

Wednesday, August 12, 2020

5:00 p.m.

Town of Coaldale HUB (2107 13 Street)



Municipal Planning Commission Agenda

1.0 CALL TO ORDER

2.0 ADDITIONS TO THE AGENDA

3.0 ADOPTION OF THE MINUTES

July 08, 2020 meeting

4.0 BUSINESS FROM THE MINUTES

5.0 NEW BUSINESS

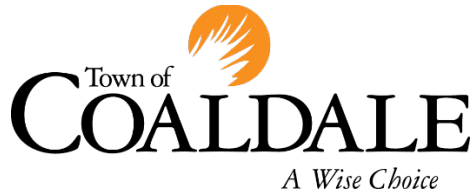
5.1 Development Application 2020-092
1302 18 Avenue
Automotive Repair and Service Shop

6.0 INFORMATION ITEMS

- COVID-19 meeting requirements notification
- Industry – I Land Use District Excerpt

7.0 IN-CAMERA DELIBERATIONS

8.0 ADJOURNMENT



**MUNICIPAL PLANNING COMMISSION
WEDNESDAY, July 8, 2020
5:00 PM – COUNCIL CHAMBERS**

PRESENT: **Council Members:** **R. Hohm (Chair), J. Abrey**
 Citizen Members: **R. Pitsol**
 Economic and Community
 Development Manager: **C. Mills**
 Recording Secretary: **K. Boehmer**
 Gallery:

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:

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

3-0 CARRIED

3.0 ADOPTION OF MINUTES:

Municipal Planning Commission Minutes – June 10, 2020

R. Pitsol noted item 5.4, condition 10 should read FIELDSTONE MEADOWS instead of COTTONWOOD ESTATES.

MOTION: R. Pitsol moved to approve the June 10, 2020 minutes as amended

3-0 CARRIED

4.0 BUSINESS ARISING FROM MINUTES: None

5.0 NEW BUSINESS:

**5.1 Development Application 2020-070
 357 Westgate Crescent
 Home Occupation II – massage therapy**

C. Mills outlined Development Application 2020-070 to allow for a home occupation 2 – massage therapy business to be run out of the home at 357 Westgate Cres. The applicant has noted that they expect the following for operation of the business:

- Hours of operation would be 9:00am – 3:00pm, and 6:00pm – 8:00pm Monday - Friday

- There would not be a case where more than 1 client was at the home at a time
- There are 2 off-street parking stalls available for client visits
- No additional employees other than the business owner
- No signage is proposed to be displayed at the home

It was noted that notice of the application was sent to the neighbouring property owners and no written or verbal concerns have been submitted.

MOTION: J. Abrey moved to approve Development Application 2020-070 subject to conditions:

1. Applicant complies with the Land Use Bylaw No 677-P-04-13, Schedule 7, Home Occupations District;
2. Development Permit No. 2020-070 may be revoked at any time if, in the opinion of the Development Authority, the use is or has become detrimental to the amenities of the neighborhood.
3. Applicant applies to the Town of Coaldale for a Business License.
4. Hours of operation will be: 9:00 am – 3:00 pm, and 6:00 pm – 8:00 pm, Monday - Friday.
5. Appointments would be one at a time, by appointment.
6. At no time shall there be a surplus of vehicles parked on or in front of the subject property to ensure there will be no traffic or parking problems within the neighbourhood.
7. No signage shall be permitted. Should the applicant wish to place signage on the property a separate sign application must be submitted to the Town of Coaldale.

3-0 CARRIED

5.2 Development Application 2020-071

1814 20 Avenue

Change of Use – Residential Accommodation in Conjunction with an Approved Commercial Use

C. Mills outlined Development Application 2020-071 to change the second story of the building at 1814 20 Ave. The current permitted use is Hotel, and the proposed change would be Residential Accommodation in conjunction with an approved commercial use.

It was noted that notice of the application was sent to the neighbouring property owners and no written or verbal concerns have been submitted.

- The Commission questioned if the existing suites will be renovated.
- C. Mills explained that because there was no change to the footprint, no permits were pulled with the town to evidence the renovations. He further advised that this application is for an existing residence.
- The Commission discussed the importance of getting a building permit and fire inspection for this application due to safety protocols.

- The Commission questioned whether the applicant would require further permits if he decided to rent or sell the apartments.
- C. Mills advised that the applicant might need to subdivide should he wish to sell.
- The Commission inquired if the applicant is required to provide the fire and building inspections to the Town Office to ensure the building is up to code.
- C. Mills advised that the safety code agency always sends the town the paperwork once it's complete. Further, he explained that if the Town gets something back advising that the structure doesn't meet building codes, the Town has the ability to make the Development Permit invalid.

MOTION: R. Pitsol moved to approve Development Application 2020-071 subject to conditions:

1. Applicant/owner shall contact the fire department at 403-345-1330 and arrange for a fire inspection for the approved change of use.
2. Applicant/owner shall comply with Land Use Bylaw no. 677-P-04-13, Off-street Parking and Loading Requirements.

3-0 CARRIED

The public portion of the meeting was closed at 5:13 p.m.

MOTION: J. Abrey moved to adjourn meeting at 5:15 p.m.

3-0 CARRIED

CHAIR- R. HOHM

RECORDING SECRETARY- KYLEY BOEHMER

Staff Report to the Municipal Development Authority Board

Development Application #	2020-092
Applicant	Bernhard Bergen
Civic Address	1302 18 Avenue
Legal Description	Plan 7910846, Block 1, Lot 7
Zoning	Industry - I
Description of Application	Change of Use – Automobile Repair and Service

BACKGROUND/DESCRIPTION OF APPLICATION:

We are in receipt of Development Application 2020-092 to allow for a change of use to an automobile repair and service shop. The parcel previously was the site of Marlowe Smith Trucking, a heavy haul trucking company specializing in the hauling of large construction equipment. Some temporary storage of heavy equipment remains on the parcel; the parcel is in the process of being sold and additional development on the remainder of the lot is anticipated in the near future.

Notice of the application was sent to the neighbouring property owners and no written or verbal concerns have been submitted as of the date of the preparation of this report.

The property contains ample space for parking and the majority of the yard is adequately fenced. Landscaping will be required however the final design of the landscaping may want to be blended with the anticipated development in the northern portion of the property which is anticipated to begin in the fall.

APPLICABLE SECTIONS OF THE LAND USE BYLAW:

- Land Use Bylaw, Schedule 2, Industry - I land use district

RECOMMENDATION

The board considers APPROVAL of Development Application (2020-092) to allow for the change of use to an automobile repair and service operation.

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. The applicant shall provide the Town with a professionally prepared landscaping plan meeting the requirements of the Town of Coaldale Land Use Bylaw No. 677-P-04-13 and approved by the Development Officer, no later than 6 months from the date of issuance of this permit.
8. The applicant shall complete the works outlined in the approved landscaping plan no later than 1 year from the date of issuance of this permit.
9. The applicant shall provide the town with a refundable landscaping deposit of \$2500 prior to commencing operations. The deposit shall be refunded when the applicant successfully installs landscaping in accordance with condition 8.
10. 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 re-approval. Failure to comply with any condition of this permit shall render the permit null and void at the discretion of the Development Officer.

Respectfully Submitted:

Cameron Mills, MBA
Economic Development Manager

ATTACHED FILES:

- Site Plan
- Site Photos
- Notice to neighbouring properties
- Industry – I excerpt



August 4, 2020

TO: NEIGHBOURING PROPERTY OWNERS
RE: DEVELOPMENT APPLICATION 2020-092
APPLICANT: Bernhard Bergen
ADDRESS: 1302 18 AVENUE, COALDALE, ALBERTA
PLAN 7910846, BLOCK 1, LOT 7
ZONING: INDUSTRY - I

Dear Sir/Madam,

We are in receipt of Development Application #2020-092 requesting a change of use to Automotive Repair and Service (Tire Shop). The previously the parcel was the site of Marlowe Smith Trucking, a heavy duty hauling operation. The parcel continues to be used for the storage of heavy equipment in the fenced yard portion of the site.

The Town of Coaldale Land Use Bylaw states that discretionary uses within zoning districts 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 August 6th, 2020 at the following link, <http://www.coaldale.ca/mpc-meeting-agendas/>

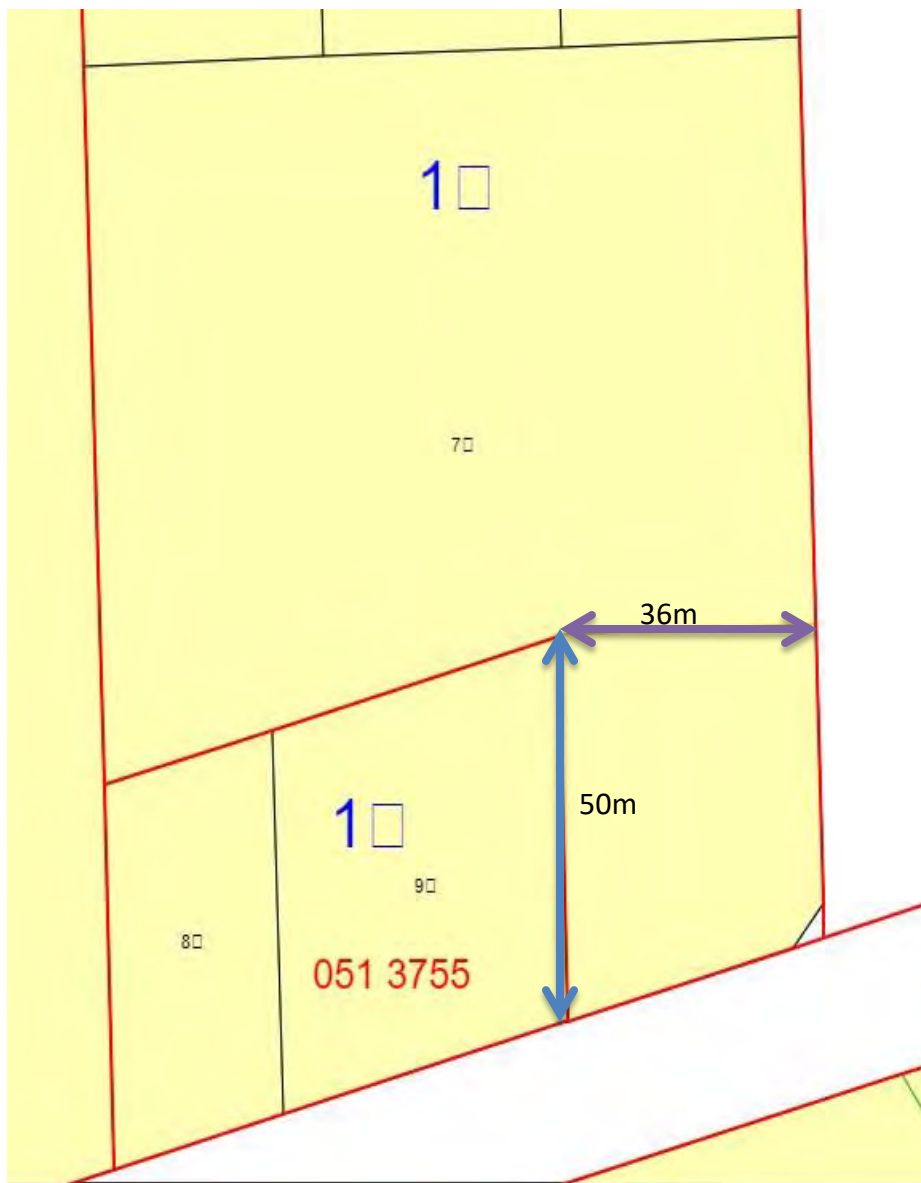
Pursuant to the provisions of Section 42 of the Bylaw 677-P-04-13 being the Land Use Bylaw of the Town of Coaldale, notice is hereby given that on **Wednesday, August 12, 2020, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit (#2020-092). The hearing will take place at the HUB (2107 13th Street).**

If you wish to attend the meeting in-person please review the enclosed meeting requirements in advance.

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 Tuesday July 7, 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.

In advance of providing formal comments, please feel free to contact the undersigned to discuss the specifics of the application.

Sincerely,
Cameron Mills
Manager of Economic Development
Cameron.mills@coaldale.ca
403-345-1370









PROPERTY
FOR SALE
• 9.0 Acres M/L
• 3 Titles
Bernie Schmid
403-642-7033
KIMBLE
COMMERCIAL

18th AVE





INDUSTRY – I



Purpose:

To provide for a broad range of industrial and storage uses. The location of individual uses will have regard to both the effect on adjacent uses and the ability to provide adequate services to the site.

1. (A) PERMITTED USES

- Accessory building, structure or use to an approved permitted use
- Building Supplies
- Car Wash
- Contractor, Building and Trade
- Contractor, Heavy Duty Equipment
- Equipment Sales, Rental and Service
- Farm/Industrial Machinery Sales, Rental and Service
- Light Industry/Manufacturing
- Manufacturing
- Public or Private Utility
- Railway and Railway Related Uses
- Seasonal Sales
- Shipping Container (temporary)
- Sign Types²: 1A, 2, 3, 4, 5, 6, 10
- Truck Transportation Depots
- Truck Wash
- Warehouse, Retail
- Warehouse, Wholesale
- Warehouse Storage

(B) DISCRETIONARY USES

- Abattoirs
- Accessory building, structure or use to an approved discretionary use
- Adult Entertainment Facility¹
- Alternative/Renewable Energy, Commercial/Industrial
- Asphalt Batch Plant
- Auto Body Repair and Paint Shop
- Automobile Sales and Service
- Automotive Repair and Service Shop
- Bulk Fuel Storage and Sales
- Cannabis Production Facility
- Concrete Batch Plant
- Feed Mill/ Grain Elevator
- Fertilizer Storage and Sales
- Food Processing Facility
- Garden Centre/ Greenhouse
- Gas Bar
- Horticultural Operations or Facilities
- Industry with a Heavy Utility Demand
- Kennel
- Natural Resource Extraction
- Outdoor Recreation and Sports fields
- Pet Care Services
- Recreation, Private
- Recycling Facility
- Service Station
- Shipping Container (permanent)
- Sign Types²: 1B, 7³, 8, 9, 11, 12
- Small Wind Energy System - Type A and B⁴
- Sand Blasting Facility
- Veterinary Clinic

Notes: 1 – See Schedule 4, Section 31 for setback requirements.

2 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.

3 – Sign Type 7 (Billboard) limited to lots immediately adjacent to Highway 3.

4 – See Schedule 4, Section 27 for definition of small wind energy system types.

(C) PROHIBITED USES

- Salvage Yard
- Any use which is not listed as either a permitted or discretionary use, or is not ruled to be a similar use to a permitted or discretionary use in accordance with the Administration Section, subsection 35(a), is a prohibited use

2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
All uses	30.48	100	30.48	100	929.03	10,000

- (a) The Designated Officer or Municipal Planning Commission may approve a development on an existing registered lot if the minimum dimensions or area are less than those specified above in Section 2.

3. MINIMUM YARD DIMENSIONS FOR PRINCIPAL BUILDINGS

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
All uses	7.62	25	4.57	15	3.05	10	7.62	25

4. MAXIMUM SITE COVERAGE

- (a) **All Buildings – 60%**

Principal buildings and accessory buildings shall not occupy more than 60 percent of the surface area of any lot within this land use district.

5. OUTDOOR STORAGE

- (a) No outdoor storage shall be permitted in the required front yard setback of 7.6 m (25 ft.) or in the required corner lot secondary front yard setback of 4.6 m (15 ft.).
- (b) Outdoor storage areas shall be effectively screened from view by buildings, solid fences, trees, landscaped features or combinations thereof and be maintained in good repair to the satisfaction of the Development Authority.

6. OUTSIDE DISPLAY OF GOODS

- (a) Outside display of goods shall be limited to examples of products, merchandise, equipment, and/or items sold by the business or industry on the lot(s) or development site and shall be located in conformance with *Schedule 9: Landscaping and Amenity Area Standards and Guidelines*.

7. LANDSCAPING REQUIREMENTS

- (a) Landscaping shall be provided on all street frontage and shall be to the satisfaction of the Designated Officer or the Municipal Planning Commission. See *Schedule 9: Landscaping and Amenity Area Standards and Guidelines*.

8. ENVIRONMENTAL SITE ASSESSMENT / ENVIRONMENTAL IMPACT ASSESSMENT

- (a) Where, in the opinion of the Designated Officer or the Municipal Planning Commission, a proposed development may create an unacceptable environmental impact and/or where there may have been historical environmental impacts (i.e. soil contamination), an environmental site assessment and/or environmental impact assessment may be required prior to dealing with the application.

9. STANDARDS OF DEVELOPMENT

– SCHEDULE 4

10. LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES

– SCHEDULE 9

11. INDUSTRIAL, COMMERCIAL AND WAREHOUSING STANDARDS

– SCHEDULE 10

12. OFF-STREET PARKING AND LOADING REQUIREMENTS

– SCHEDULE 11

13. COMMERCIAL / INDUSTRIAL ALTERNATIVE / RENEWABLE ENERGY

– SCHEDULE 12

14. SIGN REGULATIONS

– SCHEDULE 13