

Wheatland County

Request for Decision

Municipal Planning Commission

July 14, 2020

Report prepared by: Suzanne Hayes



DP 2020-070

File Number:	DP 2020-070	Division:	3
Proposal:	Home Based Business Type 3 (HBB3) Machining Services		
Location:	1 mile south of Hwy 22X and ½ mile west of Hwy 24		
Legal Description:	Plan 091 0128, Block 1, Lot 3, NW-21-22-26-4		
Title Area:	24.39 Acres		
Existing Land Use:	Residential		
Proposed Parcels:	n/a		

Report

The proposal is to relocate a business from Calgary to Wheatland County that operates as a small, CNC (Computer Numerical Control) machine shop that is able to accommodate prototype to production runs, including high difficulty level parts with tight tolerances in various materials. Equipment used will be CNC turning centers, manual lathes and mills, hydraulic saws, precision measuring equipment and computer software. Raw materials used will include steel, copper, brass, and plastics.

The company does not have a product line of its own, other businesses contract them to bring designs and drawings to fruition. The company does not carry an inventory of created parts, and the materials and tooling for a job are purchased once a sales order is received so are not stockpiled onsite. All equipment, materials and operations will be enclosed in the existing shop. No noise, odor or other nuisances are expected. Business related equipment will include a ½ ton truck and a forklift.

Initially the employees will be the two owners who would reside on the parcel, with potential to employ two additional non-resident employees based on demand and business needs. Currently, the business visits are an average of 15 business related visits per week, with approximately 5 being customers and 10 from suppliers and vendors. Parking area for customers, employees, and the company truck is located at the front of the existing shop. Hours of operation will be Monday to Friday 8:00 AM to 5:00 PM year-round.

Recommendation from Administration

THAT Municipal Planning Commission approve DP 2020-070 for a Home-Based Business Type 3 subject to the following conditions:

1. This Development Permit is issued solely for a Machining Service Business to Operate in an Existing Shop – Defined as a Home-Based Business Type 3.
2. No variances have been granted.
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.

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. Any expansion or intensification of the business beyond the criteria of a Home-Based Business Type 3 may require re-application to an alternate use or relocation of the business to an area more appropriate for the use.
8. Applicant to provide documentation confirming all safety code requirements for a commercial building have been met.
9. Permit to be issued for a two (2) year term expiring on July 14, 2022.

Policy Analysis

MUNICIPAL DEVELOPMENT PLAN (MDP):

The proposed Home-Based Business Type 3 aligns with Section 3.7.1 and 3.7.3 of the MDP as it facilitates employment for residents within close proximity of their home, and is an economic development opportunity.

LAND USE BYLAW (LUB):

The subject property has a land use designation of Agricultural General (AG) District.

Definition:

Home-Based Business, Type 3 means the secondary use of a dwelling and its accessory buildings by an occupant of the residential dwelling to conduct an activity that will generate daily business-related visits. *See Home-Based Business Section for more information.*

Home-Based Business:

	Home-Based Business Type 1 <i>Example: Home Office</i>	Home-Based Business Type 2 <i>Example: Service- Oriented</i>	Home-Based Business Type 3 <i>Example: Contractors</i>
Development Permit Required	No	Yes	Yes
Site Plan Required	No	No	Yes
Landscaping / Screening Required	No	No	Yes
Non-Resident Employees	None	Up to 2	Up to 4
Commercial Vehicles and/or Trailers	1 Business Related Vehicle Maximum	Up to 2	Up to four (4) Business Related Vehicles
Customer Traffic Generation	Up to two (2) business related visits per day on average.	Up to five (5) business related visits per day on average.	At the discretion of the Development Authority

Outside Storage	None	None	At the discretion of the Development Authority. Minimal outdoor storage may be allowed.
Accessory Building / Structure	None	None	Maximum of 1
Parking Stalls	None	One (1) per employee plus one (1) for customers	One (1) per two employees, one (1) per commercial vehicle, one (1) for customers

8.13.1 General Regulations

- a) A Type 1 Home-Based Business does not need a Development Permit. However, a Type 2 & Type 3 Home-Based Business will need development permits.
- b) No more than one Type 2 or one Type 3 Home-Based Business is allowed on a parcel.
- c) The applicant must own the residence for which the permit has been issued.
- d) The term of a temporary development permit issued for a Home-Based Business shall be for two (2) years if the Home-Based Business is a Permitted Use on the parcel subject to the application.
- e) The term of a temporary development permit issued for a Home-Based Business Type 2 and 3 shall not exceed two (2) years if the Home-Based Business is a Discretionary Use.
- f) An approved Permitted or Discretionary use Development Permit may be re-issued by the Development Officer for a Home-Based Business for a two (2) year term if the following conditions have been met:
 - i. The Home-Based Business is applying for a renewal of its Development Permit prior to the expiry date;
 - ii. There has been no changes to the Home-Based Business from the previous application;
 - iii. There are no enforcement orders or complaints related to the Home-Based Business.
- g) If a previously approved Discretionary Use Development Permit does not fit all of the criteria listed in 8.12.1f, the Development Officer may refuse the renewal of the temporary Development Permit or refer it to the Municipal Planning Commission for a decision.

8.13.2 Neighbouring Properties

- a) A Home-Based Business should not negatively affect neighbouring residences with lighting, noise, vibration, smoke, dust, odour, or other nuisances.
- b) A Home-Based Business should not negatively affect the livability or enjoyment of neighbouring properties.

8.13.3 Signage

- a) See the Signage section for more details.

8.13.4 Specific Regulations

a) Home-Based Business - Type 1

- i. The business activities have to occur inside the residential home.
- ii. The business should not change the external appearance of the residence, buildings or land.
- iii. Examples include, but are not limited to: bookkeeping, online sales, or graphic design.

b) Home-Based Business - Type 2

- i. The business activities have to occur inside the residential home.
- ii. The business should not change the external appearance of the residence, buildings or land.
- iii. Examples include, but are not limited to: a hairdresser, massage services, legal services or accounting.

c) Home-Based Business – Type 3

- i. The business can occur in both the residential home and accessory buildings such as a garage.
- ii. The business should not significantly change the external appearance of the residence, buildings or land to the point where the primary residential use is not apparent. A business that becomes the primary use of the site in appearance or use will not be permitted.
- iii. Examples include, but are not limited to: a small-scale landscaping company, trades, or a mechanical/welding services.
- iv. Some outdoor storage is allowed however a site plan would be required. Requirements for outdoor storage include the following:
 - The site plan will include the dimension of the storage area including the length, width and total area.
 - Should the outdoor storage exceed the total area provided by the applicant the permit would become void.
 - The applicant will be required to screen and fence any outdoor storage areas

9.1 Agricultural General District (AG)

Permitted	Discretionary
Accessory Building / Structure	Abattoir
Agricultural Operation ¹	Agricultural Processing – Major
Agricultural Processing – Minor	Bed and Breakfast
Dwelling, Clustered Farm	Composting Facility
Dwelling, Manufactured	Day Home
Dwelling, Modular	Dwelling, Accessory
Dwelling, Moved On	Dwelling, Temporary
Dwelling, Secondary Suite	Equestrian Centre
Dwelling, Single Detached	Farm Gate Sales
Farm Building	Greenhouse, Public
Greenhouse, Private	Home-Based Business, Type 2
Shipping Container	Home-Based Business, Type 3

Signs not requiring a Development Permit ¹	Kennel
Solar Panel, Ground Mount ¹	Nursery
Solar Panel, Structure Mount ¹	Shooting Range, Minor
Stripping and Grading ¹	Signs requiring a Development Permit [^]
WECS (micro) ¹	Stockpile
WECS (Category 1) ¹	Tower

Technical Review

The parcel is accessed off Twp. Rd. 224.

The business will utilize the existing well and septic systems currently onsite.

Circulation Comments

AGENCY CIRCULATION	
Not Performed	
INTERNAL CIRCULATION	
Internal File Review	No Concerns.
NEIGHBOUR CIRCULATION	
To adjacent neighbors within 1 mile	No Comments Received at the time of this report.

Response Options

Option 1: THAT MPC accepts/approves the recommendation as proposed.

Option 2: THAT MPC does not accept/approve the recommendation as proposed.

Option 3: THAT MPC accepts/approves an alternate recommendation of MPC's choosing.

Follow-up Action / Communications

Notify Applicant of the Decision.

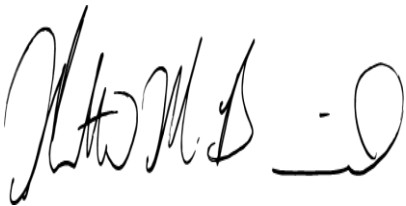
Report Approval Details

Document Title:	DP 2020-070.docx
Attachments:	- Appendices for Report DP 2020-070.docx
Final Approval Date:	Jun 25, 2020

This report and all of its attachments were approved and signed as outlined below:

A handwritten signature in black ink, appearing to read "Sherry Baers". The script is cursive and fluid.

Sherry Baers

A handwritten signature in black ink, appearing to read "Matthew Boscarol". The script is cursive and fluid.

Matthew Boscarol