



WHEATLAND COUNTY

Municipal Planning Commission Meeting Minutes

February 9, 2021, 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. Boscarol, GM of Community and Development Services
S. Hayes, Development Officer
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 social media channels.

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

The Chair, T. Ikert informed that the February 9, 2021 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-2021-02-01

Moved by ARMSTRONG

THAT the Municipal Planning Commission approve the agenda as presented.

• Carried

1.3 Adoption of Minutes

1.3.1 Unapproved Minutes - January 19, 2021

RESOLUTION MPC-2021-02-02

Moved by WILSON

THAT the Municipal Planning Commission approved the January 19, 2021 minutes, as presented.

• Carried

2. DEVELOPMENT PERMIT APPLICATIONS

2.1 DP2020-136

Legal: SW-33-22-25-W4M

Proposal: Campground, Major (Amendment) – Adding Temporary RV Storage, Private Sports Field, Off Leash Dog Park, Community Garden, Day Use and Overflow Parking

Parcel Size: 77.39 Acres

S. Hayes, Development Officer, presented the application highlighting the following: recommendation – to approve DP2020-136 subject to the conditions noted.

RESOLUTION MPC-2021-02-03

Moved by WILSON

THAT Municipal Planning Commission approve DP 2020-136 for Campground, Major Amendment subject to the following conditions:

1. This Development Permit is issued solely for the purpose of adding a Temporary RV Storage area, a Private Sports Field, An Off-leash Dog Park, a Community Garden a Day Use Area and Overflow Parking to the existing Campground Amenities - Defined as an amendment to the Campground, Major.
2. No variances have been granted.
3. Development shall proceed according to Parks & Recreation (PR) 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. No parking or stacking of vehicles on RR 254.
6. Applicant to ensure any changes and improvements to the approach are developed to County standards. Please contact Wheatland County transportation & infrastructure assistant for details 403-934-3321.
7. 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.
8. 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.
9. Campground amenities permitted under this permit shall be for the use of campground patrons only.
10. Dogs must be kept securely within the fenced area when not on a leash.
11. Applicant/Landowner is responsible to establish a complaint process for any instances of barking or animals at large with the phone number to be advertised on the company website, social media, and posted on signage.

• Carried

2.2 DP2021-002

Legal: NW-7-24-24-W4M

Proposal: Home Based Business Type 3 (HBB3) Trailer Sales

Parcel Size: 11.04 Acres

S. Hayes, Development Officer, presented the application highlighting the following: recommendation – to approve DP2021-002 subject to the conditions noted.

Discussion regarding Highway #1 intersection upgrades and changes. Asked staff to track incidents that could be passed on to Alberta Transportation prior to HBB being renewed in 2 years. Concerns to be submitted to Alberta Transportation.

RESOLUTION MPC-2021-02-04

Moved by LINK

THAT Municipal Planning Commission approve DP 2021-002 for a Home Based Business Type 3 subject to the following conditions:

1. This Development Permit is issued solely for a Trailer Sales Business – 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 Letter of Intent, 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. No disposal of business related trash or any other item or substance at the County Waste transfer site.
9. Permit to be issued for a two (2) year term expiring on February 9, 2023.

• Carried

2.3 DP2021-004

Legal: Plan 4811N; Block B; Lots 3-7 within the N-25-21-20-W4M

Proposal: Variance Request (Setback to a Road Allowance for a New Dwelling, Single Detached)

Parcel Size: 0.39 acres

S. Hayes, Development Officer, presented the application highlighting the following: recommendation – to approve DP2021-004 subject to the conditions noted.

RESOLUTION MPC-2021-02-05

Moved by WILSON

THAT Municipal Planning Commission approve DP 2021-004 for a dwelling with a variance to the setback to the right of way of a public road subject to the following conditions:

1. This Development Permit is issued solely for the purpose a new residence with a variance to the setback to the right of way of a public road – Defined as a Dwelling, Single Detached with a Variance.

2. The variance has been granted allowing the dwelling to be located 10.67 m (35.0 ft) from the right of way of TWP RD 215 A.

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. Prior to construction occurring applicant to provide documentation confirming that an access easement has been registered on title of the adjacent property (Plan 4811 N, Block A, Lot 11) to allow for physical access to the property.

6. The existing mobile home to be removed from the property within 90 days of occupancy of the new dwelling.

NOTES:

-Due to the undeveloped nature of the current road network, please note that Wheatland County does not maintain (snow clearing, graveling, or grading) any of the roads within Crowfoot and will not maintain the private access road for this development.

-All construction shall conform to Alberta Safety Code Regulations.

-Development shall meet all provincial and federal legislation.

• Carried

2.4 DP2021-007

Legal: Plan 191 0277; Block 2; Lot 1 within the SW-10-24-25-W4M

Proposal: Home Based Business Type 3 – Custom Meat Curing and Smoking
Parcel Size: 4.68 Acres

S. Hayes, Development Officer, presented the application highlighting the following: recommendation – to approve DP2021-007 subject to the conditions noted.

RESOLUTION MPC-2021-02-06

Moved by IKERT

THAT Municipal Planning Commission approve DP 2021-007 for a Home Based Business Type 3 subject to the following conditions:

1. This Development Permit is issued solely for a Custom Meat Curing and Smoking Business – Defined as a Home-Based Business Type 3.

2. No variances have been granted.

3. Development shall proceed according to Country Residential (CR) 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, Letter of Intent 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. No disposal of business related trash or any other item or substance at the County Waste transfer site.

9. Prior to operating, documentation to be provided confirming a building inspection has been completed and complied with.

10. Prior to operating, applicant to provide documentation confirming all provisions of Alberta Health Services have been met.

11. Permit to be issued for a two (2) year term expiring on February 9, 2023.

NOTES:

-Smoker to be installed as per manufacturer instructions.

-Applicant should contact insurance company to confirm if smoker installation requires certification or inspection.

• Carried

2.5 DP2021-009

Legal: SW-22-25-25-W4M

Proposal: Industrial, Medium (Industrial Abrasive Blasting, and Painting/Coating Facility)

Parcel Size: 5.0 Acres

S. Hayes, Development Officer, presented the application highlighting the following: recommendation – to approve DP2021-009 subject to the conditions noted.

Discussion relating to condition #7, relating to speed sign. Asked to remove as a condition and add as a note on the permit.

RESOLUTION MPC-2021-02-07

Moved by KLASSEN

THAT Municipal Planning Commission approve DP 2021-009 for an Industrial, Medium business subject to the following conditions, as amended:

1. This Development Permit is issued solely for an Industrial Abrasive Blasting, and Painting/Coating Facility – Defined as Industrial, Medium.

2. No variances have been granted.

3. Development shall proceed according to Industrial General (IG) 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. No waste from the business will be disposed of at County Waste Transfer Sites.

6. Applicant to ensure any changes and improvements to the approach are developed to County standards. Please contact Wheatland County transportation & infrastructure assistant for details 403-934-3321.

7. Applicant/Landowner is responsible to establish a complaint process for any instances of business traffic speeding along the private access road with a phone number to be advertised on the company website, social media, and posted on signage (whichever is applicable).

8. 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.

9. Any future modifications, development, or placement of any structure on the lands will require the appropriate development permits in accordance with the Wheatland County Land Use Bylaw.

10. Business to consistently implement all recommendations set out in

the approved Environmental Management Plan.

11. Applicant to provide documentation confirming a fire inspection has been completed and complied with.

NOTES:

-It is recommended that the applicant's provide a speed limit sign on the private access road.

• Carried

3. SUBDIVISION APPLICATIONS

-No Subdivision Applications

4. OTHER PLANNING MATTERS

No 'Other Planning Matters' were discussed

5. CLOSED SESSION (IN CAMERA)

No 'Closed Session' items were discussed

6. ADJOURNMENT

The Chair, T. Ikert, adjourned the meeting - time 9:33a.m

Chair

General Manager of Community and Development Services

Recording Secretary

UNAPPROVED