



WHEATLAND COUNTY

Municipal Planning Commission Meeting Minutes

August 11, 2020, 9:00 a.m.

Members Present: Chair T. Ikert
Vice Chair D. Biggar
A. Link
B. Armstrong
G. Koester
S. Klassen

Members Absent: J. Wilson

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

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 August 11, 2020 Municipal Planning Commission meeting will be conducted in-person at the Wheatland County Council Chambers and 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-2020-08-01

Moved by ARMSTRONG

THAT the Municipal Planning Commission approve the agenda as presented.

• Carried

1.3 Adoption of Minutes

1.3.1 July 14, 2020 - Unapproved Minutes

RESOLUTION MPC-2020-08-02

Moved by KLASSEN

THAT the Municipal Planning Commission approved the July 14, 2020 minutes, as presented.

• Carried

2. DEVELOPMENT PERMIT APPLICATIONS

2.1 DP2020-078

Legal: Plan 5756AW, Lot 94 - Rosebud
Proposal: Bed & Breakfast
Parcel Size: 1.52 acres

S. Hayes, Development Officer, presented the application highlighting the following: recommendation – to approve DP2020-078 subject to the conditions noted.

Discussion regarding boundary adjustment and additional condition proposed.
Discussion regarding prior solid waste issues in Rosebud.

RESOLUTION MPC-2020-08-03

Moved by KOESTER

THAT Municipal Planning Commission approve DP 2020-078 for a Bed & Breakfast, subject to the following conditions, as amended:

1. This Development Permit is issued solely for the purpose of a bed and breakfast to be located within the existing Single Family Dwelling – Defined as a Bed & Breakfast.
2. A variance has been granted allowing the parking area to be located on the adjacent parcel to the south (Plan 1895 JK, Block 1) with a total of six parking spaces as per the applicant's Letter of Intent.
3. Development shall proceed according to Hamlet Residential General (HRG) requirements and all applicable provisions of the Land Use Bylaw.
4. No permanent development shall occur on or over any utility right of way or easement.
5. Prior to operating, applicant to submit documentation confirming all provisions of Alberta Health Services have been met.
6. Development to remain consistent with submitted application, Letter of Intent, and all approved plans and procedures which form the application and have been deemed to be appropriate.
7. Any expansion or intensification of the business beyond the criteria of a Bed and Breakfast as defined in the Land Use Bylaw may require redesignation of the property and/or re-application to a more appropriate use.
8. Prior to operating, applicant to provide documentation confirming all safety code requirements for a Bed & Breakfast have been met.
9. Prior to operating, applicant to provide documentation confirming all requirements of Alberta Transportation have been met for the expanded use and any proposed signage.
10. Prior to operating, applicant/landowner to provide documentation confirming the water well located on the property has been decommissioned.
11. Any expansion of the site to accommodate more rental suites or additional uses will require a boundary adjustment to accommodate parking on the same site.

• Carried

2.2 DP2020-079

Legal: Plan 5756AW, Lot 94 - Rosebud

Proposal: Dwelling, Accessory

Parcel Size: 1.52 Acres

S. Hayes, Development Officer, presented the application highlighting the following: recommendation – to approve DP2020-079 subject to the conditions noted.

RESOLUTION MPC-2020-08-04

Moved by KOESTER

THAT Municipal Planning Commission approve DP 2020-079 for a Dwelling, Accessory Subject to the following conditions:

1. This Development Permit is issued solely for an existing single family dwelling to remain as the second residence on the property – Defined as a Dwelling, Accessory.
2. Development shall proceed according to Hamlet Residential General (HRG) District requirements and the applicant must comply with all applicable provisions of the Wheatland County Land Use Bylaw.
3. No variances have been granted.
4. No permanent development shall occur on or over any utility right of way or easement.
5. Applicant to ensure approach is developed to County standards. Please contact Wheatland County transportation & infrastructure assistant for details 403-934-3321.

• Carried

3. SUBDIVISION APPLICATIONS

3.1 SD2020-010

Legal: NE-24-26-19-W4M

Proposal: To subdivide one (1) 10.79 acre Agricultural General parcel out of an undivided quarter section within NE-24-26-19-W4M.

G. Allison, Planner I, presented the application highlighting the following: recommendation – to approve SD2020-010 subject to the conditions noted.

RESOLUTION MPC-2020-08-05

Moved by ARMSTRONG

THAT the Municipal Planning Commission approve subdivision application SD2020-010 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. 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.
4. 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.

- 5. 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 SD2020-011

Legal: NE-18-23-26-W4M
Proposal: To subdivide +/- 5 acres from 158.83 acres following an approved redesignation.

M. Williams, Planner II, presented the application highlighting the following: recommendation – to approve SD2020-011 subject to the conditions noted.

RESOLUTION MPC-2020-08-06

Moved by IKERT

- THAT the Municipal Planning Commission approve subdivision application SD2020-011, to subdivide one +/- 5 acre parcel from the titled area, subject to the following conditions:
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. 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. 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.
 4. The Owners are to enter into a Deferred Services Agreement for water and wastewater with Wheatland County, which shall be registered by caveat concurrently with the final plan against the title(s) being created.
 5. The Owner is 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.
 6. The Owner is 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

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-2020-08-07

Moved by IKERT

THAT the Municipal Planning Commission meeting adjourn at 9:34 a.m

• Carried

Chair

General Manager of Community and Development Services

Recording Secretary

Unapproved