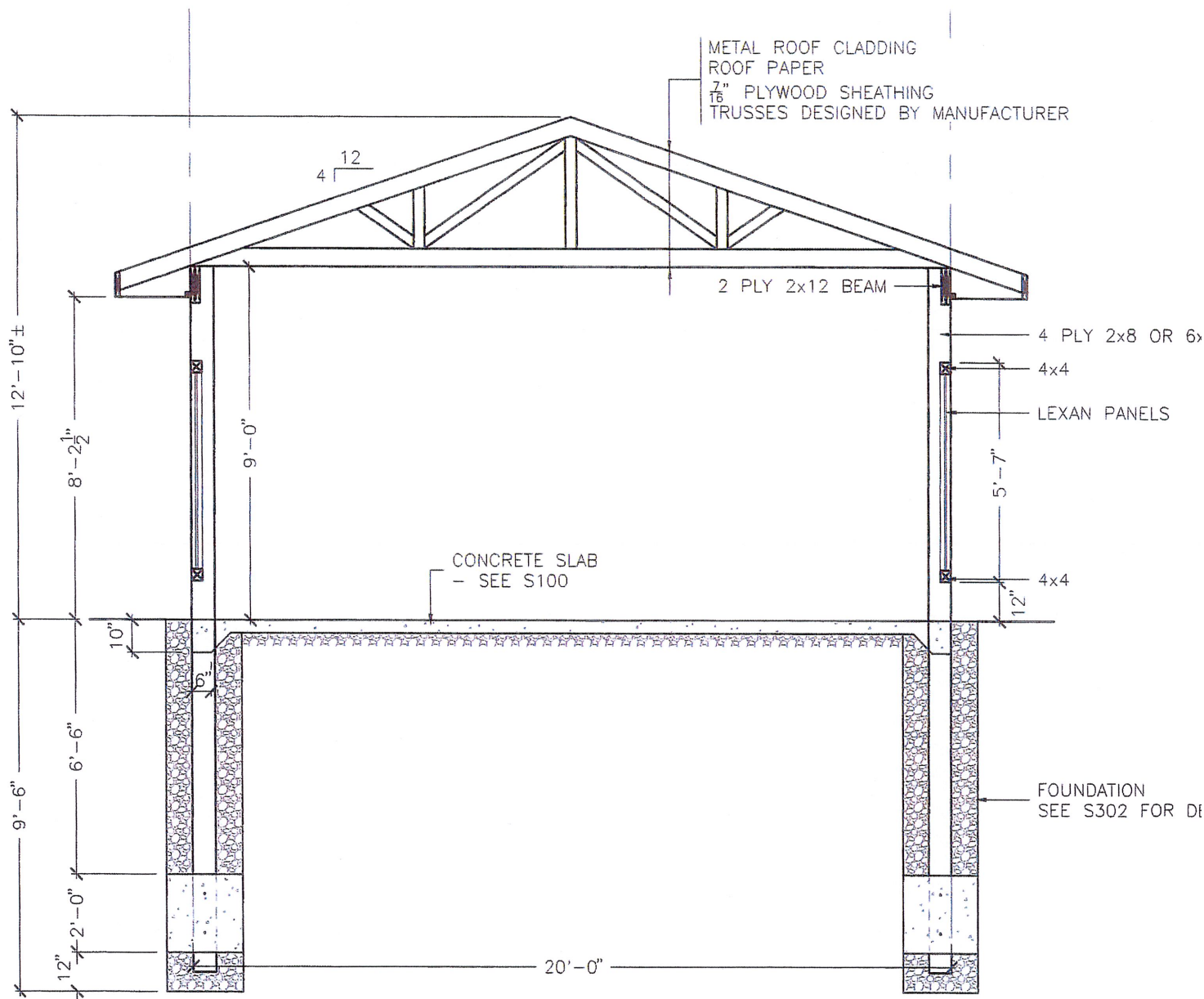


1 FOUNDATION PLAN
S100 Scale: 1/4" = 1'-0"

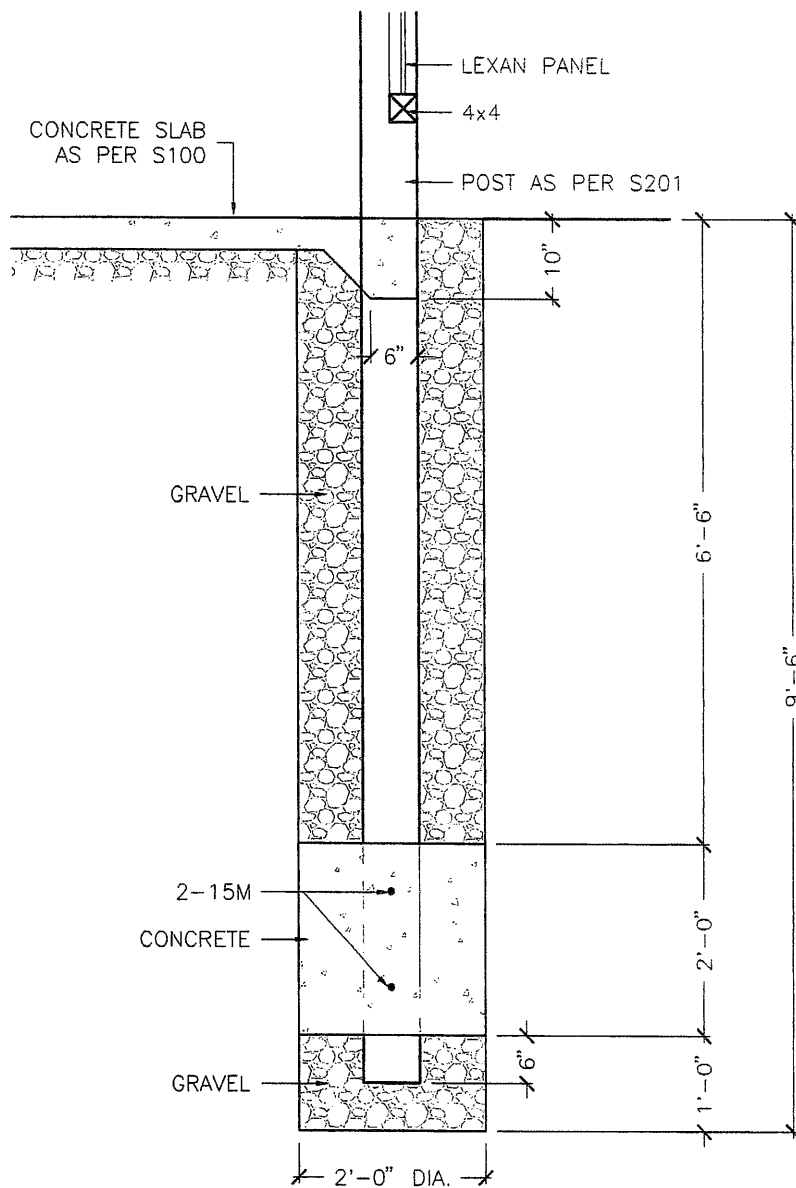


1 **STRUCTURAL PLAN**
S201 Scale: 1/4" = 1'-0"

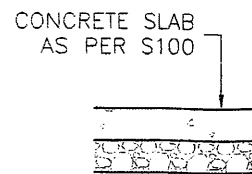




A
S301 **TYPICAL SECTION**
Scale: 1/4" = 1'-0"



A **TYPICAL SECTION**
S302 Scale: 1/2" = 1'-0"



GRAVEL

2-15M
CONCRETE

GRAVEL

B **TYPICAL SECTION**
S302 Scale: 1/2" = 1'-0"

Development Permit Application **Background Information / Review**

Date: July 8, 2015

Applicant:	Prairie Rose School Division No. 8
Property Owner:	Prairie Rose School Division No. 8
Civic Address:	339 3 Street SE
Legal Address:	Lot 1-40, Block 26, Plan 1117V
Land Use:	PS – Public and Semi-Public Service District
Development Officer:	Brian Stehr

Background:

On June 25, 2015 Brian Frey, on behalf of the Prairie Rose School District No. 8, submitted a Development Permit Application to erect a pole shed at I.F. Cox School. The building is to be used as an outdoor classroom for the different classes, and is part of their ongoing change to the exterior space.

No design plans for exterior lighting, signage, or renewable energy systems were submitted with the Development Permit Application.

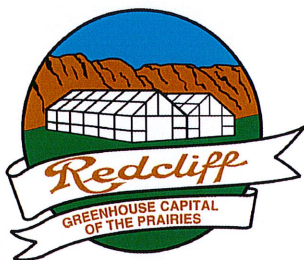
When reviewing the Development Permit Application, there were some questions on defining the use of the proposed development. After discussing the Application with the Planning Consultant it was determined that the best use would be as a Education facility. Under the Town of Redcliff's Land Use Bylaw Section 100 an Education Facility is a Discretionary Use – Commission, and is being forwarded to you for consideration.

I have reviewed the Land Use Bylaw, and note the following:

- The addition of the outdoor classroom will not increase the population of the school, so additional parking is not required.
- Landscaping complies with Section 62 of the Land Use Bylaw
- Any future exterior lighting would have to comply with Section 63 of the Land Use Bylaw
- Any signage would require a Development Permit
- Any renewable energy systems would require a Development Permit

It is the recommendation of the Development Officer that Development Permit Application 15-DP-059 be approved as submitted with the following conditions:

1. The colors of the building compliment or match the existing Education Facility to the satisfaction of the Development Authority.
2. Future exterior lighting shall comply with Section 62 of the Town of Redcliff's Land Use Bylaw.
3. The placement of the building shall not negatively affect current drainage.



Legislative & Land Services

Planning & Development

Box 40, 1 – 3 Street NE

Redcliff, AB

T0J 2P0

Ph: 403-548-9231 / Fax: 403-548-6623

CHECKLIST

CHANGE OF USE/BUILDING APPLICATION

• VERY IMPORTANT -- MUST READ:

- The information that is appropriate for your request may vary from others. This checklist is generic, and not all information may be applicable to your situation. Items that do not apply to your development mark as N/A, or note: Not Applicable.
- All information and documentation needs to be clear, legible and accurate. Hand drawn rough sketches, elevations, and/or site plans without any scale or dimensions cannot be used. They will be returned to you for correction.
- Please use a scale when doing any designs, plans, or elevations.
- The scale must be identified on the designs, plans, or elevations.
- **IMPORTANT:** Other permits or approval may be needed.
- If there are existing Land Use discrepancies or violations on site, these will need to be resolved prior to issuing the Development Permit.
- **The Development Authority reserves the right to ask for additional information to properly review the Development Permit Application.**

Office	Applicant	Required Items
<input type="checkbox"/>	<input type="checkbox"/>	1. DEVELOPMENT PERMIT APPLICATION & APPLICATION FEE
<input type="checkbox"/>	<input type="checkbox"/>	2. OWNER AUTHORIZATION (If Applicant is not the Owner)
<input type="checkbox"/>	<input type="checkbox"/>	3. CURRENT COPY OF THE CERTIFICATE OF TITLE (Not older than 90 days)
<input type="checkbox"/>	<input type="checkbox"/>	4. SITE PLANS (2 sets) to be scaled and dimensioned
<input type="checkbox"/>	<input type="checkbox"/>	5. FLOOR PLANS (2 sets) when applicable – to be scaled and dimensioned
<input type="checkbox"/>	<input type="checkbox"/>	6. ELEVATIONS (2 sets) when applicable – to be scaled and dimensioned
<input type="checkbox"/>	<input type="checkbox"/>	7. WRITTEN ARRATIVE DESCRIPTION OF THE PROPOSAL – identify current use & identify proposed use.
<input type="checkbox"/>	<input type="checkbox"/>	8. PARKING DESIGN (2 sets) when applicable – to be scaled and dimensioned
<input type="checkbox"/>	<input type="checkbox"/>	9. STORM WATER & SITE GRADING PLANS (2 sets) when applicable – to be scaled and dimensioned
<input type="checkbox"/>	<input type="checkbox"/>	10. LANDSCAPING PLANS (2 sets) when applicable – to be scaled and dimensioned

Applicant's Name (Print): _____ Signature: _____

Received and checked by: _____ Date: _____