

MUNICIPAL PLANNING COMMISSION

AGENDA

April 12, 2022

8:30 A.M. – TOWN OFFICE – COUNCIL CHAMBERS

1. Call to Order
2. Additions to the Agenda
3. Approval of Agenda
4. Confirmation of the April 7, 2022 MPC Meeting Minutes
5. Business Arising from the Minutes
6. **Development Application:** 3352-2022
Applicant: Big Game Source for Adventure
Legal: Lot 7, Block 1, Plan 1423887
Municipal: 4805 A&B - 75 Street
Proposed Development: Interior Renovation and Change in Use - Recreation Facility
7. Adjournment

MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
April 7, 2022

Present:

Councillors Cheryl Barros, Gord Lawlor, Wayne Smith, Scott Pfeiffer, Travis Randell and Kurt Baker, Director of Planning and Development Leann Graham and Planning & Operations Clerk Maddie Standage

1. **Call to Order:** Chairman Cheryl Barros called the meeting to order at 8:26 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 March 9, 2022 MPC Meeting Minutes**

Moved by Councillor Kurt Baker that the Minutes of the March 9, 2022 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

None.

6. **Development Application:** 3347-2022
Applicant: 2416181 AB Ltd. – Hadley Concrete
Legal: Lot 4-5, Block 23, Plan 925X
Municipal: 4601 – 51 Avenue
Proposed Development: Change in Use

Director of Planning and Development read a report that follow:

General:

The applicant is proposing a change in use in order to operate their business, Hadley Concrete, at this location. In the past, the applicant largely ran their business seasonally and stored related tools and materials at their home address 4917 – 53 Street. In 2022 they have expanded their business and are currently renting a shop in the east industrial area to have indoor space to pour smaller concrete items until they find a permanent location to operate.

Under the current zoning of C1A: Commercial Transitional District, the use of “Contracting Services, Major” is a Discretionary Use. While the current use on this parcel

also falls within the use of "Contracting Service, Major", the nature of work is changing which results in the need to bring this application to Municipal Planning Commission for review.

Development Review:

Land Use District – C1A: Commercial Transitional District

Existing Land Use – Contracting Services, Major - Electrical Business

Proposed Use – Contracting Services, Major - Concrete Business

DEFINITIONS:

"CONTRACTING SERVICES, MAJOR" means a development used for commercial and industrial support and construction. Typical uses include oilfield support services, laboratories, cleaning and maintenance, contractors, building construction, surveying, landscaping, concrete, electrical, excavation, drilling, heating, plumbing, paving, road construction, sewer or similar services of a construction nature which require on-site storage space for materials, mobile equipment or vehicles normally associated with the contract service. Any sales, display, office or technical support service areas shall be necessary to the principal general contractor use.

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 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 In Use) shall be located in accordance with the approved plan; any changes to this plan must be approved by the Town of Stettler;
5. The owner/applicant must supply any sign details and obtain approval from the Town of Stettler's Development Authority prior to installation.

Alternatives:

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

Discussion

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

MOTION CARRIED

Unanimous

7. **Development Application:** 3350-2022
Applicant: 808556 AB Ltd.
Legal: Lot 2, Block 13, Plan 9720733
Municipal: 5608 – 51 Avenue
Proposed Development: Storage Unit Building

Director of Planning and Development read a report that follow:

General:

The applicant is proposing to construct a new storage unit at 5608 – 51 Avenue. The current use of this parcel, indoor storage, is a discretionary use therefore requiring a Municipal Planning Commission decision.

Under the current zoning of C2: Commercial Highway District, the use of “Storage – Indoor” is a discretionary use falling under “All Permitted Uses within the Industrial District”.

Furthermore, a new development permit requires application of current Land Use Bylaw 2060-15 regulations and in this case there are landscaping requirements:

- 3 meter strip of land adjacent to 51 Avenue landscaped: roughly 200 squares meters of landscaping.
- A total of 4 trees to be planted.

Given the current use of the parcel the applicant is requesting a variance to the landscaping requirement. Based on the existing development of the parcel and the nature the surrounding areas (Compost Bins and Rental Agency with limited landscaping) administration recommends the applicant receive a variance for the landscaping requirements.

Development Review:

Requirements pertaining to the proposed development are regulated within the Land Use Bylaw 2060-15 as follows:

Section 9:

“**STORAGE – INDOOR**” means a self-containing building or groups of buildings available for the storage of goods. This use includes mini-storage, private storage facilities, and warehouse.

Section 48:

- 3 meter strip of land adjacent to 51 Avenue be landscaped: 192 square meters of landscaping.
- 4 trees to be planted in landscaped area.

Section 85:

- Minimum Front Yard – 9 meters required – Proposed 10 meters
- Minimum Side Yard – 3 meters required– Proposed 3 meters
- Minimum Rear Yard – 3 meters required – Proposed 3 meters

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 receives a landscaping variance to keep current landscaping;
2. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;
3. 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;
4. 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;
5. The proposed development (Storage Unit Building) shall be located in accordance with the approved plan; any changes to this site plan must be approved by the Town of Stettler;
6. It is the owner/applicant's responsibility to ensure that lot grading and drainage are compliant with Section 51 of the Town of Stettler Land Use Bylaw #2060-15;
7. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
8. The owner/applicant must obtain a building permit for this development following the mandatory 21 day appeal period.

Alternatives:

Defeat the application stating reasons

Discussion

Councillor Wayne Smith asked for clarification regarding the landscaping requirement and if this is a requirement for all commercial properties. Director of Planning and Development explained that the Land Use Bylaw outlines specific landscaping requirements for different districts and the Commercial Highway District requires all parcels to have a 5% or 3 meter wide boulevard landscaped adjacent to the road, whichever is greater as well as a calculation of required trees.

Moved by Councillor Gord Lawlor to approve the application as presented.

MOTION CARRIED

Unanimous

8. The meeting adjourned at 8:30 on a motion by Councillor Scott Pfeiffer.



Request For Decision

Issue:

Development Permit Application: 3352-2022
Applicant: Big Game Source for Adventure
Proposed Location: 4805 A & B – 75 Street
Municipal: Lot 7, Block 1, Plan 1423887
Development: Interior Renovation and Change of Use – Recreational Facility

BACKGROUND

General:

The applicant is proposing an interior renovation to their current location in the form of a second floor for additional storage and staff space as well as constructing new archery lanes, which will be open for use to the public. The addition of archery lanes to the current retail store is treated as a change of use.

Under the current zoning of C2: Commercial Highway District, the use of "Recreation Facility" is a Discretionary Use.

Development Review:

Land Use District: C2: Commercial Highway District
Existing Land Use: Retail Store
Proposed Use: Retail Store & Recreation Facility

DEFINITIONS:

"RECREATION FACILITY" means development that provides facilities for sports and active recreation. Typical facilities would include athletic clubs, bicycle/pedestrian trails, billiard or pool halls, bowling alleys, campsites, driving ranges, golf course, health and fitness clubs, curling, indoor golf facilities, indoor soccer facilities, roller-skating and hockey rinks, rifle and pistol ranges, sports fields, tennis courts and swimming pools. The intended application is for both private and public facilities.

Legislation and Policy:

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

RECOMMENDATION

Recommendation:

That the Municipal Planning Commission approve this application subject to the following conditions:

1. The owner/applicant must comply with all 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 the Land Use Bylaw #2060-15 does not

- exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
4. The proposed development (Interior Renovation and Change of Use – Recreational Facility) shall be located in accordance with the approved plan; any changes to the plan must be approved by the Town of Stettler;
 5. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
 6. The owner/applicant must obtain a building permit for this development following the mandatory 21 day appeal period.

Alternatives:

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

Author:

Leann Graham, Director of Planning and Development

DEVELOPMENT PERMIT APPLICATION FORM
TOWN OF STETTLER LAND USE BYLAW NO. 2060-15

APPLICATION # 3352-2022 TAX ROLL # 143708000

APPLICATION TYPE: COMMERCIAL: INDUSTRIAL: INSTITUTIONAL: RESIDENTIAL: OTHER: _____

PROJECT TYPE: NEW CONSTRUCTION: RENOVATION: DEMOLITION: CHANGE IN USE: OTHER: _____

APPLICANT: NATASHA WHYNOT
BIG GAME SOURCE FOR ADVENTURE ADDRESS: 4805A+B 75th ST.

CITY: STETTLER PROV: ALBERTA POSTAL CODE: T0C 2L0

PHONE: 403-740-3000 FAX: N/A EMAIL: nashawhynot@hotmail.com

REGISTERED OWNER: SCOTT SAVAGE ADDRESS: BOX 1032, Stettler

ADDRESS OF PROPERTY TO BE DEVELOPED: 4805A+B 75th ST. STETTLER, AB

LOT: 7 BLOCK: 1 REGISTERED PLAN: 1423887

EXISTING USE: commercial LAND USE DISTRICT: C2

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: ADDING ARCHERY
LANES / SECOND FLOOR

BUILDING OCCUPANCY CLASSIFICATION NEW or CHANGE: _____
*See Reverse for Major Occupancy Classifications and STETTLER REGIONAL FIRE DEPARTMENT REVIEW FORM

PARCEL TYPE: INTERIOR CORNER PARCEL AREA: _____

SETBACKS OF EITHER EXISTING OR PROPOSED BUILDINGS: _____

FRONT YARD: _____ SIDE YARDS: _____ and _____
*Refer to Alberta Building Code High Intensity Residential Fire Standards if applicable

REAR YARD: _____ FLOOR AREA: _____ PARCEL COVERAGE: _____%

HEIGHT OF MAIN BUILDING: _____ NO. OF OFF-STREET PARKING STALLS: _____

EXISTING: _____ PROPOSED: _____ SIZE OF OFF-STREET LOADING SPACE: _____

RTM OR MOBILE HOME MAKE OF UNIT _____ YEAR BUILT _____

PROPOSED ACCESSORY USE OF LAND AND OR BUILDINGS (garages, etc.) _____

SIZE OF ACCESSORY BUILDING: _____ X _____ X _____ IN HEIGHT

DISTANCE FROM REAR PARCEL BOUNDARY: _____ DRIVEWAY LENGTH: _____

DISTANCE FROM SIDE PARCEL BOUNDARY: _____ PARCEL COVERAGE: _____%

ESTIMATED COST OF THE PROJECT OR CONTRACT PRICE: \$350,000.00 +/-

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: START MAY - COMPLETE JULY

DATE OF APPLICATION: APR 07/22 SIGNATURE OF APPLICANT: [Signature]

- APPLICATIONS SHALL BE ACCOMPANIED BY THE FOLLOWING:
- (1) A **NON-RETURNABLE PROCESSING FEE** (SEE POLICY IV-1 – BUILDING AND DEVELOPMENT PERMIT FEE SCHEDULE)
 - (2) A **SCALED SITE PLAN** IN DUPLICATE SHOWING THE TREATMENT OF LANDSCAPED AREAS, IF REQUIRED, THE LEGAL DESCRIPTION, THE FRONT, REAR AND SIDE YARDS, IF ANY, ANY PROVISION OF OFF-STREET LOADING AND VEHICLE PARKING, AND ACCESS AND EGRESS POINTS TO THE PARCEL.
 - (3) **SCALED FLOOR PLANS, ELEVATIONS AND BUILDING SECTIONS** IN DUPLICATE.
 - (4) FURTHER INFORMATION MAY ALSO BE REQUIRED.

- NOTE:**
- 1. THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE REQUIRED INFORMATION IS NOT SUPPLIED OR WHERE, IN HIS/HER OPINION, THE QUALITY OF THE MATERIAL SUPPLIED IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.
 - 2. THE DEVELOPMENT OFFICER MAY DEAL WITH AN APPLICATION WITHOUT ALL OF THE INFORMATION REQUIRED, IF HE/SHE IS OF THE OPINION THAT A DECISION ON THE APPLICATION CAN BE PROPERLY MADE WITHOUT SUCH INFORMATION.

The personal information on this form is collected under the authority of Section 32 of the Alberta Freedom of Information and Protection of Privacy Act. The information will enable us to process your application and is necessary for municipal operations.

TOWN OF STETTLER OFFICE USE ONLY:

Building Permit Required: <input type="checkbox"/>	MPC Required: <input type="checkbox"/> MPC Date: _____ MPC Approval: _____
Business License Required: <input type="checkbox"/>	Alberta Transportation Review (adjacent to Hwy 12 or 56): <input type="checkbox"/>
County Referral Required: <input type="checkbox"/>	Alberta Environment Review (adjacent to Red Willow Creek or Cold Lake): <input type="checkbox"/>
Fire Department Review: <input type="checkbox"/>	Advertisement Date: _____ Permit Issue Date: _____
Engineering Review: <input type="checkbox"/>	Application Accepted By: _____
Water: <input type="checkbox"/> Transportation: <input type="checkbox"/>	Application Approved By: _____

ARCHERY LANE PROPOSAL - BIG GAME SOURCE FOR ADVENTURE

Our Design for our archery lanes will start with adding a second-floor addition to the portion that our business is located in, bay A and B. This second floor will only be HALF of our entire retail space (essentially bay B). This addition for the archery lanes will be approximately 1800 sqft.

This space will be entirely open. There would be 5 lanes, approximately 20 yards in length, with spacing each lane 4 feet in width. Each lane would have a proper archery back stop with targets. (Think of this like a bowling alley, everyone has their own lane and own target, it is all open). There would be bright lines painted onto the floor, indicating everyone's own lane. Each lane will also have a small bench to rest their bow/arrows/equipment on.

Our back wall and side walls will be constructed out of drywall, insulation and concrete board. Concrete board cannot be penetrated by arrows, this would be a safety feature for the employees/customers down below and outside of our building. Adding extra insulation will also provide us and our neighboring business, Mountain Mellow, extra peace and quiet. When arrows hit targets, they can make a "thud" noise. Making sure the correct noise cancelling insulation will be used as much as possible will be a priority for us.

This range would only be used for compound bows and recurve bows, no crossbows. We would also be supporting the school's archery by allowing them to use our facility also.

We would always have an onsite supervisor during business hours. There would also be a non-liability waiver set in place for everyone that is using the facility.

There would be 2 exit points, one at the front and one at the back in case of an emergency.

Our second floor will be entirely engineered, with proper construction/structural companies (using as much local companies as possible). All proper permitting and procedures will be in place before any construction takes place.

Please see attached drawings to help further show the design.

Local support and reasonings why we think an archery lane facility will be an asset to our community:

Hunting season is a huge industry in our area, all of Alberta and all over the world. Shooting/archery competitions are also a huge industry. We're talking Billions of dollars every year pumped into economies all over the world in the hunting/competitive shooting industry.

Stettler and surrounding communities have huge numbers in hunting/shooting sports. Every year, we service thousands of customers for this industry. Our hunting licensing system alone generates between \$125,000 - \$150,000 in revenue just off hunting licenses alone. This includes archery. And this is just our system, there's two other Alberta Relm License Issuers in Stettler. Alberta generates \$19 million in

hunting license revenue every year. The archery industry is growing at an alarming rate. You are able to enjoy harvesting more animals with archery than with rifle hunting.

We have spoken to many of our customers, it has become clear that this would be a huge asset to our business and community. The only indoor archery lane facilities around are in the larger city areas, over 2 hours away.

Having a local range here will also drive people from areas like Red Deer, Drumheller, Camrose, Delburne, etc. to our town. We have between 100-200 people wanting memberships already. Yearly memberships will be \$499 per year. We have only started letting the public know about our range in the last month.

People would be able to use this facility year-round. In the winter months, when outdoor shooting isn't so easily accessible in -35, this facility will be heated and ready to go. Also, in the summer when it's plus 35, we will have a nicely cooled facility.

We will also be offering bow rentals. One of our main goals is to involve more woman and children into this sport. Whether it be competitive or the hunting aspect, we believe that everyone should be able to try this sport. We will have an employee here that is willing and knowledgeable to help assist new shooters. It will be a "try it before you buy it" sort of thing or they may come in at any time and continue to rent, instead of buy, just as a shooting sport.

Us and many community members are looking forward to this range. Please let me know if you have any further questions.

Tasha Whynot

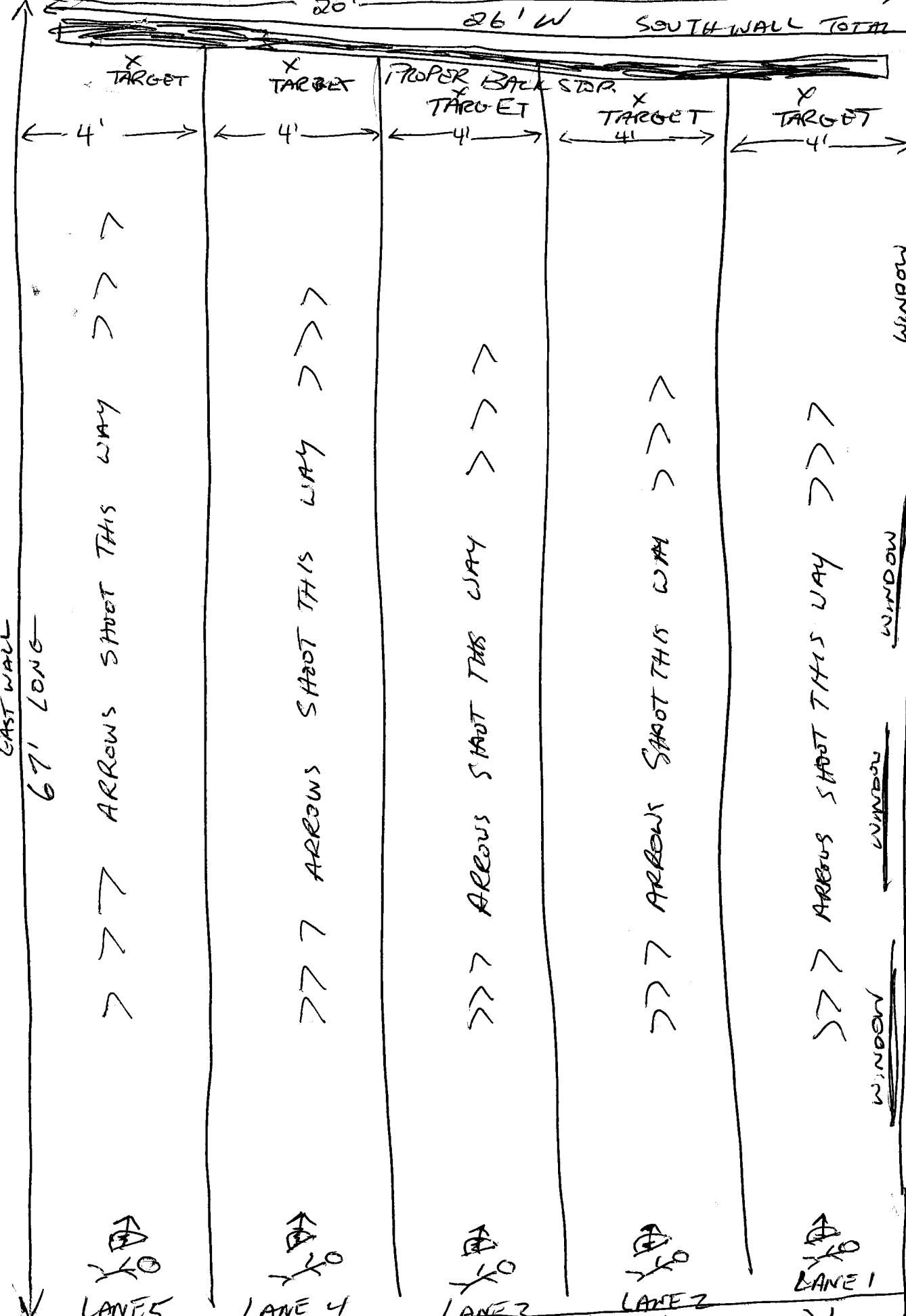
Owner, Big Game Source for Adventure

403-741-5254

ARCHERY LANES

20' 26' W SOUTH WALL TOTAL

BACK STAIRS
6 FEET WIDE
DOOR

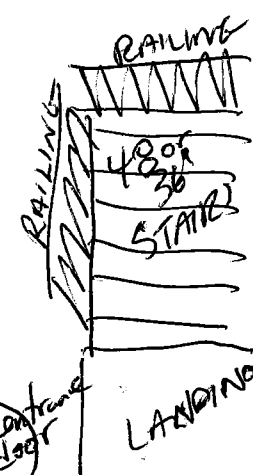


PROPER UNBREAKABLE
FILM USED ON GLASS

ENCLOSED WALKWAY

* PEOPLE COULD STAND HERE TO WATCH *

WEST WALL

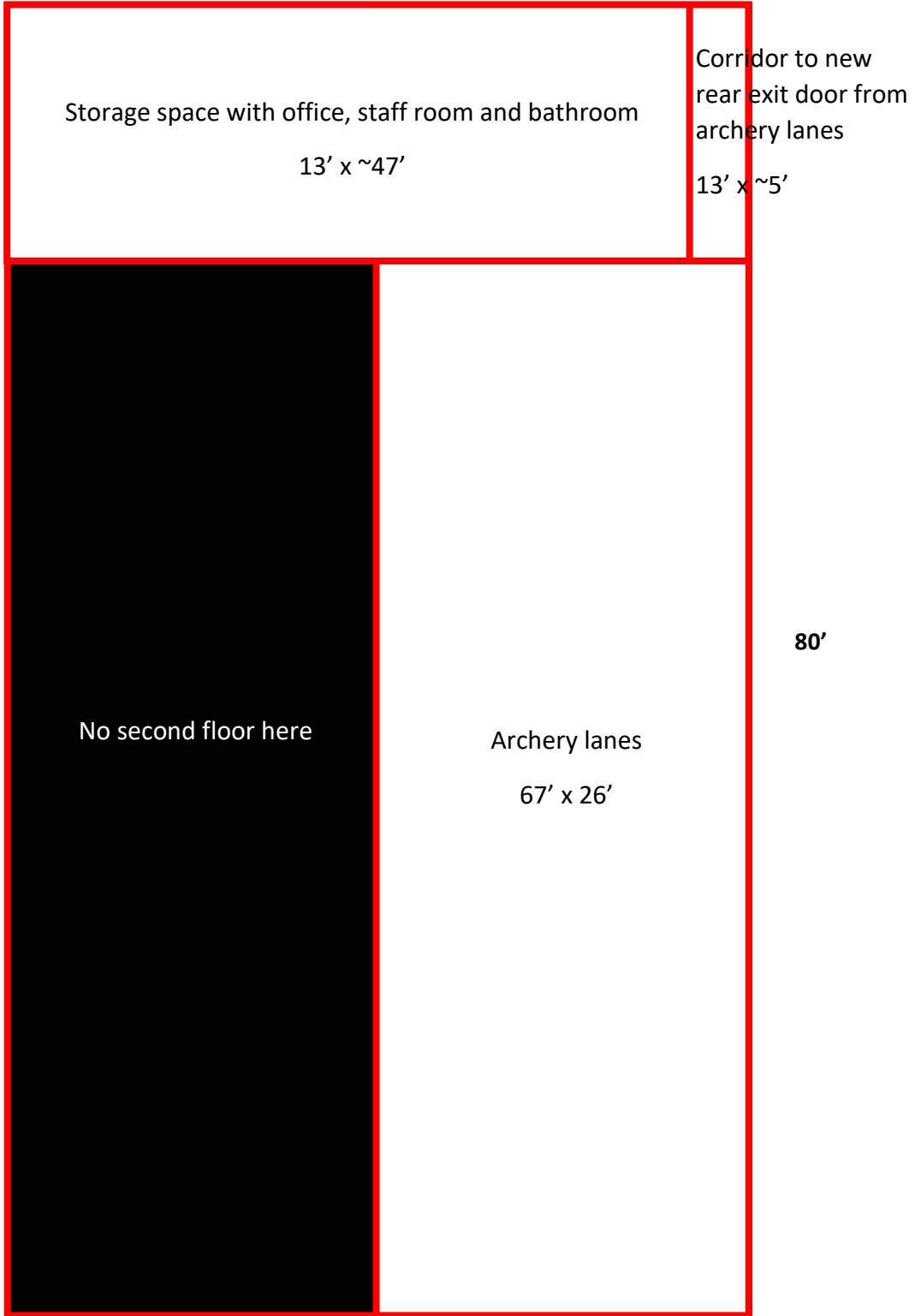


WEST WALL WITH PROPER STAIRS ENTRANCE X

DOOR

Second Level Site Plan

52'



Front of store, north side