

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
November 5, 2013**

Present:

Councillors Al Campbell, Darcy Bachman, Malcolm Fischer and Will Brown, CAO Rob Stoutenberg, 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**

Councillor Malcolm Fischer made a motion to elect an official Chairman. Councillor Darcy Bachman nominated Councillor Al Campbell for Chairman.

MOTION CARRIED

Unanimous

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

MOTION CARRIED

Unanimous

3. **Confirmation of the September 6, 2013 & October 9, 2013 MPC Meeting Minutes**

Moved by Councillor Darcy Bachman that the Minutes of the September 6, 2013 & October 9, 2013 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

4. **Business Arising**

None.

5. **Development Application:** 2735-2013

Applicant: Town Centre Properties (Stettler) Inc.

Legal: Lot 8-10, Block 14, Plan RN54A

Municipal: 4706 – 50 Street

Proposed Development: Multi-Tenant Retail Building

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

General:

The applicant is proposing to develop a 3 Bay Building at the corner of main street and Highway 12 with one bay occupied by a retail liquor store for Sobey's Canada. The property is zoned C1 Commercial Central District and the property is adjacent to Highway 12 so therefore requires the commercial and industrial guideline approval from Municipal Planning Commission.

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 applicant/owner will be required to provide the Town of Stettler security in the amount of \$10,000 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.
2. The applicant/owner will provide the Town of Stettler with a copy of written approval from Alberta Transportation prior to commencing any works related to the proposed development.
3. The applicant/owner shall meet the regulations set out in the Commercial and Industrial Design Guidelines.
4. The applicant/owner shall ensure that all water, sanitary, and storm connections are approved by the Town of Stettler's Director of Operational Services.
 - a) If the owner/applicant chooses to install new water and sanitary sewer services to the property, all disturbances to town sidewalk, lanes and roadways shall be reinstated to original conditions and to the satisfaction of the Director of Operations.
 - b) A site plan with the proposed locations to be submitted to the Town for approval prior to installation.
5. The applicant/owner will be required to install curbing around all landscaped areas.
6. The applicant/owner will landscape/develop and maintain the boulevard around the development.
7. Landscaping shall be completed by the end of the first growing season following the date of approval.
8. The applicant/owner will ensure that a drainage plan is approved by the Town of Stettler's Director of Operations.
9. All outdoor storage areas and garbage areas will be screened from neighboring residential properties, 50 Street and Highway 12.
10. Any security lighting must be approved by the Town of Stettler's Development Authority prior to installation to ensure that the lighting does not pose a nuisance to traffic and/or neighboring residential districts.
11. The applicant/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.
12. The applicant/owner must comply with all the provisions of the Town of Stettler Land Use Bylaw #2018-11.
13. Compliance with the provisions of Land Use Bylaw #2018-11 does not exempt the applicant/owner from compliance with any provincial, federal, or other municipal legislation.
14. The proposed development shall be located in accordance with the approved plan, and all improvements as indicated on the submitted plans shall be constructed as shown unless otherwise stated in these conditions or approved hereafter by the Town of Stettler's Development Authority.
15. The applicant/owner shall arrange for and obtain approval from the Stettler Regional Fire Department to confirm compliance with the Provincial Fire Code.
16. The applicant/owner shall e+
17. Each tenant of the building must obtain an occupancy permit to ensure that the use is conducive to the land use district and that the occupancy meets municipal, provincial and federal legislation.
18. The applicant must obtain a building permit for this development following the mandatory 14 day appeal period beginning July 31, 2013. (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

Planning & Development Officer Leann Graham indicated that the applicant is proposing to develop a 3 Bay Building at the corner of main street and Highway 12 with one bay occupied by a retail liquor store for Sobey's Canada. The property is zoned C1 Commercial Central District and the property is adjacent to Highway 12 so therefore requires the commercial and industrial guideline approval from Municipal Planning Commission.

Councillor Al Campbell questioned what other lease holders would occupy the remainder of the building. Planning & Development Officer Leann Graham stated that there are two additional bays in the building that currently don't have proposed lease holders at this time. But that each tenant of the building must obtain an occupancy permit to ensure that the use is conducive to the land use district and that the occupancy meets municipal, provincial and federal legislation. If the use is discretionary the applicant will require MPC Approval.

Councillor Al Campbell questioned if MPC was approving the actual liquor store. Planning & Development Officer Leann Graham indicated that the liquor store is already a permitted use under the Commercial Highway zoning and that MPC is approving the design of the building only. The Commercial and Industrial Design Guidelines state that any development located adjacent to or prominently visible from a highway must comply with these guidelines as determined by the approving municipality's Development Authority.

Councillor Al Campbell questioned how close the building was to the corner at Hwy 12 and 50 Street and where the off street parking would be located. Planning & Development Officer Leann Graham stated that the site plan was revised to not include off street parking and to utilize parking on 50 Street instead. Councillor Al Campbell questioned if any parking stalls would be lost and if there would be a handicap parking stall out front on 50 Street. Planning & Development Officer Leann Graham indicated that there would be no parking stalls lost in front of the building on 50 Street as there would be no entrance off main street. She indicated that the Town can request a handicap parking stall although a handicap stall has already been identified at the back of the property. CAO Rob Stoutenberg stated that a handicap parking stall can be considered on 50 Street but that it would take up two regular parking stalls. Councillor Will Brown questioned if there would be public parking at the back of the building. Planning & Development Officer Leann Graham specified that the applicant has indicated one handicap parking stall in the back and the remainder would be for a loading/unloading zone and/or staff parking.

CAO Rob Stoutenberg commented that the building design could be more detailed and elaborate and that it didn't include a heritage theme. Councillor Malcolm Fischer indicated that the design of the building mimics the standard Sobeys building scheme. Planning & Development Officer Leann Graham stated that more specific design guidelines can be put in place for future developments. Councillor Al Campbell indicated that it wouldn't be fair to approve this application and then impose additional guidelines afterwards to future developers. Discussion continued concerning the overall design of the proposed building and whether or not to ask for a re-submission that included a more elaborate design that would tie into a train or heritage theme. It was noted that the applicant had mentioned the possibility of a train monument that would be installed onsite and that currently the proposed development does meet all Commercial Design Guidelines set out in the Land Use Bylaw. Councillor Al Campbell stated that there isn't much difference between the original design and the design that was re-submitted to conform to the design guidelines besides some color changes and rock detail. Planning & Development Officer Leann Graham confirmed that the changes do meet the minimum Commercial Design Guidelines.

Councillor Malcolm Fischer commented that the project cannot be stopped half way through the process of planning. The lot has been sitting empty for an extended amount of time and is in favor of the development proceeding. CAO Rob Stoutenberg commented that the Town needs to ensure that the design will work for Main Street. There are essentially two options, the decision can be tabled until the Town has spoken with Brownlee and/or the applicant or the application can be approved with conditions.

Councillor Darcy Bachman made a motion to have the application tabled until further discussion with the applicant and/or Brownlee Law Firm.

MOTION CARRIED
UNANIMOUS

Adjournment: The meeting adjourned at 9:15 a.m. on a motion by Councillor Darcy Bachman.