

MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
April 11, 2013

Present:

Councillors Al Campbell, Darcy Bachman and Malcolm Fischer, Leona Thorogood, Steven Wildeboer, Planning & Development Officer Leann Graham, and Planning & Development Clerk Dara Hallett

1. **Call to Order:** Chairman Al Campbell called the meeting to order at 8:45 a.m.

2. **Approval of Agenda/Additions**

Moved by Councillor Malcolm Fischer to accept the agenda as presented with the following addition:

6. Setting up a conference call and/or an online meeting in the future for smaller development applications (i.e. variances).

MOTION CARRIED

Unanimous

3. **Confirmation of the October 31, 2012 MPC Meeting Minutes**

Moved by Councillor Steven Wildeboer that the Minutes of the October 31, 2012 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

4. **Business Arising**

None.

5. **Development Application:** 2700-2013

Applicant: Tim & Felisa Berry

Legal: Lot 8A, Block 5, Plan 8120341

Municipal: 5906 – 52 Avenue

Proposed Development: Basement Suite

Planning & Development Officer Leann Graham reviewed the report as follows:

General:

The existing property currently consists of a single family dwelling. The applicant is proposing to renovate and add a basement suite as an additional dwelling. The proposed basement suite will have a separate entrance as required by the Town of Stettler's Land Use Bylaw and the applicant is required to provide 4 off street parking stalls to accommodate 2 stalls/dwelling unit.

The applicant will be required to ensure the basement suite is built to the current Alberta building Code standards, including proper fire separation between units, hard wired fire alarms, separate heating systems, proper egress from basement windows, etc.

The proposed development is located in a R2: General Residential Land Use District and as such the basement suite is considered a discretionary use.

Alternatives:

- 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 #2018-11.
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 #2018-11 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
4. The proposed development (Basement Suite) shall be located in accordance with the approved plan;
5. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code.
6. The owner/applicant must provide four off street parking stalls to accommodate each dwelling unit.

Discussion

Planning & Development Officer Leann Graham indicated that the applicant is proposing to renovate and add a basement suite as an additional dwelling. The dwelling will be used as a rental property with no separate service for utilities. The proposed basement suite will have a separate entrance as required by the Town of Stettler's Land Use Bylaw and the applicant is required to provide 4 off street parking stalls to accommodate 2 stalls per dwelling unit.

The applicant will be required to ensure the basement suite is built to the current Alberta building Code standards, including proper fire separation between units, hard wired fire alarms, separate heating systems, proper egress from basement windows, etc.

The proposed development is located in a R2: General Residential Land Use District and as such the basement suite is considered a discretionary use.

Councillor Leona Thorogood questioned if separating the water service for both rental units with two meters would be beneficial for the Town and if there was ever a new owner. Planning & Development Officer Leann Graham advised that she had spoken with Water Foreman Rene Lamoureux and he prefers leaving upper level and basement suite units with one shared water meter.

Councillor Leona Thorogood made a motion to approve the application as presented.

MOTION CARRIED
UNANIMOUS

6. Setting up a conference call and/or an online meeting in the future for smaller development applications (i.e. variances).

Councillor Steven Wildeboer indicated that when smaller development applications require MPC approval, administration should consider the option of an online or conference call meeting. Planning & Development Officer Leann Graham indicated that a conference call or an online meeting would only be an option for smaller developments or when the agenda only contains one item. Councillor Leona Thorogood agreed that if there are several applications at once or the applications are large or commercial developments, that there should still be a regular meeting for discussion.

Adjournment: The meeting adjourned at 8:50 a.m. on a motion by Councillor Darcy Bachman