

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
June 6, 2019**

Present:

Councillors Wayne Smith, Scott Pfeiffer and Cheryl Barros, Director of Planning and Development Leann Graham and Planning & Operations Clerk Maddie Hall

1. **Call to Order:** Chairman Cheryl Barros called the meeting to order at 8:32 a.m.

2. **Additions to Agenda**

None

3. **Approval of Agenda**

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

MOTION CARRIED

Unanimous

4. **Confirmation of the May 6, 2019 MPC Meeting Minutes**

Moved by Councillor Scott Pfeiffer that the Minutes of the May 6, 2019 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

Director of Planning and Development Leann Graham informed members that the applicant from Development Permit 3138-2019 is going forward and deck construction is underway.

6. **Development Application:** 3145-2019

Applicant: Anton & Melanie Koch

Legal: Lot 14 & 15, Block 46, Plan 2442AE

Municipal: 5013 – 45 Street

Proposed Development: Change in Use to Bed and Breakfast Facility

Director of Planning and Development read a report that follow:

General:

The applicant is proposing to change the use of 5013 – 45 Street to include a Bed and Breakfast Facility. The applicant is proposing to utilize the main floor bedroom and bathroom as the rental space. This bedroom was constructed in 2012 as part of an addition to the Single Family Dwelling. The applicant has indicated that they added this

bedroom to have main floor living for an older family member and that this space is no longer being used.

The Land Use Bylaw 2060-15 parking requirements for the use of a Bed and Breakfast Facility is 1 off-street parking stall per rented room in addition to spaces required for the dwelling unit which would be a total of 3 required stalls. The applicant is proposing to remove the front hedge and widen their driveway to be able to fit 3 off-street parking stalls.

Under the current zoning of R2: Residential General, the use of "Bed and Breakfast Facility" is a discretionary use and therefore requires MPC approval.

Development Review:

Land Use Bylaw Definition:

"BED AND BREAKFAST FACILITY" means a dwelling unit in which the occupant rents or leases a room or a suite of rooms on a temporary basis to vacationers or tourists, and which may include the provisions of meals as part of and in addition to the rental paid for the room or a suite of rooms. This does not include a hotel, motel, boarding or lodging house, or restaurant, as defined in the Land Use Bylaw.

R2 Residential General:

Discretionary Use

"Bed and Breakfast Facility"

Minimum Parking Stalls:

Required: 3

Proposed: 3

Legislation and Policy:

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

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 must provide a minimum of off street parking spaces;
3. The owner/applicant must obtain a Town of Stettler Business License prior to opening;
4. 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;
5. 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;

Alternatives:

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

Discussion

Moved by Councillor Wayne Smith to approve the application as presented.

MOTION CARRIED

Unanimous

7. **Development Application:** 3149-2019
Applicant: 2050879 Alberta Ltd. / David Hagen
Legal: Unit 2, Condo, Plan 0828691
Municipal: 4014B – 49 Street
Proposed Development: Change in Use from Commercial to Main Floor Residential Dwelling/Apartment Rental

Director of Planning and Development read a report that follow:

General:

The applicant is proposing to change the use of 4018B – 49 Street to accommodate a main floor residential/apartment rental.

This building currently has several commercial store fronts on ground level and apartment dwellings on the second level. The proposed residential unit, located in the northwest corner of the building, was previously used as a commercial unit. Access to this unit is located on the north face of the building.

The applicant is proposing a buffer space between existing commercial and the proposed residential unit, this buffer space is an existing room that is to be used as storage.

Under the current zoning of R2A: Residential Mixed District, the use of "Apartment Building" is a discretionary use and therefore requires MPC approval.

Development Review:

Land Use Bylaw Definition:

"APARTMENT BUILDING" means a building with five or more dwellings units and which share a common entrance, and which does not conform to the definition of any other residential use. All dwelling units must adhere to the provisions of the Alberta Safety Codes Act.

"DWELLING" means a complete building or self contained portion of a building used or designed to be used by a household, containing independent and separate sleeping, cooking and sanitary facilities intended as a permanent residence and having an

independent entrance either directly from outside of the building or through a common area inside the building.

R2A Residential General:
Discretionary Use
"Apartment Building"

Minimum Parking Stalls:
Required: 20
Proposed: 20

Legislation and Policy:

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

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. The proposed development (Change of Use – Commercial to Residential) shall be located in accordance with the approved plan; any changes to this site plan must be approved by the Town of Stettler;
5. The applicant must provide a total of 20 off street parking stalls to accommodate all units in the building;
6. The owner/applicant must obtain a building permit for this development following the 14 day appeal period. (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.

Alternatives:

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

Discussion

Councillor Scott Pfeiffer asked about the process that the application takes should it be approved. Councillor Pfeiffer wanted to confirm that the application, if approved, would go in the newspaper for the two week appeal period.

Director of Planning and Development Leann Graham confirmed and stated that every development in the Town of Stettler gets published as a notice in the local paper to give local residents an opportunity to appeal the decision.

Moved by Councillor Scott Pfeiffer to approve the application as presented.

MOTION CARRIED

Unanimous

8. **Adjournment:** The meeting adjourned at 8:39 a.m. on a motion by Councillor Wayne Smith.