Meeting Minutes of the Subdivision Authority Tuesday, February 5, 2019 6:00 pm MD of Pincher Creek No. 9 Administration Building

IN ATTENDANCE

Members: Councillors Quentin Stevick, Rick Lemire, Terry Yagos and Bev Everts

Absent: Reeve Brian Hammond

Staff: Director of Development and Community Services Roland Milligan, Planning Advisor

Gavin Scott, and Executive Assistant Tara Cryderman

COMMENCEMENT

Deputy Reeve Rick Lemire called the meeting to order, the time being 6:00 pm.

1. ADOPTION OF AGENDA

Councillor Terry Yagos

19/001

Moved that the Subdivision Authority Agenda for February 5, 2019, be approved as presented.

Carried

2. ADOPTION OF MINUTES

Councillor Bev Everts

19/002

Moved that the November 6, 2018 Subdivision Authority Minutes, be approved as presented.

Carried

3. CLOSED MEETING SESSION

Councillor Terry Yagos

19/003

Moved that the Subdivision Authority close the meeting to the public, under the authority of the *Municipal Government Act* Section 197(2.1), the time being 6:01 pm.

Carried

Councillor Terry Yagos

19/004

Moved that the Subdivision Authority open the meeting to the public, the time being 6:40 pm.

Carried

4. UNFINISHED BUSINESS

Nil

5. SUBDIVISION APPLICATIONS

Subdivision Application No. 2018-0-170
Kenneth McRae and Barbara McRae
N ½ 20-6-1 W5M

Councillor Terry Yagos

19/005

Moved that the Agricultural subdivision of N ½ 20-6-1-W5M (Certificate of Title No. 181 247 162, 181 247 162 +1), to create a 78.46 acre (31.75 ha) parcel and a 95.98 acre (38.84 ha) parcel from a 2 titles of 145 acres (58.7 ha) and 33 acres (13.4 ha) for agricultural use; <u>BE APPROVED subject to the following</u>:

CONDITIONS:

- 1. That, pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding property taxes shall be paid to the M.D. of Pincher Creek No. 9.
- 2. That, pursuant to Section 655(1)(b) of the *Municipal Government Act*, the applicant or owner or both enter into a Development Agreement with the M.D. of Pincher Creek No. 9 which shall be registered concurrently with the final plan against the title(s) being created.
- 3. That Certificate of Title 181247162 be consolidated with the adjacent portion of the NE 20 6-1 W5M that lies south of the Castle River in a manner such that the resulting Certificate of Title could not be subdivided without the approval of the Subdivision Authority.

REASONS:

- 1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
- 2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation.
- 3. The Subdivision Authority is satisfied that with the consolidation, the proposed subdivision is suitable for the purpose for which the subdivision is intended and meets the intent of the subdivision policies of the municipality's land use bylaw.
- 4. The proposed subdivision complies with the M.D. of Pincher Creek subdivision policy R.21.

- (a) Since the proposed subdivision complies with Section 663(b) of the Municipal Government Act, Reserve is not required.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or

- service the affected land (this may include but is not limited to Alberta Environment and Parks, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) TELUS Communications Inc. does not have any objections to the above noted circulation.
- (e) Easements are required for this development. FortisAlberta will contact the developer to initiate the process of securing an easement for the proposed subdivision. FortisAlberta is requesting that the county defer its subdivision approval until such time as this easement process is complete and the developer has entered into an appropriate easement agreement with FortisAlberta and the easement has been properly registered with Land Titles (Alberta). FortisAlberta will notify once these steps have been completed and confirm to you that FortisAlberta no longer has any concerns with 's approval of this subdivision.
 - FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision and for the easement by contacting FortisAlberta at 310-WIRE (310-9473) to make application. Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.
- (f) ATCO Gas has no existing Utility Right of Way on the subject property, or the existing Utility Right of Way is not sufficient for subdivision servicing.
 - The landowner(s) is required to contact the ATCO Gas land agent listed below to execute a Utility Right of Way to the satisfaction of ATCO Gas.
 - Once the Utility Right of Way has been registered at the Alberta Land Titles Office we will notify the municipality of the same.

Interim Land Agent: Tyson Bosch

Phone: 403-330-8886

- (g) ATCO Pipelines has no objection.
- (h) Alberta Health Services Mike Swystun, Executive Officer/Public Health Inspector: "Alberta Health Services appreciates the opportunity to provide comments on the above noted subdivision application. From the information provided, Alberta Health Services does not object to the proposed subdivision."
- (i) Alberta Environment & Parks Cory Wojtowicz: "AEP Lands Division has reviewed the following application. Please apply "Stepping Back from the Water Guidelines to this application."
- (j) Alberta Environment & Parks Operations Infrastructure Branch: "Thank you for the opportunity to review this referral. AEP Operations Branch (OIB) does not have an interest in the land at this location and therefore, have no comments or concerns with this proposal."

Carried

b. Subdivision Application No. 2018-0-185 Sheran Carter NE 16 & S ½ 21-6-30 W4M

Councillor Bev Everts

19/006

Moved that the Urban Fringe subdivision of NE 16 & S ½ 21-6-30-W4M (Certificate of Title No. 051 218 526 +1, 961 082 940 +8, 051 039 289 +1, 73A171A, 051 218 526, 051 039 304 +1), to create a 26.69 acre (10.80 ha) and a 46.44 acre (18.80 ha) parcel with legal road access from four existing titles containing approximately 73.5 acres (29.7 ha) in total for country residential/agricultural use; <u>BE APPROVED subject to the following</u>:

RESERVE:

Municipal Reserve is not applicable to proposed Lot 2 Block 2 pursuant to Section 663(b) of the MGA, as the parcel is greater than 40 acres and is to be used for agricultural purposes.

The payment of the applicable 10% Municipal Reserve on the 26.69 acre lot at \$2,500/acre is approximately \$6,672.50 with the actual amount (minus the Environment Reserve Easement acreage) to be determined at the final stage for Municipal Reserve purposes. That, pursuant to Section 664 of the Municipal Government Act and the planning policies of the MD of Pincher Creek, a 20m environmental reserve easement described by a metes and bounds description be provided along the left bank of Pincher Creek for Environmental Reserve purposes prior to final approval.

And that the deferred reserve caveat (741026167) registered against the Title 051218526 and 051218526+1 be discharged in its entirety.

CONDITIONS:

- 1. That, pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding property taxes shall be paid to the M.D. of Pincher Creek No. 9.
- 2. That, pursuant to Section 655(1)(b) of the *Municipal Government Act*, the applicant or owner or both enter into a Development Agreement with the M.D. of Pincher Creek No. 9 which shall be registered concurrently with the final plan against the title(s) being created.
- 3. That those portions of Certificate of Titles 051218526, 051218526+1, 051039304+1 and 051039289+1 be consolidated to create Lot 1 and 2 Block 2 according to BOA tentative plan18-14287T dated November 23, 2018 in a manner such that the resulting Certificate of Title could not be subdivided without the approval of the Subdivision Authority.
- 4. That the applicant submit to the Subdivision Authority a copy of a sketch from an Alberta Land Surveyor that certifies the location and dimensions of the water well and the exact dimensions of the lot to be subdivided.

REASONS:

- 1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
- 2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation.
- 3. The Subdivision Authority is satisfied that with the consolidation, the proposed subdivision is suitable for the purpose for which the subdivision is intended and meets the intent of the subdivision policies of the municipality's land use bylaw.
- 4. The subdivision authority, in considering the written submission from William Thorpe, finds that the concerns are focused on private landowner to landowner agreements for access and are therefore outside the parameters of the subdivision requirements and policies pertaining to the proposal.
- 5. The proposed subdivision complies with the M.D. of Pincher Creek subdivision policy R.21.

- (a) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (b) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Parks, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (c) The requirement for Municipal Reserve on proposed Lot 1 Block 2 must be satisfied using Municipal District of Pincher Creek Policy 422. The MD assessor has provided a land value for the 26.69 acre (10.8 ha) being subdivided at \$2,500 /acre. Using the formula from Policy 422, the amount owing to satisfy the Municipal Reserve is \$6,672.50.
- (d) That the municipality in having taken into account the Provincial document Stepping Back from the Water and the Environmental Reference Manual for the Review of Subdivisions in Alberta has determined that a buffer from the natural water body's banks by the mechanism of environmental reserve easement provides the best means of environmental protection for the water course known as Pincher Creek.
- (e) Municipal District of Pincher Creek No. 9 Stu Weber, Public Works Superintendent: "My main concerns with this is just that the access to the property is built properly. In the drawing it looks like there is a small extension on the road allowance for access to the new parcel. We need to verify that if this is going to be an extension to the road that it is built to spec as per policy 317. Otherwise we will need an acknowledgment in writing that the MD will only maintain the pre-existing road, not the extension."
- (f) Municipal District of Pincher Creek No. 9 David Cox, Chief of Pincher Creek Emergency Services:
 - "I have no issues with this development."
- (g) TELUS Communications Inc. has no objections to the above noted circulation.

- (h) Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.
 - FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.
 - Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.
- (i) Alberta Transportation John Thomas, Development/Planning Technologist: "Reference your file to create two (2) boundary adjusted urban fringe lots at the above noted location.
 - The proposal is contrary to Section 14 and subject to the requirements of Section 15(2) of the Subdivision and Development Regulation, being Alberta Regulation 43/2002, ("the regulation").
 - Alberta Transportation's primary objective is to allow subdivision and development of adjacent properties in a manner that will not compromise the integrity and associated safe operational use or the future expansion of the provincial highway network.

To that end, the lots to be created will be well removed from Highway 507 with indirect access to the highway being solely by way of the local road system. Moreover and whereas we had previously recommended to another party enquiring on behalf of the landowner that the current geometric design at the local road intersection of Highway 507 and Township Road 63A was inadequate to accommodate the traffic of a multiple parcel country residential development, this is merely a minor boundary adjustment that will incorporate the lot to be created with an existing urban fringe residential lot.

Given this, strictly from Alberta Transportation's point of view, we do not anticipate that the creation of the boundary adjusted urban fringe residential lot as proposed will have any appreciable impact on the highway.

Therefore, pursuant to Section 16 of the regulation, in this instance, Alberta Transportation grants a waiver of said Sections 14 and 15(2).

The applicant would also be advised that any development within the right-of-way or within 300 metres beyond the limit of the highway or within 800 metres from the center point of the intersection of the highway and another highway would require the benefit of a permit from Alberta Transportation. This requirement is outlined in the Highways Development and Protection Regulation, being Alberta Regulation 326/2009.

The subject property is within the noted control lines; however, given that development setbacks will be maintained by default and all access to the highway is indirect by way of the local road system, in this instance, a permit from Alberta Transportation will not be required, and development of the subject property could proceed under the direction, control, and management of the Municipal District of Pincher Creek No. 9 subdivision and development land use authority. The applicant could contact the undersigned, at Lethbridge 403-381-5426, in this regard.

Alberta Transportation accepts no responsibility for the noise impact of highway traffic upon any development or occupants thereof. Noise impact and the need for attenuation should be thoroughly assessed. The applicant is advised that provisions for noise attenuation are the sole responsibility of the developer and should be incorporated as required into the subdivision/development design.

Any peripheral lighting (yard lights/area lighting) that may be considered a distraction to the motoring public or deemed to create a traffic hazard will not be permitted. Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 5(5)(d) of the regulation, Alberta Transportation agrees to waive the referral distance for this particular subdivision application. As far as Alberta Transportation is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application."

- (j) Alberta Environment & Parks Susanne Lampier, Land Management Coordinator: "Thank you for the opportunity to comment on this subdivision referral. Operations Infrastructure Branch does not have any concerns with the proposal."
- (k) Alberta Environment & Parks Ricardo Barbosa, Waterbody/Boundary Research Analyst:
 - "Thank you for the notification. Please be advised that the Crown owns the bed and shore of Pincher Creek by exception from the land titles. As such, any portion of its bed and shore located within the subdivided area should be excluded from private ownership."
- (l) Alberta Environment & Parks Caylee Knowles, Forest Officer Land Management: "Please follow recommendations in the "Stepping back from the water" guide and appendices for any new developments near waterbodies."
- (m) Adjacent Landowner William Thrope:
 - "Mr. Scott, As a follow up to my phone conversation with you, Sherran Carter and David Amantea of Okumura and Brown I wish to register my concerns regarding the subdivision with respect to protecting my access by easement across the NE of 16. I discussed with David Amantea that the drawings as shown are not accurate with respect to including the well and related electric and waterlines to the well intended to be included in Lot 1 Block 2. He advises that corrections will be made later in the spring. I am happy to assist with ground proving the locations as I know it if that helps. It certainly suggests cutting off the lower portion of the proposed Lot 2 Block 2 at the north boundary of NE 16 for simplicity but as long as my access easement across the lower portion of the peninsula on the traditional vehicle trail is protected my concerns will be addressed."

Carried

c. Subdivision Application No. 2018-0-198 Huyvonto Farm Ltd. NE 13-6-30 W4M

Councillor Terry Yagos

19/007

Moved that the Agricultural subdivision of NE 13-6-30-W4M (Certificate of Title No. 071 073 488 +1, 071 073 488 +2), to create two 79.77 acre (32.28 ha) parcels from two titles of 80 acres (32.4 ha) for agricultural use; <u>BE APPROVED subject to the following</u>:

CONDITIONS:

- 1. That, pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding property taxes shall be paid to the M.D. of Pincher Creek No. 9.
- 2. That, pursuant to Section 655(1)(b) of the *Municipal Government Act*, the applicant or owner or both enter into a Development Agreement with the M.D. of Pincher Creek No. 9 which shall be registered concurrently with the final plan against the title(s) being created.

REASONS:

- 1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
- 2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation.
- 3. The proposed subdivision complies with the M.D. of Pincher Creek subdivision policy R.21.

- (a) Since the proposed subdivision complies with Section 663(b) of the Municipal Government Act, Reserve is not required.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Parks, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) M.D. of Pincher Creek No. 9 David Cox, Chief of Pincher Creek Emergency Services: "I have no issues with this development."
- (e) TELUS Communications Inc. has no objections to the above circulation.
- (f) Alberta Transportation John Thomas, Development/Planning Technologist: "Reference your file to create two (2) boundary adjusted agricultural lots at the above noted location.
 - Alberta Transportation's primary objective is to allow subdivision and development of properties in a manner that will not compromise the integrity and associated safe operational use or the future expansion of the provincial highway network.

To that end, the proposal is to continue using the parcels to be created for agricultural purposes. As such, this application is in accordance with Section 14(a) of the Subdivision and Development Regulation, being Alberta Regulation 43/2002 ("the regulation").

As this application complies with said Section 14(a) and access to the proposed parcel of land and the remnant title is to be solely by a means other than a highway, Section 15(3) of the regulation applies.

Notwithstanding the foregoing, the applicant would be advised that any development within the right-of-way or within 300 metres beyond the limit of the highway or within 800 metres from the centre point of the intersection of the highway and another highway would require the benefit of a permit from Alberta Transportation. This requirement is outlined in the Highways Development and Protection Regulation, being Alberta Regulation 326/2009.

The subject property is within the noted control lines; however, given that development setbacks will be maintained by default and all access to the highway is indirect by way of the municipal district's local road system, in this instance, a permit from the department will not be required, and development of the subject property could proceed under the direction, control, and management of the Municipal District of Pincher Creek No.9 subdivision and development land use authority. The applicant could contact the undersigned, at Lethbridge 403-381-5426, in this regard.

Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 5(5)(d) of the regulation, Alberta Transportation agrees to waive the referral distance for this particular subdivision application. As far as Alberta Transportation is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application."

Carried

d. Subdivision Application No. 2018-0-199
Huyvonto Farm Ltd.
SE 13-6-30 W4M

Councillor Bey Everts

19/008

Moved that the Agricultural subdivision of SE 13-6-30-W4M (Certificate of Title No. 071 073 488 +5, 071 073 488 +3), to create a 79.81 acre (32.30 ha) parcel and a 75.81 acre (30.68 ha) parcel from two titles of 80 acres (32.4 ha) and 76.5 acres (30.96ha) for agricultural use; <u>BE APPROVED subject to the following</u>:

RESERVE:

That the Municipal Reserve deferred by caveat for 2.99 acres be paid and that the deferred reserve caveat (951107338) registered against the Title 071073488+5 be discharged in its entirety.

CONDITIONS:

- 1. That, pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding property taxes shall be paid to the M.D. of Pincher Creek No. 9.
- 2. That, pursuant to Section 655(1)(b) of the *Municipal Government Act*, the applicant or owner or both enter into a Development Agreement with the M.D. of Pincher Creek No. 9 which shall be registered concurrently with the final plan against the title(s) being created.

REASONS:

- 1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw.
- 2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation.
- 3. The proposed subdivision complies with the M.D. of Pincher Creek subdivision policy R.21.

- (a) Since the proposed subdivision complies with Section 663(b) of the Municipal Government Act, Reserve is not required on the two agricultural parcels.
- (b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- (c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Parks, Alberta Transportation, and the Department of Fisheries and Oceans.)
- (d) The requirement for Municipal Reserve on Lot 1 Plan 9511152 must be satisfied using Municipal District of Pincher Creek Policy 422. The MD assessor has provided a land

value for the 2.99 acre (1.21 ha) being subdivided at \$2,500 /acre. Using the formula from Policy 422, the amount owing to satisfy the Municipal Reserve is \$747.50.

- (e) M.D. of Pincher Creek No. 9 David Cox, Chief of Pincher Creek Emergency Services: "I have no issues with this development."
- (f) TELUS Communications Inc. has no objections to the above circulation.
- (g) Thank you for contacting FortisAlberta regarding the above application for subdivision. We have reviewed the plan and determined that no easement is required by FortisAlberta.
 - FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange installation of electrical services for this subdivision through FortisAlberta. Please have the developer contact 310-WIRE (310-9473) to make application for electrical services.
 - Please contact FortisAlberta land services at landserv@fortisalberta.com or by calling (403) 514-4783 for any questions.
- (h) Alberta Transportation John Thomas, Development/Planning Technologist: "Reference your file to create two (2) boundary adjusted agricultural lots at the above noted location.
 - Alberta Transportation's primary objective is to allow subdivision and development of properties in a manner that will not compromise the integrity and associated safe operational use or the future expansion of the provincial highway network. To that end, the proposal is to continue using the lots to be created for agricultural purposes. As such, this application is in accordance with Section 14(a) of the Subdivision and Development Regulation, being Alberta Regulation 43/2002 ("the regulation").

As this application complies with said Section 14(a) and access to the lot to be created and the remnant title is to be solely by a means other than a highway, Section 15(3) of the regulation applies.

Notwithstanding that currently the application complies with said Section 15(3), the applicant is advised that no direct access to the highway will be allowed as a result of this application.

Moreover, the applicant would be advised that any development within the right-of-way or within 300 metres beyond the limit of the highway or within 800 metres from the centre point of the intersection of the highway and another highway would require the benefit of a permit from Alberta Transportation. This requirement is outlined in the Highways Development and Protection Regulation, being Alberta Regulation 326/2009.

The subject property is within the noted control lines and, as such, any additional development would require the benefit of a permit from Alberta Transportation. To ensure that any future highway expansion plans are not unduly compromised, minimum setbacks would be identified and stipulated as condition of approval such that an adequate buffer would be maintained alongside the highway and any other highway related issues could be appropriately addressed. The applicant could contact the department through the undersigned, at Lethbridge 403-381-5426, in this regard. Alberta Transportation accepts no responsibility for the noise impact of highway traffic upon any development or occupants thereof. Noise impact and the need for attenuation should be thoroughly assessed. The applicant is advised that provisions for noise

attenuation are the sole responsibility of the developer and should be incorporated as required into the subdivision/development design.

Any peripheral lighting (yard lights/area lighting) that may be considered a distraction to the motoring public or deemed to create a traffic hazard will not be permitted. Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 5(5)(d) of the regulation, Alberta Transportation agrees to waive the referral distance for this particular subdivision application. As far as Alberta Transportation is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application."

Carried

6. NEW BUSINESS

Nil

- 7. **NEXT MEETING** Tuesday, March 5, 2019; 6:00 pm.
- 8. ADJOURNMENT

Councillor Terry Yagos

19/009

Moved that the meeting adjourn, the time being 6:44 pm.

Carried

Brian Hammond, Chair

Subdivision Authority

Roland Milligan, Secretary

Subdivision Authority