

# MUNICIPAL PLANNING COMMISSION

## AGENDA

JUNE 5, 2018

8:30 A.M. - TOWN OFFICE – UPSTAIRS MEETING ROOM

---

1. Call to Order
2. Additions to the Agenda
3. Approval of Agenda
4. Confirmation of the May 17, 2018 MPC Meeting Minutes
5. Business Arising from the Minutes
6. **Development Application:** 3069-2018  
**Applicant:** Richard Duff  
**Legal:** Lot 163 & 164, Block 9, Plan 7685T  
**Municipal:** 5703 – 50 Avenue  
**Proposed Development:** Addition to Existing Detached Garage
7. Adjournment

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING  
May 17, 2018**

**Present:**

Councillors Malcolm Fischer, Wayne Smith, Scott Pfeiffer, Gord Lawlor and Cheryl Barros, Director of Planning & Development Leann Graham and Planning & Operations Clerk Angela Stormoen.

1. **Call to Order:** Chairman Cheryl Barros called the meeting to order at 8:44 a.m.

2. **Approval of Agenda/Additions**

Director of Planning and Development Leann Graham advised that if everyone is in favor the Municipal Planning Commission meetings would be moved to 8:30 am instead of 8:45 am.

Moved by Councillor Scott Pfeiffer to accept the agenda as presented including addition.

MOTION CARRIED  
Unanimous

3. **Confirmation of the March 29, 2018 MPC Meeting Minutes**

Moved by Councillor Gord Lawlor that the Minutes of the March 29, 2018 MPC meeting be approved as presented.

MOTION CARRIED  
Unanimous

4. **Business Arising**

None.

5. **Development Application:** 3063-2018

**Applicant:** Dave & Marliss Savage

**Legal:** Lot 1A, Block 3, Plan 0728284

**Municipal:** 4808 – 61 Street

**Proposed Development:** Relocation of Single Family Dwelling

A report prepared by the Director of Planning & Development was reviewed as follows:

**General:**

The Owner/applicant is proposing to relocate a single family dwelling to a vacant lot at 4804 – 61 Street. The house is 34' x 32' and was built in 1979. The applicant proposes to move the house onto a foundation at 4804 – 61 Street and add a 20' x 20' front driveway.

**Alternatives:**

- Approve the application with additional or revised conditions
- Defeat the application stating reasons

**Recommendation:**

That the Municipal Planning Commission approves this application subject to the following conditions:

1. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;

2. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code;
3. Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
4. Landscaping must be completed by the end of the first growing season following the date of approval;
5. The owner/applicant shall ensure that all water, sanitary, and storm connections are approved by the Town of Stettler's Director of Operational Services.
6. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
7. The owner applicant shall ensure all HIRF Code restrictions are met, specifically but not limited to openings on side yards;
8. The owner/applicant must obtain a building permit for this development. (In order to obtain a building permit all proper documentation, plans, and fees must be in place). If construction commences prior to a building permit being obtained the building permit fee shall be doubled in accordance with Town of Stettler Policy IV-1.

**Discussion:**

Director of Planning and Development advised that the owner/applicant is proposing to relocate a single family dwelling to a vacant lot at 4804 – 61 Street. The house is 34' x 32' and was built in 1979. The applicant proposes to move the house onto a foundation at 4804 – 61 Street and add a 20' x 20' front driveway.

The Director of Planning and Development Leann Graham mentioned a \$5,000.00 security would be favorable to add as a condition to the application to ensure work is completed and complied with.

Moved by Councillor Malcolm Fischer to approve the application as presented with additional condition:

- a) The applicant/owner will be required to provide the Town of Stettler security in the amount of \$5,000 in the form of a Letter of Credit or Cash (to be returned upon completion) to ensure that all of the conditions listed below have been met to the satisfaction of the Town of Stettler.

MOTION CARRIED  
UNANIMOUS

**Adjournment:** The meeting adjourned at 8:47 a.m. on a motion by Councillor Wayne Smith.



## Request For Decision

### Issue:

Development Permit Application: 3069-2018  
Applicant: Richard Duff  
Proposed Location: Lot 163 & 164, Block 9, Plan 7685T  
Municipal: 5703 – 50 Avenue  
Development: Addition to Existing Detached Garage

### **BACKGROUND**

#### General:

The applicant is proposing to construct an addition (11' x 24') to an existing detached garage at 5703 – 50 Avenue and is requesting a south rear yard setback /driveway variance. The Land Use Bylaw requires a 3 meter rear yard/drive way setback when a detached garage is accessing a lane that is less than 8 meters wide. The proposed detached garage accesses a lane of 6 meters wide and the applicant is proposing a 1.84 meter rear yard setback / driveway. The property backs onto a triangle public use parcel that is a separation from the highway to the residence on the 48<sup>th</sup> Avenue block to the south, therefore the proposed 1.84 meter rear yard setback / driveway does not impact adjacent properties nor would it interfere with vehicle sightlines or turning radius.

#### Development Review:

Requirements pertaining to the proposed development are regulated the Land Use Bylaw as follows:

- Minimum Driveway Length – 3 meters required – Proposed 1.84 meter (requires 1.16 meter variance)
- Minimum Side Yard –0.6 meters required– Proposed 0.62 meters
- Site Coverage – 50% allowed – proposed 35%
- 

#### Legislation and Policy:

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw.

### **RECOMMENDATION**

#### Recommendation:

That the Municipal Planning Commission approves this application subject to the following conditions:

1. That the applicant receives a rear yard / driveway setback variance of 1.16 meters to accommodate a 1.84 meter driveway length on the south side of the proposed detached garage
2. The owner/applicant must comply with all the provisions of the Town Of Stettler Land Use Bylaw #2060-15;
3. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code;
4. Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
5. The proposed development (Detached Garage) shall be located in accordance with the approved plan; any changes to this site plan must be approved by the Town of Stettler;
6. It is the owner/applicant's responsibility to ensure that lot grading and drainage are compliant with Section 51 of the Town Of Stettler Land Use Bylaw #2060-15;
7. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
8. The owner/applicant must obtain a building permit for this development following the mandatory 14 day appeal period

**Alternatives:**

Defeat the application stating reasons.

**Author:**

Leann Graham, Director of Planning and Development

**DEVELOPMENT PERMIT APPLICATION FORM**  
TOWN OF STETTLER LAND USE BYLAW NO. 2060-15

APPLICATION # 3069-2018 TAX ROLL # 95035

APPLICATION TYPE: COMMERCIAL: \_\_\_\_\_ INDUSTRIAL: \_\_\_\_\_ INSTITUTIONAL: \_\_\_\_\_ RESIDENTIAL:  OTHER: \_\_\_\_\_

PROJECT TYPE: NEW CONSTRUCTION:  RENOVATION:  DEMOLITION: \_\_\_\_\_ CHANGE IN USE: \_\_\_\_\_ OTHER: \_\_\_\_\_

\* APPLICANT: RICHARD DUFF TELEPHONE: 403 916 4048

ADDRESS: 5703 50<sup>AVE</sup> STETTLER ALTA. POSTAL CODE: T0C 2L1

REGISTERED OWNER: AS ABOVE ADDRESS: \_\_\_\_\_

ADDRESS OF PROPERTY TO BE DEVELOPED: \_\_\_\_\_

LOT: 163+164 BLOCK: 9 REGISTERED PLAN: 7685T

EXISTING USE: Residential LAND USE DISTRICT: R2

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: \_\_\_\_\_

BUILDING OCCUPANCY CLASSIFICATION **NEW or CHANGE:** \_\_\_\_\_

*\*See Reverse for Major Occupancy Classifications and STETTLER REGIONAL FIRE DEPARTMENT REVIEW FORM*

PARCEL TYPE: INTERIOR \_\_\_\_\_ CORNER \_\_\_\_\_ PARCEL AREA: \_\_\_\_\_

SETBACKS OF EITHER EXISTING OR PROPOSED BUILDINGS: \_\_\_\_\_

FRONT YARD: \_\_\_\_\_ SIDE YARDS: \_\_\_\_\_ and \_\_\_\_\_

*\*Refer to Alberta Building Code High Intensity Residential Fire Standards if applicable*

REAR YARD: \_\_\_\_\_ FLOOR AREA: \_\_\_\_\_ PARCEL COVERAGE: \_\_\_\_\_ %

HEIGHT OF MAIN BUILDING: 18' NO. OF OFF-STREET PARKING STALLS: \_\_\_\_\_

EXISTING: \_\_\_\_\_ PROPOSED: \_\_\_\_\_ SIZE OF OFF-STREET LOADING SPACE: \_\_\_\_\_

RTM OR MOBILE HOME MAKE OF UNIT \_\_\_\_\_ YEAR BUILT \_\_\_\_\_

\* PROPOSED ACCESSORY USE OF LAND AND OR BUILDINGS (garages, etc.) Addition to existing detached garage

SIZE OF ACCESSORY BUILDING: 335m (11') x 679m (24') x 5.49m (18') IN HEIGHT

DISTANCE FROM REAR PARCEL BOUNDARY: 1.84m DRIVEWAY LENGTH: 1.84m

DISTANCE FROM SIDE PARCEL BOUNDARY: 0.62m PARCEL COVERAGE: 35% %

\* ESTIMATED COST OF THE PROJECT OR CONTRACT PRICE: 12000.<sup>00</sup> MATERIALS

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: \_\_\_\_\_

DATE OF APPLICATION: MAY 29/18 SIGNATURE OF APPLICANT: 

APPLICATIONS SHALL BE ACCOMPANIED BY THE FOLLOWING:

- (1) A **NON-RETURNABLE PROCESSING FEE** (SEE POLICY IV-1 – BUILDING AND DEVELOPMENT PERMIT FEE SCHEDULE)
- (2) A **SCALED SITE PLAN** IN DUPLICATE SHOWING THE TREATMENT OF LANDSCAPED AREAS, IF REQUIRED, THE LEGAL DESCRIPTION, THE FRONT, REAR AND SIDE YARDS, IF ANY, ANY PROVISION OF OFF-STREET LOADING AND VEHICLE PARKING, AND ACCESS AND EGRESS POINTS TO THE PARCEL.
- (3) **SCALED FLOOR PLANS, ELEVATIONS AND BUILDING SECTIONS** IN DUPLICATE.
- (4) FURTHER INFORMATION MAY ALSO BE REQUIRED.

**NOTE:**

1. THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE REQUIRED INFORMATION IS NOT SUPPLIED OR WHERE, IN HIS/HER OPINION, THE QUALITY OF THE MATERIAL SUPPLIED IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.
2. THE DEVELOPMENT OFFICER MAY DEAL WITH AN APPLICATION WITHOUT ALL OF THE INFORMATION REQUIRED, IF HE/SHE IS OF THE OPINION THAT A DECISION ON THE APPLICATION CAN BE PROPERLY MADE WITHOUT SUCH INFORMATION.

The personal information on this form is collected under the authority of Section 32 of the Alberta Freedom of Information and Protection of Privacy Act. The information will enable us to process your application and is necessary for municipal operations.

TOWN OF STETTLER OFFICE USE ONLY:	
Building Permit Required: <input checked="" type="checkbox"/>	MPC Required: <input checked="" type="checkbox"/> MPC Date: <u>June 5/18</u> MPC Approval: _____
Business License Required: _____	Alberta Transportation Review (adjacent to Hwy 12 or 56): _____
County Referral Required: _____	Alberta Environment Review (adjacent to Red Willow Creek or Cold Lake): _____
Fire Department Review: _____	Advertisement Date: _____ Permit Issue Date: _____
Engineering Review: _____	Application Accepted By: _____
Water: _____ Transportation: _____	Application Approved By: _____



Source: USGS

Source: NASA, NGA, USGS

Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

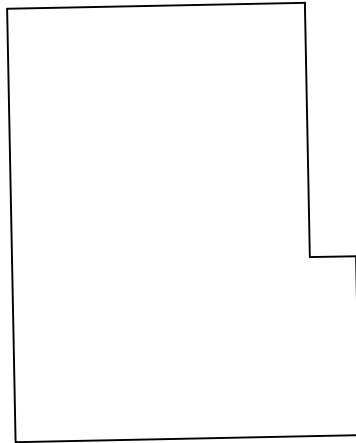
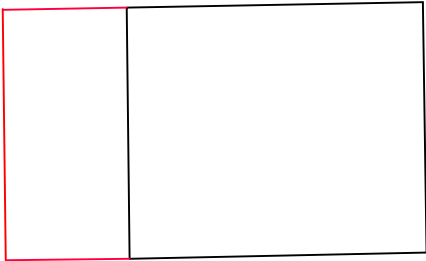


5705

5703

1.84

3.35



5701



