

**MUNICIPAL PLANNING COMMISSION MEETING
WEDNESDAY, MAY 15, 2013 – 12:30 PM
TOWN OF REDCLIFF COUNCIL CHAMBERS**

MINUTES

PRESENT:	Members:	J. Beach, B. Duncan, B. Lowery, B. Vine, L. Leipert
	Public Services Director	D. Schaffer
	Development Officer	B. Stehr
ABSENT:	Member	S. Wertypora
	Planning Consultant	K. Snyder

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

B. Vine moved that the agenda be adopted as presented. - Carried.

3. PREVIOUS MINUTES

J. Beach moved the minutes of the April 17, 2013 meeting be adopted as presented. – Carried.

4. LIST OF DEVELOPMENT PERMITS ADVERTISED

The Commission reviewed the development permits as advertised in the Cypress Courier / Commentator on April 16, and April 23, 2013. The Development Officer advised that no appeals were received.

B. Duncan questioned if Development Permit 13-DP-019 for farmers market baking needed to upgrade his kitchen to commercial standards. The Development Officer mentioned that this is not something that the Town of Redcliff could enforce, and would fall under Provincial or Federal jurisdiction. Further, one of the conditions of the Development Permit is that the applicant must meet all Provincial and Federal Regulations.

5. DEVELOPMENT PERMIT FOR MPC CONSIDERATION

**A) Development Permit Application 13-DP-026
TriVentrues
Lot 47, Block 34, Plan 1212279 (221 8Street SW)
Greenhouse Expansion**

The Commission reviewed Development Permit Application 13-DP-026 for a Greenhouse expansion. The Development Officer informed the Commission that in the H – Horticultural District a Greenhouse is a permitted use; however, the proposed side yard setback of 1.37 m exceeds his authority. The Development Officer noted that 1.37 m is within the 10 % variance power of the MPC. Further there is a portion of the structure that extends into 2nd Street SW.

The Development Officer further remarked that the Applicant identified 6 parking stalls, and did not identify a storage area as per the Land Use Bylaw. The Development Officer advised that he had contacted Benchmark Geomatics regarding the on-site storage and Benchmark advised that

that there was adequate room for storage on the plan, and that they have been trying to contact R. Wagenaar to determine the location of the storage.

The Development Officer expressed concerns regarding the lack of parking as there appears to be a retail site near where the 6 parking stalls have been identified. TriVentures did not identify any retail space on the Development Permit Application and the concern is that if a retail space was ever opened at this location, there would be inadequate parking for customers, employees, and any greenhouse related vehicles.

Discussion ensued with regard to whether the Commission should identify the storage space, and if that area that appears to be retail space could be used for storage. The Development Officer advised that developer should identify the exact location for the storage on the Development Permit Application.

B. Duncan questioned the encroachment onto 2nd Ave. SW. The Development Officer advised that the Commission did not have the authority to address the encroachment issue. The Development Officer referred to K. Snyder's comments on how to best deal with the encroachment issue.

One of K. Snyder's recommendations was to table the permit until the storage was identified. B. Vine commented that the building was already built and being used and holding up the Development Permit until the next MPC meeting would not unduly affect TriVentures. The Development Officer confirmed that MPC has the authority to make the decision to table the Development Permit.

Discussion ensued with regard to the parking concerns if the Development Application was tabled. The Development Officer informed the Commission that the Land Use Bylaw states that there should be 1 parking stall for every 1400 m² or as per the Development Authority for a greenhouse. The Commission, could allow just the 6 parking stalls if they deemed that this is sufficient parking.

B. Duncan questioned if the Developer could buy more land from the Town for parking on 2nd Avenue SW. The Development Officer informed the Commission that that would be fine, but the Commission did not have the authority to make that a condition of the Development Permit.

Discussion ensued with regard to how the Commission would know if the Town was going to sell the land. The Development Officer mentioned that it would be up to the Town if they wanted to sell the land. It was suggested that the MPC allow the Town to deal with the encroachment before the MPC issued a decision.

J. Beach commented that the Commission could not do anything with the development application with the information in front of them. J. Beach questioned if the Application was incomplete. The Development Officer advised that the only item missing was that storage had not been identified on the application.

L. Leipert questioned if the property had to be rezoned before approval. The Development Officer mentioned that rezoning could be a condition of the Development Permit.

Concerns were expressed with regard to whether the Commission decided to table the application that it would exceed the requirement for a decision to be made within 40 days. The Development Officer advised that the applicant can apply for an extension of the timelines for a decision and that there would be no additional costs to the applicant.

L. Leipt commented that the Town may not have addressed the encroachment onto 2 Avenue within the extension. The Development Officer reminded the Commission that they may approve the Application subject to purchasing enough land from the Town of Redcliff to meet the required setbacks.

B. Duncan questioned if the Commission could give approval for the Application subject to the 5 conditions recommended by the Development Officer.

B. Lowery questioned if the Commission were to give approval, would the Applicant still have to take care of the concerns of parking when purchasing land from the Town of Redcliff. The Development Officer commented that Town Council did not have the authority to make Development Decisions. Parking concerns would have to be addressed by the Development Authority, the MPC in this case.

J. Beach questioned if the Development hinged on whether the Applicant purchased the land from the Town of Redcliff. The Development Officer mentioned that the Applicant would also have the option of removing the encroachment.

B. Duncan questioned if the Commission was willing to relax the parking guidelines down to 6 parking stalls, and if they weren't, could they suggest that the Applicant purchase more land from the Town for parking. The Development Officer asked the Commission if 6 parking stalls were not adequate for the Commission was there some direction that the Development Officer may give to the Applicant as to what MPC is looking for.

B. Duncan mentioned that purchasing enough land on 2nd Avenue SW to accommodate 6 more parking stalls would in the opinion of the MPC be adequate for this Application.

J. Beach moved Development Permit Application 13-DP-026 be tabled as the development application was incomplete due to storage not being identified. – Carried.

**B) Development Permit Application 13-DP-027
LDB Contracting
Lot 44, Block 121, Plan 9810300 (213 3 Street NW)
Accessory Building – Detached Garage**

The Commission reviewed Development Permit Application 13-DP-027 for an Accessory Building - Detached Garage in regard to variance to height of 4.54 m. The Development Officer noted that the MPC has the authority to vary the height to a maximum of 10%. The height of 4.54 m is within the 10 % variance power of the MPC.

L. Leipt moved that Development Permit Application 13-DP-027 be approved with the following conditions:

1. Relocation of affected utility services to the satisfaction of all utility departments with the applicant being responsible for all costs. The applicant is responsible to ensure that the development does not interfere with the utilities, and utility right of way (UROW).
2. Exterior cladding shall match the house or to be similar to the neighbourhood.
 - Carried

**C) Development Permit Application 13-DP-030
Advance Design & Construction
Lot 13, Block 1, Plan 0411924 (2400 Highway Drive SE)
Office Addition**

The Development Officer advised the Commission that the proposed development was for an oil gas servicing industry. In this land use district, oil and gas servicing are Municipal Planning Commission – Discretionary, and as such is being brought before the MPC.

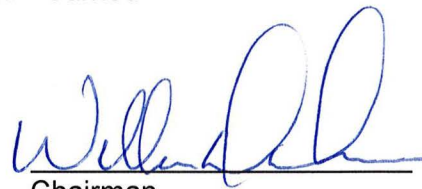
B. Vine questioned if they needed a new site drainage plan. The Development Officer advised the Commission that the Manager of Engineering had approved the grade plan; however it had not as yet been signed off.

D. Schafer moved that Development Permit Application 13-DP-030 be approved with the following conditions:

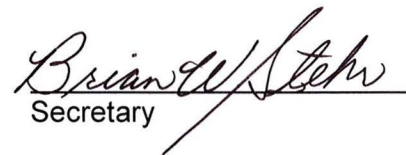
1. Provision of a site grading plan to the satisfaction of the Manager of Engineering
2. Office addition to meet Section 90.8.1-0 (Site Development Requirements) of the Town of Redcliff Land Use Bylaw.
3. Relocation of affected utility services to the satisfaction of all utility departments with the applicant being responsible for all costs. The applicant is responsible to ensure that the development does not interfere with the utilities, and utility right of way (UROW).

6. ADJOURNMENT

B. Lowery moved adjournment of the meeting at 1:05 p.m. - Carried



Chairman



Secretary