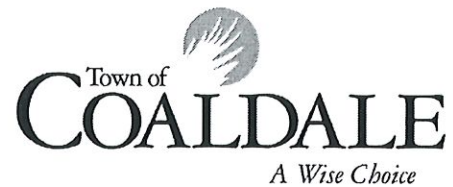


Wednesday, March 11, 2020

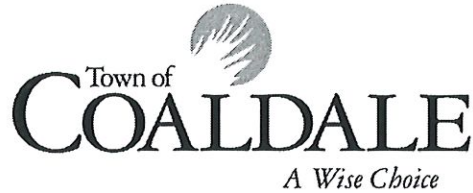
5:00p.m.

Town of Coaldale Council Chambers



Municipal Planning Commission Agenda

- 1.0 CALL TO ORDER
- 2.0 ADDITIONS TO THE AGENDA
- 3.0 ADOPTION OF THE MINUTES
February 12, 2020 meeting
- 4.0 BUSINESS FROM THE MINUTES
- 5.0 NEW BUSINESS
5.1 Development Application 2020-018
1402 – 20 Avenue
Free Standing Sign
- 6.0 INFORMATION ITEMS
- 7.0 IN-CAMERA DELIBERATIONS
- 8.0 ADJOURNMENT



MUNICIPAL PLANNING COMMISSION
WEDNESDAY, February 12, 2020
5:00 PM – COUNCIL CHAMBERS

PRESENT:	Council Members:	R. Hohm (Chair), D. Lloyd, J. Abrey
	Citizen Members:	R. Pitsol, T. Stone
	Development Officer:	C. L'Hirondelle
	Director of Planning:	S. Croil
	ORRSC Planning Advisor:	M. Baldwin
	Recording Secretary:	K. Boehmer
	Gallery:	A. Guenther

1.0 CALL MEETING TO ORDER:

R. Hohm called the meeting to order at 5:00 p.m.

2.0 ADDITIONS TO / ADOPTION OF AGENDA:

C. L'Hirondelle provided a letter to the Commission from a neighbouring property in support of Development Application 2020-010.

Motion: J. Abrey moved to approve the addition and adoption of the agenda.

5-0 CARRIED

3.0 ADOPTION OF MINUTES:

Municipal Planning Commission Minutes – January 8, 2020

MOTION: T. Stone moved to approve the January 8, 2020 minutes.

J. Abrey and R. Hohm abstained from voting as they were not in attendance at the January 8, 2020 meeting.

3-0 CARRIED

4.0 BUSINESS ARISING FROM MINUTES:

- 4.1 Development Application 2019-183**
 - 1308 – 18 Avenue**
 - Change of Use – Automotive Sales and Service**

BACKGROUND/DESCRIPTION OF APPLICATION:

C. L'Hirondelle provided background on the application noting that the applicant is looking to establish an Automotive Sales and Service at 1308 13 Avenue. This application was heard at the January 8, 2020 MPC meeting and was tabled. It was requested that the applicant submit the following information:

1. DETAILED SITE PLAN

- a. properly scaled
- b. exact number, size and angle of parking stalls
- c. proposed fence height and construction material
- d. detail regarding current structures on the site other than the principal building

2. LANDSCAPING PLAN – the plan MUST meet 50% of the new build requirements set out in Schedule 9 of Land Use Bylaw 677-P-04-13.

- The commission questioned if there is enough area for the landscaping requirements.
- C. L'Hirondelle explained that new builds require 10% of the total lot area for landscaping. Measuring with the scale provided, the applicant is at 10% when including the existing areas.
- A. Guenther, the applicant, advised that he is open to landscaping suggestions, and confirmed that the landowner is in agreeance with any proposed landscaping. He further indicated that he intended to install mulch, grass, and raised flower beds.
- S. Croil, Director of Planning, inquired about the maintenance of the landscaping from an irrigation perspective, asking if it was going to be watered regularly.
- A. Guenther indicated that he was intending to install evergreen-type trees that do not require frequent waters so in the event that he moves out of the building, the trees will still have a chance at survival. He proceeded the explain that he was going to replace all existing gravel to spruce it up.

MOTION: T. Stone moved to approve Development Application 2019-183 subject to the following conditions:

1. Must obtain approval of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 prior to commencement.
2. Applicant/Owner shall contact the fire department at 403-345-1330 and arrange for a fire inspection prior to occupancy.
3. Approval is for the building only. A separate permit must be applied for and approved for any signs.
4. A Business License must be obtained from the Town of Coaldale.
5. Excess dirt and mud that is tracked onto sidewalks and roads shall be cleaned up promptly as to not impact the neighborhood.
6. The applicant/ owner shall comply with Land Use Bylaw No. 677-P-04-13, Schedule 11, Off-

Street Parking & Loading Requirements, 1 (one) space per 500 ft² of GFA.

7. Must maintain 50% of the landscape requirements for a new build as set out in Schedule 9 of Land Use Bylaw 677-P-04-13.
8. Maximum allowable height for fence is 6' as per Land Use Bylaw 677-P-04-13.

5-0 CARRIED

5.0 NEW BUSINESS:

5.1 Subdivision Application 2019-0-178 Plan 5703HJ; Block 3; Lot 8

BACKGROUND/DESCRIPTION OF APPLICATION:

M. Baldwin, ORRSC Planning Advisor, presented the Commission with Subdivision Application 2019-0-178 to subdivide an existing 0.08 ha (0.18 acre) parcel into two parcels, being approximately 0.04 ha (0.09 acres) each. At the October 9, 2019 MPC meeting the Commission approved the rezoning of the subject parcel from R-1A to R-1B. The subdivision will leave an existing dwelling and detached garage on the west lot, with a proposal to build another house and garage on the easterly lot.

It was noted that there are no objections from Telus Communications Inc., Fortis Alberta, ATCO Gas, ATCO Transmission, and Alberta Health Services. There were some comments from Alberta Transportation regarding the subject property being in close proximity to a line highway right of way, however, they have no objections because the access will be from the internal Coaldale street network.

Additionally, it was explained that by approving this subdivision, the Commission would be approving a waiver of the minimum parcel size of the R-1B Land Use District. The minimum area requirement in this area is 371m² whereas 357m² is required. Additionally, the required length for lots in the R-1B zone is approximately 30m, but this subdivision would create lots that are approximately 23m and 15m respectively.

Lastly, the current detached garage encroaches into the public sidewalk, so an encroachment agreement with the municipality and the registered owner would be required.

- The Commission inquired if there were any issues with the detached garage when the property sold in 2003;
- S. Croil, referencing Section 39 of the administrative section of the Land Use Bylaw, noted that by approving the subdivision application, the setbacks on the detached garage would also be addressed.
- The Commission questioned if the property owner was planning on building a Single Detached Dwelling on the easterly lot upon approval of the subdivision.
- M. Baldwin advised that the above was her understanding. She added that with the concepts the registered owner has provided, the front entrance for the east lot would be off 20A Avenue, while the front entrance for the westerly lot would remain at 22 Street.

MOTION: D. Lloyd moved to approve Development Application 2019-0-178 subject to the following conditions:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the Town of Coaldale.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into a Development Agreement with the Town of Coaldale which shall be registered concurrently with the final plan against the title(s) being created.
3. That an encroachment agreement be established with the municipality in accordance with Section 651.2 of the Municipal Government Act, for the structure encroaching onto the municipal road, which shall be registered by caveat concurrently with the final plan against the title being created.

5-0 CARRIED

**5.2 Development Permit Application 2020-010
 1409 19 Avenue
 Front yard setback waiver**

BACKGROUND/DESCRIPTION OF APPLICATION:

C. L'Hirondelle outlined the Development Permit Application for an existing Single Detached Dwelling located at 1409 19 Avenue that is located too close to the front property line. The original Development Permit was issued for the Single Detached Dwelling which was to be located 20' (6.10m) away from the front property line, with MPC's approval in 2018. However, when the Single Detached Dwelling was constructed, it was built 18' – 11" (5.78m) from the front property line.

Notice of the application was sent to adjacent properties with no written or verbal concerns brought forward.

- The Commission discussed whether or not there was ever a front porch roof on the original drawings.
- C. L'Hirondelle was able to confirm that there was a roof on the original drawing, however, the line of the roof measured 20' from the front property line.
- The Commission reiterated that the applicant originally obtained a pre-construction waiver to allow for a 20' front yard setback in a R-1A district, but once constructed the builder added an extra 1' – 1".

MOTION: T. Stone moved to approve Development Permit Application 2010-010.

3-2 CARRIED

The public portion of the meeting was closed at 5:16 p.m.

MOTION: R. Pitsol moved to adjourn meeting at 5:33 p.m.

5-0 CARRIED

CHAIR- R. HOHM

RECORDING SECRETARY- KYLEY BOEHMER

Staff Report to the Municipal Development Authority Board

Development Application #	2020-018
Applicant	Coaldale Pet Clinic
Civic Address	1402 – 20 Avenue
Legal Description	Plan 6476AA, Block 5, Lot 1-4
Zoning	Commercial – C-1
Description of Application	Free standing sign – Discretionary

BACKGROUND/DESCRIPTION OF APPLICATION:

We are in receipt of Development Application 2020-018 to install a freestanding sign at the above referenced property. The proposed sign would be 8 feet long and 4 feet in height. The sign would be constructed with 3 posts in a “V” shape to allow viewing from 14 Street and 20 Avenue.

The Town of Coaldale Land-Use Bylaw states that a freestanding sign is a Discretionary Use in the Commercial – C-1 zoning. As such, a hearing must be held by the Municipal Planning Commission (MPC) of the Town of Coaldale for consideration of the application.

Notice of the application was sent to the neighbouring property owners and no written or verbal concerns have been brought forward.

APPLICABLE SECTIONS OF THE LAND USE BYLAW:

- Land Use Bylaw, Schedule 2, Commercial – C-1
- Land Use Bylaw, Schedule 13, Sign Regulations

RECOMMENDATION

The board considers APPROVAL of Development Application (2020-018) to establish Automotive Sales and Service at 1402 - 20 Avenue subject to the following conditions:

1. Must obtain **approval** of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 **prior** to commencement.
2. Must contact Alberta 1st Call (1-800-242-3447) and Dig Shaw (1-866-344-7429) to locate any utility lines **prior** to commencement.
3. Setbacks to conform to site plan that was attached as part of the Development Permit application and to the current Land Use Bylaw 677-P-04-13, Schedule 13, Sign Regulations.

4. Applicant/owner shall comply with Land Use Bylaw 677-P-04-13, Schedule 13, Sign Regulations. The freestanding sign shall not exceed 7.62m (25 feet) in height.
5. The free standing sign shall be used only for on-site advertising and shall contain NO third-party advertising.
6. The freestanding sign shall not employ any flashing, scrolling or animation within its content and shall be physically fixed, without any moving parts.

The development must be completed in its entirety, in accordance with approved plans and conditions. Any revisions to the approved plans must be submitted for reapproval.

Respectfully Submitted:



Cindy L'Hirondelle
Manager of Development & Environmental Services

ATTACHED FILES:

- Site Plan
- Sign layout
- Notice to Neighbouring Property Owners



Alberta Land Surveyor's Real Property Report

NOTE:
This plan is Page 2 of a Real Property Report
and is ineffective if it is detached from Page 1.

PROPERTY DESCRIPTION

PLAN 6476A4
BLOCK 5
THOSE PORTIONS OF LOTS 1 TO 4 INCLUSIVE, WHICH LIES TO
THE NORTH OF THE ROADWAY ON PLAN 2558E2
- Property is subject to: (C. of T. 051 312 702 +1)
Mortgage; instrument No. 051 312 703

PLAN 6476A4
BLOCK 5
THOSE PORTIONS OF LOTS 1 TO 4 INCLUSIVE, WHICH LIES
WITHIN THE ROADWAY ON PLAN 2558E2
- Property is subject to: (C. of T. 051 153 735)
Mortgage; instrument No. 051 312 703

LEGEND

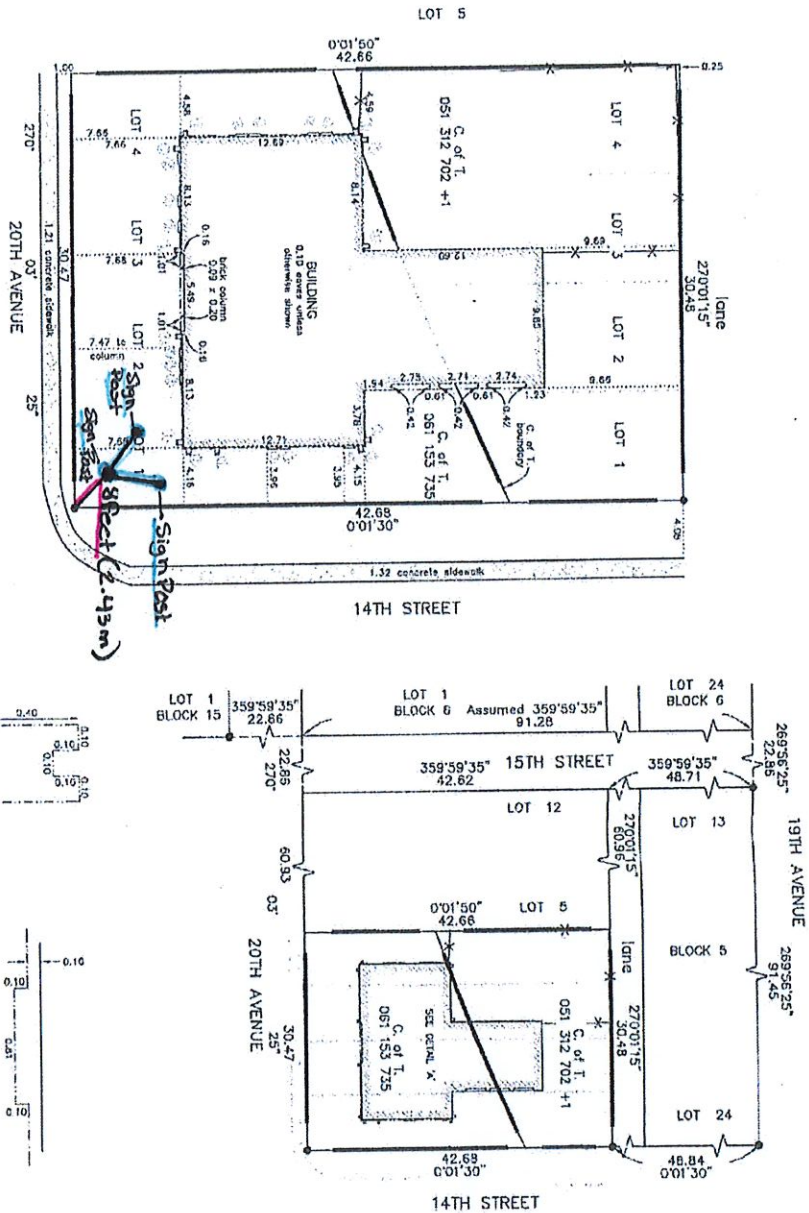
Property boundaries shown thus: _____
Distances are shown in metres and decimal parts thereof.
Distances from property boundaries _____
are shown to _____
Eaves dimensioned to the line of the fascia.
Statutory Iron Posts shown thus: ● found
Fences are within 0.20 metres _____
of property line shown thus: _____
unless otherwise dimensioned.

D. J. Amanteo, Alberta Land Surveyor, 2018

bee brown, o'camure & associates Ltd.
P.O. Box 555 - 5th Street East N. Lethbridge, Alberta T1V 2Z4

© copyright brown, o'camure & associates Ltd. 2018

Scale: 1:600 (metric)
File: 404-12 Rel. file:
Drawn: cs
Date: July 7, 2018

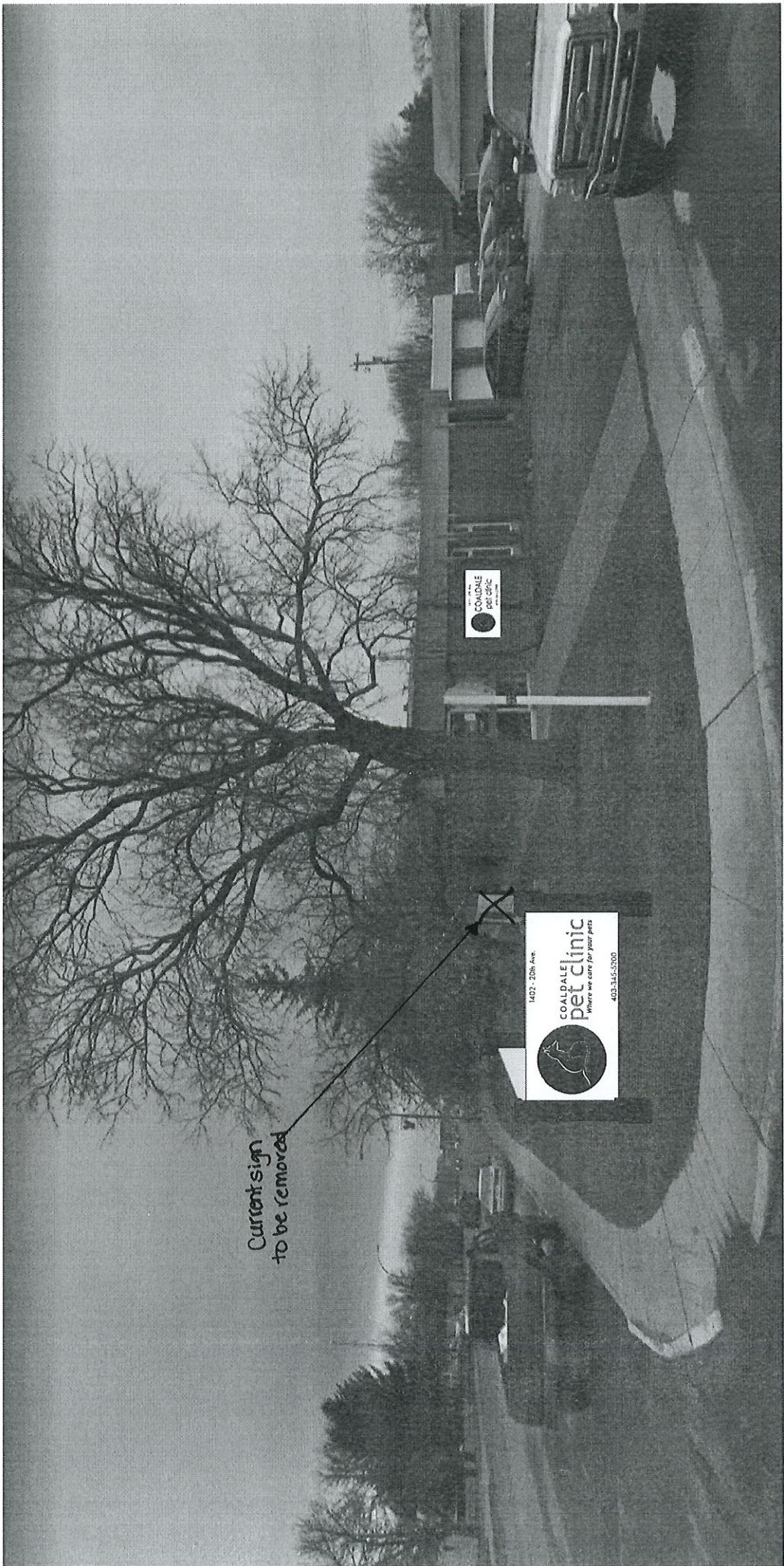


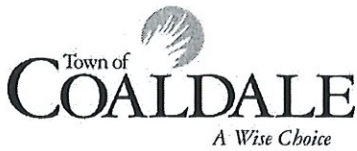
DETAIL 'N' SCALE 1:300

NOTE: Fd. No. 101's erected where survey evidence is shown.

* Tip of sign will be no closer than 8 feet from property line







February 26, 2020

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2020-018

APPLICANT: COALDALE PET CLINIC

**ADDRESS: 1402 - 20 AVENUE, COALDALE, ALBERTA
PLAN 6476AA, BLOCK 5, LOT 1-4**

ZONING: COMMERCIAL – C-1

Dear Sir/Madam,

We are in receipt of Development Application #2020-018 requesting to install a freestanding sign at the above mentioned address. Within the Commercial – C-1 zoning district in Land Use Bylaw 677-P-04-13, a freestanding sign is a discretionary use. The proposed sign would be 8 feet long and 4 feet high and located on the corner of 14 street and 20 avenue, with a sign face positioned to each roadway. There would NOT be any illumination or digital content.

The Town of Coaldale Land-Use Bylaw states that any discretionary uses shall be considered by the Municipal Planning Commission (MPC). As such, a hearing must be held for consideration of this application.

The full agenda will be posted on our website by March 4, 2020 at the following link, <http://www.coaldale.ca/mpc-meeting-agendas/>

Pursuant to the provisions of Section 42 of the Bylaw 677-P-04-13 being the Land Use Bylaw of the Town of Coaldale, notice is hereby given that on **Wednesday, March 11, 2020, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit (#2020-018) requesting a waiver. The hearing will take place in the Town Council Chambers at 1920 – 17 Street Coaldale, Alberta.**

Any comments you wish to make concerning the application can be made in writing to the Town of Coaldale up to and including the date of the meeting, it is appreciated if they can be forwarded by 1:00pm on Friday, March 6, 2020 or verbally at the meeting. Comments for the application can be dropped off in person at the Town Office, faxed to 403-345-1311 or emailed to buildingcoaldale@coaldale.ca. Please note that all submissions will be made public.

Sincerely,

Cindy L'Hirondelle
Manager of Development & Environmental Services

cc. Applicant

