









MINUTES  
Municipal Planning Commission (MPC)  
Municipal District of Pincher Creek No. 9  
January 3, 2017

9. **NEXT MEETING** – February 7, 2017; 6:30 pm.

10. **ADJOURNMENT**

Councillor Quentin Stevick

17/10

Moved that the meeting adjourn, the time being 7:53 pm.

Carried

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Chairperson Terry Yagos  
Municipal Planning Commission

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Director of Development and Community  
Services Roland Milligan  
Municipal Planning Commission

DRAFT



- With regards to the structure itself, the applicant states that he took a course in Upright Log Building prior to starting the project. His intent is to construct a Tiny Home that can be moved in the future.
- The applicant stated that he has not placed a frame and wheels under the structure at this point but that he fully intends to.
- Once completed, the builder requests a CSA inspector from Edmonton to inspect the unit. The applicant states that any report issued would be available to the MD.
- A Safety Codes Officer states that the Tiny Homes are considered a Park Model Recreation Vehicle, and therefore are required to meet the same CSA standards. As a Park Model RV, the Tiny Homes are intended to be moveable, capable of being towed down the highway.
- The following is the definition of Park Model from within the LUB.

*6.105 Park Model Recreation Vehicle*

*A transportable unit designed to be transported on its own wheels. The unit is intended to be moved to other sites infrequently, however, is approved for towing on public roadways and subject to highway safety standards. These units are occupied on a short-term or seasonal basis and are generally wider and longer than recreational vehicles. See Seasonal.*

*6.127 Seasonal*

*As defined by the Municipal Planning Commission and not to exceed 6 months.*

- As stated previously, the applicant says that he wishes to keep the structure movable in the future. He has two children attending high school in Lundbreck for a couple of more years.
- The Development Authority has the ability to a temporary permit if they feel the development should be of a temporary nature.

*6.147 Temporary*

*Any time limit set by the Development Authority or as set out in this bylaw.*

*16.10*

*In accordance with Section 24, the Municipal Planning Commission may issue a temporary development permit where the Municipal Planning Commission is of the opinion that the discretionary use is, or should be, of a temporary nature.*

- A temporary development permit may be issued with a specific timeline established. The development may then be reviewed after a set period of time in the future, to determine if the development should be discontinued at the location.
- The registered owners of the parcel have submitted a consenting letter, providing explanation and authorization for the proposed Tiny Home.
- Based on the location plan provided by the applicant, the location shown for the residence will require a 15m setback waiver from the 50m requirement to the undeveloped road allowance on the south.











## IMPORTANT NOTES:

1. In addition to completing this application form in its entirety, an application for a development permit shall be accompanied by the following information, where relevant:
  - (a) a lot plan at scale to the satisfaction of the Development Officer showing the size and shape of the lot, the front, rear and side yards, any provision for off-street loading and vehicle parking, access to the site, and the location of public utility lines, waterbodies and treed areas;
  - (b) a scaled floor plan and elevations where construction is proposed;
  - (c) at the discretion of the Development Officer, a Real Property Report as proof of location of existing development and a copy of the Duplicate Certificate of Title indicating ownership and encumbrances;
  - (d) if the applicant is not the registered owner, a written statement, signed by the registered owner consenting to the application and approving the applicant as the agent for the registered owner.
2. A non-refundable processing fee of an amount determined by Council shall accompany every application for a development permit.
3. Failure to complete the application form fully and supply the required information, plans and fee may cause delays in processing the application.
4. **THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE INFORMATION REQUIRED HAS NOT BEEN SUPPLIED OR WHERE THE QUALITY OF SUCH INFORMATION IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.**
5. All development permits shall contain the following informative:

*"ANY DEVELOPMENT CARRIED OUT PRIOR TO THE EFFECTIVE DATE OF THE APPROPRIATE DEVELOPMENT PERMIT IS DONE SOLELY AT THE RISK OF THE APPLICANT AND/OR LANDOWNER."*
6. In accordance with the Municipal Government Act, a decision on a completed application must be made within 40 days. After the 40-day period the applicant may deem the application refused and file an appeal within 14 days of the expiry of the decision date.
7. Every approach to a residence is entitled to an approach number sign supplied by the municipality. If your location does not already have a sign, please contact the MD Administration Office to make arrangements as soon as your approach has been constructed.

November 08/2016

To Whom I May Concern,

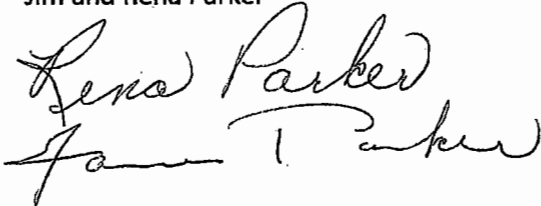
My wife and myself have been living on our ranch for over 40 years and now being close to 80 years of age and myself having had a major heart attack and my wife being a cancer survivor it is becoming harder and harder to care for the place. Thus with this happening we had spoke to our children and oldest grandchild with regards to them moving on the property to help us run it. Giving them the time to decide they have chosen to relocate and live here with their parents to care for the place making it easier for us to stay here which is all we want to do.

In the end we realize that some very important steps have been missed in this decision but hope that these can be corrected as the difference that our children have made in making it possible to stay here go beyond words. At this stage in our lives being able to stay where we belong is truly a blessing that family has made possible.

So we do hope that with your help we can make this our life home and continue with life the way it should be. Thank you in advance and hope to hear from you soon.

Sincerely,

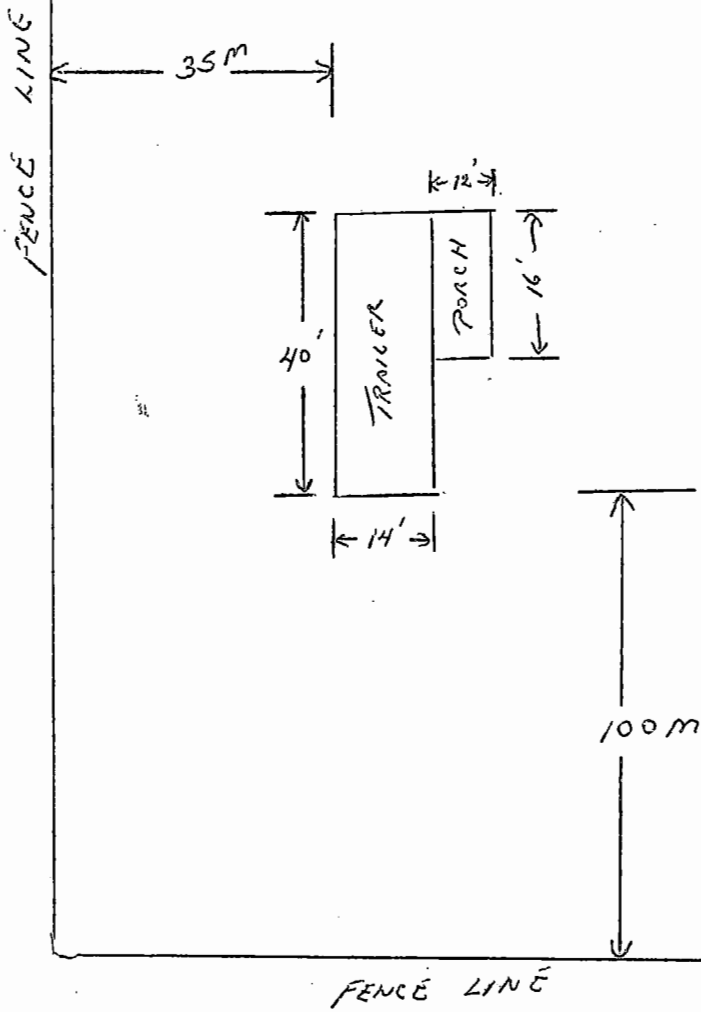
Jim and Rena Parker

The image shows two handwritten signatures in cursive. The top signature is 'Rena Parker' and the bottom signature is 'Jim Parker'. Both are written in dark ink on a white background.





TRAILER IS ON BLOCKING AND NOT  
A PERMANENT FOUNDATION























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November 17/2016

We James and Rena Parker do give our consent to allow Terry Parker (son) to place a mobile home on our property

Thank you

*Rena Parker*  
*James Parker*

November 08/2016

To Whom I May Concern,

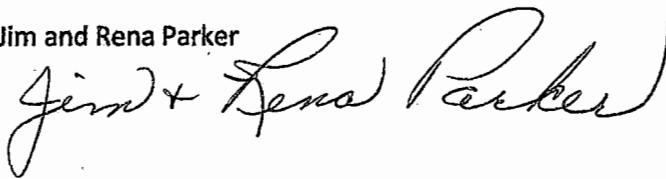
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So we do hope that with your help we can make this our life home and continue with life the way it should be. Thank you in advance and hope to hear from you soon.

Sincerely,

Jim and Rena Parker

A handwritten signature in cursive script that reads "Jim + Rena Parker". The signature is written in dark ink and is positioned below the typed name.





**6a**

**DIRECTOR OF DEVELOPMENT AND COMMUNITY SERVICES REPORT  
January 2017**

**Development / Community Services Activities includes:**

- January 3                   Municipal Planning Commission Meeting
- January 10                Policy and Plans Meeting
- January 10                Council Meeting
- January 11                Joint Health and Safety Meeting
- January 11                Castle Mountain Master Plan Meeting
- January 12                Staff Meeting
- January 12                Meeting in MD of Ranchlands with Alberta Parks
- January 18                Emergency Management Meeting with staff
- January 20                Vacation
- January 24                Council Meeting
- January 26                Staff Meeting
- January 26                Castle Mountain Resort Community Association Meeting
- January 30                Humane Society Meeting at Town of Pincher Creek

**PLANNING DEPARTMENT STATISTICS**

**Development Permits Issued by the Director for January 2017**

No.	Applicant	Division	Legal Address	Development
2017-01	Jeff and Marla Bosch	3	NE 18-5-2 W5M	Single Detached Residence and Accessory Building – Garage
2017-02	Larry and Debbie Manley	2	SW 30-6-29 W4M	Residential Addition

**Development Permits Issued by Municipal Planning Commission for January 2017**

The MPC did not issue a permit in January 2017.

