



WHEATLAND COUNTY

Municipal Planning Commission Meeting Minutes

June 9, 2020, 9:00 a.m.

Members Present:

Chair T. Ikert
Vice Chair D. Biggar
A. Link
B. Armstrong
J. Wilson
G. Koester
S. Klassen

Administration:

M. Boscariol, GM of Community and Development Services
G. Allison, Planner I
M. Williams, Planner II
S. Hayes, Development Officer
S. Baers, Manager of Planning and Safety Codes Services
M. Soltys, Communications Specialist
D. Bodie, Recording Secretary

1. CALL TO ORDER AND RELATED BUSINESS

1.1 Call To Order

Note: meetings are recorded and may be posted on the official Wheatland County website and/or via social media.

The Chair, T. Ikert, called the meeting to order - time 9:00 a.m.

The Chair, T. Ikert informed that the June 9, 2020 Municipal Planning Commission meeting will be conducted via conference call in accordance with the Municipal Government Act, Section 199. Chair Ikert reviewed the process for the meeting and took roll call.

[Note: Access to the meeting was posted on the County website.]

[Note: Several Wheatland County staff and members of the public joined and left at various times during the meeting.]

1.2 Adoption of Agenda

RESOLUTION MPC-2020-06-01

Moved by LINK

THAT the Municipal Planning Commission approve the agenda as presented

• Carried

1.3 Adoption of Minutes

1.3.1 Unapproved Minutes - May 12, 2020

RESOLUTION MPC-2020-06-02

Moved by ARMSTRONG

THAT the Municipal Planning Commission approved the May 12, 2020 minutes, as presented.

2. DEVELOPMENT PERMIT APPLICATIONS

2.1 DP2020-041

Legal: Plan 901 2480, Block 1 within NW-13-27-19-W4M
Proposal: Addition to Dwelling, Variance
Parcel Size: 40.0 acres

S. Hayes, Development Officer, presented the application highlighting the following: recommendation – to approve DP2020-041 subject to the conditions noted.

RESOLUTION MPC-2020-06-03

Moved by ARMSTRONG

THAT Municipal Planning Commission approve DP 2020-041 for an addition and a variance subject to the following conditions:

1. This Development Permit is issued solely for the purpose of an Addition to an Existing Non-Conforming Dwelling with a Variance – Defined as an Addition with a Variance.
2. The variance has been granted allowing the addition to be constructed 18.9 m (62.0 ft) from the undeveloped road allowance adjacent to Highway 569.
3. Development shall proceed according to Agricultural General (AG) District requirements and the applicant must comply with all applicable provisions of the Wheatland County Land Use Bylaw.
4. No permanent development shall occur on or over any utility right of way or easement.

• Carried

2.2 DP2020-046

Legal: Plan 201 0348, Block 1, Lot 1 within NW-6-22-25-W4M
Proposal: Essential Public Service (Fire Station)
Parcel Size: 1.44 ha (3.55 acres)

S. Hayes, Development Officer, presented the application highlighting the following: recommendation – to approve DP2020-046 subject to the conditions noted.

RESOLUTION MPC-2020-06-04

Moved by BIGGAR

THAT Municipal Planning Commission approve DP 2020-046 for a Fire Station subject to the following conditions:

1. This Development Permit is issued solely for the purpose of a Fire Station – Defined as Essential Public Service.
2. No variances have been granted.
3. Development shall proceed according to Community Service District requirements and the applicant must comply with all applicable provisions of the Wheatland County land Use Bylaw.
4. No permanent development shall occur on or over any utility right of way or easement.
5. Development to remain consistent with submitted application and all approved plans and procedures which form the application and have been deemed to be appropriate.

6. Any future modifications or development on or to the lands will require the appropriate development permits in accordance with the Wheatland County land use Bylaw.
7. Applicant/Landowner to ensure approach to the development is developed to County standards prior to construction occurring. Please contact Wheatland county Transportation & Infrastructure assistant for details at 403-934-3321.
8. Design and construction of landscaping features including, at minimum, the work and landscaping described in the 'landscaping plan' approved for DP 2020-046 to the satisfaction of the County.
9. Design and construction of site grading improvements including at minimum, the work and site grading described in the 'grading plan' approved for DP 2020-046 to the satisfaction of the County.
10. Design and construction of site lighting features including, at minimum, the work and lighting described in the 'lighting plan' approved for DP 2020-046 to the satisfaction of the County.

• Carried

3. SUBDIVISION APPLICATIONS

3.1 SD2020-006

Legal: SW-15-25-23-W4M and NW-15-25-23-W4M

Proposal: To subdivide two parcels (2) parcels from the southern half of SW-15-25-23-W4M. The remaining lands on the northern part of SW-15-25-23-W4M to be consolidated with NW-15-25-23-W4M to create one (1) new parcel measuring 89.59 Hectares (221.39 Acres).

G. Allison, Planner I, presented the application highlighting the following: recommendation – to approve SD2020-006 subject to the conditions noted.

Discussion regarding first parcel out and if Municipal Reserve is required. Members feel that Municipal Reserve is not required and wish to amend the motion and remove condition relating to Municipal Reserve.

RESOLUTION MPC-2020-06-05

Moved by LINK

THAT the Municipal Planning Commission approve subdivision application SD2020-006, to subdivide two parcels out of the SW-15-25-23-W4M and a remainder to be consolidated with northern part of NW-15-25-23-W4M, subject to the following conditions, as amended:

1. Subdivision to be effected by a Plan of Survey, pursuant to Section 657 of the *Municipal Government Act*, or such other means satisfactory to the Registrar of the South Alberta Land Titles District.
2. Approaches to the proposed parcel(s) and remainder built and located to County Standards and approved by the Public Works Department, at the Owners expense.
3. The Owners are to enter into an *Agreement of Easement for Construction and Maintenance of Any Public Works* with Wheatland County which shall be registered by caveat concurrently with the final plan against the title(s) being created.
4. The Owners are to enter into a *Road Acquisition Agreement*, which shall be registered by caveat concurrently with the final plan against the title(s) being created.

• Carried

3.2 SD2020-007

Legal: NW-7-23-22-W4M

Proposal: To subdivide one (1) 2.42 hectare (5.97 acre) parcel from NW-7-23-22-W4M

G. Allison, Planner I, presented the application highlighting the following: recommendation – to approve SD2020-007 subject to the conditions noted.

RESOLUTION MPC-2020-06-06

Moved by WILSON

THAT the Municipal Planning Commission approve subdivision application SD2020-007, to subdivide one (1) 2.42 hectare (5.97 acre) parcel from NW-7-23-22-W4M, subject to the following conditions:

1. Subdivision to be affected by a Plan of Survey, pursuant to Section 657 of the *Municipal Government Act*, or such other means satisfactory to the Registrar of the South Alberta Land Titles District.
2. Approaches to the proposed parcel(s) and remainder built and located to County Standards and approved by the Public Works Department, at the Owners expense.
3. The Owners are to enter into an *Agreement of Easement for Construction and Maintenance of Any Public Works* with Wheatland County which shall be registered by caveat concurrently with the final plan against the title(s) being created.
4. The Owners are to enter into a *Road Acquisition Agreement*, which shall be registered by caveat concurrently with the final plan against the title(s) being created.

• Carried

3.3 SD2020-008

Legal: NW-7-27-21-W4 - Plan 6742BQ; Block 3 - Rosebud

Proposal: To subdivide 0.17 acres from the parent parcel to consolidate with the adjacent 1.77 acre Parks & Recreation parcel to correct the encroachment of a Gazebo on Telus property.

M. Williams, Planner II, presented the application highlighting the following: recommendation – to approve SD2020-008 subject to the conditions noted.

Question if the variance could be granted now instead of at another meeting.

Staff stated that the request for a variance Development Permit would need to come to another Municipal Planning Commission meeting once the Subdivision has been registered.

RESOLUTION MPC-2020-06-07

Moved by KOESTER

THAT the Municipal Planning Commission approve subdivision application SD2020-008 to subdivide 0.17 acres from the titled area and consolidate it with the adjacent 1.77 acre parcel, subject to the following conditions:

1. Subdivision be effected by a Plan of Survey, pursuant to Section 657 of the *Municipal Government Act*, or such other means satisfactory to the Registrar of the South Alberta Land Titles District.
2. That, pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding taxes up to and including the year in which the subdivision is to be registered shall be paid to the municipality.

3. That a development permit application requesting a variance for the Telus building on the remainder parcel be submitted.
- Carried

4. **OTHER PLANNING MATTERS**

No 'Other Planning Matters' were discussed

5. **CLOSED SESSION (IN CAMERA)**

No 'Closed Session' items were discussed

6. **ADJOURNMENT**

RESOLUTION MPC-2020-06-08

Moved by BIGGAR

THAT the Municipal Planning Commission meeting adjourn at 9:47 am.

• Carried

Chair

General Manager of Community and Development Services

Recording Secretary