



**MPC MEETING
WEDNESDAY SEPTEMBER 16, 2020
12:30 P.M.**

**TOWN HALL
BASEMENT MEETING ROOM**



**TOWN OF REDCLIFF
MUNICIPAL PLANNING COMMISSION**
WEDNESDAY SEPTEMBER 16, 2020 – 12:30 PM

AGENDA

Pg.	Agenda Item
	1. <u>CALL TO ORDER</u>
	2. <u>ADOPTION OF AGENDA</u>
	3. <u>PREVIOUS MINUTES</u>
3	A) Minutes of August 19, 2020 meeting
	4. <u>REPORTS TO MPC</u>
8	A) Dates Development Permits advertised in Commentator a. Aug. 25, 2020 (Ad is attached.)
	B) Development Permit Applications Approved/Denied by Development Officer since the last MPC meeting:
	a. Development Permit Application 20-DP-070 Murray Spanier Lot 25, Block 7, Plan 0212632 (336 Redcliff Way SW) Approved: Swimming Pool
	b. Development Permit Application 20-DP-079 Jeff Long Lot 26-27, Block 1, Plan 8150AS (912 3 Street SE) Approved: Accessory building – Detached Garage
	c. Development Permit Application 20-DP-080 Alex MacKinnon Lot 9, Block 7, Plan 0012006 (118 Redcliff Way SE) Approved: Swimming Pool
	d. Development Permit Application 20-DP-081 Russel Foster Lot 17-18, Block 45, Plan 1117V (205 3 Street SE) Approved: Portable Garage
	C) Appeals of Development Decisions received since the last MPC meeting
	a. No Appeals of Development decisions have been received.



**TOWN OF REDCLIFF
MUNICIPAL PLANNING COMMISSION**
WEDNESDAY SEPTEMBER 16, 2020 – 12:30 PM

AGENDA

Pg.	Agenda Item
	<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>
9	<p>5. <u>DEVELOPMENT PERMIT APPLICATION FOR MPC COMMENT</u></p> <p>A) Development Permit Application 20-DP-088 Janzen Builders Lot 29-30, Block 19, Plan 1117V (418 5 Street SE) Accessory Building</p> <p>a. Application</p> <p>b. Background Report</p> <p>c. Procedure</p> <p>i. Presentation of Applicant</p> <p>ii. Presentation of Development Officer</p> <p>iii. Presentation from any Interested Parties</p> <p>iv. Questions from MPC</p> <p>v. Response by Applicant</p> <p>vi. Response by Development Officer</p> <p>vii. MPC Discussion (Note: MPC may go in camera for discussion)</p> <p>viii. MPC Comments/Recommendation to Council</p>
	<p>6. <u>ADJOURNMENT</u></p>

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION
WEDNESDAY AUGUST 19, 2020 – 12:30 PM
TOWN OF REDCLIFF**

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

1. CALL TO ORDER

S. Gale called the meeting to order at 12:32 p.m.

S. Gale asked all MPC Members to confirm attendance or absence with Town staff of future meetings so the Town can confirm quorum.

MPC Members agreed.

2. ADOPTION OF AGENDA

N. Stebanuk moved the agenda be adopted as presented. – Carried.

3. PREVIOUS MINUTES

A) L. Leipert moved the minutes of the MPC meeting July 15, 2020 be adopted as presented. – Carried.

4. REPORTS TO MPC

L. Leipert moved to receive for information the following Reports to MPC for the MPC Meeting of August 19, 2020:

A) Dates Development Permits advertised in Commentator

- a. July 14, 2020, July 21, 2020, July 28, 2020 & August 11, 2020

B) Development Permit Applications approved/denied by Development Officer since the last MPC meeting:

- a. Development Permit Application 20-DP-040
Chad Steinkey
Lots 5-7, Block 49, Plan 1117V (111 6 Street SE)
Approved: Boulevard Development
- b. Development Permit Application 20-DP-056
Command Action Signs
Lot 7, Block 80, Plan 9310188 (615 Broadway Avenue E)
Approved: Portable Sign

Municipal Planning Commission Meeting Minutes – August 19, 2020

- c. Development Permit Application 20-DP-057
Command Action Signs
Lot 15, Block 1, Plan 7911064 (1601 Broadway Avenue E)
Approved: Portable Sign
- d. Development Permit Application 20-DP-058
Rob & Laurie Schick
Lots 36-38, Block 8, Plan 1117V (634 2 Street SE)
Approved: Accessory Building
- e. Development Permit Application 20-DP-059
South Country Co-op
Lot 16, Block 1, Plan 0610051 (1631 Broadway Avenue E)
Approved: Portable Sign
- f. Development Permit Application 20-DP-060
Wilhelm Redecop
Lots 10-12, Block 8, Plan 1117V (617 1 Street SE)
Approved: Home Occupation – Office Use Only
- g. Development Permit Application 20-DP-062
Colin Norwood
Lots 23-24, Block 26, Plan 3042AV (906 5 Street SE)
Approved: Permit to Stay
- h. Development Permit Application 20-DP-063
Aecon Transportation West
Lot 8, Block A, Plan 1010762 (590 Highway Avenue NE)
Approved: Accessory Building
- i. Development Permit Application 20-DP-064
Patrick Gaudreault
Lots 15-16, Block 12, Plan 3042AV (709 6 Street SE)
Approved: Accessory Building
- j. Development Permit Application 20-DP-065
Haynes Law Office
Lots 7-8, Block 28, Plan 1117V (325 1 Street SE)
Approved: Permit to Stay
- k. Development Permit Application 20-DP-066
BJL Mechanics
Lot 4, Block 3, Plan 7911064 (217 Saskatchewan Drive NE)
Approved: Accessory Use – Automotive Repair
- l. Development Permit Application 20-DP-067
Post Card Portables
Lot 15, Block 6, Plan 0714383 (1900 South Highway Drive SE)
Approved: Portable Sign

- m. Development Permit Application 20-DP-068
Post Card Portables
Lot 1, Block 1, Plan 0213698 (1475 Highway Avenue SE)
Approved: Portable Sign
- n. Development Permit Application 20-DP-069
Lacey Construction
Lot 27, Block 10, Plan 0913590 (952 Maskell Place SE)
Approved: Single Family Dwelling
- o. Development Permit Application 20-DP-071
Rod & Dorothy Hablerlack
Lot 1, Block 106, Plan 0213235 (1 Riverview Green SE)
Approved: Hot Tub
- p. Development Permit Application 20-DP-072
TANC Developments
Lot 3, Block 3, Plan 0614776 (25 Sunvalley Court SW)
Approved: Accessory Building – Pool House
- q. Development Permit Application 20-DP-074
Rodermond Enterprises Inc.
Lot 28, Block 67, Plan 3297JK (4 4 Street SW)
Approved: Home Occupation – With Clients
- r. Development Permit Application 20-DP-077
Jacob Banman
Lot 2, Block 12, Plan 0913590 (1106 9 Avenue SE)
Approved: Accessory Building – Detached Garage

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

- a. No Appeals of Development Decisions have been received.

D) SDAB Decisions rendered since the last MPC Meeting

- a. Development Permit Application 20-DP-055
Lot 14, Block A, Plan 0412564 (413 Jesmond Drive SE)
Appellant: Rory Schaffer
Appeal: Accessory Building - Approved with Conditions

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

- a. Land Use Bylaw Amendment Application – Passed 2nd & 3rd Reading
Applicant: Tim Coehoorn
Lots 21-31, Block 95, Plan 1117V (39 7 Street NW) &
Lot 32-34, Block 95, Plan 1117V (13 7 Street NW)
Land Use Bylaw Amendment to change from H – Horticultural District &
RT – Residential Transition District to DC – Direct Control District
- b. Land Use Bylaw Amendment Application – Passed 2nd & 3rd Reading
Applicant: Town of Redcliff
Add Bulk Fuel Station to Discretionary Use – Commission in TU –
Transportation and Utilities District

F) Items Received for Information

- a. No items have been received for information.

- Carried.

L. Leipert stated he had a pecuniary interest and recused himself from discussion and voting. Mr. Leipert left the room at 12:34 pm.

5. DEVELOPMENT PERMIT APPLICATION FOR MPC COMMENT

- A)** Development Permit Application 20-DP-078
Coehoorn Holdings
Lots 21-31, Block 95, Plan 1117V (39 7 Street NW)
Mini Storage Expansion

B. Vine moved that the following recommendation be forwarded to Council regarding Development Permit Application 20-DP-078 [Lots 21-31, Block 95, Plan 1117V (39 7 Street NW)] -expansion to existing mini storage:

1. The Applicant shall consolidate Lots 31-34, Block 95, Plan 1117V (13 7 Street NW) and Lots 21-31, Block 95, Plan 1117V (39 7 Street NW).
2. The new construction of the Development Permit Application 20-DP-078 needs to comply with the Land Use Bylaw setbacks within the Land Use District of R1 – Single Family Residential District.
3. Applicant shall apply for all applicable Safety Codes Permits.
4. Exterior finishes to compliment the house, mini storage, and / or neighbouring properties to the satisfaction of the Development Officer.

- Carried

Mr. Leipert returned to the meeting at 1:04 pm.

S. Gale stated she had a pecuniary interest in Agenda Item 6A and recused herself from discussion and voting. A temporary Chairperson was required to be elected.

B.Vine nominated L. Leipert to act as the temporary Chairperson.

L.Leipert accepted the position of temporary Chairperson. – Carried.

S. Gale left the room at 1:05 pm.

6. DEVELOPMENT PERMIT APPLICATION FOR MPC DECISION

- A)** Development Permit Application 20-DP-075
Robert Gale
Lots 17-20, Block 12, Plan 1117V (401 3 Street SW)
Shipping Container

L. Leipert moved that Development Permit Application 20-DP-075 [Lots 17-20, Block 12, Plan 1117V (401 3 Street SW)] for a Shipping Container be approved with the following conditions:

1. The proposed development will be required the be finished with siding to fit in with the surrounding neighbourhood.

2. The Development Permit is valid for five (5) years;
 - A. 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;
 - B. 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:
 - ii. The reasons the permit is not being renewed,
 - iii. The date of the permit expiring, and
 - iv. That if the Applicant wishes to continue with the use, the Applicant must make submit a new application for a Development Permit.

- Carried

S. Gale returned to the meeting at 1:29 pm.

- B)** Development Permit Application 20-DP-076
Town of Redcliff – Public Works
Lot 11, Block 1, Plan 0010742 (10 9 Avenue SW)
New Fuel Tanks

L. Leipert moved that Development Permit Application 20-DP-076 [Lot 11, Block 1, Plan 0010742 (10 9 Avenue SW)] for a Bulk Fuel Station be approved with the following conditions:

1. Relocation of affected utility services to the satisfaction of all utility departments. Be advised that relocation of services is at the applicant's expense. The Town has not confirmed utility locations and it shall be the responsibility of the applicant to ensure that the development does not interfere with the utilities, and any utility right-of-ways;
2. The Applicant provide the Development Authority, in writing, that an extension of PTMAA Permit #0264-20-142 has been granted.


- Carried

7. ADJOURNMENT

N. Stebanuk moved adjournment of the meeting at 1:33 p.m. – Carried.

Chairman

Recording Secretary



TOWN OF REDCLIFF DEVELOPMENT PERMITS

NOTICE OF DECISION OF THE MUNICIPAL PLANNING COMMISSION

Development

Permit Application #	Details
20-DP-075	Lot 17-20, Block 12, Plan 1117V (401 3 Street SW) APPROVED : Shipping Container
20-DP-076	Lot 11, Block 1, Plan 0010742 (10 9 Avenue SW) APPROVED : Bulk Fuel Station

NOTICE OF DECISION OF THE DEVELOPMENT OFFICER

Discretionary Uses:

Development

Permit Application #	Details
20-DP-070	Lot 25, Block 7, Plan 0212632 (336 Redcliff Way SW) APPROVED : Swimming Pool
20-DP-079	Lot 26-27, Block 1, Plan 8150AS (912 3 Street SE) APPROVED : Accessory Building – Detached Garage
20-DP-080	Lot 9, Block 7, Plan 0012006 (114 Redcliff Way SW) APPROVED : Swimming Pool
20-DP-081	Lot 17-18, Block 45, Plan 1117V (205 3 Street SE) APPROVED : Accessory Building – Portable Garage

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.

NOTICE OF DECISION OF THE DEVELOPMENT OFFICER

Permitted Uses:

Development

Permit Application #	Details
20-DP-073	Lot 12-13, Block A, Plan 4870AL (511 7 Street SE) APPROVED : Boulevard Development

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.

Brian Stehr, Development Officer



DEVELOPMENT PERMIT APPLICATION

Application #: 20-DP-088

APPLICANT INFORMATION					
Applicant JANZEN BUILDERS			Property Owner (if different) GARY + HELEN STRUGARI		
Phone 403-548-4007			Phone 403-866-0101		
Email cory.janzen@janzenbuilders.com			Email		
Mailing Address 1077 FOUNDRY ST. SE			Mailing Address 434-5th ST		
City MED. HAT	Province AB	Postal Code T1A 1X6	City REDCLIFF	Province AB	Postal Code T0J 0P2

LOCATION OF DEVELOPMENT			
Civic Address	418 5th ST SE REDCLIFF, AB		
Legal Address	Lot 29 + 30	Block 19	Plan 1117V

DESCRIPTION OF DEVELOPMENT	
Proposed Development: 12'x14' SHED c/w 9'x7' O/H DOOR.	
Proposed Application:	Proposed Setbacks:
<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 type="checkbox"/> Change of Use <input type="checkbox"/> Sign <input checked="" type="checkbox"/> Accessory Building <input type="checkbox"/> Deck <input type="checkbox"/> Demolition <input type="checkbox"/> Other (please specify) _____	Front: 13.41 m Left: 1.0 m Back: 4.71 m Right: 10.56 m
Land Use District RESIDENTIAL	
Value of Development \$ 6000	
Estimated Completion Date SEPT 30, 2020	



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): CORY JANZEN

SIGNATURE: *Cory Janzen*

DATE: AUG 27, 2020

FOR OFFICE USE ONLY		Date: <u>September 1/2020</u>	
Received by: <u>Brian Steph</u>		Designated Use: <u>Necessary Building</u>	
<input checked="" type="checkbox"/> Permitted Use - <u>DC-Direct Control</u> <input type="checkbox"/> Discretionary Use - Development Officer <input checked="" type="checkbox"/> Discretionary Use - MPC			
Receipt # <u>319243</u>	Fee: <u>100.00</u>	Date Issued:	
<input type="checkbox"/> Current Certificate of Title <u>Roll # 0062600</u>			
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.

S		
LINC	SHORT LEGAL	TITLE NUMBER
0020 607 454	1117V;19;29,30	081 335 018

REFERENCE NUMBER: 081 000 042

AND
HELEN JOYCE STRUGARI
BOTH OF:
434 5TH STREET SE
REDCLIFF
ALBERTA T0J 2P0
AS JOINT TENANTS

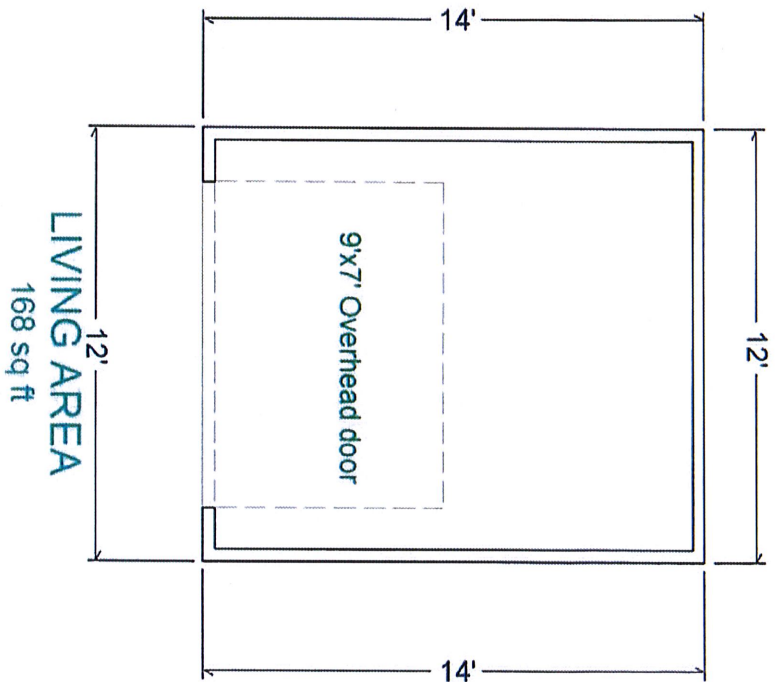
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JANZEN BUILDERS

Detached Shed

Gary and Helen Strugari

418-5th St. S.E. Redcliff, Ab.



WALLS - 2"x4"x9', Spruce studs at 24" o/c with treated bottom plate bolted to 4" concrete slab with 10mm rebar at 24" o/c. e/w. and 1/2" wedge anchors at max 8' o/c Typar building wrap . Vinyl siding

ROOF - 2"x6" rafters @ 24" o/c with 2"x6" ridge, 7/16" osb sheathing with H-clips, roof paper and asphalt shingles

4 STREET SE

359°56'50"

152.14

89°

45.85

25'

60.90

39.75

46'

Lot 21

60.93

00"

LANE

58'

15.22

Lot 29

Concrete

9.65m

0.09m

10.56

1.9m

MOBILE SHED 10.4m x 3.6m

Lot 28

89°49'30"

39.73

1.66

Concrete Curb 0.10m wide

8.38

0.61 eaves

Residence

8.87

Concrete Driveway

15.23

00"

City Sidewalk

Lot 30

4.71

13.41

13.41m

44'

89°50'15"

39.72

2.34

2.29

76.12

179'

45.78

Lot 31

7.61

0.10

9.73

0.81

6.36

4.88

0.81

Step

1.46x1.82m

Moveable Shed

0.09m eave

8.70

Air Conditioner

NEW SHED 3.6m x 4.2m

Lot 40

39.68

54'

5 AVENUE SE

F.d.l. Bar

269°

418- 5th ST. REDCLIFF, AB

MUNICIPAL PLANNING COMMISSION

Development Officer Report

August 11, 2020

Development Permit Application:	20-DP-088 – Accessory Building
Applicant:	Janzen Builders
Owner:	Gary & Helen Strugari
Property Address:	418 5 Street SE
Legal Address:	Lot 29-30, Block 19, Plan 1117V
Land Use:	DC – Direct Control District
Development Officer:	Brian Stehr

1. BACKGROUND:

On October 26, 2010 Town Council passed Bylaw 1670/2010 being a Land Use Bylaw amendment to change Lot 29-30, Block 19, Plan 1117V to DC – Direct Control.

On February 28, 2011 Town Council approved Development Permit Application 11-DP-014 with conditions for a Group Home at this location.

On June 3, 2020 as part of a non related complaint a site inspection was conducted at 434 5 Street SE. During the Site Inspection, it was noted that there was no approved development permit for the accessory building. It was noted that accessory building had been finished to match the detached garage.

The accessory building did not comply with the Town's Land Use Bylaw Section 40 – **Accessory Buildings and Structures.**

G. Strugari informed the Development Officer that the Accessory Building would be relocated 418 5 Street SE. This property is owned by G. Strugari as well.

On September 1, 2020 Janzen Builders submitted a Development Permit Application to relocate a 12 x 14 Accessory Building to 418 5 Street SE.

The Applicant submitted a Building Permit Application at the same time as the Development Permit Application.

2. LEGISLATIVE:

The Land Use Bylaw (1698/2011) defines the purpose of **DC – Direct Control District** as:

- *The purpose and intent of this district is to afford Council the opportunity to address and provide for developments that, due to their unique characteristics, historical significance, innovative ideas or unusual site constraints, require specific regulations unavailable in the other land use districts of this Bylaw. The purpose of this district is not to substitute for another district which could be used to achieve the same result.*

The Land Use Bylaw (1698/2011) Section 10.8 – **Administrative Duties and Responsibilities – Development Officer** states:

- *The Development Officer shall refer, with his recommendation, to the Municipal Planning Commission all applications for Development Permits involving:*
 - a) *DC Direct Control district (for comment only),*
 - b) *Those applications for a discretionary use – Commission,*
 - c) *Any other applications including an application for a Development Permit for a permitted use or a discretionary use – Development Officer, that a Development Officer considers advisable to refer to the Commission,*
 - d) *Any other matter within in the opinion of the Development officer does not comply with the intent of the relevant provisions of this Bylaw.*

The Land Use Bylaw (1198/2011) Section 11.4 – **Administrative Duties and Responsibilities – Municipal Planning Commission** states:

- *The Commission may provide comments and/or make a recommendation to Council on applications for a Development Permit within an area(s) classified as DC Direct Control District.*

As such, Development Permit Application 20-DP-088 is being forwarded to you so that Commission may provide comments and/or make a recommendation to Council.

3. COMMENTS

With respect to the MDP, LUB, and other statutory documents, the Development Officer offers the following concerns and opinions in regards to the development permit application:

1. The proposed development complies with the Land Use Bylaw Section 40 – **Accessory Buildings and Structures.**

4. OPTIONS:

1. MPC member _____ moved that the following recommendation be forwarded to Council regarding Development Permit Application 20-DP-088 - Accessory Building:

1. Exterior finish shall match &/or compliment house and surrounding neighbourhood.

5. RECOMMENDATION:

1. MPC member _____ moved that the following recommendation be forwarded to Council regarding Development Permit Application 20-DP-088 - Accessory Building at 418 5 Street SE (Lots 29-30, Block 19, Plan 1117V):

1. Exterior finish shall match &/or compliment house and surrounding neighbourhood.