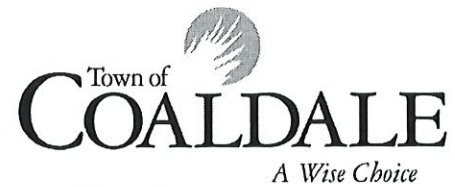
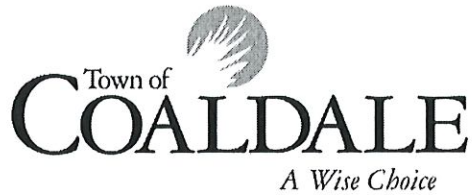


Wednesday, February 13, 2018
5:00p.m.
Town of Coaldale Council Chambers



Municipal Planning Commission Agenda

- 1.0 CALL TO ORDER
- 2.0 ADDITIONS TO THE AGENDA
- 3.0 ADOPTION OF THE MINUTES
January 9, 2019 meeting
- 4.0 BUSINESS FROM THE MINUTES
- 5.0 NEW BUSINESS
 - 5.1 Development Application 2019-006
Home Occupation 2
2429 Aspen Drive
 - 5.2 Development Application 2019-008
Shipping Container
1213 – 18 Avenue
 - 5.2 Development Application 2019-009
Over height Accessory Structures
705 – 19 A Avenue
- 6.0 INFORMATION ITEMS
- 7.0 IN-CAMERA DELIBERATIONS
- 8.0 ADJOURNMENT



**MUNICIPAL PLANNING COMMISSION
WEDNESDAY, JANUARY 9, 2019
5:00 PM – COUNCIL CHAMBERS**

PRESENT:

Council Members:	R. Hohm (Chair), D. Lloyd
Citizen Members:	R. Pitsol, T. Stone
Development Officer:	C. L'Hirondelle
Director of Planning:	S. Croil
Recording Secretary:	K. Bly
Gallery:	P. Bos

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: No additions.

MOTION: D. Lloyd moved to approve the agenda.

4-0 CARRIED

3.0 ADOPTION OF MINUTES:

Municipal Planning Commission Minutes – December 12, 2018

- R. Pitsol noted for item 5.4 the motion to approve was made by T. Stone not R. Pitsol as noted in the minutes.

MOTION: R. Pitsol moved to approve the December 12, 2018 minutes as amended.

4-0 CARRIED

4.0 BUSINESS ARISING FROM MINUTES: None

5.0 NEW BUSINESS:

- 5.1 Development Application 2018-176
Shipping Container
1408-13 Street**

BACKGROUND/DESCRIPTION OF APPLICATION:

Development Officer C. L'Hirondelle provided an overview of the application noting it is for a shipping container to be located in the rear yard of the property. She referred to the photos submitted with the application as reference to how the shipping container will appear. Notice of the application was sent to adjacent properties and no written or verbal concerns were brought forward. She noted notices were hand delivered and mailed to the neighbouring property owners.

- The commission questioned if the shipping container is for temporary storage.
- C. L'Hirondelle noted it will be used permanently for storage.
- The commission questioned if the shipping container was already on site.
- C. L'Hirondelle said no there is a garage on site but the container has not been brought in at this time.
- The commission questioned the economics asking if it would be cheaper to construct a building on site rather than bring in the shipping container.
- C. L'Hirondelle said that is up to the applicant to determine, the MPC must deal with the application at hand.
- The commission also questioned under the Land Use Bylaw can one shipping container be allowed in the industrial area as a discretionary use.
- S. Croil said yes, but there is the option to apply for more.
- The commission questioned who the application is coming from.
- C. L'Hirondelle said it was submitted by Coaldale and District Emergency Services.
- The commission questioned why this option was being considered and not other building options as opposed to a shipping container.
- The chairman noted the MPC can only deal with the applications brought forward. It is out of the scope of the MPC to question why the applicant has chosen to go with a shipping container rather than a freestanding building.
- S. Croil noted the MPC does have the option to table the application. He added, the application before the MPC is the one it has to deal with.

MOTION: T. Stone moved to approve Development Application 2018-176 with conditions.

1. Must obtain approval of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 prior to commencement.
2. 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 2, Industry - I
3. Must contact Alberta 1st Call (1-800-242-3447) and Dig Shaw (1-866-344-7429) to locate any utility lines prior to commencement.
4. Refuse and or garbage during construction shall be in appropriate containers and shall be properly screened and placed in an approved enclosure until removed for disposal.
5. Ensure lot drainage is maintained.
6. The building, when completed, shall meet or exceed provincial building requirements and comply with all provincial and municipal health and fire regulations.

4-0 CARRIED

5.2 Development Application 2018-177
Second Dwelling
PTN NE ¼ SEC 9-9-20 W4

BACKGROUND/DESCRIPTION OF APPLICATION:

C. L'Hirondelle outlined the development application for a second dwelling on land that was annexed into the Town of Coaldale in 2018. The land still comes under the Lethbridge County Land Use Bylaw until it has been rezoned to fit into the Town's Land Use Bylaw. As per Lethbridge County land use bylaw 1404, a second dwelling within the Rural Urban Fringe is discretionary. The land use bylaw also states that the second dwelling is placed in such a manner so that the two dwellings do not utilize an area (shared yard) greater than 4.0 ha (10 acres). The configuration of the 4.0 ha (10 acre) area must strive to be compact in nature and must be acceptable to the Development Authority. Notice of the application was sent to the neighbouring property owners and no written or verbal concerns have been brought forward.

- P. Bos said he has spoken with neighbours about his plans for a second dwelling and they all seemed OK with his plans. He also noted the dugout has been filled.
- The commission questioned who will be living in the second dwelling.
- P. Bos said it is being built for him and his wife, his son will be moving into the first dwelling.
- The commission asked how would it work if the home were ever to be sold, would they have to subdivide?
- S. Croil said for legal or financial reasons, the two dwellings would have to be separated. He noted they can still subdivide the new property out of the existing quarter. The only way that would change is if there were a request for rezoning of the property.
- The commission questioned if this area, under the annexation plan, is suppose to be commercial/industrial.
- S. Croil said the south half would be highway commercial but the north half transitions to residential so the new dwelling would fit with the future plans for this area.

MOTION: R. Pitsol moved to approve Development Application 2018-177 with 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.
7. Setbacks to conform to site plan that was attached as part of the Development Permit application and to the current Lethbridge County Land Use Bylaw 1404, Part 2, Rural Urban Fringe - RUF
8. A person to whom a Development Permit has been issued shall notify the Designated Officer following the Stakeout of the site but prior to the commencement of construction.
9. A person to whom a Development Permit for a Single-Detached Dwelling has been issued shall provide the Designated Officer prior to construction a letter from a qualified Alberta Land Surveyor confirming that a qualified Alberta Land Surveyor conducted the Stakeout of the site for construction.
10. The applicant/owner shall submit to the Town of Coaldale a soil bearing report.

11. Must obtain a competent Alberta Land Surveyor to establish the vertical grades and cuts prior to the excavation of the foundation. *(Should the building be constructed lower than design finish grade due to a failure to survey the vertical grades for the foundation as per the lot grading design it may be at risk for flooding.)*
12. Refuse and or garbage during construction shall be in appropriate containers and shall be properly screened and placed in an approved enclosure until removed for disposal.
13. The connection of weeping tile foundation drainage systems to the sanitary sewer services in this development is **STRICTLY PROHIBITED**.
14. Ensure water does not drain into neighbouring properties.
15. For safe work-site purposes, it is recommended that the civic address of the site be displayed so it is visible from the street at all times during construction in the event that emergency services personnel are called to attend the site.
16. Excess dirt and mud that is tracked onto sidewalks and roads shall be cleaned up promptly as to not impact the neighborhood.

4-0 CARRIED

The public portion of the meeting closed at 5:06 p.m.

MOTION: D. Lloyd moved to adjourn meeting at 5:16 p.m.

4-0 CARRIED



CHAIR- R. HOHM

RECORDING SECRETARY- KATE BLY

Staff Report to the Municipal Development Authority Board

Development Application #	2019-006
Applicant	Lee-Anne McKenna
Civic Address	2429 Aspen Drive
Legal Description	Plan 1512557, Block 9, Lot 26
Zoning	Residential – R-1A
Description of Application	Home Occupation 2 – Massage Therapy

BACKGROUND/DESCRIPTION OF APPLICATION:

We are in receipt of Development Application 2019--06 to establish a Home Occupation 2 for the purpose of massage therapy at the above referenced property.

- Clients are by appointment
- Hours of operation – Tuesday & Thursday 9:00 am – 5:00 pm and Wednesday 7:00 pm to 10:00 pm
- **9 parking stalls provided by the existing driveways and attached garage.**

The Town of Coaldale Land-Use Bylaw states that a Home Occupation 2 is a Discretionary Use in the Residential – R-1A 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, Residential – R-1A
- Land Use Bylaw, Schedule 7, Home Occupations

Land Use Bylaw 677-P-04-13, Schedule 7 – Home Occupations, Section 3 – General Standards, Sub-Section (h) states:

“Home Occupations shall not generate vehicular traffic or parking, in excess of that which is characteristic of the district within it is located.”

Land Use Bylaw 677-P-04-13, Schedule 7 – Home Occupations, Section 3 – General Standards, Sub-Section (q)(ii) states:

"Home Occupations shall not include any use that would, in the opinion of the Development Authority, materially interfere with or affect the use, enjoyment or value of the neighbouring properties."

RECOMMENDATION

The board considers APPROVAL of Development Application (2019-006) to establish a Home Occupation 2 for the purpose of massage therapy at 2429 Aspen Drive subject to the following conditions:

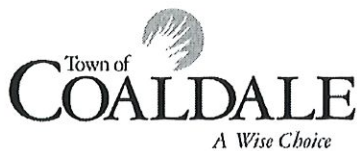
1. Applicant complies with the Land Use Bylaw No 677-P-04-13, Schedule 7, Home Occupations District;
2. Development Permit #2019-006 may be revoked at any time if, in the opinion of the Development Authority, the use is or has become detrimental to the amenities of the neighborhood.
3. Applicant applies to the Town of Coaldale for a Business License.
4. Hours of operation will be: Tuesday & Thursday 9:00 am – 5:00 pm and Wednesday 7:00 pm to 10:00 pm
5. By appointment only
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. A separate sign application must be submitted to the Town of Coaldale.

Respectfully Submitted:

Cindy L'Hirondelle
Manager of Development & Environmental Services

ATTACHED FILES:

- Notice to Neighbouring Property Owners



January 28, 2019

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2019-006

APPLICANT: LEE-ANNE MCKENNA

**ADDRESS: 2429 ASPEN DRIVE, COALDALE, ALBERTA
PLAN 1512557, BLOCK 9, LOT 26**

ZONING: RESIDENTIAL -R-1A

Dear Sir/Madam,

We are in receipt of Development Application #2019-006 requesting a Home Occupation 2 – Massage Therapy at the above noted address.

- Hours of operation would be Tuesday/Thursday 9am – 5pm and Wednesday 7pm – 10pm
- There are 9 off-street parking stalls available
- Between 1-5 clients per day
- No additional employees other than homeowner

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 February 6, 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, February 13, 2019, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit (#2019-006) 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 by 1:00pm on Friday February 8, 2019 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



Staff Report to the Municipal Planning Commission

DEVELOPMENT PERMIT #:	2019-008
APPLICANT:	McCabee & Co Inc.
TYPE OF DEVELOPMENT:	Shipping Container as Accessory Structure
CIVIC ADDRESS:	1213 – 18 Avenue
LEGAL DESCRIPTION:	Plan 7710468, Block 5, Lot 1
LAND USE ZONING:	Industry - I
USE:	Industrial building and yard
PARKING:	n/a
SETBACKS & HEIGHT:	n/a
SIGNS:	n/a
ARCHITECTURAL CONTROLS	n/a

BACKGROUND/DESCRIPTION OF APPLICATION:

The Town of Coaldale has received a development permit application for a shipping container to be located in the rear yard of the above-mentioned property. The shipping containers appearance is a per the attached pictures. Shipping Containers are a discretionary use within the Industry -I zoning district.

The proposed shipping container is 8 feet wide and 53 feet long. The east side yard, where the applicant is proposing the shipping container by located is approximately 10 feet wide. The applicant is proposing that the shipping container by located 2 feet from the west property line and right against the existing building. The building on the lot to the east is located approximately 9.5 feet from the property line.

APPLICABLE SECTIONS OF THE LAND USE BYLAW:

- Schedule 4: Standards of Development, 33: Shipping Containers
- Schedule 2: Land Use Districts, Industry - I

Notice of the application was sent to adjacent properties and no written or verbal concerns have been brought forward to date. Notices were hand delivered and mailed to the neighboring property owners.

OPTIONS:

The board may consider APPROVAL of Development Application (#2019-008) subject to the following recommended conditions:

1. Must obtain approval of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 prior to commencement.
2. 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 2, Industry - I
3. Must contact Alberta 1st Call (1-800-242-3447) and Dig Shaw (1-866-344-7429) to locate any utility lines prior to commencement.
4. Refuse and or garbage during construction shall be in appropriate containers and shall be properly screened and placed in an approved enclosure until removed for disposal.
5. Ensure lot drainage is maintained.
6. The building, when completed, shall meet or exceed provincial building requirements and comply with all provincial and municipal health and fire regulations.

The board may consider REFUSAL of Development Application (#2019-008).

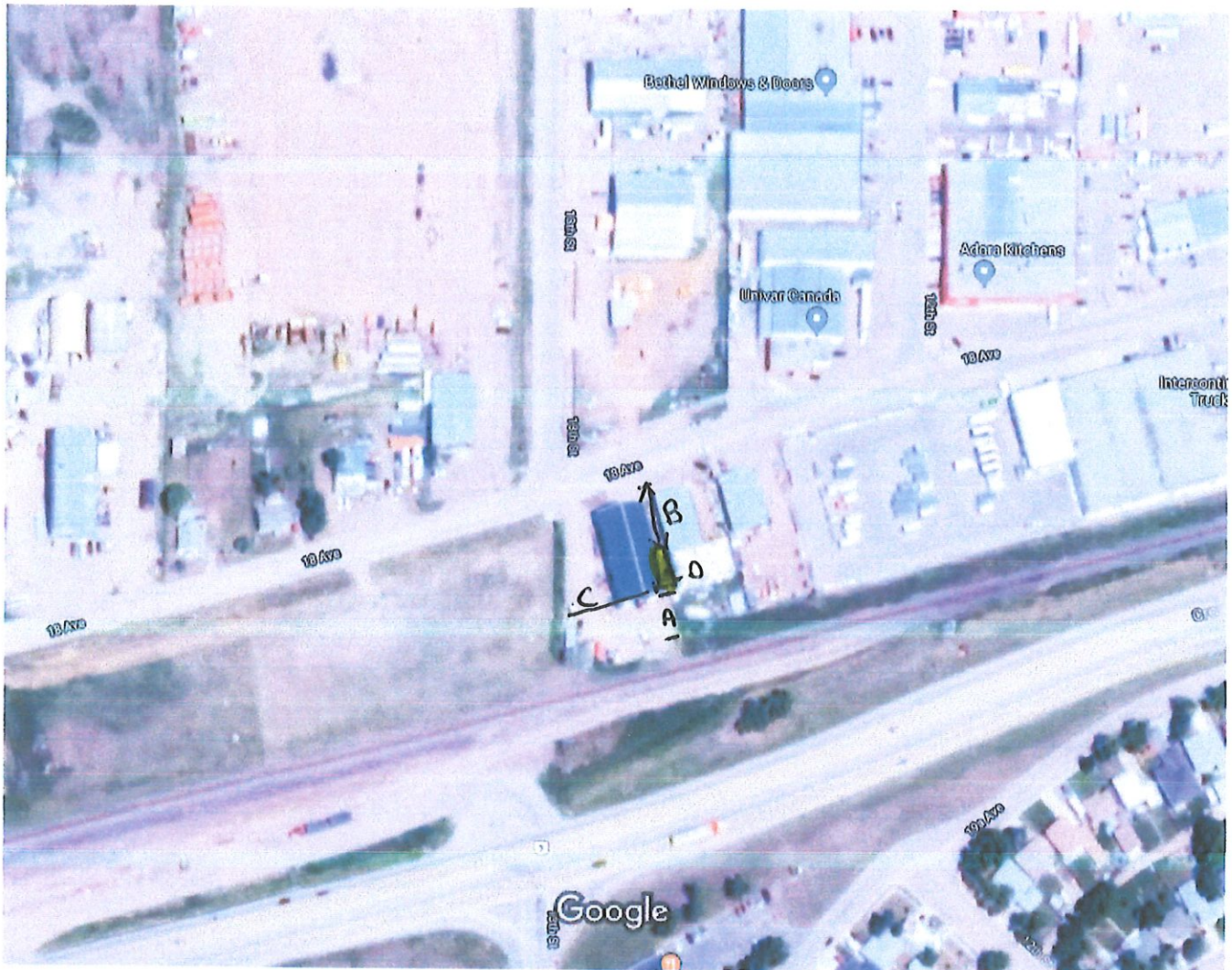
Respectfully Submitted:

Cindy L'Hirondelle
Manager of Development & Environmental Services

ATTACHED FILES:

- Site Plan
- Notice to Neighbouring Property Owners
- Pictures of shipping container
- Letter from neighbouring property owner submitted with application

Google Maps



Imagery ©2019 DigitalGlobe, Map data ©2019 Google 20 m



8x53 Seacan

A= 50' +/-

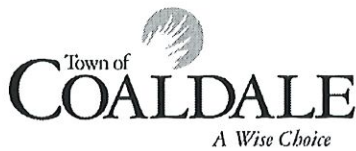
B= 85' +/-

C= 110' +/-

D= 2' +/-

A handwritten signature.

Approximately 10 feet between property line + existing building



January 28, 2019

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2019-008

APPLICANT: MACCEBEE & CO INC.

ADDRESS: 12313 – 18 AVENUE, COALDALE, ALBERTA
PLAN 7710468, BLOCK 5, LOT 1

ZONING: INDUSTRY - I

Dear Sir/Madam,

We are in receipt of Development Application #2019-008 requesting to place a shipping container along the east property line of the above-mentioned property. Within the Industry -I zoning district in Land Use Bylaw 677-P-04-13, a shipping container is a discretionary use.

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.

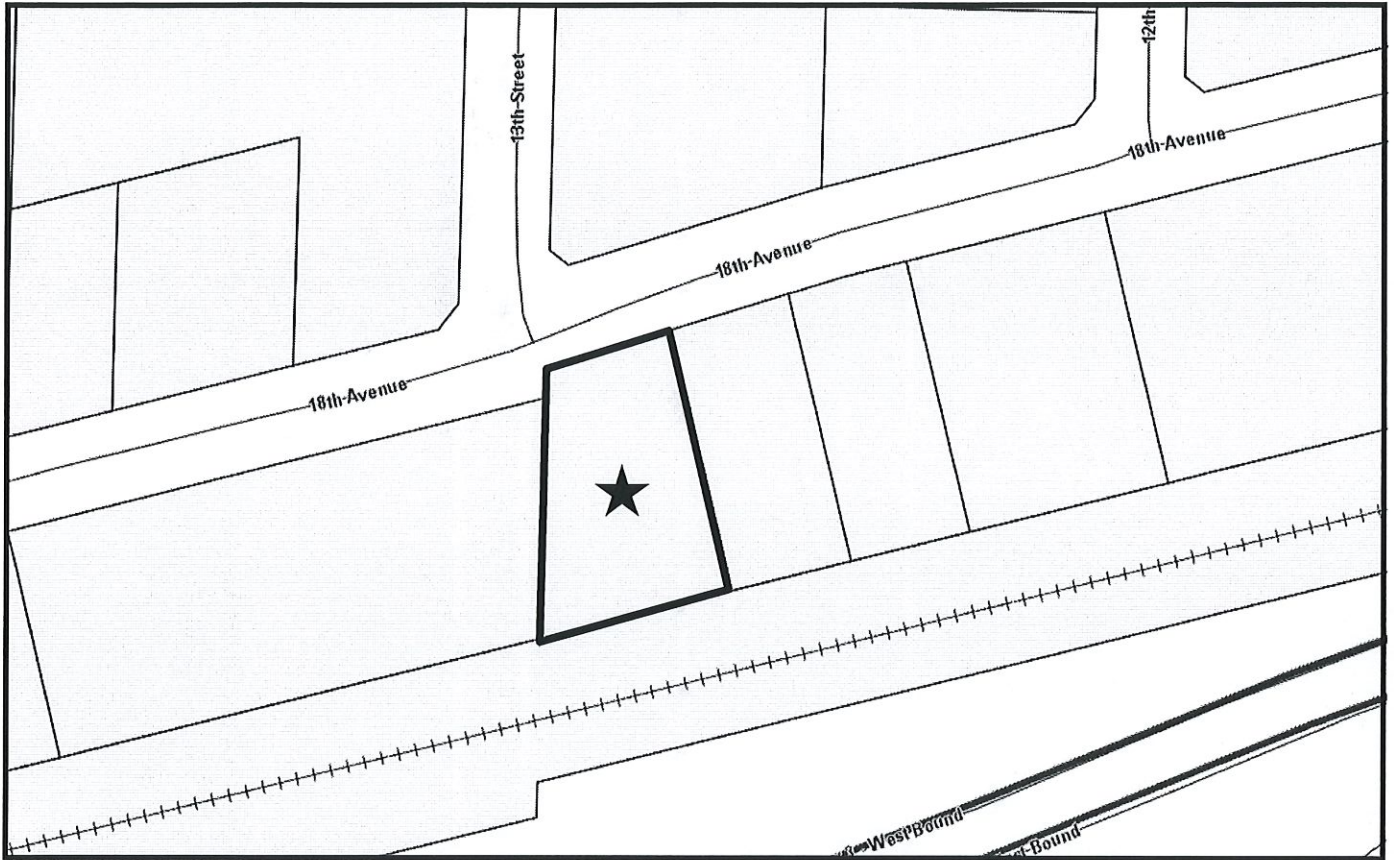
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Pursuant to the provisions of Section 42 of the Bylaw 677-P-04-13 being the Land Use Bylaw of the Town of Coaldale, notice is hereby given that on **Wednesday, February 13, 2019, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit (#2019-008) 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 by 1:00pm on Friday February 8, 2019 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









Coaldale Iron Products Ltd.
1209 18 Ave
Coaldale, AB T1M1M2

January 24, 2019

To whom it may concern,

I, Kevin Isaak, give permission for Maccabee & Co. Inc. to place a shipping container on their property within six feet of my own. I have no issues with the placement of this container for Maccabee & Co. Inc.'s business use.

Please find attached a photo and diagram of the placement of the container.

Sincerely,



Kevin Isaak

Owner of Coaldale Iron Products



Staff Report to the Municipal Planning Commission

DEVELOPMENT PERMIT #:	2019-009
APPLICANT:	Stephens Kozak ACI Architects & Planners Inc
TYPE OF DEVELOPMENT:	Accessory Structures
CIVIC ADDRESS:	705 – 19 'A' Avenue
LEGAL DESCRIPTION:	Plan 151 0788, Block 1, Lot 93
LAND USE ZONING:	Highway Commercial – C-2
USE:	Vacant Lot
PARKING:	n/a
SETBACKS & HEIGHT:	Accessory Structures - Height – 5.0 m & 5.3 m (required 4.57 m)
SIGNS:	n/a
ARCHITECTURAL CONTROLS	n/a

BACKGROUND/DESCRIPTION OF APPLICATION:

The Town of Coaldale has received a development permit application for two (2) over height accessory structures. The proposed heights of the accessory structures are 5.0 meters and 5.3 meters whereas 4.57 meters is the maximum height 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 (#2017-208) subject to the following recommended 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 2, Industry - I
4. A minimum separation distance of 4' shall be provided between a principal building and any accessory building.

5. Refuse and or garbage during construction shall be in appropriate containers and shall be properly screened and placed in an approved enclosure until removed for disposal.
6. Ensure lot drainage is maintained.
7. The building, when completed, shall meet or exceed provincial building requirements and comply with all provincial and municipal health and fire regulations.

The board may consider REFUSAL of Development Application (#2019-009).

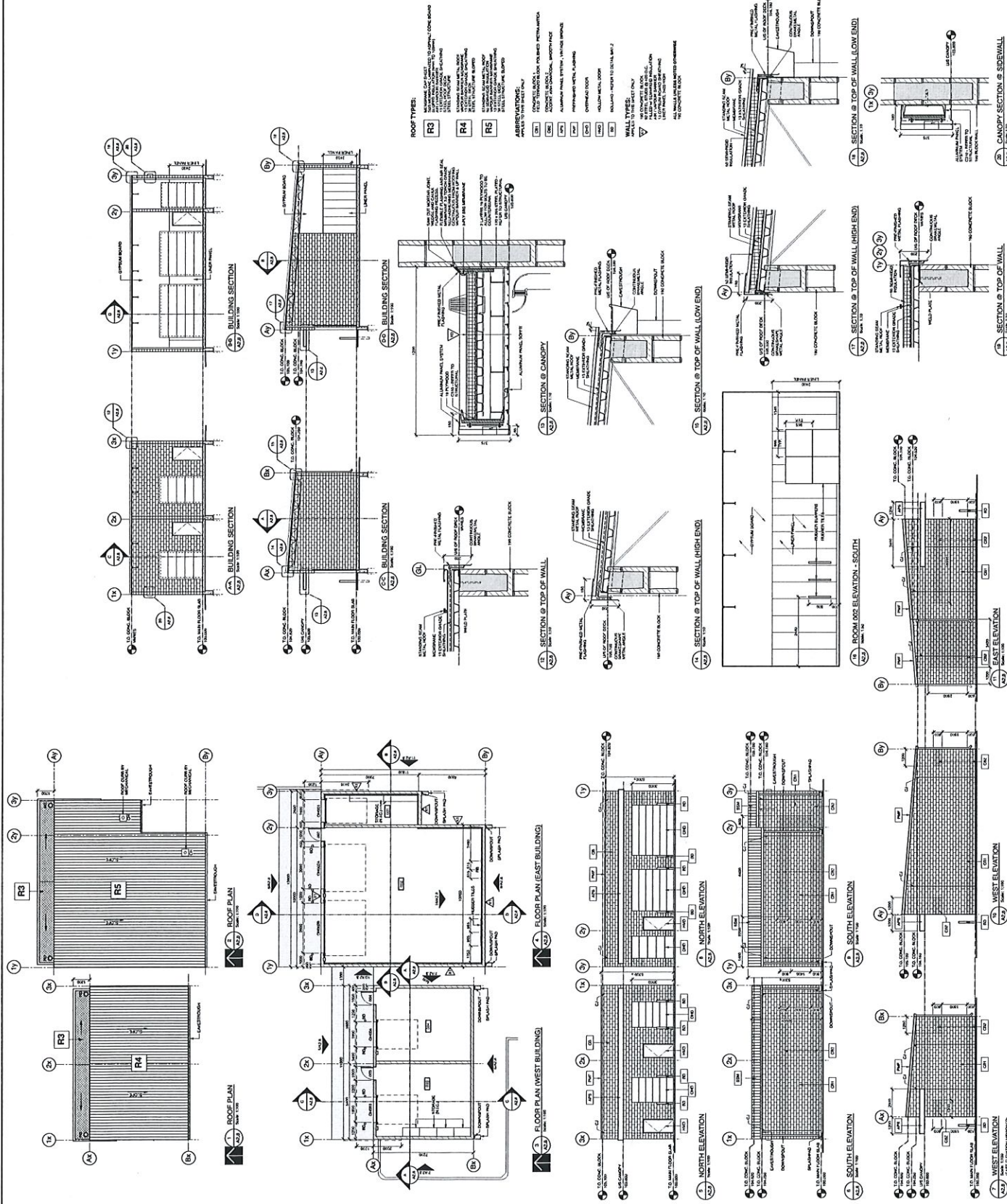
Respectfully Submitted:

Cindy L'Hirondelle
Manager of Development & Environmental Services

ATTACHED FILES:

- Site Plan
- Notice to Neighbouring Property Owners
- Building Plans







January 29, 2019

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2019-009

APPLICANT: STEPHENS KOZAK ACI ARCHITECTS AND PLANNERS

**ADDRESS: 705 – 19 'A' AVENUE, COALDALE, ALBERTA
PLAN 151 0 788, BLOCK 1, LOT 93**

ZONING: HIGHWAY COMMERCIAL – C-2

Dear Sir/Madam,

We are in receipt of Development Application #2019-009 requesting a height waiver for the two (2) accessory structures located in the southeast corner of the above mentioned property. The proposed height of the accessory structures is 5.3 meters whereas the maximum height in Land Use Bylaw 677-P-04-13 is 4.57 meters.

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 February 6, 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, February 13, 2019, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit (#2019-009) 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 by 1:00pm on Friday February 8, 2019 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

