



MPC MEETING

WEDNESDAY OCTOBER 17, 2018

12:30 P.M.

TOWN HALL COUNCIL CHAMBERS



TOWN OF REDCLIFF
MUNICIPAL PLANNING COMMISSION
WEDNESDAY OCTOBER 17, 2018 – 12:30 PM

AGENDA

Pg.	Agenda Item
	1. <u>CALL TO ORDER</u>
	2. <u>ADOPTION OF AGENDA</u>
	3. <u>PREVIOUS MINUTES</u>
5	A) Minutes of September 19, 2018 meeting
	4. <u>REPORTS TO MPC</u>
9	A) Dates Development Permits advertised in Commentator a. September 25, 2018 & October 9, 2018 (Ads are attached)
	B) Development Permit Applications Approved/Denied by Development Officer since the last MPC meeting: a. Development Permit Application 18-DP-040 Trico Holdings Ltd. Lot 12, Block 10, Plan 7711421 (1601 Highway Ave.) Approved: Addition b. Development Permit Application 18-DP-041 Sara Wiens Lot 9, Block 25, Plan 1117V (321 4 Street SE) Approved: Boulevard Development - Driveway c. Development Permit Application 18-DP-047 Rick Wagenaar Lot 7-9, Block 92, Plan 1117V (20 5 Street NW) Denied: Accessory Building - Pole Barn d. Development Permit Application 18-DP-048 U-Haul (Canada) Ltd. Lot A, Block 6, Plan 7410658 (1901 Highway Ave. SE) Approved: Interior Renovations e. Development Permit Application 18-DP-049 West Built Homes Ltd. Lot 11, Block 22, Plan 3042AV (801 7 Street SE) Denied: Semi-Detached Dwelling



TOWN OF REDCLIFF
MUNICIPAL PLANNING COMMISSION
WEDNESDAY OCTOBER 17, 2018 – 12:30 PM

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Pg.	Agenda Item
	<p>f. Development Permit Application 18-DP-050 Mike Stadnyk Lot 34-35, Block 2, Plan 3042AV (528 5 Street SE) Approved: Home Occupation – Drain Cleaning</p>
	<p>g. Development Permit Application 18-DP-051 Chris MacPherson Lot 3-4, Block 9, Plan 3042AV (633 6 Street SE) Approved: Accessory Building – Detached Garage</p>
	<p>h. Development Permit Application 18-DP-052 Barry Charlton Lot 44, Block 121, Plan 9810300 (213 3 Street NW) Approved: Boulevard Development</p>
	<p>i. Development Permit Application 18-DP-053 Rock Losier Lot 20, Block 1, Plan 8211144 (6 Riverview Place SE) Approved: Accessory Building – Garden Shed</p>
	<p>j. Development Permit Application 18-DP-055 Dunmore Liquor Ltd. Lot 3-6, Block 84, Plan 755AD (301 Broadway Ave. E) Approved: Change of Use – Liquor Store</p>
	<p>k. Development Permit Application 18-DP-056 Will Corporation Lot 12, Block 1, Plan 0411924 (2450 South Highway Drive SE) Approved: Change of Use – Automotive Sales & Rentals</p>
	<p>l. Development Permit Application 18-DP-057 Tactical Moving & Delivery Lot 40, Block 9, Plan 9510287 (941 6 Street SE) Approved: Home Occupation – Moving & Delivery</p>
	<p>m. Development Permit Application 18-DP-058 Randall Fairhurst Lot 9, Block 2, Plan 123LK (9 Elm Court SE) Approved: Accessory Building – Garden Shed</p>



TOWN OF REDCLIFF
MUNICIPAL PLANNING COMMISSION
WEDNESDAY OCTOBER 17, 2018 – 12:30 PM

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	<p>C) Appeals of Development Decisions received since the last MPC meeting</p> <p>a. Development Permit Application 18-DP-047 Rick Wagenaar Lot 7-9, Block 92, Plan 1117V (20 5 Street NW) Denied: Accessory Building - Pole Barn</p> <p>b. Development Permit Application 18-DP-049 West Built Homes Ltd. Lot 11, Block 22, Plan 3042AV (801 7 Street SE) Denied: Semi-Detached Dwelling</p> <p>D) SDAB Decisions rendered since the last MPC meeting</p> <p>a. No SDAB decisions have been rendered since the last MPC Meeting.</p> <p>E) Council Decisions and Direction related to the Land Use Bylaw since the last MPC meeting</p> <p>a. No Decisions or Directions related to the Land Use Bylaw have been received</p> <p>F) Items Received for Information</p> <p>a. No items received for information have been received.</p>



TOWN OF REDCLIFF
MUNICIPAL PLANNING COMMISSION
WEDNESDAY OCTOBER 17, 2018 – 12:30 PM

AGENDA

Pg.	Agenda Item
	5. <u>SUBDIVISION APPLICATION(S) FOR MPC CONSIDERATION</u>
10	A) 2018 SUB 02 – Subdivision Application Brian Munro, Global Raymac Surveys Inc. (Agent) Lots 7-9, Block 8, Plan 1117V (625 1 Street SE) Subdivision Application to create two R1-Single Family Residential Lots, for single family home development <ul style="list-style-type: none">a. Applicationb. Background reportc. Procedure<ul style="list-style-type: none">i. Presentation of Development Officerii. Presentation of Applicantiii. Presentation of Interested Partiesiv. MPC Discussion (Note, MPC may go in camera for discussion)v. Decision of MPC
	6. <u>ITEMS FOR MPC COMMENT</u>
	A) No items for MPC Comment have been received.
	7. <u>ADJOURNMENT</u>

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION
WEDNESDAY SEPTEMBER 19, 2018 – 12:30 PM
TOWN OF REDCLIFF**

PRESENT:	Members:	B. Duncan, L. Leipert , S. Gale J. Steinke, B. Vine, J. Beach
	Development Officer:	B. Stehr
	Director of Planning & Engineering	J. Johansen
	Planning Specialist	J. Zukowski
	Technical Assistant/Recording Secretary	R. Arabsky
	Manager of Legislative & Land Services	S. Simon

ABSENT: Members: N. Stebanuk,

1. CALL TO ORDER

MPC Chairman Duncan called the meeting to order at 12:30 p.m.

2. ADOPTION OF AGENDA

J. Steinke moved that the agenda be adopted as presented. – Carried.

3. PREVIOUS MINUTES

L. Leipert moved the minutes of the Regular MPC meeting August 15, 2018 be adopted as presented. – Carried.

J. Steinke moved the minutes of the Special MPC meeting of August 29, 2018 be adopted as presented. – Carried.

4. REPORTS TO MPC

A) Dates Development Permits advertised in Cypress Courier.

a) August 28, 2018 and September 4, 2018

J. Beach moved the Development Permits advertised in the Cypress Courier for the August 28, 2018 and September 4, 2018 editions be received for information. – Carried.

B) Development Permit Applications approved/denied by Development Officer.

a) Development Permit Application 18-DP-033
Kelvin Roach
Lot 14-15, Block 1, Plan 8150AS (911 2 Street SE)
Approved: Boulevard Development

- b) Development Permit Application 18-DP-037
Amron Construction
Lot 4, Block 10, Plan 0913590 (910 9 Avenue SE)
Approved: Duplex c/w Garages
- c) Development Permit Application 18-DP-038
Redcliff Tiny Tots
Lot 11, Block 148, Plan 0714646 (115 Broadway Avenue W)
Approved: Building Playground at Pre-School
- d) Development Permit Application 18-DP-039
Lacey Homes Ltd.
Lot 21, Block 13, Plan 0913590 (935 Manor Place SE)
Approved: New Home c/w Attached Garage
- e) Development Permit Application 18-DP-043
TBC Contracting
Lot 6, Block 8, Plan 9912295 (114 Elbow Drive NE)
Approved: Addition
- f) Development Permit Application 18-DP-044
Blatz Homes Ltd.
Lot 45, Block 2, Plan 0213235 (54 Riverview Drive SE)
Approved: Covered Deck
- g) Development Permit Application 18-DP-045
Dwelling Places Inc.
Lot 30, Block 10, Plan 0913590 (940 Maskell Place SE)
Approved: Single Family Dwelling

S. Gale moved the list of development permit applications approved / denied by the Development Officer be received for information. – Carried.

C) Appeals of Development Decisions received since the last MPC Meeting.

L. Leipert moved to receive for information that no appeals of Development decisions have been received since the last MPC meeting. – Carried.

D) SDAB Decisions rendered since the last MPC Meeting.

L. Leipert moved to receive for information that no SDAB decisions have been rendered since the last MPC Meeting. – Carried.

E) Council Decisions and Direction related to the Land Use Bylaw since the last MPC.

J. Beach moved the report on Council Decision and direction related to the Land Use Bylaw since the last MPC meeting be received for information. - Carried.

F) Items Received for Information

J. Steinke moved to have the email correspondence from Canna Cabana dated September 14, 2018 be received for information. - Carried.

5. DEVELOPMENT PERMIT APPLICATION(S) FOR MPC CONSIDERATION

A) Development Permit Application 18-DP-042
Wilde Possibilities
NW ¼ Sec. 16-13-6-W4 (616 Mitchell Street N)
Shipping Containers

L. Leipert stated he had a pecuniary interest. Mr. Leipert refrained from discussion and voting and left the room at 12:35 p.m.

S. Gale moved that Development Permit Application 18-DP-042 for a Mini Storage Facility (Shipping Containers) be approved with the following conditions:

1. The Shipping Containers must maintain a minimum of 1.0 meters from the property line;
2. The Shipping Containers are to be a neutral color, and in good condition;
3. Access from proposed site onto Mitchell Street N. to be approved by the Director of Planning & Engineering and to meet the Town of Redcliff's construction standards;
4. A Site Drainage Plan approved by the Director of Planning & Engineering;
5. The Development Permit is valid for five (5) years;
6. The Town will issue a permit in year 4 if in the opinion of the Development Authority that the Shipping Container is not causing a negative impact on the adjacent properties, and still complies with the Site Plan, and the conditions of the Development Permit;
7. Where the Town finds that the conditions of the Development Permit &/or the Site Plan are not been met or that the use is causing undesirable impacts to the Town, the Town will issue a notice to the Applicant six (6) months in advance of the expiring permit, that the Town will not be automatically renewing the use and Development Permit. The notice to the Applicant must include:
 - i. The reasons the permit is not being renewed,
 - ii. The date of the permit expiring, and
 - iii. That if the Applicant wishes to continue with the use, the Applicant must make submit a new application for a Development Permit.
8. Should the Town fail to issue a new Development Permit before the expiration of this Development Permit the Development will automatically be renewed for another five (5) years.

- Carried.

L. Leipert rejoined the meeting at 12:48 p.m.

6. SUBDIVISION APPLICATION(S) FOR MPC CONSIDERATION**A) 2018 SUB 01 – Subdivision Application**

Town of Redcliff, Benchmark Geomatics Inc. (Agent)

Lot 5, Block A, Plan 0211147 (101 1 Street NE)

Subdivision Application to create a Public Utility Lot (PUL) to install an Underground Sanitary Surge Tank

J. Beach moved that MPC acting as the Subdivision Approving Authority approve Subdivision Application 2018 SUB 01 to create a Public Utility Lot (PUL) to install an Underground Sanitary Surge Tank with the following conditions:

1. All taxes paid, and
2. Properties Lot 6PUL, Block A, Plan 021 4367 and Lot 7PUL, Block A, Plan _____ are consolidated within six months of endorsement.

- Carried.

B) 2014 SUB 02 – Subdivision Extension

FarWest Land and Properties Inc.

Lot 4-20, Block 99, Plan 1117V (110, 114 & 122 5 Street NW)

Subdivision Application Extension

L. Leipert moved that MPC acting as the Subdivision Approving Authority grant FarWest Land and Properties Inc. a six (6) month extension for subdivision application 2014 SUB 02.

- Defeated.

7. ITEMS FOR MPC COMMENT


Chairman B. Duncan confirmed there were no items presented for MPC comment.

8. ADJOURNMENT

J. Steinke moved adjournment of the meeting at 1:11 p.m. – Carried.

Chairman

Recording Secretary



TOWN OF REDCLIFF DEVELOPMENT PERMITS

NOTICE OF DECISION OF THE MUNICIPAL PLANNING COMMISSION

Discretionary Uses:
Development

Permit Application #	Details
18-DP-041	NW16-13-6-W4 (616 Mitchell Street N) APPROVED: Storage Yard – Mini Storage

NOTICE OF DECISION OF THE DEVELOPMENT OFFICER


Discretionary Uses:
Development

Permit Application #	Details
18-DP-047	Lot 7-20, Block 92, Plan 1117V (20 5 Street NW) DENIED: Accessory Building
18-DP-050	Lot 34-35, Block 2, Plan 3042AV (528 5 Street SE) APPROVED: Home Occupation
18-DP-051	Lot 3-4, Block 9, Plan 3042AV (633 6 Street SE) APPROVED: Accessory Building
18-DP-053	Lot 20, Block 1, Plan 8211144 (6 Riverview Place SE) APPROVED: Accessory Building

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 twenty one (21) days after this notice is published.

Brian Stehr
Development Officer

000 0-Cypress Courier, The 40 Mile County Commentator, Bow Island, Alberta, Tuesday, October 9, 2018



TOWN OF REDCLIFF DEVELOPMENT PERMITS

NOTICE OF DECISION OF THE DEVELOPMENT OFFICER

Discretionary Uses:
Development

Permit Application #	Details
18-DP-056	Lot 12, Block 1, Plan 0411924 (2450 South Highway Drive SE) APPROVED: Automotive Sales
18-DP-057	Lot 40, Block 9, Plan 9510287 APPROVED: Home Occupation
18-DP-058	Lot 9, Block 2, Plan 123LK (9 Elm Court SE) APPROVED: Accessory Building

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 twenty one (21) days after this notice is published.

Permitted Uses – For Information Only:

Permit Application #	Details
18-DP-041	Lot 9, Block 25, Plan 1117V (321 4 Street SE) APPROVED: Boulevard Development
18-DP-055	Lot 3-6, Block 84, Plan 755AD (301 Broadway Avenue E.) APPROVED: Liquor Store

Brian Stehr
Development Officer



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Subdivision Authority Report

File: (2018) SUB 02

Applicant / Agent of Applicant: Brian Munro, Global Raymac Surveys Inc. (Agent)

Applicant / Agent contact information

124 - 1310 Kingsway Ave. SE
Medicine Hat, AB
T1A 2Y4

Phone Number: (403) 526-6300

Legal Surveyor: Brian Munro, Global Raymac Surveys Inc.

Current Legal Description: Lots 7-9, Block 8, Plan 1117V

Municipal Address: 625 1-Street SE, Redcliff AB

Land Owner: Farwest Land and Properties Inc.

Type of Subdivision: R1- Single Family residential District

Purpose of Subdivision: To create two R1- Single family Residential Lots, for single family home development.

Subdivision by: ☒ Plan ☐ Instrument

Current Zoning: R1- Single Family Residential District

Number of Lots Created: 2

Reserve Status: ☐ Required ☒ Not Required



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Items attached to this report:

- a. Proposed Subdivision Background Report
 - i. Subdivision Application Form
 - ii. Plot Plan of Lots 7-9, Block 8, Plan 1117V
 - iii. Certificate of Title
 - iv. Map of Abandoned Wells
- b. Circulation list
 - i. Town of Redcliff Administration
 - ii. Affected Agencies
 - iii. Adjacent Property Owners
- c. Proposed Subdivision Evaluation Checklist

Administrative Summary

Subdivision Authority Report: (October 12, 2018)

This application was circulated to affected agencies, adjacent property owners, and Town of Redcliff Administration to comment. Comments were to be received by October 9, 2018.

The following is a summary of the comments received by October 9, 2018 from affected Agencies:

Cypress County Planning Department – no objections or further comments

City of Medicine Hat Gas Department – Distribution – Comments Below:

- There is a 50mm medium-pressure poly distribution gas main running along the rear lane.
- The proposed lot is serviced off this 50mm gas main by a 15mm medium-pressure poly service.
- The 15mm poly gas service is required to be abandoned before the demolition of the existing residence.
- As per the City of Medicine Hat's Gas Utility Bylaw, each lot is required to be individually serviced with one meter and service per lot.
- The developer must apply using the City Of Medicine Hat's Gas Service Application form.



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- The developer will be required to offer detailed load information in order to adequately size the individual service lines and meter sets.
- The developer is responsible for all associated costs with the installation of the individual gas services and meter sets.

City of Medicine Hat Electric Department – Comments Below:

- Before existing residence is demolished, the gas and electric services are required to be disconnected and abandoned.
- Developer is required to contact the City of Medicine Hat Gas and Electric Departments to arrange this work.
- Each lot is required to have separate gas and electric services.
- Developer is required to apply for these services using the City of Medicine Hat's application forms.

All other agencies circulated did not return comments.

The following is a summary of the comments received by October 9, 2018 from Town of Redcliff Administration:

Director of Public Services – Comments Below:

- Need to consider parking as street parking would be tight.
- Mandate property setbacks from the street.

Director of Community & Protective Services – no comments

Taxation Department – The tax levy was paid.

Planning & Engineering Department - Comments Below:

- The new civic addresses to be assigned by the Town of Redcliff,
- Provision of onsite parking of two stalls per dwelling unit.
- Provision of individual water and sewer services for each lot. Cost of servicing is the responsibility of the property owner.
- The proposed lot width does not meet the Land Use Bylaw Single Detached Dwelling lot width requirement of 12.0m, but does meet the Lot Area requirement of 450m².
- As per Policy No. 130 **Off-site Levies Policy** payment of Off-site Levies on the Land being developed. The site is located in offsite area #4 and the current levies for area #4 per ha and for the property size is listed on the following table:



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	Transportation Charges	Water Charges	Sanitary Charges	Storm Water Charges	Total
per ha	\$32,001.72	\$36,019.74	\$22,690.46	\$23,755.71	\$114,467.64
905.7m ² (existing lot)	\$2,898.44	\$3,262.36	\$2,055.11	\$2,151.59	\$10,367.49

Note: Policy No. 130 **Off-site Levies Policy** allows a substantial reduction in the payable offsite levy if development occurs within one year of demolition of the existing building. For this reason it may be preferable to defer payment of offsite levies to time of development.

- With respect to the authority of the subdivision authority we offer the following excerpt from the *Municipal Government Act* (MGA):

Approval of application

654(1) *A subdivision authority must not approve an application for subdivision approval unless*

- the land that is proposed to be subdivided is, in the opinion of the subdivision authority, suitable for the purpose for which the subdivision is intended,*
- the proposed subdivision conforms to the provisions of any growth plan under Part 17.1, any statutory plan and, subject to subsection (2), any land use bylaw that affects the land proposed to be subdivided,*
- the proposed subdivision complies with this Part and Part 17.1 and the regulations under those Parts, and*
- all outstanding property taxes on the land proposed to be subdivided have been paid to the municipality where the land is located or arrangements satisfactory to the municipality have been made for their payment pursuant to Part 10.*

(1.1) *Repealed 2018 c11 s13.*

(1.2) *If the subdivision authority is of the opinion that there may be a conflict or inconsistency between statutory plans, section 638 applies in respect of the conflict or inconsistency.*

(2) A subdivision authority may approve an application for subdivision approval even though the proposed subdivision does not comply with the land use bylaw if, in its opinion,

a) the proposed subdivision would not

(i) unduly interfere with the amenities of the neighbourhood, or



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(ii) materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land,

and

b) the proposed subdivision conforms with the use prescribed for that land in the land use bylaw.

(3) A subdivision authority may approve or refuse an application for subdivision approval.

(emphasis added) RSA 2000 cM-26 s654;2016 c24 s109;2018 c11 s13

The following is a summary of the comments received by October 9, 2018 from Adjacent Land Owners:

One Adjacent Property Owner - Comments Below:

- Opposed to the proposed subdivision
- Stated the Company has a terrible record in the neighbourhood
- Ongoing mess with other properties owned by the developer
- Does not want an apartment or duplex built on the subdivided lots
- Potential traffic impacts are seen as having negative effects on this adjacent property owner

Administration Recommendation(s)

Administration has reviewed the subdivision and to ensure that the conditions of subdivision are met there are two approaches that could be taken.

- The first approach would be that all subdivision conditions are met prior to endorsement. This approach will take more time prior to subdivision approval and endorsement as works must be completed prior to endorsement; however the costs are substantially less.
- The second approach is requiring a Service Agreement be entered into with security provided by the owner to ensure completion of obligations after endorsement. This approach would require less time between subdivision approval and endorsement as the security provided would take the place of endorsement; however it comes at a much greater cost.



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Administration for this subdivision recommends the first approach as the amount of work required prior to endorsement of the plan of subdivision is minimal.

The Town of Redcliff recommends Approval of Subdivision Application (2018) SUB 02 with the following conditions:

Option 1

1. All taxes paid,
2. The removal of existing building(s) from the lands.
3. Removal or proper abandonment of existing service connections that are no longer required in accordance with the standards and procedures of each of the service providers with any applicable costs to be the responsibility of the owner.
4. The applicant is responsible to arrange and pay for the individually servicing of each lot in accordance with the standards and procedures of each of the service providers of the following services:
 - Potable water,
 - Sanitary sewer,
 - Electrical Power,
 - Gas
5. The property Owner to provide a letter of acknowledging that the lots created do not meet the minimums outlined in the Land Use Bylaw and that no relaxation of setbacks will be considered at the time of development permit applications.

Option 2

1. All taxes paid,
2. Entering into a Service Agreement with the Town to cover the developers responsibilities to:
 - Permit the Development Agreement to be registered on the title of the property by the Town by the appropriate instrument to protect the Town's interests.
 - The removal of existing building(s) from the lands.
 - Removal or proper abandonment of existing service connections that are no longer required in accordance with the standards and procedures of each of the service providers with any applicable costs to be the responsibility of the owner.



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- The applicant is responsible to arrange and pay for the individually servicing of each lot in accordance with the standards and procedures of each of the service providers of the following services:
 - Potable water,
 - Sanitary sewer,
 - Electrical Power,
 - Gas
 - Post security for the completion of developer improvements, restoration of municipal infrastructure damaged by the construction of improvements, and completion of developer obligations under the Development Approval and Development Agreement. Typically security will not be less than the value of the construction of municipal improvements that are the responsibility of the Developer and under no circumstances less than \$5,000.
3. The property Owner to provide a letter of acknowledging that the lots created do not meet the minimums outlined in the Land Use Bylaw and that no relaxation of setbacks will be considered at the time of development permit applications.

The Applicant is to note the following; however, these are not requirements of subdivision:

- Two onsite parking stalls per dwelling unit will be required at the time of development application.
- Off-site Levies will be assessed at the time of development, at the rates for Off-site area 4 at the time of development,



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Proposed Subdivision Background Report

File: (2018) SUB 02

Applicant / Agent of Applicant: Brian Munro, Global Raymac Surveys Inc. (Agent)

Applicant / Agent contact information

124 – 1310 Kingsway Ave. SE
Medicine Hat, AB
T1A 2Y4

Phone Number: (403) 526-6300

Legal Surveyor: Brian Munro, Global Raymac Surveys Inc.

Current Legal Description: Lots 7-9, Block 8, Plan 1117V

Municipal Address: 625 1-Street SE, Redcliff AB

Land Owner: Farwest Land and Properties Inc.

Type of Subdivision: R1- Single Family residential District

Purpose of Subdivision: To create two R1- Single family Residential Lots, for single family home development.

Subdivision by: (x) Plan () Instrument

Current Zoning: R1- Single Family Residential District

Number of Lots Created: 2

Reserve Status: () Required (X) Not Required



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Administrative Review

Background Information: (Sept. 25, 2018)

The application is to subdivide a 0.9 ha (0.22 acres) R1- Single Family Residential District (Lots 7-9, Block 8, Plan 1117V) parcel into two residential parcels with separate certificates of title, for single family home development. Currently, there is an existing single family structure to be demolished on the parcel.

Under the Town of Redcliff's Municipal Development Plan (MDP), the proposed lot for subdivision is situated in an established neighbourhood supporting the idea of redevelopment and increasing density, among other R1-Single Family Residential District homes.

Under the Town of Redcliff Land Use Bylaw (LUB), the minimum lot width for a single detached dwelling lot is 12.0 m. This proposed subdivision is non-compliant as the Plan of Subdivision indicates lot widths of 11.43 m. The Subdivision Approving Authority (which is the Municipal Planning Commission) has the authority to exercise discretion and grant up to ten percent (10%) relaxation on lot width. The area of the proposed lots meets the minimum area requirement for a single detached dwelling lot.

Under Section 2.1 of the Highway Vicinity Highway Management Agreement, and Section 14 of the Subdivision and Development Regulation, this proposed subdivision does not fall within this Agreement. Section 2.3 of this Agreement confirms this subdivision application does not need to be referred to the Deputy Minister of Transportation because the parcel being subdivided is not directly adjacent to the Trans-Canada Highway. Also, Section 3.3 of this Agreement and the Subdivision and Development Regulation states that land meeting the requirements of the Land Use Bylaw is also deemed to meet the land use requirements as per Section 14(d) of the Subdivision and Development Regulation.

The Tri-Area Inter-municipal Development Plan (IDP) identifies the Urban Referral Area. This subdivision application is located outside this area. As good practice, this subdivision application is being circulated to Cypress County and the City of Medicine Hat to provide information regarding urban planning in the Town of Redcliff.

The applicant confirmed there are no abandoned gas wells in the location of the proposed subdivision. Map attached.

Town of Redcliff
Planning Department
1 – 3rd Street NE
Redcliff, AB T0J 2P0

September 17, 2018

Our File: 18MX0035

Attn: Mr. Brian Stehr

RE: Subdivision Application
625 – 1st Street SE, Redcliff
Lots 7-9, Block 8, Plan 1117V
Farwest Land and Properties

With respect to the above captioned file please find included the following for your consideration:

1. One copy of the "Subdivision Application Form".
2. A cheque in the amount of \$450.00 to cover your application fee.
3. Five copies of the Tentative Plan of Subdivision for your reference.
4. A copy of the current title.

Regards,



Brian Munro

Encl.

APPLICATION FOR SUBDIVISION APPROVAL	For official use only	
Date of receipt of completed Form <u>Sept. 18, 2018</u>	Fee submitted: <u>\$450.00</u>	File No. <u>2018 SUB 02</u>

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND THAT IS THE SUBJECT OF THE APPLICATION OR BY A PERSON AUTHORIZED TO ACT ON THE REGISTERED OWNER'S BEHALF

1. NAME OF REGISTERED OWNER OF LAND TO BE SUBDIVIDED, ADDRESS, POSTAL CODE AND PHONE NO. -

FARWEST LAND AND PROPERTIES 403-552-6818
43 RIVERVIEW DR. SE., REDCLIFF AB T0J 2P0

2. NAME OF AGENT (PERSON AUTHORIZED TO ACT ON BEHALF OF REGISTERED OWNER), IF ANY, ADDRESS, POSTAL CODE AND PHONE NO.

BRIAN MUNRO (Global Raymac Surveys) #124-1310
Kingsway Ave. S.E., MED. HAT T1A-2Y4- 403.526.6300

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

All/part of the _____ 1/4 sec. _____ twp. _____ range _____ west of _____ meridian

Being all/parts of Lot 7 to 9 Block 8 Reg. Plan No. 11174 C.O.T. No. 181 141 724

Area of the above parcel of land to be subdivided 0.09 hectares 0.22 acres

Municipal address (if applicable) 625 1st Street SE., REDCLIFF

4. LOCATION OF LAND TO BE SUBDIVIDED

a. The land is situated in the municipality of REDCLIFF

b. Is the land situated immediately adjacent to the municipal boundary? Yes ☐ No ☒

If "yes", the adjoining municipality is _____

c. Is the land situated within 0.8 kilometres of the centre line of a highway right of way? Yes ☐ No ☒

If "yes", the highway is No. _____

d. Does the proposed parcel contain or is it adjacent to a river, stream, lake or other body of water or by a drainage ditch or canal? Yes ☐ No ☒

If "yes", state its name _____

e. Is the proposed parcel within 1.5 kilometres of a sour gas facility? Yes ☐ No ☒

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

Describe:

a. Existing use of the land _____

b. Proposed use of the land Single Family home development.

c. The designated use of the land as classified under a land use bylaw R-1 Single Family Residential District.

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)

a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) Flat.

b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc., - sloughs, creeks, etc.) Mature trees, shrubs

c. Describe the kind of soil on the land (sandy, loam, clay, etc.) Clay, loam.

7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

Describe any buildings and any structures on the land and whether they are to be demolished or moved

Existing single family structure to be demolished.

8. WATER AND SEWER SERVICES

If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal.

N/A

9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF

I BRIAN MUNRO hereby certify that
(Full Name)

☐ I am the registered owner, or ☒ I am the agent authorized to act on behalf of the registered owner

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.

Address 124.1310 Kingsway Avenue SE
Medicine Hat AB T1A.2Y4
Phone No. (403) 526.0300

(Signed) Brian Munro

Date September 10, 2018.

THE FOLLOWING ADDITIONAL INFORMATION MUST BE PROVIDED

1. Number of Parcels being created Two (2).
2. Size of parcels being created 0.11 acres, 0.045 hectares.
4875 ft².
3. Reason for Subdivision To provide two Land Titles for
single family home developments.
4. Any other relevant information in support of application Improving the neighborhood
by removing a home in disrepair and adding
quality (2) homes.

RIGHT OF ENTRY: I hereby authorize the agent of the Redcliff Planning Board to enter my land for the purpose of conducting a site inspection in connection with the application for subdivision approval. This right is granted pursuant to Section 653 (2) of the Municipal Government Act.

[Signature]

Property Owner's Signature

SUBDIVISION FEES:

The application fee is \$350.00 plus \$100.00 per proposed lot, excluding parcels proposed as reserve or public utility lots.

After approval has been granted a fee of \$100.00 must be paid to have the final plan of survey or other instrument checked and endorsed prior to registration at the Land Titles Office.

NOTE: There is no obligation for the Subdivision Approving authority to return to the applicant either a subdivision application or any documentation accompanying it. Fees are not refundable once a complete application has been accepted.

THIS SECTION FOR OFFICIAL USE

PLOT PLAN

CLIENT NAME: FARWEST LAND AND PROPERTIES
SITE ADDRESS: 625 1st Street S.E.
REDCLIFF AB

LOT(S) 7 to 9 inclusive
BLOCK 8
PLAN 1117V

Scale = 1 : 200



124, 1310 Kingsway Avenue SE - Medicine Hat, Alberta T1A 2Y4
Ph: 403.526.6300 bmunro@globalraymac.ca
GRSI FILE NO.18MX0035 DATE: August 21, 2018.

NOTES:

ALBERTA ONE CALL 1-800-242-3447
Any utility discrepancies should be reported to the Consulting Engineer.



LAND TITLE CERTIFICATE

S		
LINC	SHORT LEGAL	TITLE NUMBER
0020 585 396	1117V;8;7-9	181 141 724

LEGAL DESCRIPTION
PLAN 1117V
BLOCK 8
LOTS 7 TO 9 INCLUSIVE
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE
ATS REFERENCE: 4;6;13

MUNICIPALITY: TOWN OF REDCLIFF

REFERENCE NUMBER: 181 137 420

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
181 141 724	03/07/2018	TRANSFER OF LAND	\$40,000	\$40,000

OWNERS

FARWEST LAND & PROPERTIES INC.
OF 43 RIVERVIEW DRIVE SE
REDCLIFF
ALBERTA T0J 2P0

ENCUMBRANCES, LIENS & INTERESTS		
REGISTRATION	DATE (D/M/Y)	PARTICULARS
NUMBER		
021 089 087	16/03/2002	CAVEAT RE : AGREEMENT CHARGING LAND CAVEATOR - ARRES CAPITAL INC. 1610, 700 - 4TH AVENUE S.W. CALGARY ALBERTA T2P3J4 AGENT - STEPHANIE J WILDE

(CONTINUED)

TOTAL INSTRUMENTS: 001

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 5 DAY OF
SEPTEMBER, 2018 AT 11:57 A.M.

ORDER NUMBER: 35825829

CUSTOMER FILE NUMBER: 18MX0035



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).

Abandoned Wells Confirmation Form – Proposed Subdivision/Development Permit

- **Note**** - This form must be:
- 1) Signed by the applicant at the time of application, and
 - 2) Submitted with a printout of the map(s) from the AER website (<https://extmapviewer.aer.ca/Onestop/Public/index.html>) that was used to confirm the absence / presence of abandoned well(s) and gas pipelines and pipeline facilities.
 - 3) The application will be considered incomplete if the above information is not submitted at the time of application.

If abandoned wells are absent within 30m of the proposed subdivision / development permit site:

I, BRIAN MUNRO, have reviewed information provided by the Alberta Energy Regulator ("AER") as set out in AER Directive 079, Surface Development in Proximity to Abandoned Wells, and can advise that the information shows the absence of any abandoned wells within the site of proposed development.

BRIAN MUNRO
Printed Name

Brian Munro
Signature

Company Name (if signing for a company)

SEPT. 17, 2018.
Date

If an abandoned well(s) is present within 30m of the proposed subdivision / development permit site:

I, _____, have reviewed information provided by the Alberta Energy Regulator ("AER") as set out in AER Directive 079, Surface Development in Proximity to Abandoned Wells, and can advise that the licensee(s) responsible for all abandoned wells within the proposed subdivision / development has been contacted and exact well location determined in order to have the Abandoned Well Locating and Testing Protocol completed in accordance with AER Directive 079. To prevent contact with the well, a temporary or permanent identification marker will be placed on abandoned wells prior to construction, according to the confirmed well location(s) on site. The site of the proposed subdivision / development contains the following abandoned well(s):

AER (ERCB) License	Licensee Name	Licensed Surface Location (e.g.: 04-20-052-23 W4M)	Contact Person Name	Phone Number / E-mail Address

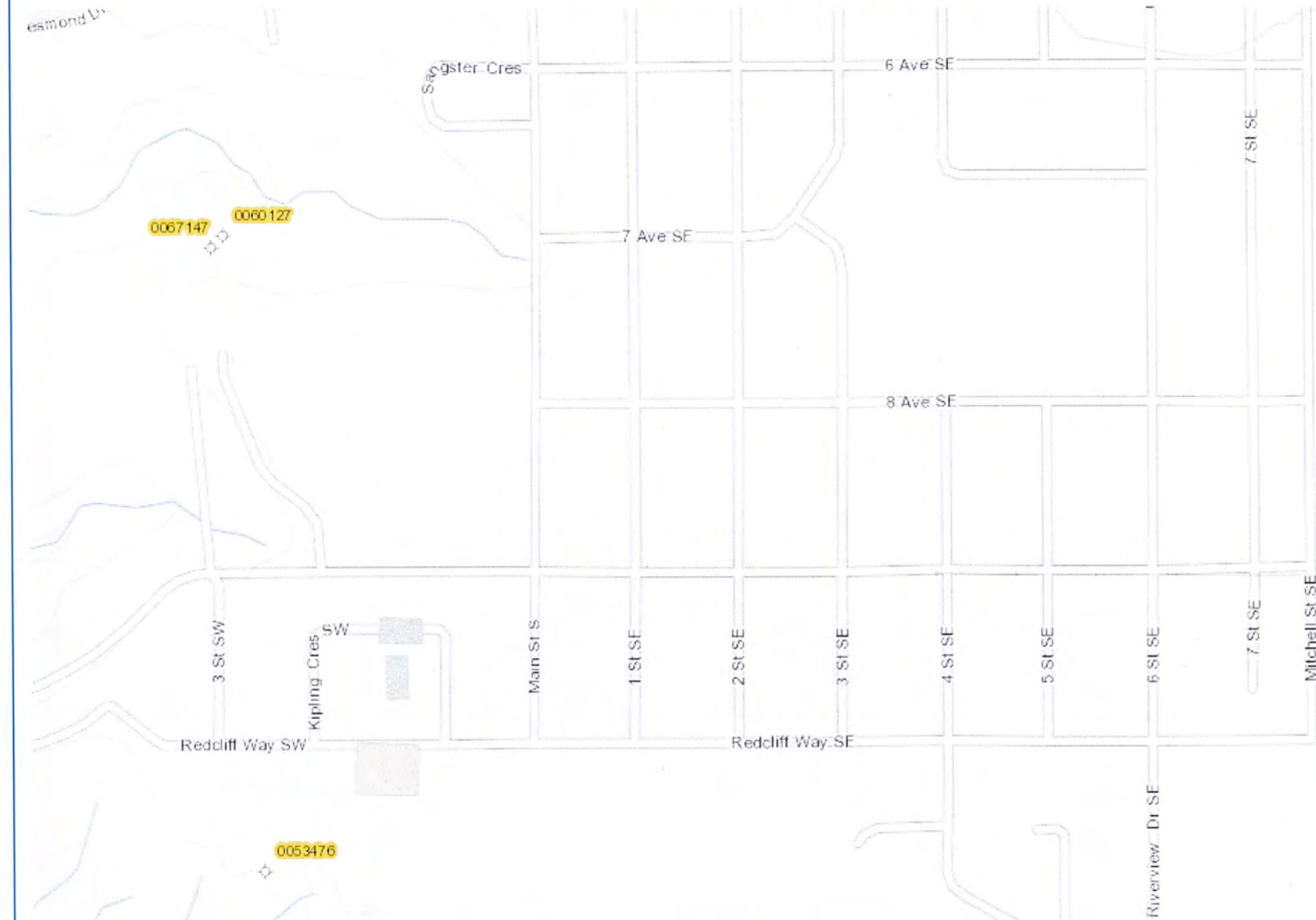
Printed Name

Signature

Company Name (If signing for a company)

Date

FARWEST LAND & PROPERTIES



Monday, September 17, 2018 10:18:47 -06:00

Map Scale: 1: 9,028



While every effort is made to ensure data from this site is accurate and current, the Government of Alberta is not liable for any loss or damage arising from the possession, publication, or use of, that data. This information is provided "as is" without warranty.

Alberta Government
GeoDiscover Alberta

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(2018) SUB 02 – Circulation List

Town of Redcliff Administration		
Town of Redcliff Municipal Manager		
Town of Redcliff Public Services		
Town of Redcliff Legislative & Land Services		
Town of Redcliff Community & Protective Services		
Town of Redcliff Finance Department		
Town of Redcliff Taxation Department		
Town of Redcliff Municipal Planning Commission Chairman		
Affected Agencies		
Prairie Rose Regional Division #8		
City of Medicine Hat Electric Department		
City of Medicine Hat Gas Department - Distribution		
City of Medicine Hat Gas Department - Natural Gas & Petroleum Resources		
City of Medicine Hat, Planning & Development Services		
Telus Communications		
Shaw Cable Systems G.P.		
Canada Post		
Alberta Infrastructure & Transportation		
Cypress County Planning Department		
Adjacent Property Owners		
Lot	Block	Plan
5-6	8	1117V
34-35	7	1117V
32-33	7	1117V
30-31	7	1117V
10	8	1117V
31-32	8	1117V
33-34	8	1117V
33-34	8	1117V
35-36	8	1117V

Schedule 7 – Subdivision Evaluation Checklist

MUNICIPAL PLANNING COMMISSION - SUBDIVISION EVALUATION CHECK LIST

Subdivision File Number: 2018 SUB 02

Date: Oct. 17, 2018

Type of Subdivision: R1 – Single Family Residential District

Land Use District

Existing Land Use District: R1 – Single Family Residential District

Correct District for this subdivision? No___ Land Use Bylaw amendment required
and Subdivision Application tabled
Yes__✓__ Proceed to next section

Municipal Development Plan

Does the subdivision conform to the Municipal Development Plan? Yes_✓__ No___

Comments: _____

Property Taxes

Have taxes been paid on the property to be subdivided? Exempt___ Yes_✓__ No___

Land Use Bylaw

Does the proposed subdivision meet the requirements of the Land Use Bylaw and the District?

N/A___ Yes_✓__ No___

Other District Requirements? Yes___ No__✓__

If no, explain:

The proposed lot width does not meet the Land Use Bylaw Single Detached Dwelling lot width of 12.0m, but does meet the Lot Area requirement of 450m².

Are there existing buildings on the property? Yes_✓__ No___

Has a real property report been submitted? N/A___ Yes___ No__✓__

Property File

Review and/or update Property File?

Yes___

No_✓_

Comments: _____

Adjacency Matters

Is the subdivision located on the edge of Town?

Yes___

No_✓_

Has the adjacent municipality responded?

N/A___

Yes_✓_

No___

Comments Received:

Cypress County Planning Department – no objections or further comments

City of Medicine Hat Gas Department – Distribution – Comments Below:

- There is a 50mm medium-pressure poly distribution gas main running along the rear lane.
- The proposed lot is serviced off this 50mm gas main by a 15mm medium-pressure poly service.
- The 15mm poly gas service is required to be abandoned before the demolition of the existing residence.
- As per the City of Medicine Hat's Gas Utility Bylaw, each lot is required to be individually serviced with one meter and service per lot.
- The developer must apply using the City Of Medicine Hat's Gas Service Application form.
- The developer will be required to offer detailed load information in order to adequately size the individual service lines and meter sets.
- The developer is responsible for all associated costs with the installation of the individual gas services and meter sets.

City of Medicine Hat Electric Department – Comments Below:

- Before existing residence is demolished, the gas and electric services are required to be disconnected and abandoned.
- Developer is required to contact the City of Medicine Hat Gas and Electric Departments to arrange this work.
- Each lot is required to have separate gas and electric services.
- Developer is required to apply for these services using the City of Medicine Hat's application forms.

Have any notified adjacent land owners responded?

Yes_✓_

No___

Comments received from One Adjacent Property Owner:

- Opposed to the proposed subdivision
- Stated the Company has a terrible record in the neighbourhood

- Ongoing mess with other properties owned by the developer
- Does not want an apartment or duplex built on the subdivided lots
- Potential traffic impacts are seen as having negative effects on this adjacent property owner

Are there any gas or oil wells within 100 m of the subdivision? Yes___ No_✓__

Other: _____

Comments: _____

Are there any rights of way crossing the property? Yes___ No_✓__

Is the subdivision located along the TransCanada Highway? Yes___ No_✓__

Is the subdivision within 300 metres of a non-operating landfill? Yes___ No_✓__

(Section 13(3)(b) of the Subdivision and Development Regulation)

If yes, has notification been provided to Alberta Environment? Yes___ No___

(Note: Subdivision shall not be approved without consent of Alberta Environment)

What type of development is adjacent to this subdivision?

R1 – Single Family Residential District

Land considerations that affect or restrict this subdivision

Is the topography of the site suitable for subdivision? Yes_✓__ No___

Are the soil characteristics suitable? Yes_✓__ No___

Is there adequate drainage for this site? Yes_✓__ No___

Can storm water be collected and disposed? Yes_✓__ No___

Is the land suitable for the proposed subdivision? Yes_✓__ No___

Comments: _____

Environmental Assessment

Are there problems related to subsidence, flooding or erosion? Yes___ No_✓__

Is an Environmental Site Assessment (ESA) required? Yes___ No_✓__

Servicing Matters

Is there direct access to a developed public street? Yes_✓__ No___

Are municipal water and sewer services available? Yes_✓___ No___

Are gas, electrical, telephone, cable services available? Yes_✓___ No___

Have the utility companies raised any concerns? Yes___ No_✓___

The City of Medicine Hat Electric Department requires the gas and electric services be disconnected and abandoned before the existing residence is demolished.

The City of Medicine Hat Gas Department – Distribution – requires the gas service be abandoned before the existing residence is demolished.

Municipal Reserve

Is the subdivision subject to the dedication of reserve? Yes___ No_✓___

If yes, what is the land area required (10%): _____ha _____ac

Should land be dedicated as part of the subdivision? Yes___ No___

Should reserve be deferred at this time by caveat? Yes___ No___

Should money in place of reserve be paid? Yes___ No___

If yes, what is the value of the land? #_____/ha
\$_____/ha

Off-Site Levies Yes_✓___ N/A___

Service Agreement

Is an agreement with the Town required to deal with the construction or installation of:

Streets and lanes	Yes___	No_✓___
Municipal utilities	Yes___	No_✓___
Other utility services	Yes___	No_✓___
Sidewalks	Yes___	No_✓___
Off-street parking or loading	Yes___	No_✓___
Curb, gutter, streetlights	Yes___	No_✓___

Schedule 7A – Subdivision Conditions for Approval “Check List”

✓	Condition
✓	Verification of independent service connections with any applicable costs to be the responsibility of the owner.
✓	Removal of interconnecting service connections with any applicable costs to be the responsibility of the owner.
n/a	Environmental Site Assessment (ESA) be provided by an Environmental Consultant Company stating that an ESA has been conducted and that the site is acceptable for <u>(type of proposed development)</u> development..
n/a	Provision of a grade plan to the satisfaction of the Towns Planning and Engineering Department
n/a	Registration of a Restrictive covenant for the purpose of establishing architectural controls as required by Council.
n/a	Written consent from the Deputy Minister of Environment to develop within 300 metres of a non-operating landfill site.
n/a	Land Use Bylaw amendment.
n/a	Provision of access agreement registered to title for resolution of a shared access point.
✓	Removal of existing buildings.
n/a	Provision of a Real Property Report.
n/a	Confirmation by a qualified Safety Codes Officer that the existing building(s) meet Alberta Building Code requirements if established at the proposed setbacks.
✓	Payment of any outstanding taxes
✓	Payment of Offsite Levies.
n/a	Payment of Cash in Lieu of Municipal Reserve in the amount of \$_____.
n/a	Registration of a Deferred Municipal Reserve Caveat.
n/a	Applicant entering into an encroachment agreement relating to the encroachment of _____ as indicated on the RPR dated _____, or removal of the encroachments, at the cost of the applicant.
n/a	Applicant to meet with Utility Company requirements and provide confirmation.

n/a	Registration of required Utility Right of Way (s).
✓	Verification from the AER that the development is not within 100 meters of a gas well and, if the development is within 100 metres, that the applicant apply to the AER to have the setback reduced to 50 metres.
n/a	Declaration from a Land Surveyor that the existing buildings on the proposed residential lot meet the setbacks as established in the Land Use Bylaw.
✓	Developer to provide a letter of acknowledging that the lots created do not meet the minimums outlined in the Land Use Bylaw and that no relaxation of setbacks will be considered at the time of development permit applications.
n/a	<p>Applicant entering into a Service Agreement with the Town of Redcliff for the provision of detailed plans and specifications</p> <ul style="list-style-type: none"> <input type="checkbox"/> provision of a site drainage plan and resolution of drainage issues to the satisfaction of the Manager of Engineering. <input type="checkbox"/> confirmation that site drainage is in existence or will be established. <input type="checkbox"/> storm sewer <input type="checkbox"/> curb/gutter <input type="checkbox"/> road widening <input type="checkbox"/> sidewalk <input type="checkbox"/> street lighting <input type="checkbox"/> road base construction and pavement <input type="checkbox"/> other service extension or improvements as required <input type="checkbox"/> applicant being required to apply for a Permit to Strip <input type="checkbox"/> the provision of a Local Improvement Bylaw for the development of the _____ block of _____, with the developer being required to prepay its portion of the local improvements if the Bylaw is approved and the developer being responsible for all costs relating to the improvements if the Bylaw is defeated. <input type="checkbox"/> All legal costs associated with the servicing agreement to be borne by the applicant.