

Municipal District of Pincher Creek No. 9
MUNICIPAL PLANNING COMMISSION
September 5, 2017
6:30 pm
Agenda

- 1. Adoption of Agenda**
- 2. Minutes**
 - a. Minutes of July 4, 2017
- 3. In Camera**
- 4. Unfinished Business**
- 5. Development Permit Applications**
 - a. Development Permit Application No. 2017-42
Murray Hauck
Ptn. NE 29-6-2 W5M
Apex Trailer – Setback Variance Request
 - b. Development Permit Application No. 2017-43
Mark Peters
NE 24-8-30 W4M
Moved-In Residential Building
- 6. Development Reports**
 - a. Development Officer's Reports
 - Report for the month of July 2017
 - Report for the month of August 2017
- 7. New Business**
- 8. Next Regular Meeting –October 3, 2017; 6:30 pm**
- 9. Adjournment**

2

**Meeting Minutes of the
Municipal Planning Commission
July 4, 2017 – 6:30 pm
Municipal District of Pincher Creek No. 9 Administration Building**

ATTENDANCE

Commission: Chairman Terry Yagos, Reeve Brian Hammond, Councillors Fred Schoening, Garry Marchuk, and Quentin Stevick, and Member Dennis Olson

Absent: Member Michael Gerrand

Staff: Chief Administrative Officer Wendy Kay, Director of Development and Community Services Roland Milligan, Planning Advisor Gavin Scott, and Executive Assistant Tara Cryderman

Chairman Terry Yagos called the meeting to order, the time being 6:30 pm.

1. ADOPTION OF AGENDA

Councillor Fred Schoening 17/56

Moved that the July 4, 2017 Municipal Planning Commission Agenda, be approved as presented.

of move In-Camera, the time being 6:31 pm.

Carried

17/59

of move out of In-Camera, the time being 6:59 pm.

Carried

4. **UNFINISHED BUSINESS**

There was no unfinished business to discuss.

5. **DEVELOPMENT PERMIT APPLICATIONS**

- a. Development Permit Application No. 2017-30
Tom McIntosh
Lot 1, Block 1, Plan 1611427; SE 25-8-1 W5M
Single Detached Residence, Shop and Garden Shed

Councillor Quentin Stevick 17/60

Moved that the report from the Director of Development and Community Services, regarding Development Permit Application No. 2017-30, for a single detached residence, an accessory building – garage/shop, and an accessory building – garden shed be received;

And that Development Permit Application No. 2017-30 be denied, as it does not meet the minimum requirements of Land Use Bylaw No. 1140-08.

Councillor Quentin Stevick requested a recorded vote.

Councillor Quentin Stevick – In Favour
Councillor Garry Marchuk – Opposed
Reeve Brian Hammond – Opposed
Councillor Fred Schoening – In Favour
Member Dennis Olson – Opposed
Councillor Terry Yagos – Opposed
Motion Defeated

Councillor Garry Marchuk 17/61

Moved that the report from the Director of Development and Community Services, regarding Development Permit Application No. 2017-30, for a single detached residence, an accessory building – garage/shop, and an accessory building – garden shed be received;

And that Development Permit Application No. 2017-30, be approved subject to the following Condition(s) and Waiver(s):

Part A - Residence

Condition(s):

1. That this development meets the minimum provisions as required in Land Use Bylaw 1140-08.

Waivers for Residence:

1. That a 22 metre Setback Distance waiver be granted for the Residence, from the minimum 50 metre Setback Distance from Range Road 1-0, for a west side Setback distance of 28 metres.

Part B - Accessory Building (Garage/Shop)

Condition(s):

1. That this development meets the minimum provisions as required in Land Use Bylaw 1140-08.

Waivers for Accessory Building (Garage/Shop):

1. That a 17.5 metre Setback Distance waiver be granted for the Accessory Building (Garage/Shop) from the minimum 50 metre Setback Distance from Range Road 1-0, for a west side Setback distance of 32.5 metres.
2. That a 1.5 metre Setback Distance waiver be granted for the Accessory Building (Garage/Shop), from the minimum 50 metre Setback Distance from the Statutory Road Allowance forming the east boundary, for an east side Setback distance of 48.5 metres.

Part C - Accessory Building (Garden Shed)

Condition(s):

1. That this development meets the minimum provisions as required in Land Use Bylaw 1140-08.

Waivers for Accessory Building (Garden Shed):

1. That a 42.5 metre Setback Distance waiver be granted for the Accessory Building (Garden Shed), from the minimum 50 metre from the Statutory Road Allowance forming the east boundary, for an east side Setback distance of 7.5 metres.

Councillor Quentin Stevick requested a recorded vote.

Councillor Terry Yagos – In Favour
Member Dennis Olson – In Favour
Councillor Fred Schoening – Opposed
Reeve Brian Hammond – In Favour
Councillor Garry Marchuk – In Favour
Councillor Quentin Stevick - Opposed
Motion Carried

- b. Development Permit Application No. 2017-32
Ken and Charity McLeod
Ptn. SW 21-6-29 W4M
Moved-In Residence

Councillor Fred Schoening

17/62

Moved that the report from the Director of Development and Community Services, regarding Development Permit Application No. 2017-32, for the development of a Moved-In Residential Building, be received;

MINUTES
Municipal Planning Commission (MPC)
Municipal District of Pincher Creek No. 9
July 4, 2017

And that Development Permit Application No. 2017-32, be approved subject to the following Condition(s):

Condition(s):

1. That this development meets the minimum provisions as required in Land Use Bylaw 1140-08.
2. That the developer remove the existing residence from the parcel within six (6) months of occupancy of the moved-in residence.

Carried

- c. Development Permit Application No. 2017-34
Mike Heppner
Lots 14-16, Block 9, Plan 1993N; Hamlet of Pincher Station
Accessory Building – Garage

Councillor Quentin Stevick

17/63

Moved that the report from the Director of Development and Community Services, regarding Development Permit Application No. 2017-34, for the construction of an Accessory Building - Garage, be received;

And that Development Permit Application No. 2017-34, be approved subject to the following Condition(s):

Condition(s):

1. That this development meets the minimum provisions as required in Land Use Bylaw 1140-08.

Carried

- d. Development Permit Application No. 2017-33
Deborah and Garry Marchuk
Lot 4, Block 5, Plan 8410414; Hamlet of Beaver Mines
Bed and Breakfast Operation

Councillor Garry Marchuk declared a potential conflict of interest, as he is the applicant, and left the meeting, the time being 7:02 pm.

Member Dennis Olson

17/64

Moved that the report from the Director of Development and Community Services, regarding Development Permit Application No. 2017-33, for a Bed and Breakfast Operation, be received;

And that Development Permit Application No. 2017-33, be approved subject to the following Condition(s):

Condition(s):

1. That this development meets the minimum provisions as required in Land Use Bylaw 1140-08.
2. That the developer comply with all Alberta Health Services requirements prior to commencement of operation.

Carried

Councillor Marchuk returned to the meeting, the time being 7:03 pm

6. DEVELOPMENT REPORTS

- a. Development Officer's Report

Councillor Garry Marchuk

17/65

Moved that the Development Officer's Report, for the month of June 2017, be received as information.

Carried

7. CORRESPONDENCE

- a. Action

1. Request to Transfer Development Rights

Councillor Garry Marchuk

17/66

Moved that the report from the Director of Development and Community Services, dated June 28, 2017, regarding the request to transfer development rights within the Lundbreck Mobile Home Park be received;

And that the MPC grants the applicant's request to transfer the development rights from Lot 30 to Lot 10 within the park;

And further that the applicant is responsible to ensure that the proper drainage is maintained at this location.

Carried

8. NEW BUSINESS

No new business was added to the agenda.

9. **NEXT MEETING** – September 5, 2017; 6:30 pm.

10. **ADJOURNMENT**

Reeve Brian Hammond

17/67

Moved that the meeting adjourn, the time being 7:10 pm.

Carried

Chairperson Terry Yagos
Municipal Planning Commission

Director of Development and Community
Services Roland Milligan
Municipal Planning Commission

DRAFT



Municipal District of Pincher Creek
 P.O. Box 279
 Pincher Creek, AB T0K 1W0
 Phone: 403.627.3130 • Fax: 403.627.5070

DEVELOPMENT PERMIT APPLICATION

All grey areas will be completed by the Planning Authority

DEVELOPMENT PERMIT APPLICATION NO. 2017-42

Date Application Received 2017/07/26

PERMIT FEE \$100.00 Permitted
 \$150.00 Discretionary

Date Application Accepted 2017/08/01

RECEIPT NO. 328376
32836

Tax Roll # _____

IMPORTANT: This information may also be shared with appropriate government / other agencies and may also be kept on file by those agencies. This information may also be used by and for any or all municipal programs and services. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP). If you have any questions about the collection of this information, please contact the Municipal District of Pincher Creek No. 9

SECTION 1: GENERAL INFORMATION

Applicant: Murray Hauck

Address: _____

Telephone: _____ Email: _____

Owner of Land (if different from above): _____

Address: _____ Telephone: _____

Interest of Applicant (if not the owner): _____

SECTION 2: PROPOSED DEVELOPMENT

I/We hereby make application for a Development Permit under the provisions of Land Use Bylaw No. in accordance with the plans and supporting information submitted herewith and which forms part of this application.

A brief description of the proposed development is as follows:

12x60 apex trailer

Legal Description: Lot(s) _____

Block _____

Plan _____

Quarter Section NE 29-10-2 WSM

Estimated Commencement Date: September 1, 2017

Estimated Completion Date: September 15, 2017

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.

Ryan Hauck

From:
Sent: Wednesday, August 30, 2017 4:51 PM
To:
Subject: [EXTERNAL] Pincher project

/attach ments.

Hi all...I have just been contacted by Roland Milligan stating he needs you all to give me written permission to proceed with putting an Apex (ATCO) trailer on the campsite (N.E -29 -6 - 2 w5) ...see below. Can you all print a copy of this, sign it, scan it and email it back to me as fast as you can. As the letter states, the timeline is very short...thanks guys.

Hello Murray,

Your application is on the agenda for next Tuesday's M C meeting.

ing.una. I think we need to ensure things go smoothly. I think we will need to get all the landowners to sign a letter stating they are aware and in agreement for the proposed development.

have the One letter with a list of the owners and their signatures will be sufficient. Fax or email. Don't want to Commission table the application until the next meeting.

ondering could Also, had a chat with our planner regarding the classification of the trailer as a residence and he was wondering if there are any engineered drawings or CSA numbers to confirm that the trailer is built to a code that will comply with the proposed use.

We have until next Tuesday afternoon to get the information for the meeting.

Feel free to contact us with any questions.

Regards,

Roland Milligan

Director of Development and Community Services

M.D. of Pincher Creek No. 9

PO Box 279, Pincher Creek, AB T0K 1W0

Ph: 403.627.3130 Fax: 403.627.5070

rmilligan@mdpincercreek.ca

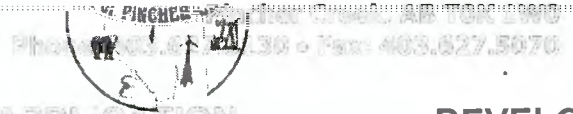
I, Ryan Hauck, give full permission to Murray Hauck to proceed with placing a trailer at the above level.

8/31/17



Pincher Creek, AB T0K 1W0
 Phone: 403.627.3130 • Fax: 403.627.5070

Municipal District of Pincher Creek
 P.O. Box 279



Pincher Creek, AB T0K 1W0
 Phone: 403.627.3130 • Fax: 403.627.5070

PERMIT APPLICATION

DEVELOPMENT PERMIT APPLICATION

DEVELOPMENT PERMIT APPLICATION

DEVELOPMENT PERMIT APPLICATION NO. 2017-43
 PERMIT FEE 150.00
 RECEIPT NO. 32839

All grey areas will be completed by the Planning Authority.
 Date Application Received 2017/07/27
 Date Application Accepted 2017/08/01

3 Twp Rd 8-4

Tax Roll # 300

with appropriate government / other agencies and may also be used by and for all municipal programs and will become available to the public and are subject to the provisions of the Access to Information Act (FOIP). If you have any questions about the collection of this information, please contact the Municipal District of Pincher Creek No. 9

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SECTION 1: GENERAL INFORMATION

Applicant: Mark Peters

Applicant: _____
 Address: _____
 Telephone: _____

Owner of Land (if different from above): _____

Address: _____

Interest of Applicant (if not the owner): _____

SECTION 2: PROPOSED DEVELOPMENT

I/We hereby make application for a Development Permit under the provisions of Land Use Bylaw No. 1140-08 with the plans and supporting information submitted herewith and which forms part of this application.

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A brief description of the proposed development is as follows:

A brief description of the proposed development is as follows:

Replace Mobile home w/ Existing duplex 80.

1 house on basement converted to single detached.

Legal Description: Lot(s) _____

Legal Description: Lot(s) _____

Block _____

Block _____

Plan _____

Plan _____

Quarter Section N4

Quarter Section E24 08 30 W4

Estimated Commencement Date: Aug 2/2017

Estimated Commencement Date: Aug 2/2017

Estimated Completion Date: Oct 3/2017

Estimated Completion Date: Oct 3/2017

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;
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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.

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

6a

Development / Community Services Activities includes:

- July 4 Municipal Planning Commission
- July 5 Budget Meeting
- July 10 Castle Parks Meeting
- July 11 Policy and Plans
- July 11 Public Hearing – Bylaw 1278-17
- July 11 Council Meeting
- July 12 Southwest Alberta Rec Advisory Group
- July 13 Staff Meeting
- July 24-28 Vacation

MUNICIPAL PLANNING DEPARTMENT STATISTICS

Development Permits Issued by the Director for July 2017

No.	Applicant	Division	Legal Address	Development
2017-36	Cindy Yagos	3	Lot 1, Block 1, Plan 0412537; NW 4-7-2 W5M	Manufactured Home
2017-37	Norm Hilbert	5	Lot 9, Block 16, Plan 761 0822, Lundbreck	Accessory Buildings - Detached Garage and Storage Shed
2017-38	David and Amanda Willms	3	NW 20-5-2 W5M	Single Detached Residence
2017-39	Deannia Simpson	5	Space 10; Lot 16, Block 17, Plan 7610822; Lundbreck	Manufactured Home in Mobile Home Park
2017-40	Jason Lu	3	Lot 12, Block 1, Plan 0614102; NE 21-6-30 W4M	Detached Garage, Deck with Storage Under, Relocation of Greenhouse

Development Permits Issued by Municipal Planning Commission for July 2017

No.	Applicant	Division	Legal Address	Development
2017-30	Tom McIntosh	4	Lot 1, Block 1, Plan 1611427; SE 25-8-1 W5M	Single Detached Residence, Garage and Garden Shed
2017-32	Charity and Ken McLeod	2	Ptn. SW 21-6-29 W4M	Moved In Residential Building
2017-33	Deborah and Garry Marchuk	3	Lot 4, Block 5, Plan 8410414; Beaver Mines	Bed and Breakfast Operation
2017-34	Mike Heppner	4	Lots 14-16, Block 9, Plan 1993N; Pincher Station	Accessory Building - Garage

Development Statistics Report

DESCRIPTION	July 2017	2017 to Date	July 2016	2016	2015
Dev Permits Issued	9 5-DO / 4-MPC	42 26-DO / 15-MPC	7 5-DO / 2-MPC	64 40-DO / 24-MPC	70 54-DO / 16-MPC
Dev Applications Accepted	5	41	5	66	78
Utility Permits Issued	4	10	6	25	31
Subdivision Applications Approved	0	2	1	12	12
Rezoning Applications Approved	1	1	0	1	1
Compliance Cert	1	11	2	27	21

RECOMMENDATION:

That the report for the period ending July 31, 2017, be received as information.

Prepared by: Roland Milligan, Director of Development and
Community Services

Date: August 28, 2017

Reviewed by: Wendy Kay, CAO

Date:

Submitted to: Municipal Planning Commission

Date: September 5, 2017

DIRECTOR OF DEVELOPMENT AND COMMUNITY SERVICES REPORT
August 2017

Development / Community Services Activities includes:

- August 7-18 Vacation
- August 22 Policy and Plans Meeting
- August 22 Council Meeting
- August 24 Staff Meeting
- August 29 Interview
- August 30 Meeting with NextEra
- August 31 Interviews

PLANNING DEPARTMENT STATISTICS

Development Permits Issued by the Director for August 2017

No.	Applicant	Division	Legal Address	Development
2017-41	Norm Hilbert	5	Lot 9, Block 16, Plan 761 0822; Lundbreck	Carport

Development Permits Issued by Municipal Planning Commission for August 2017

MPC did not meet in August.

