

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
March 26, 2019**

Present:

Councillors Al Campbell, Wayne Smith, Gord Lawlor, 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 8:12 a.m.

2. **Additions to Agenda**

None.

3. **Approval of Agenda**

Moved by Councillor Gord Lawlor to accept the agenda as presented.

MOTION CARRIED

Unanimous

4. **Confirmation of the October 16, 2018 MPC Meeting Minutes**

Moved by Councillor Wayne Smith that the Minutes of the October 16, 2018 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

Director of Planning and Development Leann Graham noted that the applicants from the October 16th meeting have not proceeded with anything at this time.

6. **Development Application:** 3126-2019

Applicant: Coralee Ventnor

Legal: Lot 7, Block 5, Plan 980RS

Municipal: 5710 – 51 Avenue

Proposed Development: Basement Suit

A Report prepared by the director of Planning and Development goes as follows;

General:

The applicant is proposing to remodel the pre-existing basement suite and bring it up to Alberta Building Code Standards. This basement suite does not have a development permit issued for the use of a secondary suite. The Basement suite was built prior to the Alberta Building Code changes in 2006 and does not meet the current requirements outlined in the Alberta Building Code.

This basement suite will serve as an additional dwelling to the existing single family dwelling at 5710 – 51 Avenue. The proposed basement suite will have a separate entrance and the applicant is required to provide 4 off street parking stalls to accommodate 2 stalls per dwelling unit as required by the Town of Stettler’s Land Use Bylaw.

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 Land Use District R2: General Residential and as such the basement suite is considered a discretionary use.

Development Review:

Land Use District – R2: Residential General

Existing Land Use – Dwelling, Single Detached

Proposed Land Use – Basement Suite – Dwelling, Single Detached Only

- Definition – means a basement developed as a dwelling unit within a Single Family Dwelling and approved by the Development Authority all dwelling units must adhere to the provisions of the Alberta Safety Codes Act.

Legislation and Policy:

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw 2060-15.

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 #2060-15.
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 #2060-15 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 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.

Alternatives:

- Approve the application with additional conditions
- Defeat the application stating reasons.

Discussion:

Councillor Scott Pfeiffer indicated that with the conditions the Director of Planning and Development had indicated he sees no reason why the application not be approved.

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

MOTION CARRIED

Unanimous

Adjournment: The meeting adjourned at 8:18 a.m. on a motion by Councillor Al Campbell.