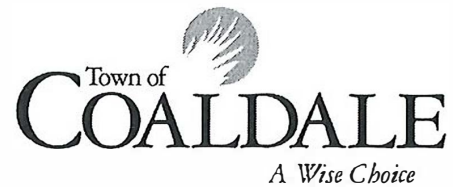


Wednesday, January 8, 2020

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

December 11, 2019 meeting

4.0 BUSINESS FROM THE MINUTES

5.0 NEW BUSINESS

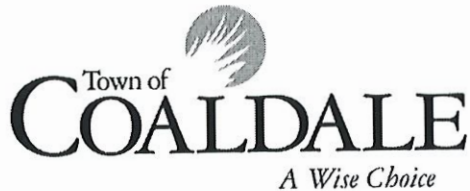
5.1 Development Application 2019-182
1001 – 20 A Avenue
Setback waiver on existing structures

5.2 Development Permit Application 2019-183
1308 – 18 Avenue
Automotive Sales and Service

6.0 INFORMATION ITEMS

7.0 IN-CAMERA DELIBERATIONS

8.0 ADJOURNMENT



MUNICIPAL PLANNING COMMISSION
WEDNESDAY, December 11, 2019
5:00 PM – COUNCIL CHAMBERS

PRESENT:	Council Members:	R. Hohm (Chair), D. Lloyd
	Citizen Members:	T. Stone, R. Pitsol
	Development Officer:	C. L'Hirondelle
	Economic and Community	
	ORRSC Planning Advisor:	R. Dyck
	Recording Secretary:	K. Boehmer
	Gallery:	A. van de Vendel, T. Lougheed

1.0 CALL MEETING TO ORDER:

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

2.0 ADDITIONS TO / ADOPTION OF AGENDA: No additions

MOTION: D. Lloyd moved to approved the adoption of the agenda.

4-0 CARRIED

3.0 ADOPTION OF MINUTES:

Municipal Planning Commission Minutes – October 9, 2019

MOTION: R. Pitsol moved to approve the October 9, 2019 minutes.

4-0 CARRIED

4.0 BUSINESS ARISING FROM MINUTES: None

5.0 NEW BUSINESS:

- 5.1 Development Application 2019-171**
627 Parkside Green
Secondary Suite

BACKGROUND/DESCRIPTION OF APPLICATION:

C. L'Hirondelle provided an overview of Development Application 2019-171 explaining that the applicant is looking to create a secondary suite within 627 Parkside Green. The Town of Coaldale Land-Use Bylaw states that a secondary suite is a Discretionary Use in the Residential Starter Lot – R-1C zoning.

It was noted that residences that include a secondary suite are required to have 4 off-street parking stalls. The applicant is proposing to have 2 stalls located in the rear of the property and 2 at the front of the property.

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

- The commission inquired whether or not there is a walk out basement.
- A. van de Vendel, the applicant, confirmed that there is a walkout basement.
- The commission asked if the applicant still meets the landscaping requirements when adding parking spots in the rear.
- C. L'Hirondelle explained that he is still within the requirements.
- R. Dyck, ORRSC Planning Advisor, asked if the landscaping has been completed.
- A. van de Vendel explained that the sod is laid, but that's it for now.
- The commission requested further clarity on parking spots for the tenants.
- A. van de Vendel advised that two spots would be in the rear for the basement tenants, and two spots would be in the front for the upstairs tenants.
- R. Dyck inquired if this street was rolled curb.
- C. L'Hirondelle confirmed the above inquiry.

MOTION: D. Lloyd moved to approve Development Application 2019-171 subject to 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 when construction is complete.
3. The applicant/owner shall maintain the 4 proposed parking stalls for the life of the secondary suite as per the approved site plan.
4. All required off-street parking stalls for a secondary suite shall be hard surfaced (e.g. cement, pavement/asphalt, etc.)
5. The secondary suite shall not exceed the floor area of the first storey of the associated principal dwelling (excluding staircases).
6. A secondary suite shall be developed in such a manner that the exterior of the principal dwelling containing the secondary suite shall appear as a single-detached dwelling.
7. Only one secondary suite shall occupy the dwelling the develop permit is issued to.
8. The number of persons occupying the secondary suite shall not exceed four (4).

4-0 CARRIED

**5.2 Development Permit Application 2019-177
4 & 6 90063 RGE RD 202A
Existing Secondary Dwelling**

BACKGROUND/DESCRIPTION OF APPLICATION:

C. L'Hirondelle introduced Development Permit Application 2019-177 explaining that the application is for an existing second Single Detached Dwelling that is located at 4 & 6 90063 RGE RD 202A. The dwelling was constructed in 2001 when the property was located within the Lethbridge County and there are no records of permits being pulled at that time. This land was annexed into the Town of Coaldale in 2018 and the applicant would like to bring the property into compliance under the Town of Coaldale's Land Use Bylaw.

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

- The commission questioned if the Lethbridge County was aware that there are two houses on this property.
- T. Loughheed, the applicant, advised that he pays property taxes on two dwellings, so he assumed that the Lethbridge County was aware. He further explained that after getting a letter regarding the Discretionary Use Bylaw coming into effect, and after talking to S. Croil and C. L'Hirondelle, it was discovered that there are no records of a second Single Detached Dwelling being constructed on this property. As such, the applicant is now attempting to make his property compliant.

MOTION: R. Pitsol moved to approve Development Application 2019-177 subject to the following;

1. Must obtain approval of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 prior to commencement.

4-0 CARRIED

The public portion of the meeting was closed at 5:07 p.m.

MOTION: T. Stone moved to adjourn meeting at 5:13 p.m.

4-0 CARRIED

CHAIR- R. HOHM

RECORDING SECRETARY- KYLEY BOEHMER

Staff Report to the Municipal Planning Commission

DEVELOPMENT PERMIT #:	2019-182
APPLICANT:	Carol Moman
TYPE OF DEVELOPMENT:	Existing Single Detached Dwelling & accessory structure
CIVIC ADDRESS:	1001 – 20 A Avenue
LEGAL DESCRIPTION:	Plan 7711285, Block 14, Lot 35
LAND USE ZONING:	Residential Small Lot – R-1B
USE:	Single Detached Dwelling & accessory structure
PARKING:	n/a
SETBACKS & HEIGHT:	Single Detached Dwelling Side yard setback – 0m (0') required 1.52m (5') Front yard setback – 4.55m (14' – 11") required 6.10m (20') Accessory Structure 0.26m (10"), 0.40m (1' – 4") & 0.43m (1'-5") required 0.90m (3')
SIGNS:	n/a
ARCHITECTURAL CONTROLS	n/a

BACKGROUND/DESCRIPTION OF APPLICATION:

The Town of Coaldale is in receipt of Development Application #2019-182, for waivers on the **existing** Single-Detached Dwelling and accessory structure. The **existing** Single Detached Dwelling is located on the east property line and 14' – 11" (4.55m), whereas it is required to be 5' (1.52m) and 20' (6.10m) respectively, as per Land Use Bylaw 677-P-04-13. The **existing** accessory structure is located 10" (0.26m), 1' – 4" (0.40m) and 1' – 5" (0.43m) from the property lines, whereas it is required to be 3' (0.90m) as per Land Use Bylaw 677-P-04-13.

Notice of the application was sent to adjacent properties and no written or verbal concerns have been brought forward to date.

OPTIONS:

The board may consider **APPROVAL** of Development Application (#2019-182) subject to the following conditions:

1. Must obtain approval of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 for the existing accessory structure.

The board may consider **REFUSAL** of Development Application (#2019-182).

Respectfully Submitted:

Cindy L'Hirondelle
Manager of Development & Environmental Services

ATTACHED FILES:

- Site plan
- Notice to Neighbouring Property Owners



December 16, 2020

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2019-182

APPLICANT: CAROL F. MOMAN

**ADDRESS: 1001 – 20'A' AVENUE, COALDALE, ALBERTA
PLAN 7711285, BLOCK 14, LOT 35**

ZONING: RESIDENTIAL SMALL LOT – R-1B

Dear Sir/Madam,

We are in receipt of Development Application #2019-182, for waivers on the **existing** Single-Detached Dwelling and accessory structure. The **existing** Single Detached Dwelling is located on the east property line and 14' – 11" (4.55m), whereas it is required to be 5' (1.52m) and 20' (3.05m) respectively, as per Land Use Bylaw 677-P-04-13. The **existing** accessory structure is located 10" (0.26m), 1' – 4" (0.40m) and 1' – 5" (0.43m) from the property lines, whereas it is required to be 3' (0.90m) as per Land Use Bylaw 677-P-04-13.

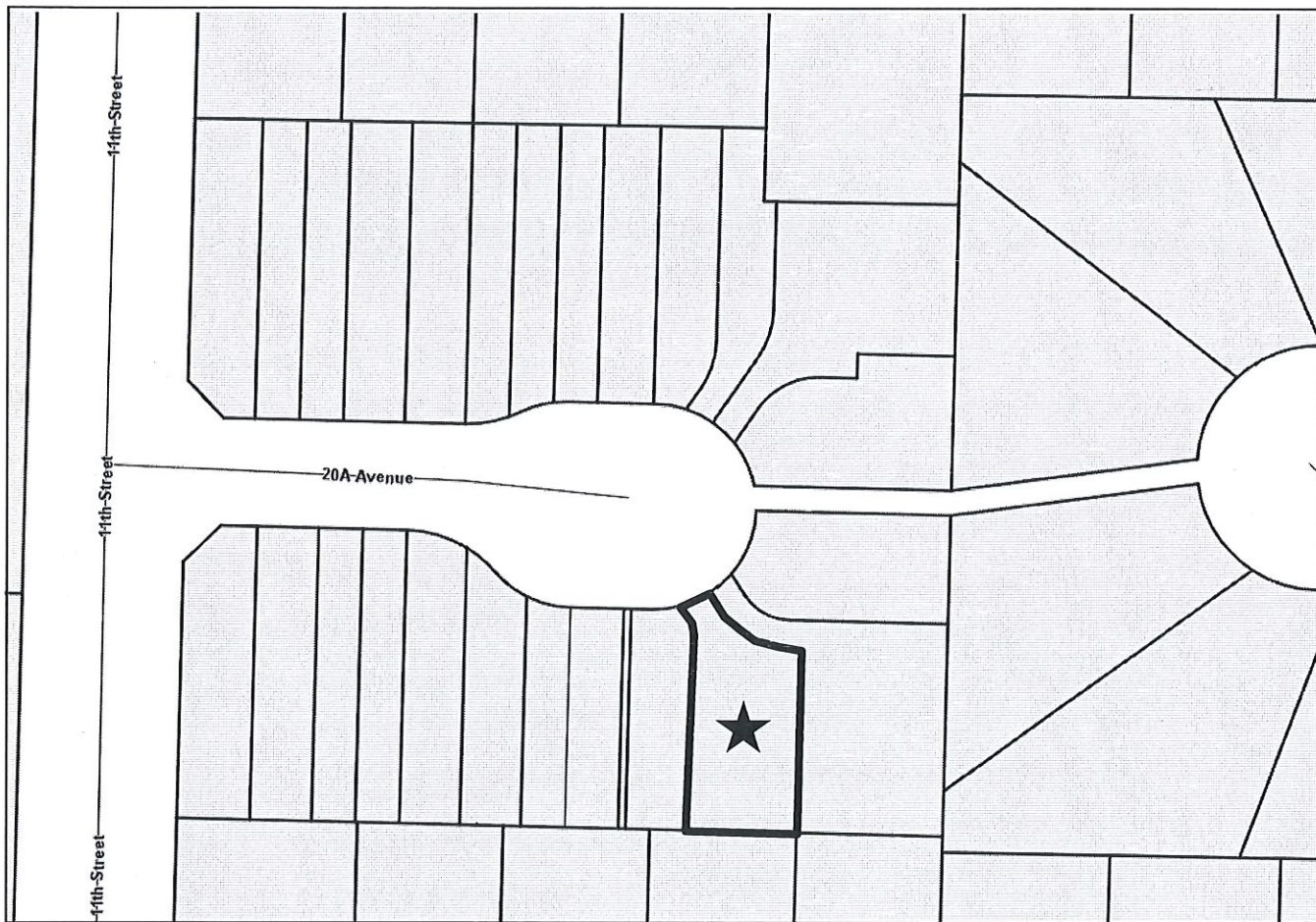
The Town of Coaldale Land-Use Bylaw states that any waiver greater than 10% shall be considered by the Municipal Planning Commission (MPC). As such, a hearing must be held for consideration of this application.

The full agenda will be posted on our website by December 23, 2019 at the following link, <http://www.coaldale.ca/mpc-meeting-agendas/>

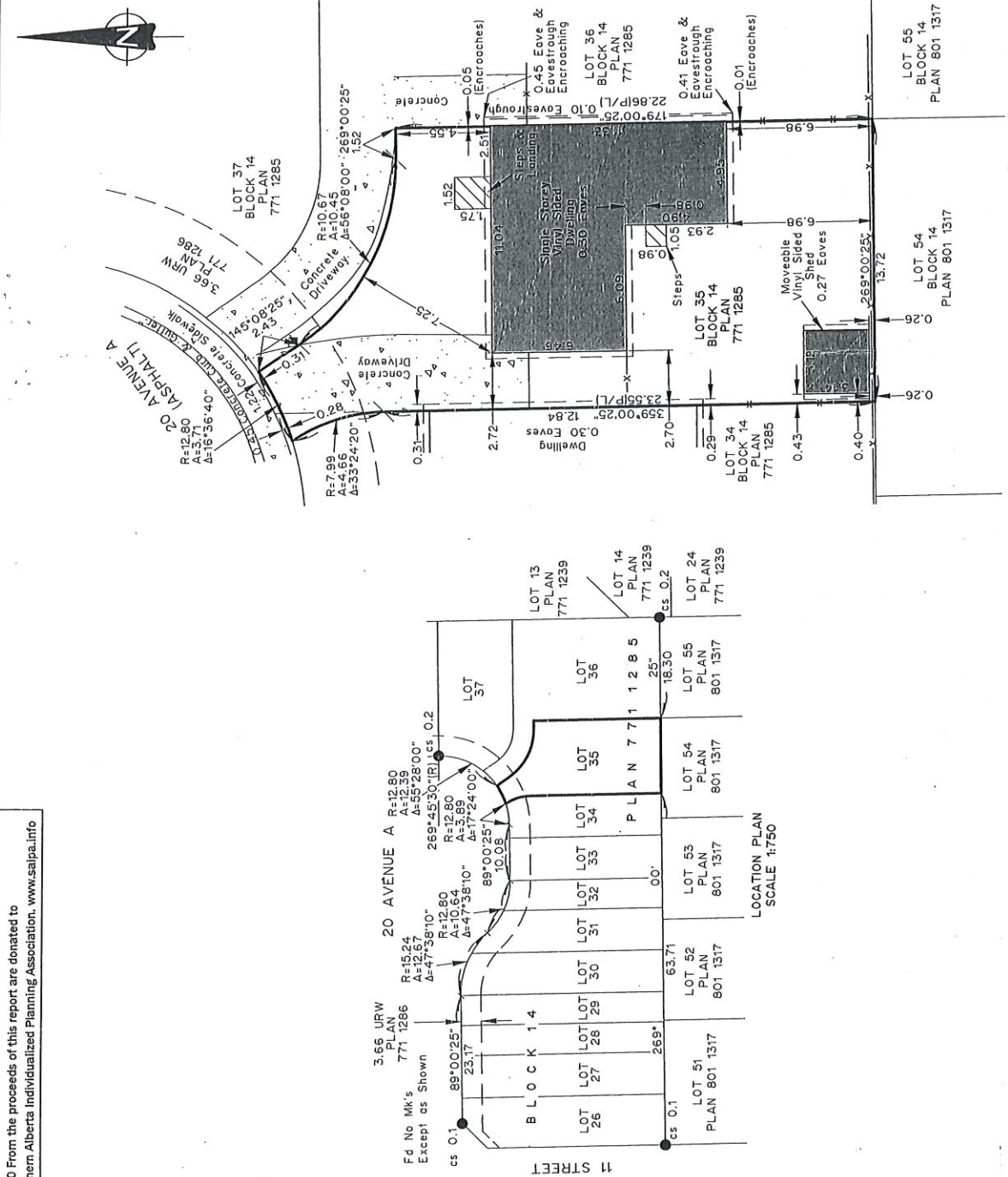
Pursuant to the provisions of Section 42 of the Bylaw 677-P-04-13 being the Land Use Bylaw of the Town of Coaldale, notice is hereby given that on **Wednesday, January 8, 2020, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit (#2019-182) requesting 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 Monday January 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



\$5.00 From the proceeds of this report are donated to
Southern Alberta Individualized Planning Association. www.saiipa.info



ALBERTA LAND SURVEYORS' REAL PROPERTY REPORT

LEGAL DESCRIPTION OF PROPERTY: LOT 35, BLOCK 14, PLAN 771 1285

MUNICIPAL ADDRESS: 1001 - 20 AVENUE 'A' COALDALE, ALBERTA
CLIENT: CAROL MOMAN

DATE OF SURVEY: SEP 24, 2019 DATE OF TITLE SEARCH: SEP 11, 2019

Certification: I hereby certify that this report, which includes the attached plan and related survey, was prepared and performed under my personal supervision and in accordance with the Manual of Standard Practices of the Alberta Land Surveyors' Association and supplements thereto, and that I am a duly qualified and licensed member of the Association as of the date of this report, I am of the opinion that:

- the plan illustrates the boundaries of the property, the improvements as defined in Part D, Section 6.5 of the Alberta Land Surveyors' Association's Manual of Standard Practices, registered easements and right-of-way affecting the extent of the title to the property;
- the improvements are entirely within the boundaries of the property;
 - Except for a building eave, and eaves/through which encroach into Lot 36 as shown in Instrument 901 286 295;
 - All other improvements are shown on the property from any improvements situated on an adjacent property;
 - Except for an eave which encroaches from Lot 34 as shown in Instrument 901 286 295;
 - (See Instrument 901 286 295);
 - 4. no visible encroachments exist on registered easements or rights-of-way affecting the extent of property.

Purpose: This report and related plan have been prepared for the benefit of the property owner, subsequent owner, and any of their agents for the purpose of (a) land conveyance, support of a subdivision application, a mortgage application, a statement to the municipality for a compliance certificate, etc. Copying is permitted only for the benefit of these parties, and only if the plan remains attached.

Where applicable, registered easements and utility rights of way affecting the extent of the property have been shown on the attached plan. Unless shown otherwise, property corner markers have not been placed during the survey for this report.

The attached plan should not be used to establish boundaries due to the risk of misinterpretation or measurement error by the user.

The information shown on this Real Property Report reflects the status of this property as of the date of survey only. Users are encouraged to have the Real Property Report updated for future requirements.

- LEGEND
- Stationary iron post found.....●
 - Star Drill Hole found.....✱
 - Fd No Mk.....X
 - Utility Pole.....⊙
 - Light Standard.....⊙
 - Utility Box.....☐
 - Fence Line.....—X—
 - Property Line.....—●—
 - Ballard.....⊙
 - Property Line.....P/L

- Distances are ground and are expressed in metres and decimals thereof
- Unless otherwise specified, the dimensions shown relate to perpendicular distances from property boundaries to the greatest extent of exterior walls only at the date of survey.
- Eaves are dimensioned to the line of the fascia.
- Fence lines are within 0.20 metres of property line unless otherwise noted.
- The property is subject to the following encumbrances affecting extent of title:
 - 431 AA - Restrictive Covenant
 - 771 142 637 - Utility Right of Way
 - 901 286 295 - Encroachment Agreement

DATED AT LETHBRIDGE, ALBERTA, THIS 26th DAY OF SEPTEMBER, 2019.

Signature

ALBERTA LAND SURVEYORS' ASSOCIATION
PERMIT NUMBER
P 254
Halma Thompson
Land Surveys Ltd.

MICHAEL A. THOMPSON
ALBERTA LAND SURVEYOR
Copyright © 2019, Halma Thompson Land Surveys Ltd.
JOB: H31899
DRAWING: H3189RPR
200-410 Stifford Drive S
Lethbridge, AB, T1Z 2L2
Phone (403) 381-0320
Fax (403) 381-0366
SCALE: 1:200

Staff Report to the Municipal Development Authority Board

Development Application #	2019-183
Applicant	Abraham Gunther
Civic Address	1308 – 18 Avenue
Legal Description	Plan 0513755, Block 1, Lot 9
Zoning	Industry - I
Description of Application	Automotive Sales and Service – Discretionary

BACKGROUND/DESCRIPTION OF APPLICATION:

We are in receipt of Development Application 2019-183 to establish Automotive Sales and Service at the above referenced property.

The Town of Coaldale Land-Use Bylaw states that Automotive Sales and Service is a Discretionary Use in the Industry - I 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, Industry - I
- Land Use Bylaw, Schedule 11, Off street Parking & Loading Requirements

RECOMMENDATION

The board considers APPROVAL of Development Application (2019-0183) to establish Automotive Sales and Service at 1308 – 18 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 for any renovations.
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.

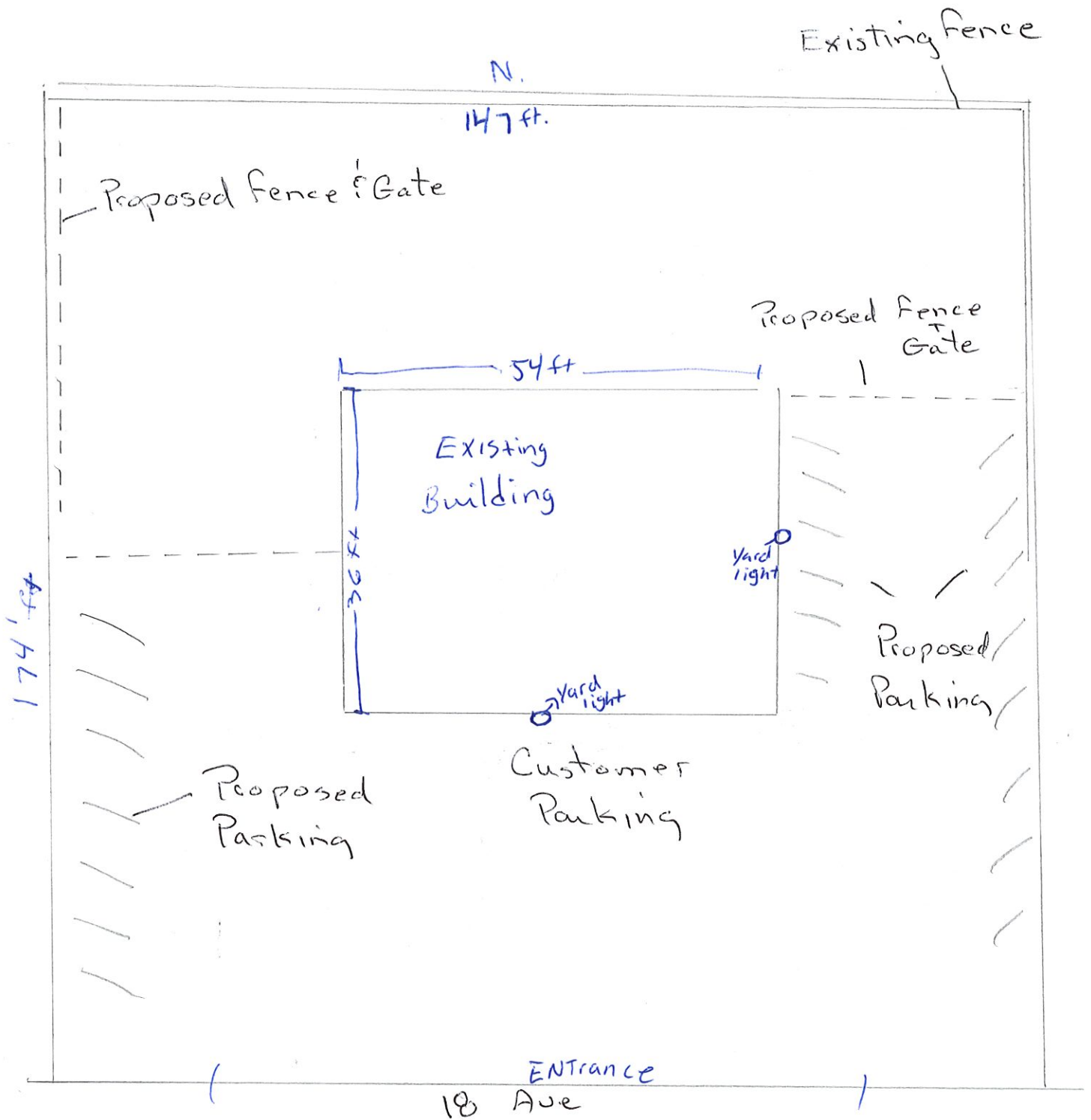
Respectfully Submitted:

Cindy L'Hirondelle
Manager of Development & Environmental Services

ATTACHED FILES:

- Site Plan
- Notice to Neighbouring Property Owners

1308 18 Ave





December 17, 2019

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2019-183

APPLICANT: ABRAHAM GUENTHER

**ADDRESS: 1308 – 18 AVENUE, COALDALE, ALBERTA
PLAN 0513755, BLOCK 1, LOT 9**

ZONING: INDUSTRY - I

Dear Sir/Madam,

We are in receipt of Development Application #2019-183 requesting to change the use of the building at the above mentioned address to **Automotive Sales and Service**. Within the Industry -I zoning district in Land Use Bylaw 677-P-04-13, Automotive Sales and Service is a discretionary use.

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 December 23, 2019 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, January 8, 2020 at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit (#2019-183) 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 Monday, January 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

