

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING  
January 13, 2012**

**Present:**

Councillors Malcolm Fischer, Al Campbell and Steven Wildeboer, Planning & Development Officer Leann Graham, and Planning & Development Clerk Dara Green

1. **Call to Order:** Chairman Al Campbell called the meeting to order at 8:40 a.m.

2. **Approval of Agenda/Additions**

Moved by Councillor Malcolm Fischer to accept the agenda as presented.

MOTION CARRIED  
Unanimous

3. **Confirmation of the December 19, 2011 MPC Meeting Minutes**

Moved by Councillor Steven Wildeboer that the Minutes of the December 19, 2011 MPC meeting be approved as presented.

MOTION CARRIED  
Unanimous

4. **Business Arising**

None.

5. **Development Application: 2613-2012**

**Applicant:** Echo Ridge Homes Ltd.

**Legal:** Lot 4, Block 58, Plan 4708HW

**Municipal:** 4716 – 52 Street

**Proposed Development:** Renovation and Addition to Existing Single Family Dwelling and New Basement Suite

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

**General:**

The existing property currently consists of single family dwelling. The applicant is proposing to renovate and add a 12 x 12 square foot addition to the main floor as well as provide an additional dwelling in the form of a basement suite. 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 provide 4 off street parking stalls to accommodate 2 stalls/dwelling unit.

The applicant will be required to ensure the proposed renovation, addition and basement suite / are 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 approve this application subject to the following conditions:

1. The applicant must comply with all the provisions of the Town Of Stettler Land Use Bylaw #2018-11
2. The owner 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 (Renovation and addition to an existing Single Family Dwelling and new Basement Suite) shall be located in accordance with the approved plan;
5. The applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code.
6. The applicant must provide four off street parking stalls to accommodate each dwelling unit.
7. The applicant must provide separate utility services to each unit to the satisfaction of the Town of Stettler's Public Works department.
8. The applicant must ensure the finished grade of the development does not affect adjacent properties.

## **Discussion**

Planning & Development Officer Leann Graham indicated the applicant is proposing to renovate and add a 12 x 12 square foot addition to the main floor as well as provide an additional dwelling in the form of a basement suite. 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 provide 4 off street parking stalls to accommodate 2 stalls/dwelling unit.

The applicant will be required to ensure the proposed renovation, addition and basement suite / are 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 Malcolm Fischer questioned under whom's discretion was the definition of discretionary use for. Chairman Al Campbell indicated the discretion is of the Municipal Planning Commission.

Chairman Al Campbell questioned if all basement suite submissions had to be taken to an MPC Meeting and if there is a corresponding bylaw for this type of application. Planning & Development Officer Leann Graham indicated that there is no specific bylaw for basement suites but that it forms part of the Land Use Bylaw. Councillor Malcolm Fischer questioned how this application was different from the previous basement suite application in the R1: Residential Low Density District. Planning & Development Officer Leann Graham indicated that the previous application was to amend the Land Use Bylaw to have the zoning of the property changed to allow the use of a basement suite. Chairman Al Campbell asked if amendments to the Land Use Bylaw could be appealed. Planning & Development Officer Leann Graham confirmed that any amendment to the Land Use Bylaw could be appealed through the Subdivision Appeal Board.

Councillor Steven Wildeboer asked what the implications of approving the application were and if the applicant could build a triplex or a fourplex in the future. Planning & Development Leann Graham stated that any change or alteration to the building would require additional permits and review. Councillor Steven Wildeboer questioned what the parcel coverage was in the residential general district. Planning &

Development Officer Leann Graham replied that all residential general district lots have a parcel coverage of 50%. With the lot being 6000 sq ft, there is plenty of room for additional development.

Councillor Malcolm Fischer questioned if there were any other provisions related to developing a basement suite with the R2: Residential General Zoning. Planning & Development Officer Leann Graham indicated that since the zoning was general residential, the area can accommodate a variety of different housing throughout Town. Chairman Al Campbell mentioned that Council always has the option to perform a review of the zoning regulations in the Land Use Bylaw at a later date if required.

Councillor Steven Wildeboer made a motion to approve the application as presented.

MOTION CARRIED  
Unanimous

**Adjournment:** The meeting adjourned at 8:51 a.m. on a motion by Councillor Malcolm Fischer.