

**Municipal District of Pincher Creek No. 9**  
**MUNICIPAL PLANNING COMMISSION**  
**February 4, 2014 – 6:30 pm**  
**Agenda**

- 1. Adoption of Agenda**
- 2. Adoption of MPC Minutes from November 5, 2013 ..... Pkg 1**
- 3. In Camera**
- 4. Unfinished Business**
- 5. Development Permit Applications**
  - a. Development Permit Application No. 2014-02 ..... Pkg 2  
Kyle Davidson and Lindsey Cockerill  
Lot 17, Block 14, Plan 0613288; Hamlet of Lundbreck
- 6. Development Reports**
  - a. November 2013 ..... Pkg 3
  - b. December 2013 ..... Pkg 4
  - c. January 2014 ..... Pkg 5
- 7. Correspondence**
- 8. New Business**
- 9. Next Regular Meeting – March 4, 2014; 6:30 pm**
- 10. Adjournment**

**Meeting Minutes of the  
Regular Meeting of the Municipal Planning Commission  
November 5, 2013 – 6:30 pm  
Municipal District of Pincher Creek No. 9 Administration Building**

**ATTENDANCE**

Commission: Reeve Brian Hammond, Councillors Terry Yagos, Fred Schoening, Grant McNab and Garry Marchuk, and Members Dennis Olson and Bev Garbutt

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

**COMMENCEMENT**

Chief Administrative Officer Wendy Kay opened the meeting, the time being 6:30 pm.

**1. ELECTION OF CHAIRPERSON**

CAO Kay asked for nominations for the position of Chairperson of the Municipal Planning Commission.

Councillor Garry Marchuk nominated Terry Yagos for the position of Chairperson. Councillor Fred Schoening seconded. Terry Yagos accepted this nomination.

Ms Kay asked if there were any other nominations. After asking the questions three times, no further nominations were presented.

Councillor Terry Yagos was declared chairperson by acclamation.

**2. ELECTION OF VICE CHAIRPERSON**

CAO Kay asked for nominations for the position of Vice Chairperson of the Municipal Planning Commission.

Councillor Garry Marchuk nominated Fred Schoening for the position of Vice-Chairperson. Councillor Terry Yagos seconded. Fred Schoening accepted this nomination.

Councillor Fred Schoening nominated Brian Hammond for the position of Vice-Chairperson. Councillor Grant McNab seconded. Reeve Brian Hammond accepted the nomination.

Ms Kay asked if there were any other nominations. After asking the questions three times, no further nominations were presented.

A secret ballot was conducted and Councillor Fred Schoening was elected as Vice-Chairperson.

**MINUTES**  
**Municipal Planning Commission (MPC)**  
**Municipal District of Pincher Creek No. 9**  
**November 5, 2013**

Reeve Brian Hammond 13/088

Moved that the ballots be destroyed.

Carried.

**3. ADOPTION OF AGENDA**

Councillor Grant McNab 13/089

Moved that the November 5, 2013 Municipal Planning Commission Agenda be approved as presented.

Carried

**4. ADOPTION OF MINUTES**

Councillor Garry Marchuk 13/090

Moved that the Municipal Planning Commission Minutes of October 1, 2013 be approved as presented.

Carried

**5. IN CAMERA**

Councillor Grant McNab 13/091

Moved that MPC and staff move into In-Camera, the time being 6:38 pm.

Carried

Member Dennis Olson 13/092

Moved that MPC and staff move out of In-Camera, the time being 6:49 pm.

Carried

**6. UNFINISHED BUSINESS**

There was no unfinished business to discuss.

7. **DEVELOPMENT PERMIT APPLICATIONS**

- a) Development Permit Application No. 2013-62  
AltaLink Management Ltd.  
Ptn. NW 23-4-29 W4M

Councillor Garry Marchuk

13/093

Moved that Development Permit Application No. 2013-62 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

- b) Development Permit Application No 2013-63  
Oldman River Antique Equipment and Threshing Club  
Lot 2, Block 1, Plan 1013180; E 21-7-29 W4M

Reeve Brian Hammond

13/094

Moved that Development Permit Application No. 2013-63 be approved subject to the following Condition(s) and Waiver(s):

**Condition(s):**

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

**Waiver(s):**

1. That a 10m Setback Distance Waiver be granted from the minimum 50m Setback Distance from a municipal road for a 40m Setback Distance from Range Road 29-3.

Carried

8. **DEVELOPMENT REPORT FOR OCTOBER 2013**

Development Report October 2013

Councillor Fred Schoening

13/095

Moved that the Director of Development and Community Services Report for October 2013 be received as information.

Carried

9. **CORRESPONDENCE**

**Action Required**

a) Oldman II Wind Farm – Proposed Micro-Siting Changes for Turbines

Councillor Garry Marchuk 13/096

Moved that the MD accept the three changes proposed for the Oldman II Wind Farm project and amend the applicable development permits to include the requested changes.

Carried

b) Windy Point Wind Farm – Permit Timeline Suspension Request  
Development Permits No. 2011-40 through 2011-49

Member Dennis Olson 13/097

Moved that, pursuant to Section 53.19(d) of the Land Use Bylaw 1140-08, the Municipal Planning Commission grants the applicant's request for a two (2) year suspension to the development timeline for Development Permits No. 2011-40 through 2011-49, being the Windy Point Wind Farm, said permits are hereby suspended from November 10<sup>th</sup>, 2013 to November 10<sup>th</sup>, 2015.

Carried

10. **NEW BUSINESS**

11. **NEXT MEETING** – Tuesday, December 3, 2013; 6:30 pm

12. **ADJOURNMENT**

Councillor Garry Marchuk 13/098

Moved that the meeting adjourn at 7:16 p.m.

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

## MD OF PINCHER CREEK

January 28, 2014

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TO: Municipal Planning Commission  
FROM: Roland Milligan, Development Officer  
SUBJECT: Development Permit Application No. 2014-02

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**1. Application Information**

**Applicant:** Kyle Davidson and Lindsey Cockerill  
**Location:** Lot 17, Block 14, Plan 0613288; Hamlet of Lundbreck  
**Division:** 5  
**Size of Parcel:** 700 m<sup>2</sup>  
**Zoning:** Hamlet Residential 2 – HR2  
**Development:** Placement of Manufactured Home

**2. Background**

- The applicant wishes to place a singlewide manufactured home onto a lot located within the Hamlet of Lundbreck.

**3. Discussion**

- This application is in front of the MPC for the following reason:
  - In the Hamlet Residential 2 – HR2 Land Use District, Manufactured Home is a discretionary use.
- The proposed location meets the setback requirements of the Land Use District (Diagram No. 1).
- The home is a 1998 Winalta Mobile Home, Model 832, CSA Label 33132.
- There are five (5) manufacture homes adjacent to this property (Diagram No. 2).
- Notification letters were sent to landowners adjacent to this proposed project. At the time of preparing this report, one party enquired with regards to what type of building was being proposed. He was informed that it was to be a Singlewide Manufactured Home.

**Recommendation**

That Development Permit Application No. 2014-02 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 manufactured home be finished from the floor level to the ground within 90-days of placement. All finish material shall either be factory fabricated or of equivalent quality, so that the design and construction complements the dwelling.

3. That the manufactured home be placed on an engineer approved foundation (e.g. grade beam), or a basement which satisfies the requirements of the Alberta Safety Codes.

**4. Enclosures**

Supporting Documents:

Enclosure 1 Development Permit Application No. 2014-02 with supporting documents

Respectfully Submitted,



Roland Milligan

Reviewed by: Wendy Kay, CAO



**DEVELOPMENT PERMIT APPLICATION**

All grey areas will be completed by the Planning Authority

DEVELOPMENT PERMIT APPLICATION NO. 2014-02

Date Application Received 2014-01-14

PERMIT FEE 150

Date Application Accepted 2014-01-16

RECEIPT NO. 15518

Tax Roll # 0270.000

400 Breckenridge Ave

*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: Kyle Davidson & Lindsey Cockerill

Address: Box 1732 Pincher Creek, AB T0K 1W0

Telephone: (403) 627-7497 Email: kyle-davidson435@hotmail.com

Owner of Land (if different from above): Kyle Davidson

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:

Move in a single wide (16' x 76') mobile home with a pre-built deck that is 42' long and 12' at wide point.  
Move in a 5' x 5' garden shed  
Both building will be on piles as per Alberta Building Code - New tin skirting will be placed on mobile home.

Legal Description: Lot(s) 17

Block 14

Plan 0613288

Quarter Section SE 26-007-02-W5

Estimated Commencement Date: April 01, 2014

Estimated Completion Date: June 15, 2014

**SECTION 3: SITE REQUIREMENTS**

Land Use District: Hamlet Residential 2 - HR2 Division: 5

Permitted Use  Discretionary Use

Is the proposed development site within 100 metres of a swamp, gully, ravine, coulee, natural drainage course or floodplain?

Yes  No

Is the proposed development below a licenced dam?

Yes  No

Is the proposed development site situated on a slope?

Yes  No

If yes, approximately how many degrees of slope? \_\_\_\_\_ degrees

Has the applicant or a previous registered owner undertaken a slope stability study or geotechnical evaluation of the proposed development site?

Yes  No  Don't know  Not required

Could the proposed development be impacted by a geographic feature or a waterbody?

Yes  No  Don't think so

<u>PRINCIPAL BUILDING</u>	Proposed	By Law Requirements	Conforms
(1) Area of Site <u>697m<sup>2</sup></u>	<u>7470 ft<sup>2</sup></u>	<u>&gt;450m<sup>2</sup></u>	<u>YES</u>
(2) Area of Building <u>16' x 76'</u> <u>113 m<sup>2</sup></u>	<u>1216 ft<sup>2</sup></u>	<u>&gt;67m<sup>2</sup></u>	<u>YES</u>
(3) %Site Coverage by Building	<u>16%</u>	<u>&lt;35%</u>	<u>YES</u>
(4) Front Yard Setback Direction Facing: <u>East</u> <u>6.0m</u>	<u>19.7 ft</u>	<u>6.0m</u>	<u>YES</u>
(5) Rear Yard Setback Direction Facing: <u>West</u> <u>8.9m</u>	<u>27 ft</u>	<u>7.5m</u>	<u>YES</u>
(6) Side Yard Setback: Direction Facing: <u>South</u> <u>3.1m</u>	<u>10.2 ft</u>	<u>1.5m</u>	<u>YES</u>
(7) Side Yard Setback: <u>SECONDARY FRONT</u> Direction Facing: <u>North</u> <u>10.31m</u>	<u>37 ft</u>	<u>3m</u>	<u>YES</u>
(8) Height of Building <u>3.7m</u>	<u>12 ft</u>	<u>8.5m</u>	<u>YES</u>
(9) Number of Off Street Parking Spaces	<u>2</u>	<u>2</u>	<u>YES</u>

Other Supporting Material Attached (e.g. site plan, architectural drawing)

See attached site plan

*No PERMIT REQ'D.*

ACCESSORY BUILDING	Proposed	By Law Requirements	Conforms
(1) Area of Site	7470 ft <sup>2</sup>		
(2) Area of Building	25 ft <sup>2</sup>		
(3) %Site Coverage by Building	0.3%		
(4) Front Yard Setback Direction Facing: <i>East</i>	110 ft		
(5) Rear Yard Setback Direction Facing: <i>West</i>	4.9 ft		
(6) Side Yard Setback: Direction Facing: <i>South</i>	4.9 ft		
(7) Side Yard Setback: Direction Facing: <i>North</i>	50 ft		
(8) Height of Building	8 ft		
(9) Number of Off Street Parking Spaces			

Other Supporting Material Attached (e.g. site plan, architectural drawing)

See attached site plan

**SECTION 4: DEMOLITION**

Type of building being demolished: N/A

Area of size: \_\_\_\_\_

Type of demolition planned: \_\_\_\_\_

**SECTION 5: SIGNATURES (both signatures required)**

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to this application for a Development Permit.

I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

DATE: January 16, 2014

*[Signature]*  
Applicant *Kindsay Cockerill*

*[Signature]*  
Registered Owner

**Information on this application form will become part of a file which may be considered at a public meeting.**

DIAGRAM ①

BRECKENRIDGE AVE.

Scale  
1:250

NORTH



PRIVILEGE

18.29

3.1m

10.31m

STANDARD

XXX

THIRD STREET





Manufactured Home

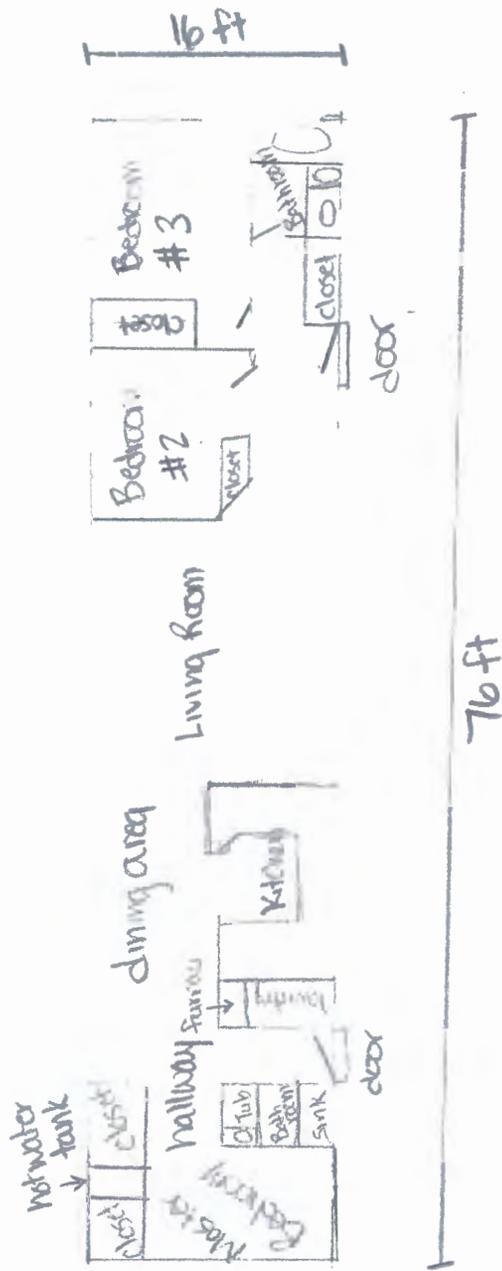
Manufactured Home

Manufactured Home

Manufactured Home

2014-02

Manufactured Home



1998 Winalta Mobile Home  
Model 832

CSA Label 33132

**DIRECTOR OF DEVELOPMENT AND COMMUNITY SERVICES  
REPORT – November 2013**

**Package #3**

**Development / Community Services Activity include:**

- November 5 Subdivision Authority
- November 5 Municipal Planning Commission
- November 7 Food Bank Meeting
- November 21 Tour with Community Policing Officer
- November 26 SSRP
- November 26 Council Meeting
- November 27 Meeting with Ratepayer
- November 27 Meeting with Ratepayer

**PLANNING DEPARTMENT STATISTICS**

**Development Permits Issued by Development Officer for November 2013**

2013-64	Steve Soroka	Lot 440, Block 4, Plan 1912441; Castle Mountain	Residential Addition – Enclosed Deck
2013-65	Charles Clymer	Block B, Plan 8710724; SE 36-7-1 W5M	Accessory Building – Gazebo
2013-66	Jack Otis	Lot 2, Block 2, Plan 1210150; SW 25-5-1 W5M	Manufactured Home and Solar Array

**Development Permits Issued by Municipal Planning Commission for November 2013**

2013-62	AltaLink Management	SW 23-4-29 W4M	Telecommunication Tower
2013-63	Oldman River Antique Equipment and Threshing Club	Lot 2, Block 1, Plan 1013180; SE 21-7-29 W4M	Moved In Accessory Building – Vogelaar Barn

**Development Statistics to Date**

<b>DESCRIPTION</b>	<b>November 2013</b>	<b>2013 to Date</b>	<b>November 2012</b>	<b>2012</b>	<b>2011</b>
Dev Permits Issued	5 3- DO /2 – MPC	66 41 – DO /25- MPC	7 6 – DO /1 – MPC	68 49 – DO / 19 – MPC	70 39-DO /31-MPC
Dev Applications Accepted	3	65	8	74	67
Utility Permits Issued	4	29	1	36	33
Subdivision Applications Approved	1	9	1	15	10
Rezoning Applications Approved	2	2	0	1	4
Seismic / Oil / Gas	0	3	0	3	14
Compliance Cert	2	18	3	24	11

**RECOMMENDATION:**

That the Development Officer's Report for the period ending November 30, 2013, be received as information.

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Prepared by: Roland Milligan, Development Officer *RM* Date: November 30, 2013

Submitted to: Municipal Planning Commission Date: February 4, 2014

**DIRECTOR OF DEVELOPMENT AND COMMUNITY SERVICES  
REPORT – December 2013**

**Package #4**

**Development / Community Services Activity include:**

- December 3 Policy and Plans
- December 3 Council Meeting
- December 4 Recycling Presentation
- December 10 Council Orientation
- December 13 Meeting regarding the AV system
- December 17 Policy and Plans
- December 17 Council Meeting
- December 23 Vacation until January 6

**PLANNING DEPARTMENT STATISTICS**

**Development Permits Issued by Development Officer for December 2013**

2013-67	Jim and Suzanne Curran	SW 24-5-1 W5M	Accessory Building – Storage Building
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**Development Permits Issued by Municipal Planning Commission for December 2013**

The Municipal Planning Commission did not approve any permits in the month of December.

**Development Statistics to Date**

<b>DESCRIPTION</b>	<b>December 2013</b>	<b>2013 to Date</b>	<b>December 2012</b>	<b>2012</b>	<b>2011</b>
Dev Permits Issued	1 1 – DO / 0 – MPC	67 42 – DO / 25 – MPC	3 1 – DO / 2 – MPC	68 49 – DO / 19 – MPC	70 39-DO / 31-MPC
Dev Applications Accepted	1	66	3	74	67
Utility Permits Issued	3	32	3	36	33
Subdivision Applications Approved	0	9	1	15	10
Rezoning Applications Approved	2	2	0	1	4
Seismic / Oil / Gas	0	3	0	3	14
Compliance Cert	1	19	3	24	11

**RECOMMENDATION:**

That the Development Officer's Report for the period ending December 31, 2013, be received as information.

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Prepared by:

Roland Milligan, Development Officer

*RM*

Date: January 6, 2014

Submitted to:

Municipal Planning Commission

Date: February 4, 2014

**DIRECTOR OF DEVELOPMENT AND COMMUNITY SERVICES  
REPORT – January 2014**

**Package #5**

**Development / Community Services Activity include:**

- January 2&3      Vacation
- January 8        Meeting with Realtor
- January 14       Policy and Plans
- January 20       Meeting with Ratepayer
- January 20       Strategic Planning
- January 28       Policy and Plans

**PLANNING DEPARTMENT STATISTICS**

**Development Permits Issued by Development Officer for January 2014**

2014-01	Rob Shaw	Lot 6, Block 2, Plan 9813289; NW 36-7-1 W5M	Single Detached Residence
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**Development Permits Issued by Municipal Planning Commission for January 2014**

The Municipal Planning Commission did not approve any permits in the month of January.

**Development Statistics to Date**

<b>DESCRIPTION</b>	<b>January 2014</b>	<b>2014 to Date</b>	<b>January 2013</b>	<b>2013</b>	<b>2012</b>
Dev Permits Issued	1 1- DO /0 - MPC	1 1- DO /0 - MPC	5 0 - DO /5 - MPC	67 42 - DO / 25- MPC	68 49 - DO / 19 - MPC
Dev Applications Accepted	2	2	2	66	74
Utility Permits Issued	3	3	0	32	36
Subdivision Applications Approved	0	0	0	9	15
Rezoning Applications Approved	0	0	0	2	1
Seismic / Oil / Gas	0	0	0	3	3
Compliance Cert	1	1	2	19	24

**RECOMMENDATION:**

That the Development Officer's Report for the period ending January 30, 2014, be received as information.

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Prepared by: Roland Milligan, Development Officer *RM* Date: January 30, 2014

Submitted to: Municipal Planning Commission Date: February 4, 2014