

AGENDA

Municipal Planning Commission Meeting

5:00 PM - Wednesday, March 10, 2021

HUB (Virtual)

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	1.0	CALL TO ORDER
	2.0	ACCEPTANCE OF THE AGENDA
	3.0	ADOPTION OF PREVIOUS MINUTES
2 - 6	3.1	MPC Meeting Minutes - February 10, 2021 February 10, 2021 Minutes
	4.0	BUSINESS ARISING FROM THE MINUTES
	5.0	NEW BUSINESS
7 - 28	5.1	SUB 2021-004 - 505 20th Avenue SUB 2021-004 - 505 20th Avenue - Pdf
29 - 49	5.2	SUB 2021-001 - 1410 21 Avenue SUB 2021-001 - 1410 21 Avenue - Pdf
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87 - 109	5.5	1010 12 Avenue - Genesis Automotive Sales & Services DP 2021-014 - Genesis Automotive Sales & Services - Pdf
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	6.0	INFORMATION ITEMS
	7.0	CLOSED MEETING
	8.0	ADJOURNMENT



**MUNICIPAL PLANNING COMMISSION – MINUTES
WEDNESDAY, February 10, 2021
5:00 PM – THE HUB (VIRTUAL)**

PRESENT:	Council Members:	R. Hohm (Chair), D. Lloyd, J. Abrey
	Citizen Members:	J. Van Hierden; J. Peters
	Director of Planning:	S. Croil
	Economic and Community Development Manager:	C. Mills
	Municipal Planning Intern:	M. Messier
	Recording Secretary:	K. Stone
	Gallery:	P. Bos; D. Kovaks; D. Kovaks;

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. Peters moved to approve the agenda

5-0 CARRIED

3.0 ADOPTION OF MINUTES:

Municipal Planning Commission Minutes – December 9, 2020

MOTION: J. Abrey moved to approve the December 9, 2020 minutes

5-0 CARRIED

4.0 BUSINESS ARISING FROM MINUTES: None

5.0 NEW BUSINESS:

**5.1 Development Application 2021-008
2116 24 Avenue
Home Occupation II**

M. Messier presented Development Application 2021-008 requesting a Home Occupation II – Spray Tanning & Retail at 2116 24 Avenue.

Due to the potential for perceived or real impacts to surrounding properties, the applicant has noted that they expect the following for operation of the business:

- Hours of operation would be 10am – 7pm Monday to Sunday;

- There are 4 off street parking stalls available for client visits;
- There will be up to 5 clients serviced per day;
- There shall be no employees other than the dwelling occupant;
- There shall be no materials or goods displayed or stored outside the building;
- There shall be no signage advertising the business;
- There will be goods displayed within the residence;

Notice of the application was sent to the neighbouring property owners and six written letters of support have been submitted as of the date of the preparation of this report.

MOTION: J. Abrey moved to approve Development Application 2021-008 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. 2021-008 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. Hours of operation will be: 10 am to 7 pm, Monday to Sunday.
4. Appointments shall be one at a time and by appointment only.
5. 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.
6. 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.

5-0 CARRIED

**5.2 Development Application 2021-011
266 Fairway Drive
Home Addition**

M. Messier presented Development Application 2021-011 requesting an addition to the existing dwelling at 266 Fairway Drive. The applicant is requesting an addition to the east corner of the residence for a kitchen renovation. The proposed addition will extend 3.3 metres (11 feet) and 4 inches along the northeast side of the existing residence. The current rear setback of the property is 5.1 metres (17 feet) and 6 inches, while the proposed addition will project an additional 0.9 metres (3 feet) into the rear setback for a proposed new setback of 4.2 metres (14 feet) and 10 inches.

Additional information, provided by the applicant include:

- The home addition will not extend past the existing eaves of the dwelling,
- The height of the dwelling will not be impacted, and
- A portion of the rear sidewalk will be removed, restored and landscaped to accommodate the new addition.

Notice of the application was sent to the neighbouring property owners and three written letters of support have been submitted.

MOTION: J. Van Hierden moved to approve Development Application 2021-011 subject to 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, Residential R-1A.
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. When completed, shall meet or exceed provincial building requirements and comply with all provincial and municipal health and fire regulations.
6. 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.
7. The development must be of a colour and style that is complementary to the exterior of the existing home in the opinion of the development officer.
8. Excess dirt and mud that is tracked onto sidewalks and roads shall be cleaned up promptly as to not impact the neighborhood.

5-0 CARRIED

**5.3 Development Application 2021-013
906 11 Avenue
Industrial Building**

M. Messier presented Development Application 2021-013 to review the construction of a new industrial building application and to allow a waiver of the minimum landscaping requirements at 906 11 Avenue. Within the Industry - I zoning district in Land Use Bylaw 677-P-04-13, 'manufacturing' is a permitted use, however, the applicant is requesting a waiver to relax the minimum landscaping requirements outlined in Schedule 9, Landscaping and Amenity Areas Standards and Guidelines.

The applicant is requesting a reduction of 7.1% from the standard 10% of lot/site landscaping requirement. However, if a Municipal Reserve strip were considered a part of the landscaping plan, the total contribution of landscaping would be 15.4%. The waiver is being requested in recognition of the 10 metre (32.8 ft) wide strip of Municipal Reserve located adjacent to the east boundary of the subject property, which will be fully landscaped. This strip of land is 1174 square metres (12,636 sq ft) in area. The Municipal Reserve strip is proposed to be landscaped by the applicant at the same time that all other site landscaping is undertaken.

It was also noted that the minimum 6 metre (20 ft) landscaping buffer between road right of way and the subject parcel will be met on the south and east sides of the lot, which are adjacent to 11th Avenue and 8th Street, respectively. The portion of lot adjacent to 10th Avenue does not show any proposed landscaping and is proposed to remain without landscaping for the time being, given that there are no plans to construct 10th Avenue in the near term.

Industrial buildings carrying out manufacturing activities is a permitted use in the Industry - I zoning. The property that is the subject of this application is able to accommodate the construction of the new industrial building to meet all requirements of the Land Use Bylaw. The portion of the application that requires consideration by the Municipal Planning Commission is regarding the waiver of the minimum of 10 percent of the total lot area (or site area) only. Therefore, the scope of this application is limited to whether or not the applicant will be required to provide additional landscaping in addition to the landscape buffer to be located east of the property.

- P. Bos advised that the area is 14 meters wide and will look good when it's completed.
- The Commission inquired if the proposed landscaping conforms with the businesses to the south.
- S. Croil advised that Nudura has a substantial amount of landscaping facing 8th Street. He further advised that the applicant is proposing more landscaping than Nudura currently has, and confirmed that that it would match well.
- The Commission inquired if there were any concerns with snow drifting onto Range Road 201 (8th Street) as a result of the landscaping.
- C. Mills advised that there are no concerns, and explained there are lots of permeable living surface that would cover the snow drifts.
- D. Kovaks asked if there are any drainage issues and if they would be addressed. He also inquired if the area around 10th Avenue would be fenced
- S. Croil confirmed that all development permits state that any drainage must be drained on site.
- P. Bos advised that the plan is to have a fence along the north side of the lot.

MOTION: D. Lloyd moved to approve Development Application 2021-013 subject to 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 drawing set prepared and stamped by a professional engineer registered to practice in Alberta, showing stormwater, sanitary sewer and potable water design and connections from the site to the municipal infrastructure shall be submitted to, reviewed and approved by the Town prior to commencement of construction.
5. A person to whom a Development Permit for an Industrial building 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.
6. 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.
7. Any outstanding fees and deposits associated with the development application must be paid prior to the release of the permit.
8. The applicant/ owner shall comply with Land Use Bylaw No. 677-P-04-13, Schedule 10, Industrial, Commercial & Warehousing Performance Standards.

9. The applicant/ owner shall comply with Land Use Bylaw No. 677-P-04-13, Schedule 11, Off-Street Parking & Loading Requirements.
10. 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.
11. Excess dirt and mud that is tracked onto sidewalks and roads shall be cleaned up promptly as to not impact the neighbourhood.
12. As per the Municipal Planning Commission's decision, the landscaping waiver that was requested as per the submitted landscaping plans has been granted and the developer is required to install landscaping at their cost and enter into a maintenance agreement with the municipality for the landscaping that is to be placed on the MR parcel.
13. The Town and applicant shall enter into an access r-o-w agreement to allow access across the MR parcel to allow for the two accesses as proposed on the site plan.
14. Applicant/Owner shall contact the fire department at 403-345-1330 and arrange for a fire inspection prior to commencement.

5-0 CARRIED

The public portion of the meeting was closed at 5:20 p.m.

MOTION: J. Peters moved to adjourn meeting at 5:30 p.m.

5-0 CARRIED

CHAIR- R. HOHM

RECORDING SECRETARY- KYLEY STONE

AGENDA ITEM REPORT



Title: SUB 2021-004 - 505 20th Avenue
Report Type:
Report Author: Spencer Croil
Meeting: Municipal Planning Commission - 10 Mar 2021
Department: Planning
Reviewed by Spencer Croil
Supervisor/Peer:

TOPICS:

Planning and Community Development:
Development, Municipal Planning

OBJECTIVE:

The following report is to present the Municipal Planning Commission (MPC) with an application for a subdivision on the parcel located on PTN. NW 12-9-20 W4M. The application is to subdivide one 1.162 ha (2.87 acre) lot and one 0.518 (1.27 acre) lot out of the existing 5.42 (13.39 acre) parcel for the purposes of the development of a fully-serviced privately-owned and operated campground, and a municipally-built and owned mountain bike skills park.

PREVIOUS COUNCIL DIRECTION:

N/A

ANALYSIS:

The subject area currently contains an unmaintained picnic shelter and has historically been used as a publicly owned and publicly-run campground up until 2016.

The subdivision proposal is intended to allow for the future development of a revitalized and fully-serviced campground that is intended to be built and operated in a way that would ensure compatibility with the surrounding area. The westernmost proposed parcel (being shown as 1.162 ha or 2.87 acres), is intended to be the parcel on which the mountain bike park is to be constructed. The easternmost proposed lot (being shown as 0.518 ha or 1.28 acres) is intended to allow for the continued operation of the drainage infrastructure within this area, and to allow for access to the easternmost boundary of the campground, including a future campground manager's residence (which would require a separate development permit in the future).

The existing and proposed lots that make up this subdivision application front onto 20th Avenue and would maintain legal and physical access by way of 20th Avenue.

KEY CONSIDERATIONS:

The Municipal Planning Commission may consider approval of the application along with the following suggested conditions and considerations:

1. Any outstanding property taxes shall be paid to the Town of Coaldale.
2. The applicant or owner or both enter into a Development Agreement with the Town of Coaldale to address any municipal servicing requirements.
3. That any easement(s) as required by utility companies and/or the municipality shall be established.
4. That any conditions of Alberta Transportation are met.
5. Consideration of adjacent landowner and referral agency comments.

In accordance with the provisions of Sec. 666, 667 and 699 of the Municipal Government Act, the Subdivision Authority may wish to consider either requiring land, cash-in-lieu of land, or the deferment of the Municipal Reserve required by way of the execution and registration of a deferred reserve caveat, to be placed on either the new lot to be created or the remainder of the subject parcel.

FINANCIAL IMPACT:

N/A

STAKEHOLDER ENGAGEMENT:

The application has been circulated to the surrounding neighbouring properties and the appropriate referral agencies. The commentary that was provided included:

1. Alberta Transportation stated it does not anticipate that the creation of the residential parcel as proposed would have any appreciable impact on the highway and effectively granted a waiver of sections 14 and 15(2). That being said, any development in the right-of-way or within 300 metres beyond the limit of the highway or within 800 metres from the centre point of the intersection would require the benefit of a permit from Alberta Transportation.
2. Canada Post expressed no comments on the application.
3. Fortis Alberta determined that no easement is required.
4. Lethbridge County expressed no concerns with the proposed subdivision.
5. St. Mary Irrigation District expressed no objection to the proposed subdivision as it is classified as "dry". The agency went onto express any development and/or underground works must be kept at a minimum of 100 feet from the SMRID canal right of way.
6. TELUS expressed no objections to the subdivision.

DECISION OPTIONS:

The Municipal Planning Commission (MPC) may:

1. Approve the subdivision application with conditions
2. Table the application pending further information
3. Reject the application with reasons

RECOMMENDATION:

THAT the commission approves SUB 2021-001 with conditions

STRATEGIC ALIGNMENT WITH COUNCIL STRATEGIC PLAN:



1. Focus on
Community Safety



2. Focus on Livability



3. Focus on Economic
Health



4. Focus on Good
Governance and



5. Focus on
Responsible and



ATTACHMENTS:

[DP 2021-020 - I-R LUB excerpt](#)

[SUB 2021-004 - Notice of Application](#)

[SUB 2021-004 - Resolution](#)

INSTITUTIONAL / RECREATIONAL – I/R



Purpose:

To provide for institutional, public and semi-public uses which are compatible with each other and with adjoining uses.

1. (A) PERMITTED USES

- Accessory building, structure or use to an approved permitted use
- Government Services
- Hospital
- Outdoor Recreation and Sports fields
- Parks and Playgrounds
- Recreation, Public
- School
- Shipping Container (temporary)
- Sign Types¹: 1A, 2, 4
- Utility, Public

(B) DISCRETIONARY USES

- Accessory building, structure or use to an approved discretionary use
- Child Care Facility
- Cemetery
- Dwellings
 - Moved-in
 - Prefabricated
- Educational Institution
- Golf Course
- Institutional Facilities or Uses
- Medical/Health Facility
- Moved-In Building
- Museum
- Recreation, Private
- Public or Religious Assembly
- Sign Types¹: 1B, 3, 5, 6, 8, 9, 10, 11, 12
- Small Wind Energy System – Type A and B²
- Utility, Private

Notes: 1 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.

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

(C) PROHIBITED USES

- Shipping Container (permanent)
- Sign Type 7
- *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

All Uses – As required by the Designated Officer or Municipal Planning Commission.

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	3.05	10	3.05	10	7.62	25
Accessory Buildings	As required by the Designated Officer or Municipal Planning Commission							

4. MAXIMUM SITE COVERAGE

(a) **All Buildings – 50%**

Principal buildings and accessory buildings shall not occupy more than 50 percent of the surface area of any lot within this land use district.

- | | |
|---|---------------|
| 5. STANDARDS OF DEVELOPMENT | – SCHEDULE 4 |
| 6. MOVED-IN DWELLING AND MOVED-IN BUILDING REGULATIONS | – SCHEDULE 5 |
| 7. PREFABRICATED DWELLING REGULATIONS | – SCHEDULE 6 |
| 8. LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES | – SCHEDULE 9 |
| 9. OFF-STREET PARKING AND LOADING REQUIREMENTS | – SCHEDULE 11 |
| 10. SIGN REGULATIONS | – SCHEDULE 13 |



TOWN OF COALDALE NOTICE OF APPLICATION FOR SUBDIVISION

DATE: February 16, 2021

Date of Receipt:

February 12, 2021

Date of Completeness:

February 16, 2021

TO: Landowner: 2057841 Alberta Ltd.

File Manager: Spencer Croil

Referral Agencies: Palliser School Division, Holy Spirit School Division, Telus, FortisAlberta, AltaLink Management, Atco Gas, Alberta Health Services, Alberta Transportation, Alberta Environment and Parks, Historic Resources Administrator, Alberta Energy Regulator, Canada Post, SMRID

Adjacent Landowners: 1060687 ALBERTA LTD, FRED & JACQUELINE TOLSDORF, 2057841 ALBERTA LTD, MELISSA CLARKE, SCOTT C. DAWSON, DANA M. & KENNETH A. COLES, JOCELLE C. SKOV, SHELDON REURINK, CALVIN ELL, RIESE & CLAYTON NEVIL, MICHELLE NEVIL, COLTON PERRON, ELIZABETH VAN DE BRUINHORST, YOSHIO & SUSAN AIMOTO, ANTHONY INGRATTA, JACOB & HELENA BANMAN, IAN C. MORRIES, RITA J. VAN DEN BERG, ELLEN F. ORSTEN, MYRNA G. PETKER, KAREN R. PETKER, WILLIAM J. SLINGERLAND, CHRISTOPHER R. E. & ANNA-MARIA SCHOOF, YVONNE J. DAVISON, HORST-HERMANN & BRIGITTE ANNA BERKE, VAN DE POL DAIRY FARM LTD., KATHARINE MARIE NUGENT

The Town of Coaldale is in receipt of the following subdivision application. This letter serves as the formal notice that the submitted application has been determined to be complete for the purpose of processing.

In accordance with the Subdivision and Development Regulation, if you wish to make comments respecting the proposed subdivision, please submit them via email or mail no later than March 7, 2021 (Please quote our File No. SUB 2021-004 in any correspondence that you submit to our office).

File No: SUB 2021-004
Legal Description PTN. NW 12-9-20 W4M
Civic Address: 505 20th Avenue, Coaldale
Land Designation INSTITUTIONAL/RECREATIONAL – I/R
Existing Use: VACANT LOT (prior use was campground)
Proposed Use: CAMPGROUND
Lots Created: 3 total (2 new lots plus remainder of existing)
Certificate of Title: 202 231 906

Proposal: To subdivide one 1.162 ha (2.87 acre) lot and one 0.518 ha (1.27 acre) lot out of the existing 5.42 ha (13.39 acre) parcel for the purposes of the development of a fully-serviced privately-owned and operated campground, and a municipally-built and owned mountain bike skills park.

Planner's Preliminary Comments:

The purpose of the application is to subdivide one 1.162 ha (2.87 acre) lot and one 0.518 ha (1.27 acre) lot out of the existing 5.42 ha (13.39 acre) parcel for the purposes of the development of a privately-owned and operated fully-serviced campground, and a municipally-built and owned mountain bike skills park.

The subject area currently contains an unmaintained picnic shelter and has historically been used as a publicly owned and publicly-run campground up until 2016.

The subdivision proposal is intended to allow for the future development of a revitalized and fully-serviced campground that is intended to be built and operated in a way that would ensure compatibility with the surrounding area. The westernmost proposed parcel (being shown as 1.162 ha or 2.87 acres), is intended to be the parcel on which the mountain bike park is to be constructed. The easternmost proposed lot (being shown as 0.518 ha or 1.28 acres) is intended to allow for the continued operation of the drainage infrastructure within this area, and to allow for access to the easternmost boundary of the campground, including a future campground manager's residence (which would require a separate development permit in the future).

The existing and proposed lots that make up this subdivision application front onto 20th Avenue and would maintain legal and physical access by way of 20th Avenue.

As such, the Municipal Planning Commission may consider approval of the application along with the following suggested conditions and considerations:

1. Any outstanding property taxes shall be paid to the Town of Coaldale.
2. The applicant or owner or both enter into a Development Agreement with the Town of Coaldale to address any municipal servicing requirements.
3. That any easement(s) as required by utility companies and/or the municipality shall be established.
4. That any conditions of Alberta Transportation are met.
5. Consideration of adjacent landowner and referral agency comments.

Municipal Reserve:

In accordance with the provisions of Sec. 666, 667 and 669 of the Municipal Government Act, the Subdivision Authority may wish to consider the deferment of the Municipal Reserve required by way of the execution and registration of a deferred reserve caveat, to be placed on the remainder of the subject parcel.

Relevant information:

The Town of Coaldale's statutory planning documents and other related planning and development resources are available at <https://www.coaldale.ca/PlanningandDevelopment/directory-planning-and-development-policies-and-resources>.

Please see the following page for details regarding the date, time and place of the meeting at which this subdivision will be considered, and the ways in which agencies or adjacent landowners are able to provide feedback, should they wish to do so.

THIS APPLICATION WILL BE CONSIDERED AT THE MARCH MUNICIPAL PLANNING COMMISSION MEETING, TO BE HELD VIRTUALLY AT 5 PM, WEDNESDAY, MARCH 10th.

If you are an adjacent landowner and wish to provide feedback regarding the application:

1. In-person at the Municipal Planning Commission meeting

Please contact the File Manager (Spencer Croil) prior to March 10th, 2021 in order that information on how to join the virtual meeting can be provided to you well in advance of the meeting. You may reach Spencer at (403) 345 1304 or planner@coaldale.ca.

2. In writing (anonymous submissions will not be accepted)

Please forward your written comments to the File Manager no later than March 3rd, 2021, in order that written submissions may be included in the agenda for the Municipal Planning Commission.

You may submit your written comments by email or hard copy. If you wish to submit your written comments by email please send them to planner@coaldale.ca.

Alternatively, if you would rather provide written comments by hard copy, please drop your written comments off at the front desk of the Town Office during regular business hours, OR by placing your written comments in the mail slot located to the right of the front doors of the Town Office. The Town Office is located at 1907, 17th Street, Coaldale.

A note on circulations and feedback: please note that surrounding property owners beyond those defined as adjacent have been circulated the application. The reason that only adjacent property owners are noted and highlighted in the circulation is to ensure the decision made by the Subdivision Authority includes an indication of how the subdivision authority has considered any submissions made to it by an adjacent landowner(s), as per Sec. 8(a) of the Municipal Government Act Subdivision and Development Regulation Alberta Regulation 43/200, as amended.

Submissions received become part of the subdivision file which is available to the applicant and will be considered by the subdivision authority at a public meeting.



TOWN OF COALDALE APPLICATION FOR SUBDIVISION

Date Application Submitted:

February 16/21

FOR OFFICE USE ONLY	
Subdivision Application No.	<u>SUB 2021-004</u>
Date Application Deemed Complete:	<u>2/16/21</u>
Subdivision Application Fee:	<u>n/a</u>
Zoning (as classified under the Land Use Bylaw)	<u>IR</u>

APPLICANT INFORMATION

Name of Registered Owner of Land to be Subdivided (please print):

2057841 Alberta Ltd.

Mailing Address:

3204 23 Street

Phone:

Phone (alternate):

City/Town:

Coaldale

Email:

Postal Code:

T1M 0B5

☒ Check this box if you would like to receive documents through email.

AGENT INFORMATION (person authorized to act on behalf of registered owner)

Name of Agent:

Spencer Croil

Mailing Address:

1920 17 Street

Phone:

Phone (alternate):

City/Town:

Coaldale

Email:

Postal Code:

T1M 1M1

☒ Check this box if you would like to receive documents through email.

SURVEYOR INFORMATION

Name of Surveyor:

Zachary J. Prosper, ALS, Brown Okamura & Associates Ltd.

Mailing Address:

2830

Phone:

Phone (alternate):

City/Town:

Lethbridge

Email:

Postal Code:

T1H 5J9

☒ Check this box if you would like to receive documents through email.

SUBDIVISION INFORMATION

1. All/part of the NW ¼ Section 12 Township 9 Range 20 West of 4 Meridian
2. Being all/part of: Lot/unit _____ Block _____ Plan _____
3. Total area of existing parcel of land (prior to subdivision) is: 5.419 hectares 13.39 acres
4. Total number of lots to be created: 2 Size of Lot(s): 1.162 ha. & .518 ha.
5. Municipal/Civic Address (if applicable) _____
6. Certificate of Title No.(s): 201 231 906
7. Is the land situation immediately adjacent to the municipal boundary? ☒ Yes ☒ No
8. Is the land situated within 1.6 kilometers (1 mile) of the right-of-way of a highway? ☒ Yes ☒ No
If yes, the adjoining highway is 3
9. Does the proposed parcel contain or is it bounded by a stream, river, lake or other body of water, or by a canal or drainage ditch? ☒ Yes ☒ No
If yes, state its name: Canal
10. What is the existing use of the land? whole parcel is currently campground
11. What is the proposed use of the land? Bike Park and campground residence on proposed parcel
12. Describe the nature of the topography of the land (flat, rolling, steep, mixed): mixed
13. Describe the kind of soil on the land (sandy, loam, clay, etc.): unknown
14. Is this a vacant parcel? ☒ Yes ☒ No
If no, describe all the buildings and any structures on the land: (area to be subdivided is bare)
Will and of the buildings and/or structures be demolished or moved (if yes, indicate which ones): _____
15. Are there any active oil or gas wells or pipelines on the land? ☒ Yes ☒ No
16. Are there any abandoned oil or gas wells or pipelines on the land? ☒ Yes ☒ No
17. What is the existing source of water (if other, please describe)? ☒ Municipal ☒ Other _____
18. What is the existing sewage disposal (if other, please describe)? ☒ Municipal ☒ Other _____
19. What is the proposed sewage disposal (if other, please describe)? ☒ Municipal ☒ Other _____

**TOWN OF COALDALE
SUBDIVISION APPLICATION**

DECLARATION OF APPLICANT/AGENT

☐ Registered Owner ☒ Authorized agent acting on behalf of the registered owner

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application for a Subdivision. I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application. This right is granted pursuant to Section 653(2) of the Municipal Government Act.

APPLICANT



Registered Owner (if not the same as applicant)

The following items shall be attached to all Subdivision Applications. This is not an exhaustive list and the file manager may request additional information that is required to assess the application.

☐ **Site plan prepared by an Alberta Land Surveyor (ALS), which includes the following details:**

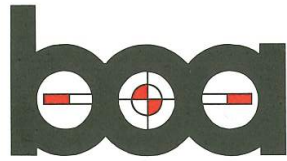
- ☐ Scale and north arrow
- ☐ Legal description and municipal address of subject property
- ☐ The accurate location, dimensions, areas and boundaries of the land that is subject to the application, each new lot to be created, any reserve land, existing rights-of-way of each public utility, and other rights of way, easements, railways, canals, or any other feature on or adjacent to the land proposed for subdivision
- ☐ The location, use and dimensions of any building and structures on the land that is the subject of the application dimensioned to the proposed property line and specifying those buildings or structures that are proposed to be demolished or moved.
- ☐ The location of any existing water source (well, cistern, curb stop, etc.) and private sewage treatment systems (holding tank, septic tank/field, open discharge/treatment mound, etc.) on the property dimensioned to existing and proposed property lines.
- ☐ Adjacent municipal roads, provincial highways and any public pathway or trails adjacent to the site, dimensioned from the property lines.
- ☐ Existing and proposed access to each new lot and residual land.
- ☐ The approximate location and boundaries of the bed and shore of any river, stream, watercourse, lake or other body of water that is contained within or bounds the proposed parcel of land.
- ☐ The location of any natural and man-made features such as fences, sloughs, dugouts and/or other bodies of water, and wooded areas and/or shelter belts.

☐ **If applicant is not the registered owner**, a written statement (or this application) signed by the registered owner consenting to this application.

☐ **Application fee payable to the Town of Coaldale.**

TERMS:

1. Although the file manager is in a position to advise on the principle or details of any proposals, such advice must not be taken in any way as official consent, and is without prejudice to the decision in connection with the formal application. It must be clearly understood that any action taken by the applicant before a Development Permit is received, is at his own risk.



brown okamura & associates ltd.

2830 - 12 AVENUE NORTH, LETHBRIDGE, ALBERTA T1H 5J9

TELEPHONE: 403-329-4688
FAX: 403-320-9144

HAND DELIVERED

Date February 12, 2021

Town of Coaldale
1920 17 Street
Coaldale, AB T1M 1N1

Our File: 20-15135

Your File:

Attention: Spencer Croil

Letter of Transmittal for Technical Data

Enclosed herewith are the following:

Print of tentative plan showing Subdivision.

Application form. Please fill out any information as needed and sign as the agent.

Subdivision application fees to be covered by the Town of Coaldale

Copy of Affected Title

Copy of AER Abandoned Well Map Viewer.

Copy:
Tentative Print attached

Yours very truly,

BROWN, OKAMURA & ASSOCIATES LTD.

Zachary J. Prosper, ALS



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0013 849 773 4;20;9;12;NW 201 231 906

LEGAL DESCRIPTION

MERIDIAN 4 RANGE 20 TOWNSHIP 9
SECTION 12
THAT PORTION OF THE MOST EASTERLY 527.304 METRES IN
PERPENDICULAR WIDTH THROUGHOUT OF THE NORTH WEST
QUARTER WHICH LIES NORTH OF CANAL 'H' ON PLAN 8911650
AND SOUTH OF ROAD PLAN 8511052 CONTAINING 7.95 HECTARES
(19.64 ACRES) MORE OR LESS

EXCEPTING THEREOUT:

PLAN	NUMBER	HECTARES	ACRES
HOLDING POND 'A'	8911650	0.208	0.51
AREA 'B'	8911650	1.87	4.62
AREA 'C'	8911650	0.453	1.12

EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: TOWN OF COALDALE

REFERENCE NUMBER: 901 140 482

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
201 231 906	16/12/2020	TRANSFER OF LAND	\$680,500	\$680,500

OWNERS

2057841 ALBERTA LTD.
OF 3204-23 ST
COALDALE
ALBERTA T1M 0B5

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2
201 231 906

REGISTRATION NUMBER	DATE (D/M/Y)	PARTICULARS
431AA .		RESTRICTIVE COVENANT
1485KX .	21/06/1971	IRRIGATION ORDER/NOTICE THIS PROPERTY IS INCLUDED IN THE ST. MARY RIVER IRRIGATION DISTRICT
958LG .	21/12/1971	UTILITY RIGHT OF WAY GRANTEE - CANADIAN WESTERN NATURAL GAS COMPANY LIMITED. "PORTION AS DESCRIBED"
881 212 400	22/11/1988	CAVEAT RE : PIPELINE RIGHT OF WAY CAVEATOR - THE BOARD OF DIRECTORS OF THE ST. MARY RIVER IRRIGATION DISTRICT BOX 278 LETHBRIDGE ALBERTA T1J3Y7
201 231 907	16/12/2020	CAVEAT RE : PURCHASERS INTEREST CAVEATOR - THE TOWN OF COALDALE. 3200 MANULIFE PLACE 10180-101 ST EDMONTON ALBERTA T5J3W8 AGENT - JEFFREY L DANIELS

TOTAL INSTRUMENTS: 005

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 12 DAY OF
FEBRUARY, 2021 AT 04:50 P.M.

ORDER NUMBER: 41026982

CUSTOMER FILE NUMBER:

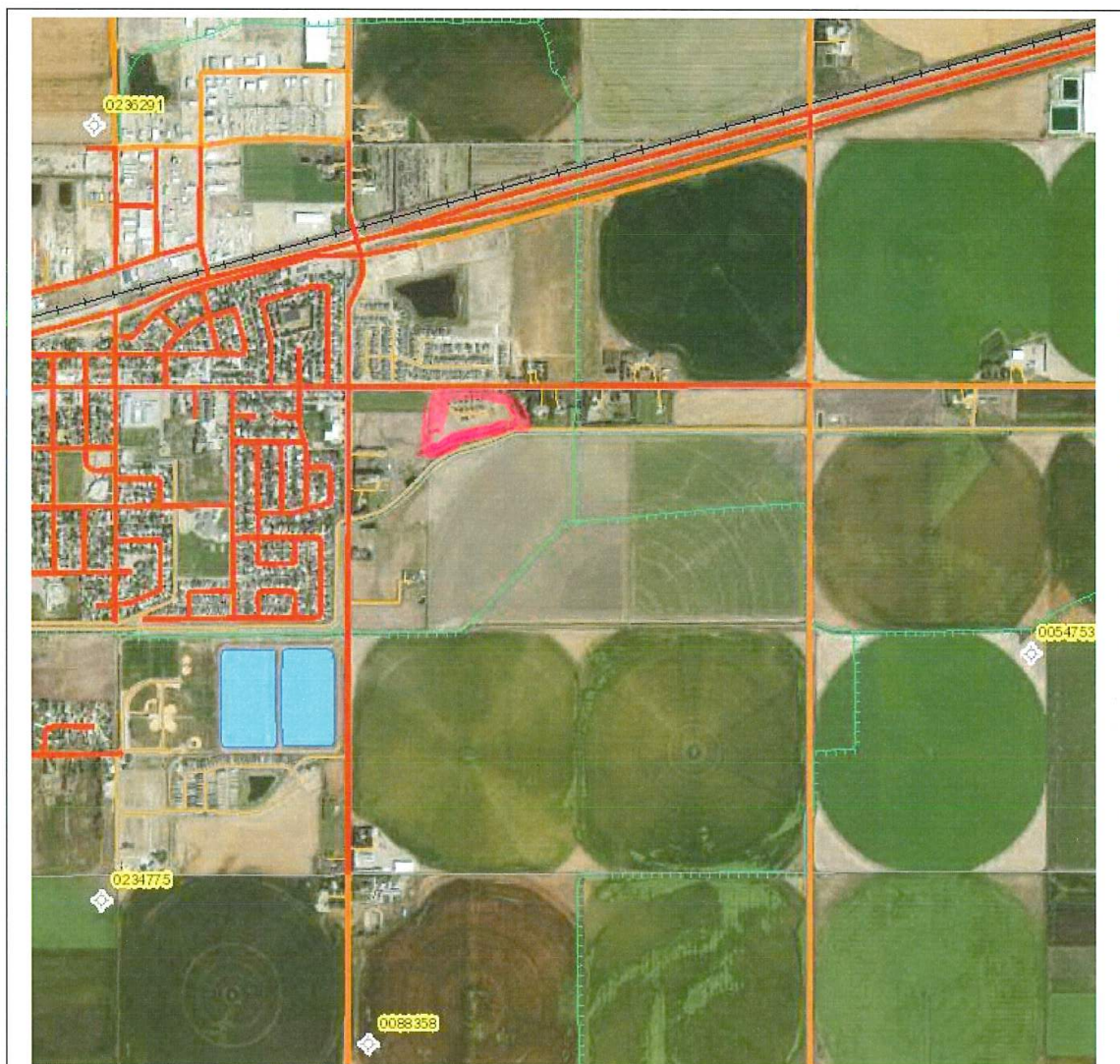


END OF CERTIFICATE

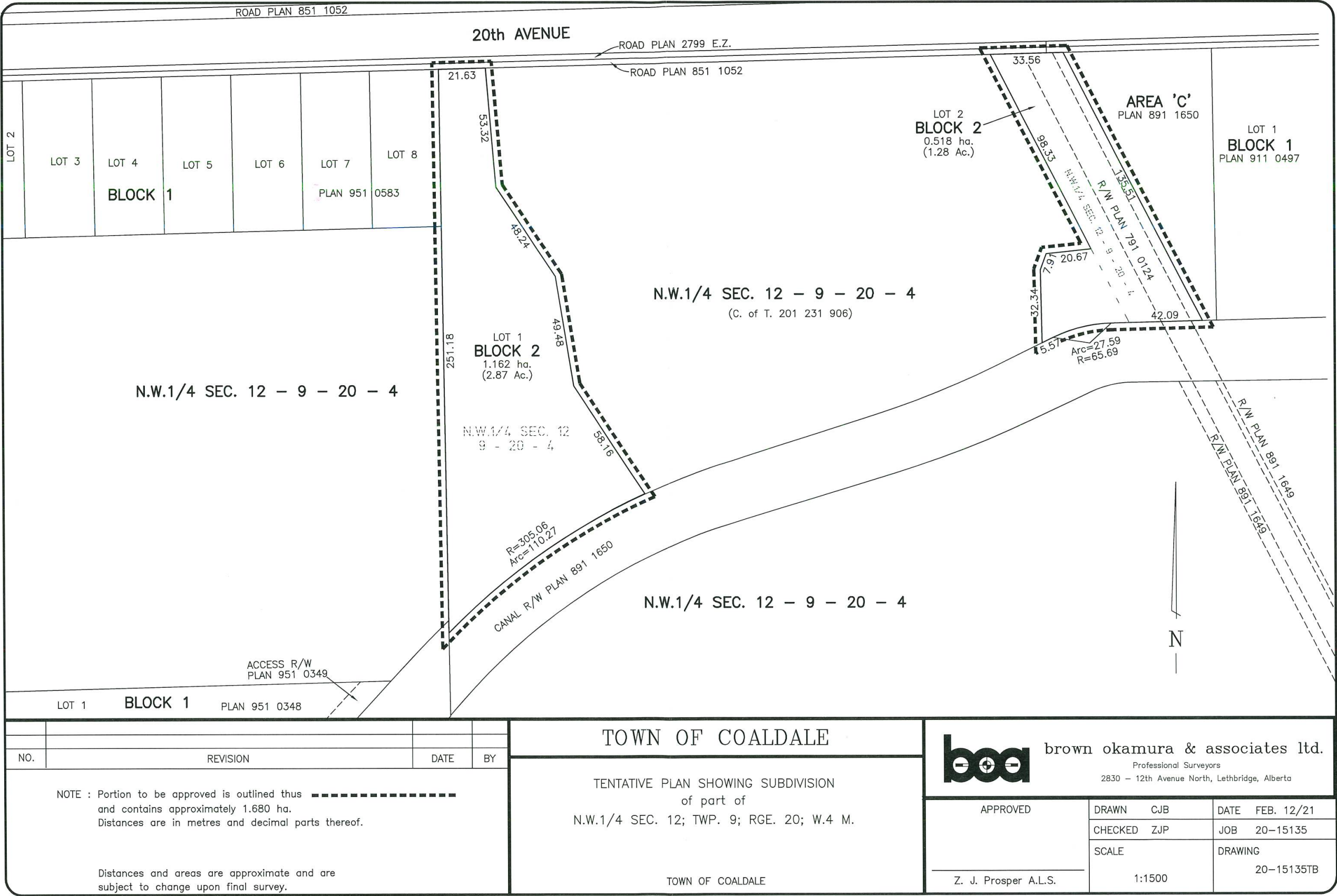
(CONTINUED)

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER, SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION, APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S) .



Abandoned Well Map		Base Data provided by: Government of Alberta	
Legend ♦ Abandoned Well (Large Scale) ○ Revised Well Location (Large Scale) — Revised Location Pointer — Road Paved — Road Gravel — Road Other — Driveway - - Winter Road or Truck Trail — Unimproved or Unclassified Road Rail Line + Rail Line	Author	ZJP	Printing Date: 2/12/2021
	Date Date (if applicable)		
	The Alberta Energy Regulator (AER) has not verified and makes no representation or warranty as to the accuracy, completeness, or reliability of any information or data in this document or that it will be suitable for any particular purpose or use. The AER is not responsible for any inaccuracies, errors or omissions in the information or data and is not liable for any direct or indirect losses arising out of any use of this information. For additional information about the limitations and restrictions applicable to this document, please refer to the AER Copyright & Disclaimer webpage: http://www.aer.ca/copyright-disclaimer .		Scale: 29,016.75 0.44 Kilometers 0  Projection and Datum: WGS84 Web Mercator Auxiliary Sphere 



NO.	REVISION	DATE	BY
NOTE : Portion to be approved is outlined thus ----- and contains approximately 1.680 ha. Distances are in metres and decimal parts thereof.			
Distances and areas are approximate and are subject to change upon final survey.			

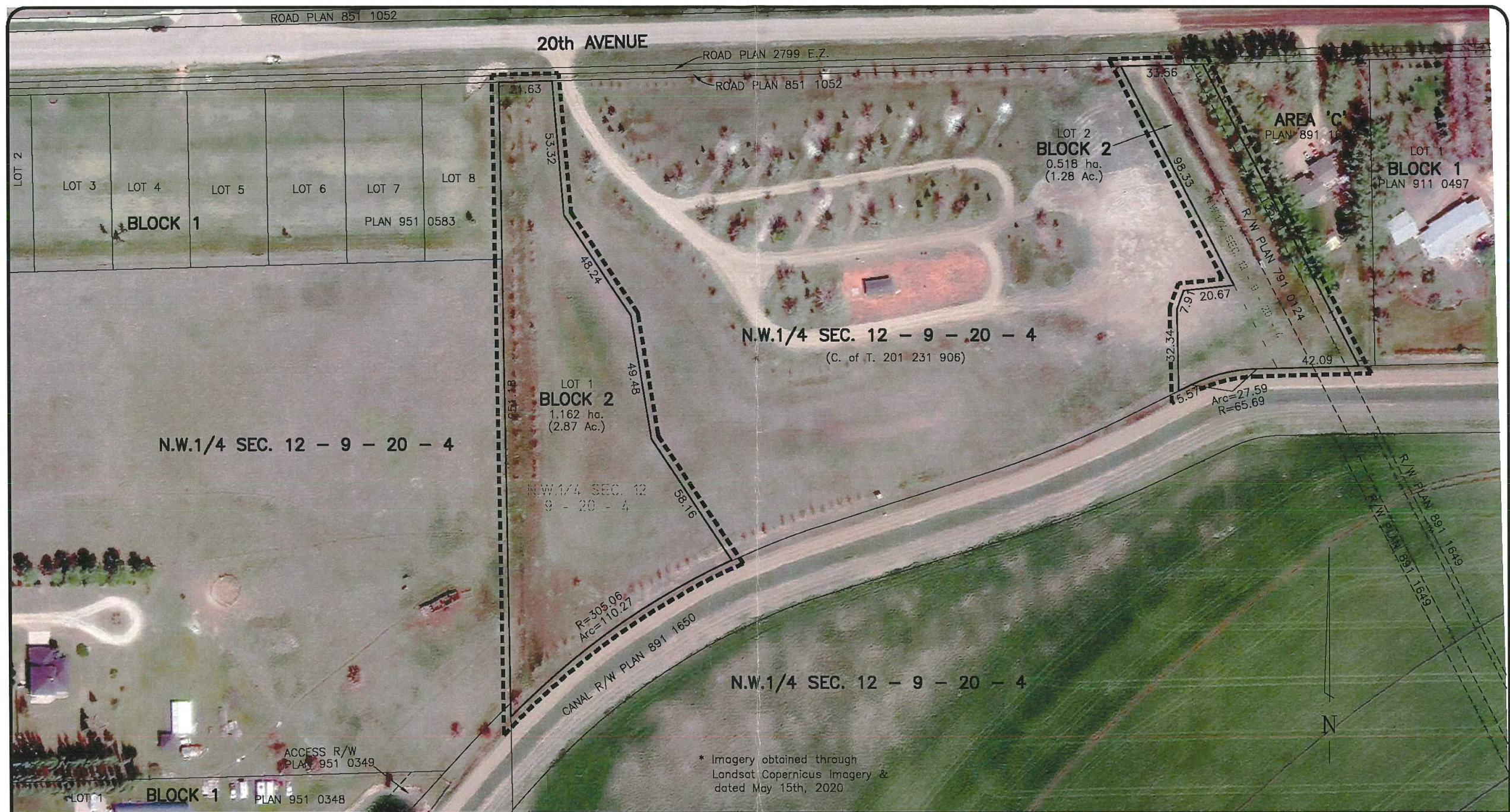
TOWN OF COALDALE

TENTATIVE PLAN SHOWING SUBDIVISION
of part of
N.W.1/4 SEC. 12; TWP. 9; RGE. 20; W.4 M.

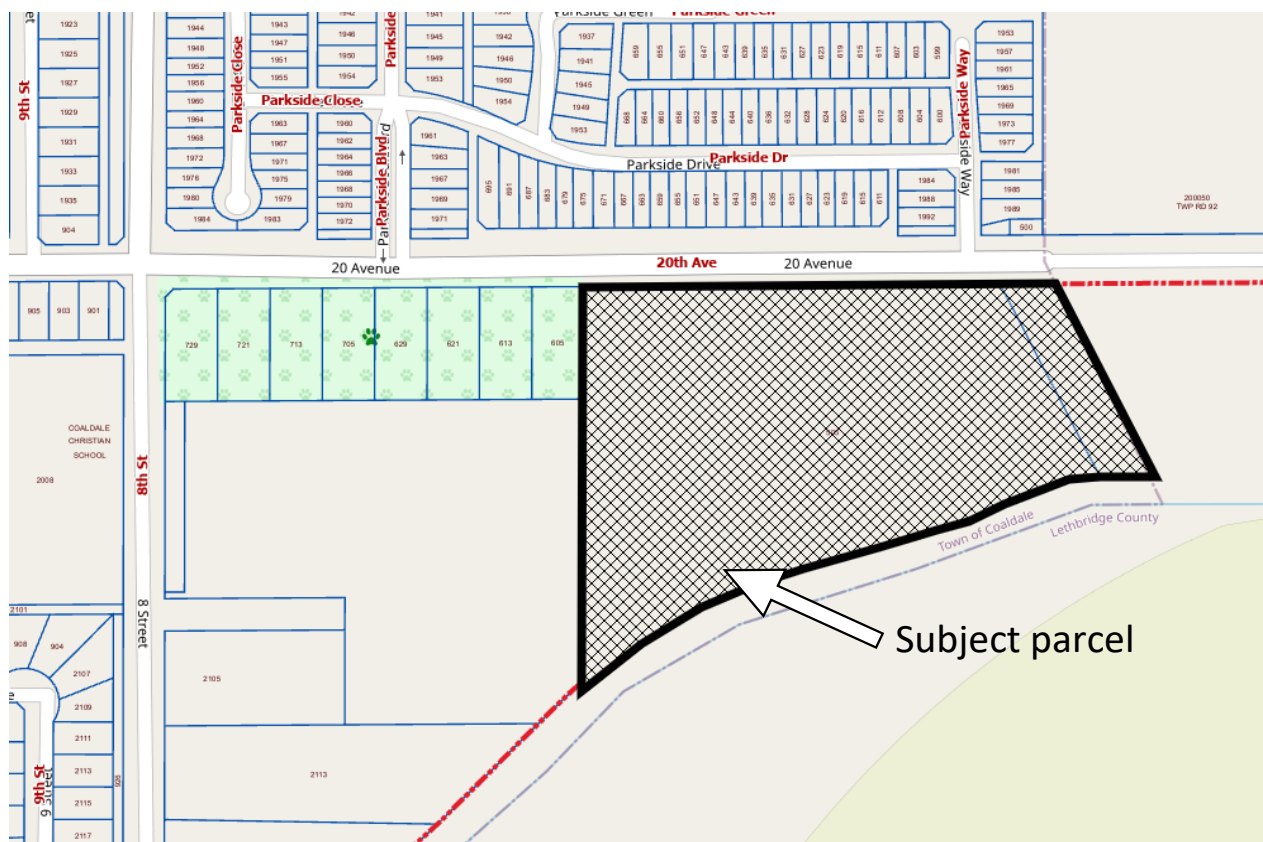
TOWN OF COALDALE

boa brown okamura & associates ltd.
Professional Surveyors
2830 - 12th Avenue North, Lethbridge, Alberta

APPROVED Z. J. Prosper A.L.S.	DRAWN CJB	DATE FEB. 12/21
	CHECKED ZJP	JOB 20-15135
	SCALE 1:1500	DRAWING 20-15135TB



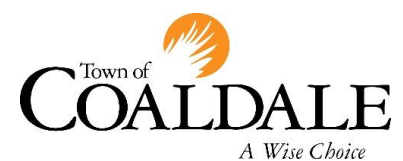
TOWN OF COALDALE				 brown okamura & associates ltd. Professional Surveyors 2830 - 12th Avenue North, Lethbridge, Alberta			
NO.	REVISION	DATE	BY	TENTATIVE PLAN SHOWING SUBDIVISION of part of N.W.1/4 SEC. 12; TWP. 9; RGE. 20; W.4 M. TOWN OF COALDALE			
NOTE : Portion to be approved is outlined thus ----- and contains approximately 1.680 ha. Distances are in metres and decimal parts thereof. Distances and areas are approximate and are subject to change upon final survey.				APPROVED		DRAWN CJB CHECKED ZJP SCALE 1:1500	
				Z. J. Prosper A.L.S.		DATE FEB. 12/21 JOB 20-15135 DRAWING 20-15135TB	



SUBDIVISION LOCATION SKETCH
 PTN. NW 12-9-20 W4M
 WITHIN NW 12-9-20 W4M
 FILE: SUB 2021-004
 DATE OF SKETCH: FEB. 16, 2021



SUBDIVISION LOCATION SKETCH
PTN. NW 12-9-20 W4M
WITHIN NW 12-9-20 W4M
FILE: SUB 2021-004
DATE OF SKETCH: FEB. 16, 2021



DRAFT RESOLUTION

2021-004

Town of Coaldale

Residential subdivision of: Institutional/Recreational subdivision of PTN. NW 12-9-20 W4M

THAT the Residential subdivision of **PTN. NW 12-9-20 W4M** (Certificate of Title No. **202 231 906**), to subdivide one 1.162 ha (2.87 acre) lot and one 0.518 ha (1.27 acre) lot out of the existing 5.42 ha (13.39 acre) parcel: BE APPROVED subject to the following conditions:

CONDITIONS:

1. That, pursuant to Section 654(1) 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.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw;
 - a. Except that a waiver of the minimum parcel size and minimum parcel length provisions of the Land Use Bylaw was provided in accordance with Section 654(2) of the Municipal Government Act.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation.

INFORMATIVE:

- a) Since the proposed subdivision complies with Section 633(a) of the Municipal Government Act, Reserve is not required.
- b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Parks, Alberta Transportation, and the Department of Fisheries and Oceans.)
- d) Alberta Transportation – Leah Olsen – Development/Planning Technologist
The proposal is contrary to Section 14 and subject to the requirements of Section 15(2) of the Subdivision and Development Regulation, being Alberta Regulation 43/2002, consolidated up to 188/2017 (“the regulation”). Alberta Transportation’s primary objective is to allow subdivision and development of adjacent properties in a manner that will not compromise the integrity and associated safe operational use or the future expansion of the provincial highway network. To that end, the parcel to be created will be well removed from Highway 3 with indirect access to the highway being gained solely by way of the local street system. As such, strictly from Alberta Transportation’s point of view, we do not anticipate that the creation of the residential parcel as proposed would have any appreciable impact on the highway.

Therefore, pursuant to Section 16 of the regulation, in this instance Alberta Transportation grants a waiver of said Sections 14 and 15(2). Notwithstanding the foregoing, the applicant would be advised that any development within the right-of-way or within 300 metres beyond the limit of the highway or within 800 metres from the center point of the intersection of the highway and another highway would require the benefit of a permit from Alberta Transportation. This requirement is outlined in the Highways Development and Protection Regulation, being Alberta Regulation 326/2009.

The subject property is within the noted control lines however given that development setbacks will be maintained by default and all access to the highway is indirect by way of the local street system, in this instance a permit from Alberta Transportation will not be required and development of the residential parcel could proceed under the direction, control and management of the town. The applicant could contact the undersigned, at Lethbridge 403-388-3105, in this regard.

Alberta Transportation accepts no responsibility for the noise impact of highway traffic upon any development or occupants thereof. Noise impact and the need for attenuation should be thoroughly assessed. The applicant is advised that provisions for noise attenuation are the sole responsibility of the developer and should be incorporated as required into the development design. Any peripheral lighting (yard lights/area lighting) that may be considered a distraction to the motoring public or deemed to create a traffic hazard will not be permitted.

Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 5(5)(d) of the regulation, Alberta Transportation agrees to waive the referral distance for this particular subdivision application. As far as Alberta Transportation is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application.

- e) Fortis Alberta expressed no easement would be required
- f) Lethbridge County expressed no concerns with the proposed subdivision.
- g) Canada Post has no comment.
- h) St. Mary's Irrigation District expressed no objection to the proposed subdivision as it is classified as "dry". However, any development and/or underground works must be kept a minimum of 100 feet from the St. Mary Irrigation District canal right of way. A service fee of \$100.00 plus GST will apply.
- i) TELUS has no objections to the mentioned subdivision.

MOVER

CHAIRMAN

DATE

AGENDA ITEM REPORT



Title: SUB 2021-001 - 1410 21 Avenue
Report Type:
Report Author: Spencer Croil
Meeting: Municipal Planning Commission - 10 Mar 2021
Department: Planning
Reviewed by Spencer Croil
Supervisor/Peer:

TOPICS:

Planning and Community Development:
Development, Municipal Planning

OBJECTIVE:

The following report is to present the Municipal Planning Commission (MPC) with an application for a subdivision on the parcel located on lots 27, 28, Block 16, Plan 6476AA. The applicant is proposing to subdivide one additional lot out of the subject area, which is currently made up of two lots. The total subject area is 0.129 hectares (0.33 acres) in size, and each of the proposed lots to be created out of the subject area would be approximately 0.043 hectares (0.11 acres) each.

PREVIOUS COUNCIL DIRECTION:

N/A

ANALYSIS:

The application aims to subdivide an existing subject area of 0.129 hectares (0.33 acres) into 3 parcels of equal size. The subject property is at the corner of 15th Street and 21st Avenue and has the civic address of 1410, 21st Avenue.

The area currently contains no buildings or structures but was historically home to a single-story multi-unit residential dwelling complex. This complex was destroyed a fire several years ago, and since that time, the property has been vacant.

The subdivision proposal is intended to allow for the future development of 3 dwelling units, two of which would be oriented towards 15th Street. The southernly-most proposed lot is a corner lot, oriented either towards 15th Street or 21st Avenue.

The width of each lot is proposed at 14.22 metres (46.65 feet) in width (measuring north/south) and 30.48 metres (100 feet) in depth (measuring east/west), which means each lot meets or exceeds the minimum lot dimensions of the Town's Residential Small Lot - R-1B land use district.

KEY CONSIDERATIONS:

The Municipal Planning Commission may consider approval of the application along with the following suggested conditions and considerations:

1. Any outstanding property taxes shall be paid to the Town of Coaldale.
2. The applicant or owner or both enter into a Development Agreement with the Town of Coaldale to address any municipal servicing requirements.
3. That any easement(s) as required by utility companies and/or the municipality shall be established.
4. That any conditions of Alberta Transportation are met.
5. Consideration of adjacent landowner and referral agency comments.

Municipal Reserve is not applicable in accordance with Sec. 663(c) of the Municipal Government Act (parcel is under 0.8 ha in size).

FINANCIAL IMPACT:

N/A

STAKEHOLDER ENGAGEMENT:

The application has been circulated to the surrounding neighbouring properties and the appropriate referral agencies. Commentary that was provided included:

1. Alberta Transportation stated it does not anticipate that the creation of the residential parcel as proposed would have any appreciable impact on the highway and effectively granted a waiver of sections 14 and 15(2). That being said, any development in the right-of-way or within 300 metres beyond the limit of the highway or within 800 metres from the centre point of the intersection would require the benefit of a permit from Alberta Transportation.
2. ATCO Gas expressed it requires a Utility Right of Way as shown hi-lighted on the attached plan. The URW should be 3.5 metres in width. All easements are to be registered as a general utility right of way granted to the Municipality and are to be registered concurrently with the legal plan of subdivision. No structures or portion thereof may be erected with the right of way without prior written consent for the company.
3. ATCO Transmission identified it has no objections to the proposed subdivision.
4. Canada Post has no comment.

DECISION OPTIONS:

The Municipal Planning Commission (MPC) may:

1. Approve the subdivision application with conditions
2. Table the application pending further information
3. Reject the application with reasons

RECOMMENDATION:

THAT the commission approves SUB 2021-001 with conditions

STRATEGIC ALIGNMENT WITH COUNCIL STRATEGIC PLAN:



1. Focus on



2. Focus on Livability



3. Focus on Economic



4. Focus on Good Governance and



5. Focus on Responsible and



ATTACHMENTS:

[Coaldale LUB Residential R-1B Small Lot LU district excerpt](#)

[SUB 2021-001 - Notice of Application - with attachments](#)

[SUB 2021-001 - Resolution](#)

[ATCO Gas URW map](#)

RESIDENTIAL SMALL LOT – R-1B



Purpose:

To provide for small residential lot sites, usually predesignated or pre-planned, to accommodate high-quality, single-detached dwellings and semi-detached dwellings. Development is to occur on smaller-sized lots as defined in this land use district.

1. (A) PERMITTED USES

- Dwellings:
 - Single-Detached - Site Built
 - Single-Detached - Prefabricated
 - Semi-Detached - Pre-Planned¹
- Accessory building, structure or use to an approved permitted use
- Day Home
- Detached Garage
- Garden Shed
- Home Occupation 1
- Shipping Container (temporary)

(B) DISCRETIONARY USES

- Dwellings:
 - Moved-In
 - Secondary Suite
 - Semi-Detached - Isolated²
- Accessory building, structure or use to an approved discretionary use
- Bed and Breakfast
- Child Care Facility
- Home Occupation 2
- Institutional Facilities and Uses
- Moved-In Building
- Parks and Playgrounds
- Public or Private Utility
- Sign Types³: 2, 4, 5⁴, 12

Notes:

1 – Semi-Detached Dwelling – Pre-Planned means a semi-detached dwelling or a proposed semi-detached dwelling that **would** be located on a site designated for that purpose in an adopted Statutory Plan.

2 – Semi-Detached Dwelling – Isolated means a semi-detached dwelling or proposed semi-detached dwelling that would be located on a site **not** designated for that purpose in an adopted Statutory Plan.

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

4 – See Schedule 13, subsection 8(5)(i) for restrictions on freestanding signs in residential districts.

(C) PROHIBITED USES

- Shipping Containers (permanent)
- Single-detached manufactured dwellings
- Sign Types 1, 3, 6, 7, 8, 9, 10, 11
- *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
Single Detached Dwelling	12.19	40	30.48	100	371.55	4,000
Semi-Detached Dwellings (for each side)	12.19	40	30.48	100	371.55	4,000
All other uses	As required by the Designated Officer or Municipal Planning Commission					

- (a) The Designated Officer may approve a development on an existing registered lot if the minimum dimensions or area are less than those specified above in Section 2.
- (b) Despite the above requirements, all lots located on curves or cul-de-sacs shall have a minimum frontage of 6 m (19.68 ft.).

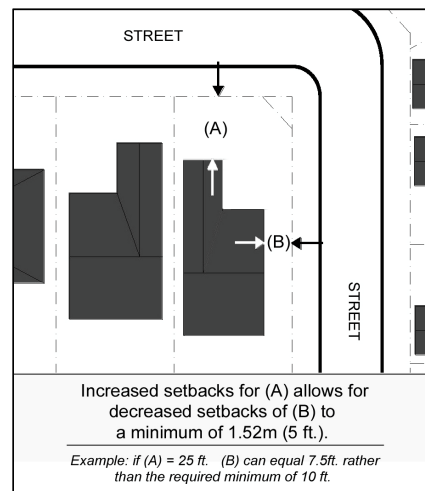
3. MINIMUM YARD DIMENSIONS FOR PRINCIPAL BUILDINGS AND USES

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
Single Detached Dwelling	6.10	20	3.05*	10*	1.52	5	7.62	25
Semi-Detached Dwellings (for each side)	7.62	25	3.81*	12.5*	1.52	5	7.62	25
All other uses	As required by the Designated Officer or Municipal Planning Commission							

Note: Measurements are from the respective property line to the nearest point of the building.

MINIMUM YARD SETBACKS FOR A CORNER LOT

*The required secondary front yard distance on a corner lot may be reduced by 0.15 m (0.5 ft.) for each 0.3 m (1 ft.) that the front yard setback is increased, providing the resulting secondary front yard setback is never less than 1.52 m (5 ft.). (see diagram)



4. MAXIMUM SITE COVERAGE

- (a) **Total allowable coverage:** 45% inclusive of all buildings
- (b) **Principal building:** 35 - 45% depending on accessory building(s)
The principal dwelling shall not occupy more than 45 percent of the surface area of a lot. Attached garages shall be considered as part of the principal building.
- (c) **Accessory buildings:** 0 - 10% depending on principal building
The combined total of all accessory buildings, including detached garages, shall be no more than 10 percent of the surface area of the lot, or less, depending on the total lot coverage of the principal building.
- (d) Other development shall be at the discretion of the Development Authority.

5. MINIMUM FLOOR AREA

Use	Minimum Floor Area*
Single-Detached Dwellings	69.68 m ² (750 ft ²)
Semi-Detached Dwellings (both units)	130.06 m ² (1,400 ft ²)
All other uses	As required by the Designated Officer or Municipal Planning Commission

*Total floor area of all floors as measured by floors above grade or floors not more than 1.5 m (5 ft.) below grade.

6. MAXIMUM HEIGHT OF BUILDINGS

Use	Maximum Height*
Principal Dwelling	10 m (33 ft.)
Accessory Buildings	4.57 m (15 ft.)
All other uses	As required by the Designated Officer or Municipal Planning Commission

*See definition for Building Height.

7. DRAINAGE

- (a) All dwellings and accessory structures must have eaves and downspouts, proper site grading and all surface drainage must be contained on-site and directed into approved municipal infrastructure.

8. ACCESSORY BUILDINGS (INCLUDING GARDEN SHEDS AND DETACHED GARAGES)

- (a) Minimum setbacks for accessory buildings including garden sheds and detached garages are as follows:

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
Accessory Buildings – interior lots and laneless corner lots	See (f) and (g) below.				0.90	3	0.90	3
– laned corner lots	Same as principal		3.05	10	0.90	3	0.90	3
All other uses	As required by the Designated Officer or Municipal Planning Commission							

Note: Measurements are from the respective property line to the nearest point of the building.

- (b) No accessory building or use shall be allowed on a lot without an approved principal building or use.
- (c) Accessory structures and uses not specifically included within a development permit require a separate development permit application.
- (d) Accessory buildings on interior lots or laneless corner lots shall not have overhanging eaves less than 0.61 m (2 ft.) from the side and rear lot line.
- (e) Accessory buildings on laned corner lots shall not have overhanging eaves less than 2.74 m (9 ft.) from the secondary front lot line and 0.61 m (2 ft.) from the rear and side lot lines.
- (f) Accessory buildings shall not be located in the front yard.
- (g) Accessory buildings shall not be located in a side yard between the property line and a principal building.
- (h) Accessory buildings shall have a minimum separation of 0.61 m (2 ft.) from the overhanging eaves of the accessory building and the eaves of any other structure or dwelling.
- (i) The exterior finish of all accessory buildings must be the same or complimentary to the principal building.
- (j) A minimum separation distance of 1.22 m (4 ft.) shall be provided between a principal building and any accessory building or structure.

9. MINIMUM LOT LINE SETBACKS FOR OVERHANGING EAVES

- (a) The overhanging eaves of a principal building shall not be less than 0.61 m (2 ft.) from the side lot line.

10. ARCHITECTURAL CONTROL APPROVAL

- (a) Development permits may require developer's Architectural Control review and approval PRIOR to a development permit being issued.

11. PREPLANNED OR COMPREHENSIVE DEVELOPMENTS

Applications for preplanned or comprehensive Developments or Subdivisions should be accompanied by:

- (a) **Development Concept** – A graphic rendering of the project together with a brief written summary of the concept and purpose of the development;
- (b) **Site Plans and Drawings** – Site plans, drawn to an appropriate scale, should be submitted in duplicate. Among other things, they should indicate: dimensions of all existing and proposed lots, existing and proposed roadways and public areas, parking stalls, the location of adjoining parcels and other details needed to describe the proposal;
- (c) **Topographic Details** – Topography of the site, including one metre or one-half metre contours should be provided either on the site plan or on a separate drawing;
- (d) **Contouring and Drainage** – Any proposed cutting and filling or other contouring of the site should be shown on a separate site plan. Proposed drainage of surface runoff should be detailed either on this plan or the main site plan;
- (e) **Roadways and Access** – All existing and proposed public roadways, such as streets, lanes and walkways should be shown and should include the proposed width of each as well as linkages to existing public roads;

- (f) **Development Specifications** – Specifications of the actual development should include such items as: minimum setbacks of all existing or proposed structures from lot boundaries, location, dimension and capacity of parking, driveway access points, approximate location of buildings on each lot, height of structures, etc.;
- (g) **Services and Utilities** – Information on all utilities that will be provided to the site including details pertaining to road construction, sidewalks, curb and gutter, water supply, storm sewer, sanitary sewage disposal, solid waste disposal are usually necessary;
- (h) **Staging of Development** – Proposed staging if the proposed Subdivision or Development will be completed in two (2) or more phases. This should be described together with the purpose of the proposed staging;
- (i) **Architectural Controls** – Any design standards such as type of roofing, building colours, siting of buildings, fencing, etc. to be complied with;
- (j) **Other Information** – And any other information that may be required by the Development Authority to make a recommendation.

12. STANDARDS OF DEVELOPMENT	– SCHEDULE 4
13. MOVED-IN DWELLING AND MOVED-IN BUILDING REGULATIONS	– SCHEDULE 5
14. PREFABRICATED DWELLING REGULATIONS	– SCHEDULE 6
15. HOME OCCUPATIONS	– SCHEDULE 7
16. BED AND BREAKFAST STANDARDS	– SCHEDULE 8
17. LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES	– SCHEDULE 9
18. OFF-STREET PARKING AND LOADING REQUIREMENTS	– SCHEDULE 11
19. SIGN REGULATIONS	– SCHEDULE 13



TOWN OF COALDALE NOTICE OF APPLICATION FOR SUBDIVISION

DATE: February 5, 2021

Date of Receipt:

January 26, 2021

Date of Completeness:

January 29, 2021

TO: Landowner: Ernest, Alwine and Corrine Marti

File Manager: Spencer Croil

Referral Agencies: Palliser School Division, Holy Spirit School Division, Telus, FortisAlberta, AltaLink Management, Atco Gas, Alberta Health Services, Alberta Transportation, Alberta Environment and Parks, Historic Resources Administrator, Alberta Energy Regulator, Canada Post

Adjacent Landowners: DENNIS AND SHARON BARBOUR, SAFFINY HAGEN, ERNEST P. & CORRINE MARTI, CALVIN SCHROYEN, RODNEY STONE, LARRY DONKERSGOED, TROY D. ORMANN, DANNY & SHEENA CLARKE

The Town of Coaldale is in receipt of the following subdivision application. This letter serves as the formal notice that the submitted application has been determined to be complete for the purpose of processing.

In accordance with the Subdivision and Development Regulation, if you wish to make comments respecting the proposed subdivision, please submit them via email or mail no later than February 25, 2021 (Please quote our File No. SUB 2021-001 in any correspondence that you submit to our office).

File No: SUB 2021-001
Legal Description PLAN 6476AA, BLOCK 16, LOTS 27 AND 28 INCLUSIVE
Civic Address: 1410, 21st AVENUE
Land Designation RESIDENTIAL SMALL LOT - R-1B
Existing Use: VACANT LOT
Proposed Use: RESIDENTIAL
Lots Created: 1 NEW LOT (CURRENTLY THERE ARE 2 LOTS)
Certificate of Title: 061 047 384

Proposal: To subdivide one additional lot out of the subject area, which is currently made up of 2 lots as described above. The total subject area is 0.129 hectares (0.33 acres) in size and each of the proposed lots to be created out of the subject area would be approximately 0.043 hectares (0.11 acres) each.

Planner's Preliminary Comments:

The purpose of the application is to subdivide an existing subject area of 0.129 hectares (0.33 acres) into 3 parcels of equal size, being 0.043 hectares (0.11 acre) in size each. The subject property is at the corner of 15th Street and 21st Avenue and has the civic address of 1410, 21st Avenue.

The subject area currently contains no buildings or structures but was historically home to a single-story multi-unit residential dwelling complex. This complex was destroyed by fire a number of years ago and since that time the property has been vacant.

The subdivision proposal is intended to allow for the future development of 3 dwelling units, two of which would be oriented towards 15th Street, with the southerly-most proposed lot being a corner lot, which may be oriented either towards 15th Street or 21st Avenue.

The width of each lot is proposed at 14.22 metres (46.65 feet) in width (measuring north/south) and 30.48 metres (100 feet) in depth (measuring east/west), which means each lot meets or exceeds the minimum lot dimensions of the Town's Residential Small Lot - R-1B land use district.

As such, the Municipal Planning Commission may consider approval of the application along with the following suggested conditions and considerations:

1. Any outstanding property taxes shall be paid to the Town of Coaldale.
2. The applicant or owner or both enter into a Development Agreement with the Town of Coaldale to address any municipal servicing requirements.
3. That any easement(s) as required by utility companies and/or the municipality shall be established.
4. That any conditions of Alberta Transportation are met.
5. Consideration of adjacent landowner and referral agency comments.

Municipal Reserve:

Not applicable in accordance with Sec. 663(c) of the Municipal Government Act (parcel is under 0.8 ha in size).

Relevant information:

The Town of Coaldale's statutory planning documents and other related planning and development resources are available at <https://www.coaldale.ca/PlanningandDevelopment/directory-planning-and-development-policies-and-resources>.

THIS APPLICATION WILL BE CONSIDERED AT THE MARCH MUNICIPAL PLANNING COMMISSION MEETING, TO BE HELD VIRTUALLY AT 5 PM, WEDNESDAY, MARCH 10th.

If you are an adjacent landowner and wish to provide feedback regarding the application:

1. In Person at the Municipal Planning Commission meeting

Please contact the File Manager (Spencer Croil) prior to March 10th, 2021 in order that information on how to join the virtual meeting can be provided to you well in advance of the meeting. You may reach Spencer at (403) 345 1304 or planner@coaldale.ca.

2. In writing (anonymous submissions will not be accepted)

Please forward your written comments to the File Manager no later than February 25, 2021, in order that written submissions may be included in the agenda for the Municipal Planning Commission.

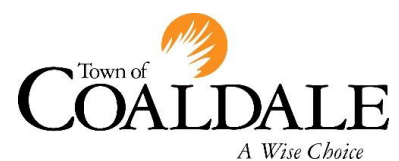
You may submit your written comments by email or hard copy. If you wish to submit your written comments by email please send them to planner@coaldale.ca.

Alternatively, if you would rather provide written comments by hard copy, please drop your written comments off at the front desk of the Town Office during regular business hours, OR by placing your written comments in the mail slot located to the right of the front doors of the Town Office. The Town Office is located at 1907, 17th Street, Coaldale.

Submissions received become part of the subdivision file which is available to the applicant and will be considered by the subdivision authority at a public meeting.



SUBDIVISION LOCATION SKETCH
 PLAN 6476AA, BLOCK 16, LOTS 27 AND 28
 WITHIN SW 14-9-20 W4M
 FILE: SUB 2021-001
 DATE OF SKETCH: FEB. 5, 2021





APPLICATION FOR SUBDIVISION URBAN MUNICIPALITY

FOR OFFICE USE ONLY	
Zoning (as classified under the Land Use Bylaw): <u>R1A</u>	
Fee Submitted: <u>\$710</u>	File No: <u>SUB 2021-001</u>
APPLICATION SUBMISSION	
Date of Receipt: <u>1/26/21</u>	Received By: <u>KS</u>
Date Deemed Complete:	Accepted By:

1. CONTACT INFORMATION

Name of Registered Owner of Land to be Subdivided: Ernst And Alwine Marti & Ernest P Marti and Corrine Marti
Mailing Address: 21- 7 Street NW Medicine Hat, AB T1A 6N3 & Box 726 **City/Town:** Coalhurst
Postal Code: T0L 0V0 **Telephone:** 403-380-8855 **Cell:** _____
Email: ecmarti83@gmail.com **Preferred Method of Correspondence:** Email ☒ Mail ☐

Name of Agent (Person Authorized to act on behalf of Registered Owner): _____
Mailing Address: _____ **City/Town:** _____
Postal Code: _____ **Telephone:** _____ **Cell:** _____
Email: _____ **Preferred Method of Correspondence:** Email ☐ Mail ☐

Name of Surveyor: Zachary J. Prosper, ALS brown okamura & associates ltd.
Mailing Address: 2830 - 12 Avenue North **City/Town:** Lethbridge
Postal Code: T1H 5J9 **Telephone:** 403-329-4688 ext 132 **Cell:** _____
Email: zach@bokamura.com **Preferred Method of Correspondence:** Email ☒ Mail ☐

2. LEGAL DESCRIPTION OF LAND TO BE SUBDIVIDED

- All/part of the NW $\frac{1}{4}$ Section 11 Township 9 Range 20 West of 4 Meridian (e.g. SE $\frac{1}{4}$ 36-1-36-W4M)
- Being all/part of: Lot/Unit 27,28 Block 16 Plan 6476AA
- Total area of existing parcel of land (prior to subdivision) is: 0.129 hectares 0.319 acres
- Total number of lots to be created: 3 Size of Lot(s): 0.043 hectares/ 0.11 Acres
- Municipal/Civic Address (if applicable): 1410 21 Avenue
- Certificate of Title No.(s): 061 047 384

3. LOCATION OF LAND TO BE SUBDIVIDED

- The land is located in the municipality of Town of Coaldale
- Is the land situated immediately adjacent to the municipal boundary? Yes ☐ No ☒
If "yes", the adjoining municipality is _____
- Is the land situated within 1.6 kilometres (1 mile) of the right-of-way of a highway? Yes ☒ No ☐
If "yes" the highway is No. 3
- Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water, or by a canal or drainage ditch? Yes ☐ No ☒
If "yes", state its name _____
- Is the proposed parcel within 1.5 kilometres (0.93 miles) of a sour gas facility? Yes ☐ No ☒

4. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

Describe:

- a. Existing use of the land Bare Parcel
- b. Proposed use of the land Create 3 lots from current parcel

5. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

- a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) flat
- b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, sloughs, creeks, etc.) mixed
- c. Describe the kind of soil on the land (sandy, loam, clay, etc.) unknown
- d. Is this a vacant parcel (void of any buildings or structures)? Yes ☒ No ☐
If "no", describe all buildings and any structures on the land. Indicate whether any are to be demolished or moved.
- e. Are there any active oil or gas wells or pipelines on the land? Yes ☐ No ☒
- f. Are there any abandoned oil or gas wells or pipelines on the land? Yes ☐ No ☒

6. WATER SERVICES

- a. Existing source of water Municipal ☒ Other ☐
If other, describe existing source of potable water _____
- b. Proposed source of water Municipal ☒ Other ☐
If other, describe proposed source of potable water _____

7. SEWER SERVICES

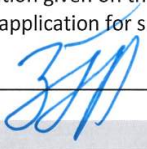
- a. Existing sewage disposal Municipal ☒ Other ☐
If other, describe existing sewage disposal _____
- b. Proposed sewage disposal Municipal ☒ Other ☐
If other, describe proposed sewage disposal _____

8. REGISTERED OWNER OR PERSON ACTING ON THEIR BEHALF

I Zachary J. Prosper, ALS (boa file:20-15144) hereby certify that

☐ I am the registered owner ☒ I am authorized to act on behalf of the register owner

and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision approval.

Signed:  Date: January 21, 2021

9. RIGHT OF ENTRY

I _____ hereby authorize representatives of the Oldman River Regional Service Commission or the municipality to enter my land for the purpose of conducting a site inspection in connection with my application for subdivision. This right is granted pursuant to Section 653(2) of the Municipal Government Act.

Signature of Registered Owner



LAND TITLE CERTIFICATE

S
LINC SHORT LEGAL TITLE NUMBER
0018 867 093 6476AA;16;27,28 061 047 384

LEGAL DESCRIPTION
PLAN 6476AA
BLOCK 16
LOTS 27 AND 28
EXCEPTING THEREOUT ALL MINES AND MINERALS

ESTATE: FEE SIMPLE
ATS REFERENCE: 4;20;9;14;SW

MUNICIPALITY: TOWN OF COALDALE

REFERENCE NUMBER: 951 126 567

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION

061 047 384	31/01/2006	TRANSFER OF LAND	\$137,500	CASH

OWNERS

ERNST MARTI

AND

ALWINE MARTI

BOTH OF:

21-7 ST NW

MEDICINE HAT

ALBERTA T1A 6N3

AND

ERNEST P MARTI

AND

CORRINE MARTI

BOTH OF:

BOX 726

COALHURST

ALBERTA T0L 0V0

ALL AS JOINT TENANTS

(CONTINUED)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

061 047 384

REGISTRATION

NUMBER DATE (D/M/Y) PARTICULARS

951 114 692 23/05/1995 ENCROACHMENT AGREEMENT
OVER LOT 26 IN BLOCK 16 ON PLAN 6476AA
FOR BENEFIT OF LOTS 27 AND 28 IN
BLOCK 16 ON PLAN 6476AA

TOTAL INSTRUMENTS: 001

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 21 DAY OF
JANUARY, 2021 AT 11:50 A.M.

ORDER NUMBER: 40866285

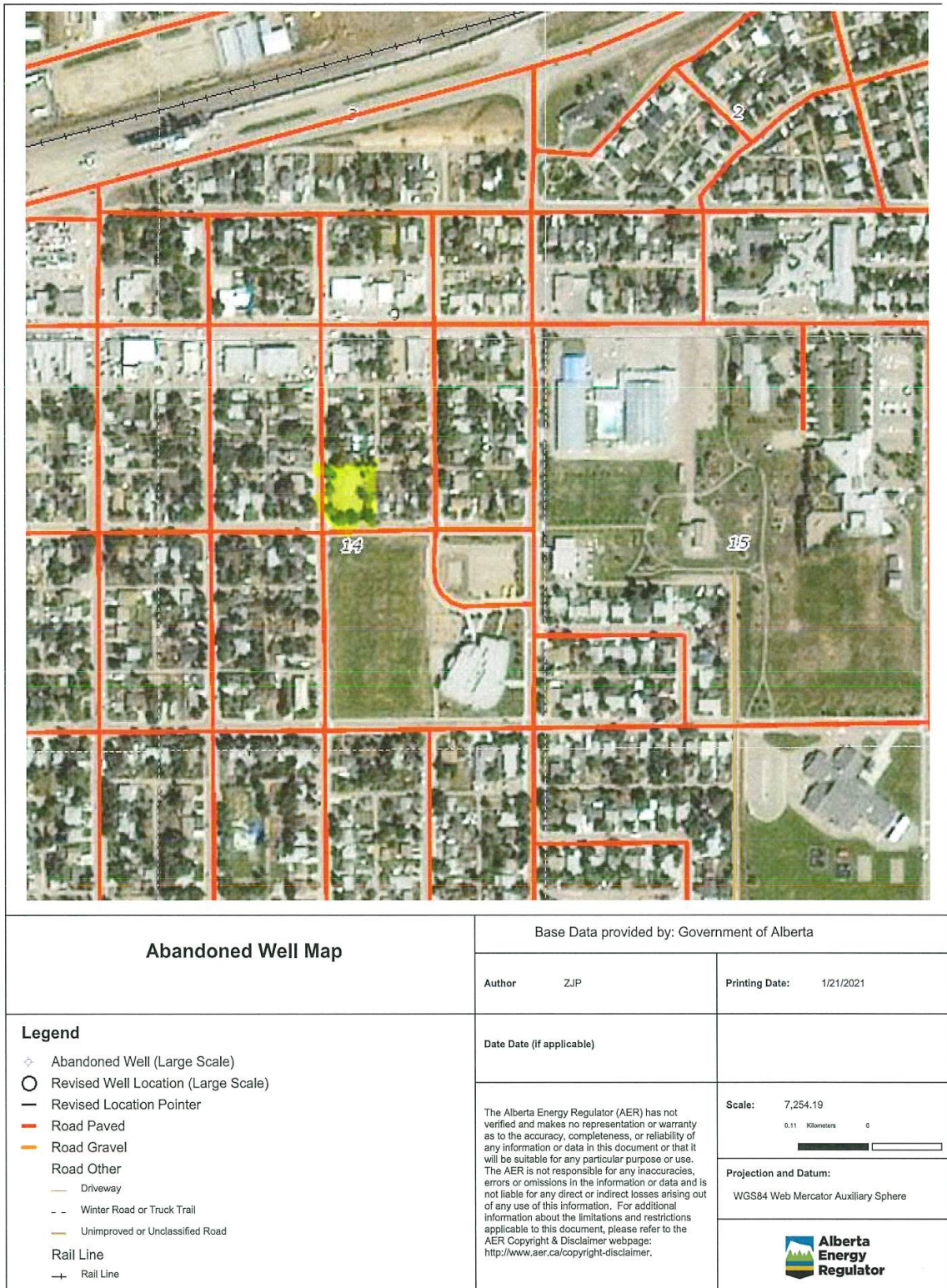
CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



DRAFT RESOLUTION

2021-001

Town of Coaldale

Residential subdivision of: Residential subdivision of Lots 27, 28, Block 16, Plan 6476AA

THAT the Residential subdivision of **Portion of NW 11-9-20-W4M** (Certificate of Title No. **061 047 384**), to subdivide an existing subject area of 0.129 hectares (0.33 acres) in size and each of the proposed lots to be approximately 0.043 hectares (0.11) each: BE APPROVED subject to the following conditions:

CONDITIONS:

1. That, pursuant to Section 654(1) 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.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with both the Municipal Development Plan and Land Use Bylaw;
 - a. Except that a waiver of the minimum parcel size and minimum parcel length provisions of the Land Use Bylaw was provided in accordance with Section 654(2) of the Municipal Government Act.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 7 of the Subdivision and Development Regulation.

INFORMATIVE:

- a) Since the proposed subdivision complies with Section 633(a) of the Municipal Government Act, Reserve is not required.
- b) That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- c) The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Parks, Alberta Transportation, and the Department of Fisheries and Oceans.)
- d) Alberta Transportation – Leah Olsen – Development/Planning Technologist
The proposal is contrary to Section 14 and subject to the requirements of Section 15(2) of the Subdivision and Development Regulation, being Alberta Regulation 43/2002, consolidated up to 188/2017 (“the regulation”). Alberta Transportation’s primary objective is to allow subdivision and development of adjacent properties in a manner that will not compromise the integrity and associated safe operational use or the future expansion of the provincial highway network. To that end, the parcel to be created will be well removed from Highway 3 with indirect access to the highway being gained solely by way of the local street system. As such, strictly from Alberta Transportation’s point of view, we do not anticipate that the creation of the residential parcel as proposed would have any appreciable impact on the highway.

Therefore, pursuant to Section 16 of the regulation, in this instance Alberta Transportation grants a waiver of said Sections 14 and 15(2). Notwithstanding the foregoing, the applicant would be advised that any development within the right-of-way or within 300 metres beyond the limit of the highway or within 800 metres from the center point of the intersection of the highway and another highway would require the benefit of a permit from Alberta Transportation. This requirement is outlined in the Highways Development and Protection Regulation, being Alberta Regulation 326/2009.

The subject property is within the noted control lines however given that development setbacks will be maintained by default and all access to the highway is indirect by way of the local street system, in this instance a permit from Alberta Transportation will not be required and development of the residential parcel could proceed under the direction, control and management of the town. The applicant could contact the undersigned, at Lethbridge 403-388-3105, in this regard.

Alberta Transportation accepts no responsibility for the noise impact of highway traffic upon any development or occupants thereof. Noise impact and the need for attenuation should be thoroughly assessed. The applicant is advised that provisions for noise attenuation are the sole responsibility of the developer and should be incorporated as required into the development design. Any peripheral lighting (yard lights/area lighting) that may be considered a distraction to the motoring public or deemed to create a traffic hazard will not be permitted.

Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 5(5)(d) of the regulation, Alberta Transportation agrees to waive the referral distance for this particular subdivision application. As far as Alberta Transportation is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application.

- e) ATCO Gas – Ellen Struthers
ATCO Gas requires a Utility Right of Way as shown on the hi-lighted on the attached plan. The utility right of way should be 3.5 meters in width. All easements are to be registered as a general utility right of way granted to the Municipality and are to be registered concurrently with the legal plan of subdivision. No structures or portion thereof may be erected within the right of way without prior written consent for the Company. **OR
URW SPECIFIC TO ATCO**
- f) ATCO Pipelines
ATCO Transmission high pressure pipelines has no objections.
- g) Canada Post – Wendy Bauer
Canada Post has no comment.

MOVER

CHAIRMAN

DATE

AGENDA ITEM REPORT



Title: 505 20 Avenue - Owl's Nest Campground
Report Type:
Report Author: Melanie Messier
Meeting: Municipal Planning Commission - 10 Mar 2021
Department: Planning
Reviewed by Spencer Croil
Supervisor/Peer:

TOPICS:

Planning and Community Development:
Municipal Planning

OBJECTIVE:

The following report is to present the Municipal Planning Commission (MPC) with an application to review a change of use from *recreation, public* (campground and associated amenities) to *recreation, private* (campground and associated amenities) at the property with the legal description PTN. N.W. 12-9-20 W4.

PREVIOUS COUNCIL DIRECTION:

N/A

ANALYSIS:

The applicant is proposing to revitalize and substantially enhance the campground which was owned and operated municipally until 2016. As has been recently publicized, the Town has sold the campground property to the applicant. The primary function of the property is proposed to remain a campground.

Although a campground was previously operated at this location and the use of the property for a campground continues to align with the property's zoning (Institutional/Recreational - I/R), the reason the proposal for the campground must now appear before the Municipal Planning Commission (MPC) is because of the private ownership and operation of the facility. Recreation, private (which includes campgrounds) is listed as a discretionary use in the I/R land use district.

there are also several major differences between the campground as it was and the campground as it is proposed to be:

- The number of proposed sites is 39, with the following breakdown of services to each:
 - 17 are intended to have power, water and sewer
 - 17 are intended to have power and water
 - 5 sites are intended to have power only
- A new washroom facility serviced by water, power and sewer will be constructed
- A new playground and other related amenities will be constructed

- In addition to the parking at each campsite, 21 visitor parking stalls will be provided adjacent to the playground and washroom facility area (2 per campsite)
- Parking stalls potentially could be used for the mountain bike park
- A Sani-dump station will be built and operated by the Town and tied directly into the municipal sanitary servicing infrastructure located on 20th Avenue
- Adjacent amenities will include direct access and connection to the municipal pathway system, and direct access and connection to the municipally-built and operated mountain bike park, which is expected to be constructed in 2021/2022
- Additional considerations include the substantial amount of landscape in the site area ensuring a vegetative buffer of trees in the north area of the campground

Lastly, the applicant has suggested a set of campground rules outlining the operational aspects of the facility during the camping season. Staff recommends to the commission that the rules be enforced within the conditions to ensure the amenity is maintained in a consistent and orderly manner.

KEY CONSIDERATIONS:

Staff requests the commission considers APPROVAL of Development Application (2021-020) to allow for a change of use from recreation, public to recreation, private subject to the following conditions:

1. That the list of rules submitted as a part of the development permit application be enforced fully and completely at all times during the operation of the campground.
2. That, should any rules in the list of rules as submitted, be changed or otherwise altered in any way, an updated list of rules be provided to the Town in a timely manner, for example, within 5 business days of the rule(s) changing or being altered.
3. The proposed development shall be undertaken, completed, operated and maintained in accordance with Land Use Bylaw No. 677-P-04-13.
4. That the construction of the campground be completed in accordance with plans as submitted, including the camping sites, access roads, washroom facility, playground and other amenities, and the 21 parking stalls that are shown as being in addition to the stalls provided for each camping site.
5. That servicing plans including the exact location and design of water, wastewater, and stormwater services required for the campground, be submitted, reviewed and approved by the Town of Coaldale prior to the commencement of construction of the campground.
6. That an operating and maintenance agreement be entered into for any and all aspects of the campground that involve partnership with the Town of Coaldale, such as but not limited to the sani-dump station and associated turnaround.
7. That, if deemed necessary, the applicant/owner enter into a Development Agreement with the Town of Coaldale.
8. The applicant/owner shall comply with Land Use Bylaw No. 677-P-04-13, Schedule 11, Off-Street Parking & Loading Requirements.
9. The applicant/owner shall comply with Land Use Bylaw No. 677-P-04-13, Schedule 9, Landscaping and Amenity Areas Standards and Guidelines.

Informative:

The conditions as listed above are in addition to the standard development permit conditions.

The permit application as submitted does not include details regarding site signage, or detail regarding the campground operator's residence that is shown conceptually. Neither of these items will be included in permit 2021-020 and will require separate permit applications for each item.

FINANCIAL IMPACT:

N/A

STAKEHOLDER ENGAGEMENT:

N/A

DECISION OPTIONS:

The MPC may:

1. Approve the development application with conditions
2. Deny the application with reasons
3. Table the application pending further receipt of additional information

Development Officer recommends approval of permit subject to conditions as listed in the staff report.

RECOMMENDATION:

THAT MPC approve DP 2021-020 with conditions

STRATEGIC ALIGNMENT WITH COUNCIL STRATEGIC PLAN:

☐

1. Focus on
Community Safety

☐

2. Focus on Livability

☐

3. Focus on Economic
Health

☐

4. Focus on Good
Governance and
Corporate Excellence

☐

5. Focus on
Responsible and
Responsive Growth

ATTACHMENTS:

[2021-020 Notice Letter to Adjacent Landowners - Owl's Nest Campground](#)

[DP 2021-020 - I.R LUB excerpt](#)

[DP 2021-020 - Schedule 9 - LUB excerpt](#)

[Schedule A - drawing package](#)



February 23, 2021

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2021-020

APPLICANT: OWL'S NEST CAMPGROUND

ADDRESS: 505 20th AVENUE, COALDALE, ALBERTA
PTN. N.W. 12-9-20 W4M

ZONING: INSTITUTIONAL/RECREATIONAL – I/R

Dear Sir/Madam,

We are in receipt of Development Application #2021-020, proposing a change of use from *recreation, public* (campground and associated amenities) to *recreation, private* (campground and associated amenities) at the above-noted address.

The applicant is proposing to revitalize and substantially enhance the campground which was owned and operated municipally until 2016. As has been recently publicized, the Town has sold the campground property to the applicant. The primary function of the property is proposed to remain a campground.

Although a campground was previously operated at this location and the use of the property for a campground continues to align with the property's zoning (Institutional/Recreational – I/R), the reason the proposal for the campground must now appear before the Municipal Planning Commission (MPC) is because of the private ownership and operation of the facility. Recreation, private (which includes campgrounds) is listed as a discretionary use in the I/R land use district.

There are also several major differences between the campground as it was and the campground as it is proposed to be;

- The number of proposed sites is 39, with the following breakdown of services to each:
 - o 17 are intended to have power, water and sewer
 - o 17 are intended to have power and water
 - o 5 sites are intended to have power only
- A new washroom facility serviced by water, power and sewer will be constructed
- A new playground and other related amenities will be constructed
- In addition to the parking at each campsite, 21 visitor parking stalls will be provided adjacent to the playground and washroom facility area
- A sani-dump station will be built and operated by the Town and tied directly into the municipal sanitary servicing infrastructure located in 20th Avenue
- Adjacent amenities will include direct access and connection to the municipal pathway system, and direct access and connection to the municipally-built and operated mountain bike park, which is expected to be constructed in 2021/2022

The applicant has also provided a set of proposed campground rules outlining the operational aspects of the facility during the camping season. These are included as enclosures to this notification along with a brief descriptive statement about the proposal, also from the applicant.

Please, see the diagrams, descriptive statement and proposed campground rules at the end of this letter for more information.

- This application will be heard by the MPC at the March 10th meeting, which will be held virtually starting at 5 pm.
- Options for attending the meeting are only by virtual means.
- For individuals wishing to attend by virtual means, please contact the undersigned at your earliest convenience and you will be provided instructions for virtual attendance.

The full agenda will be posted on our website by March 4th, 2021 at the following link, <http://www.coaldale.ca/mpc-meeting-agendas/>. However, if you wish to view the details of this application prior to that date please contact the Town by email or phone at buildingcoaldale@coaldale.ca or 403 345-1304 and a copy of the application can be sent to you digitally.

Pursuant to the provisions of Section 42 of Bylaw 677-P-04-13 being the Land Use Bylaw of the Town of Coaldale, notice is hereby given that on **Wednesday, March 10th, 2021, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit 2021-019.**

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 Wednesday, March 10th, 2021 or verbally at the meeting. Written submissions 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,



Spencer Croil, RPP MCIP
Director of Planning and Community Development
Development Officer

cc: Applicant

INSTITUTIONAL / RECREATIONAL – I/R



Purpose:

To provide for institutional, public and semi-public uses which are compatible with each other and with adjoining uses.

1. (A) PERMITTED USES

- Accessory building, structure or use to an approved permitted use
- Government Services
- Hospital
- Outdoor Recreation and Sports fields
- Parks and Playgrounds
- Recreation, Public
- School
- Shipping Container (temporary)
- Sign Types¹: 1A, 2, 4
- Utility, Public

(B) DISCRETIONARY USES

- Accessory building, structure or use to an approved discretionary use
- Child Care Facility
- Cemetery
- Dwellings
 - Moved-in
 - Prefabricated
- Educational Institution
- Golf Course
- Institutional Facilities or Uses
- Medical/Health Facility
- Moved-In Building
- Museum
- Recreation, Private
- Public or Religious Assembly
- Sign Types¹: 1B, 3, 5, 6, 8, 9, 10, 11, 12
- Small Wind Energy System – Type A and B²
- Utility, Private

Notes: 1 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.

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

(C) PROHIBITED USES

- Shipping Container (permanent)
- Sign Type 7
- *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

All Uses – As required by the Designated Officer or Municipal Planning Commission.

3. MINIMUM YARD DIMENSIONS FOR PRINCIPAL BUILDINGS

	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
Use	m	ft.	m	ft.	m	ft.	m	ft.
All Uses	7.62	25	3.05	10	3.05	10	7.62	25
Accessory Buildings	As required by the Designated Officer or Municipal Planning Commission							

4. MAXIMUM SITE COVERAGE

(a) **All Buildings – 50%**

Principal buildings and accessory buildings shall not occupy more than 50 percent of the surface area of any lot within this land use district.

- | | |
|---|---------------|
| 5. STANDARDS OF DEVELOPMENT | – SCHEDULE 4 |
| 6. MOVED-IN DWELLING AND MOVED-IN BUILDING REGULATIONS | – SCHEDULE 5 |
| 7. PREFABRICATED DWELLING REGULATIONS | – SCHEDULE 6 |
| 8. LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES | – SCHEDULE 9 |
| 9. OFF-STREET PARKING AND LOADING REQUIREMENTS | – SCHEDULE 11 |
| 10. SIGN REGULATIONS | – SCHEDULE 13 |

SCHEDULE 9: LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES

LANDSCAPING means the modification, beautification and enhancement of a site or development through the use of the following elements:

- (a) natural landscaping consisting of vegetation such as trees, shrubs, hedges, grass, flowers and other ground cover or materials and this may include xeriscaping or xerigardening;
- (b) hard landscaping consisting of non-vegetative materials such as brick, rock, stone, decorative concrete, tile and wood, excluding monolithic concrete and asphalt; and
- (c) excludes all areas utilized for driveways and parking.

1. PURPOSE AND INTENT

- (a) To create and provide for an attractive, aesthetic and high quality urban environment in all land use districts.
- (b) To create and provide for environmental buffers or transition areas between incompatible land uses and sensitive environmental interfaces.
- (c) To provide minimum regulations, standards and/or requirements in recognizing the important linkage between landscaping and the associated economic, social and environmental benefits to the greater community.

2. GENERAL STANDARDS AND REQUIREMENTS FOR ALL DISTRICTS

- (a) The quality and extent of landscaping established on a lot (or site) shall be the minimum standard to be maintained on the lot (or site) for the life of the development.
- (b) Any area not constructed upon shall be developed or landscaped to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (c) The Municipal Planning Commission or Designated Officer may impose landscaping and/or screening requirements as a condition of approval for permitted and discretionary uses if, in their opinion, these would serve to better and improve the quality and/or compatibility of any proposed development with adjacent uses and the immediate neighbourhood area.
- (d) Vegetation and other landscaping features shall be placed in a manner which will not obstruct access to any fire hydrant. Vegetation, especially trees, hedges or shrubs must be located in a manner such that it will not obstruct or impede vision of traffic on roadways or intersecting streets.
- (e) The majority of any required landscaping shall be concentrated in those yards adjacent to streets/roads unless the developer can show reasonable cause why this cannot occur, to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (f) A professionally prepared landscape plan may be required by the Municipal Planning Commission or Designated Officer at the time of the submission of a development permit application or placed as a condition of a development permit approval, unless otherwise specified in this Land Use Bylaw.
- (g) Existing vegetation should be preserved and protected unless the need for removal is demonstrated to the satisfaction of the Municipal Planning Commission or Designated Officer.

- (h) Selection of plant varieties shall be based on regional climatic conditions, constraints of location, effectiveness in screening adjacent properties, resistance to disease and insect attack, cleanliness, appearance and ease of maintenance.
- (i) All natural landscaping shall be planted in accordance with good horticultural practice.
- (j) At the time of planting, the minimum calliper width for all trees required as part of a specific development project shall be 20 millimetres (0.79 in.).
- (k) At the time of planting, a minimum of 50 percent of any required trees shall be coniferous.

3. MINIMUM STANDARDS AND REQUIREMENTS FOR COMMERCIAL / INDUSTRIAL LANDS

- (a) Except for lands located within the Downtown Overlay (see Section 8 of the C-1 land use district), a minimum of 10 percent of the total lot area (or total site area) shall be required to contain landscaping.
- (b) Except for lands located within the Downtown Overlay (see Section 8 of the C-1 land use district), a minimum 6 m (20 ft.) landscape buffer is required (except for those areas occupied by sidewalks and driveways) for all commercial and industrial projects located adjacent to municipal roadways, to the satisfaction of the Municipal Planning Commission or Designated Officer.
 - i. For land or property located within the designated Downtown Overlay, where a principal structure is not developed to the front property boundary, the front setback shall be comprehensively landscaped to the satisfaction of the Municipal Planning Commission or the Designated Officer.
- (c) A professionally prepared landscape plan shall be required for all commercial and industrial development projects and shall be submitted as part of a development permit application.
- (d) All lots or sites abutting a residential district shall be buffered and/or screened to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (e) Parking lots shall be landscaped to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (f) Parking or storing of vehicles is not permitted on required landscaping areas unless approved specifically by the Municipal Planning Commission or Designated Officer as an outside display area as part of an approved development permit.
- (g) In all commercial land use districts, trees are required as part of an overall landscape plan and shall be planted at the overall minimum ratio of one (1) tree per 35 m² of landscaped area provided.
- (h) In all industrial land use districts, trees are required as part of an overall landscape plan and shall be planted at the overall minimum ratio of one (1) tree per 65 m² of landscaped area provided.
- (i) Wherever space permits and where acceptable to the Town of Coaldale, trees shall be planted in groups.
- (j) To ensure the continued care of lawns and other vegetation, developers may be required to install underground watering/irrigation systems as a condition of development permit approval.
- (k) The height, type and location of a fence in all Commercial and Industrial land use districts (including the Downtown Overlay – see Section 8 of the C-1 land use district), shall be to the satisfaction of the Designated Officer or Municipal Planning Commission. Additional fencing regulations may apply and may be found in Schedule 4, Section 14 of this Land Use Bylaw.

4. MINIMUM STANDARDS AND REQUIREMENTS FOR RESIDENTIAL LANDS

- (a) For all single-detached and semi-detached dwelling development projects (typically districted as R-1A, R-1B, and R-1C), a minimum of 25 percent of the front yard area of the principal building/use shall be required to contain landscaping.
- (b) A minimum of one (1) tree is required to be planted on each lot that is occupied by a single detached dwelling or semi-detached dwelling (preferably in the front yard).
- (c) For all major multi-unit dwelling development projects (i.e. townhouses, apartments or similar multi-unit dwelling projects that contemplate more than three (3) dwelling units on a lot), a minimum of 25 percent of the total lot area shall be provided as landscaping. Communal amenity areas (such as playground area, sitting areas, or the like) may be calculated as part of the overall landscaping area.
- (d) Parking or storing of vehicles is not permitted on any required landscaping area.

5. MINIMUM STANDARDS AND REQUIREMENTS FOR INSTITUTIONAL/RECREATIONAL AND URBAN RESERVE LANDS

- (a) Any minimum requirements for landscaping shall be required at the discretion of the Municipal Planning Commission or Designated Officer.
- (b) The height, type and location of a fence in all Institutional/Recreational, Public or Reserve land use districts, shall be to the satisfaction of the Municipal Planning Commission or Designated Officer. Additional fencing regulations may apply and may be found in Schedule 4, Section 14 of this Land Use Bylaw.

6. LANDSCAPING SECURITY AND IMPLEMENTATION

- (a) A refundable security fee may be required as a condition of any development permit approval.
- (b) A refundable security fee of \$1,000.00 may be required to ensure compliance with any and all landscaping requirements to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (c) If the costs for implementation of the required and approved landscaping for a commercial, industrial, major multi-unit residential dwelling or institutional project exceed the abovementioned refundable security fee of \$1,000.00, the Municipal Planning Commission or Designated Officer may require the applicant and/or landowner to provide an estimate of the cost of landscaping (including all site work and/or irrigation) and may secure up to 100 percent of the cost of such landscaping (re: letter of credit) until such time that it has been determined that all landscaping has been provided and is healthy/viable, to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (d) Landscaping shall be completed within 24 months of occupancy (weather permitting) unless otherwise specified on a development permit.
- (e) If the landscaping requirements are not completed to the satisfaction of the Development Authority within 24 months of occupancy the refundable security fee shall be forfeited by the applicant/landowner or the security held in trust (i.e. letter of credit) may be collected by the Town of Coaldale and used to complete the landscaping.
- (f) As part of all new development projects, landscaping shall be successfully maintained for two consecutive growing seasons. Partial refund (re: refundable security fee or security deposit) may be considered after one successful growing season, at the discretion of the Municipal Planning Commission or Designated Officer.

LEGEND :

FINAL SELECTION OF PLANTING SPECIES TO THE APPROVAL ON THE TOWN OF COALDALE.

- EXISTING TREE - DECIDUOUS - REMAINING QUANTITY 148
- EXISTING TREE - DECIDUOUS - REMOVED QUANTITY 36
- EXISTING TREE - CONIFEROUS - REMAINING QUANTITY 33
- EXISTING TREE - CONIFEROUS - REMAINING QUANTITY 24
- TREE - DECIDUOUS - AESCULUS GLABRA OHIO BYCKEYE MATURE HEIGHT 26'-3" (8m), SPREAD 16'-7" (5m) QUANTITY 75
- TREE - DECIDUOUS - PRUNUS VIRGINIANA MELANOCARPA CHOKECHERRY MATURE HEIGHT 16'-7" (5m), SPREAD 9'-10" (3m) QUANTITY 45
- TREE - DECIDUOUS - CRATEAGUS x MODENENSIS "SNOWBIRD" SNOWBIRD HAWTHORN MATURE HEIGHT 9'-10" (3m), SPREAD 6'-7" (2m) QUANTITY 43
- TREE - CONIFEROUS - PICEA PUNGENS "GLAUCA" COLORADO BLUE SPRUCE MATURE HEIGHT 39'-4" (12m), SPREAD 16'-5" (5m) QUANTITY 67
- TREE - CONIFEROUS - PINUS PUNGENS HOOPSII HOOPSII SPRUCE MATURE HEIGHT 39'-4" (12m), SPREAD 9'-10" (3m) QUANTITY 89
- SHRUB - DECIDUOUS - CORNUS STOLONIFERA RED OSIER DOGWOOD MATURE HEIGHT 6'-7" (2m), SPREAD 9'-10" (3m) QUANTITY SEE SHRUB NOTES
- SHRUB - DECIDUOUS - POTENTILLA FRUTICOSA CINQUEFOIL MATURE HEIGHT 3'-3" (1m), SPREAD 3'-3" (1m) QUANTITY SEE SHRUB NOTES
- SHRUB - DECIDUOUS - RHUS TRILOBATA LEMONADE SUMAC MATURE HEIGHT 3'-3" (1m), SPREAD 3'-3" (1m) QUANTITY SEE SHRUB NOTES

- SHRUB NOTES:
- SHRUBS WILL BE PLANTED IN GROUPS OF 3, 5, 7 AND 9'S. (NOT SHOWN ON PLAN)
 - GROUPS OF 3 WILL BE ONE SPECIES TYPE AND
 - GROUPS OF 5, 7 AND 9 WILL BE A MIXTURE OF TWO SPECIES.
 - THE TOTAL NUMBER OF SHRUBS WILL BE EQUAL TO 2 SHRUBS PER NEW TREE.

GRASS TYPE 1 - SOD DROUGHT TOLERANT AND LOW MAINTENANCE 20% FAIRWAY CRESTED WHEATGRASS, 20% WESTERN WHEATGRASS, 15% CANADA BLUEGRASS, 10% SHEEP FESCUE, 10% HARD FESCUE, 20% BOREAL CREEPING RED FESCUE AND 5% PERENNIAL RYEGRASS BLEND.

MULCH TO SHRUB BEDS AND 4'-0" DIA. AROUND TREES. BARK MULCH - PREMIUM SHREDDED CONIFEROUS FIR, 2" (50mm) OR LESS IN SIZE. FREE FROM NON-ORGANIC MATERIALS, WOOD PRESERVATIVES, DISEASED WOOD, MOULDS, FUNGI AND INSECT INFESTATIONS, OVER GEOTEXTILE FABRIC. CONTAIN MULCH WITH HEAVY DUTY PVC EDGING.

PLANT SIZES CONIFEROUS TREES SHALL BE MINIMUM 2m HIGH. DECIDUOUS TREES SHALL BE A MINIMUM 75mm (3") CALIPER. SHRUBS SHALL BE AT LEAST 2 GALLON (#2) SIZE.

IRRIGATION ALL LANDSCAPING (INCLUDING GRASS) REQUIRES IRRIGATION. ALL PLANTING BEDS (SHRUBS AND TREES) REQUIRE DRIP IRRIGATION. BACKFLOW PREVENTER AND BLOW OUT POINT BY PLUMBER.

MAINTENANCE PERIOD: MAINTAIN PLANT MATERIALS, RELATED WORKS AND IRRIGATION SYSTEM FOR ONE YEAR FROM DATE OF ACCEPTANCE OF LANDSCAPING WORK.

WARRANTY: PROVIDE A WARRANTY FOR ALL PLANT MATERIALS, RELATED WORKS AND IRRIGATION SYSTEM FOR ONE YEAR FROM DATE OF ACCEPTANCE OF LANDSCAPING WORK.

SITE AREAS	AREA	TREES PER HECTARE (10,000 SM)
BIKE PARK	10,321 SM	63
CAMPGROUND	39,550 SM	100
CAMPGROUND RESIDENCE	5,100 SM	22
20 TH AVENUE ROAD SOUTH VERGE	3,369 SM	89



1 LANDSCAPING PLAN
3/32" = 1'-0"

REVISION / ISSUED FOR			
NO.	BY	DESCRIPTION	DATE
A	AV	CLIENT REVIEW	21 01 19
B	AV	CLIENT REVIEW	21 01 22
C	AV	CLIENT REVIEW	21 01 26
D	IM	CLIENT REVIEW	21 01 28
E	AV	CLIENT REVIEW	21 01 28
F	IM	CLIENT REVIEW	21 02 12
505 20 AVENUE COALDALE, ALBERTA LOT N/A BLOCK N/A PLAN N/A			

Ian Moxon Architect Inc.
#300 410 - Stafford Drive
South
Lethbridge, Alberta
T1J 2L2
ian@ianmoxonarchitect.com
Tel: (403) 929-8900

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Professional Seal

Ian Moxon
Architect

Project:
**Owl's Nest
Campground**

Drawing:
Landscaping Plan
CNCS-200071

Drawn By:
AV

Checked By:
IM

Phase:
Schematic Design

Status:
Client Review

Sheet Number:
A1.03

SITE PLANS.....



Development Information—Proposed Use

We will be making substantial changes and upgrades to revamp the existing campground. Sites will be fully serviced, complete with power, sewer, water and Wi-Fi. As a family oriented business, our top priority is the safety and well-being of our guests and the community in which we live. The campground will be very closely monitored to ensure there is absolutely no room for any unsolicited activity.



Owl's Nest Campground Rules/Regulations

Registration

- Check-in is at 2:00pm & Check-out is at 11:00am.
- A maximum of two vehicles and two sleeping units *per campsite* is permitted (RV & tent or two tents). Any additional vehicles require the purchase of an "Additional Vehicle Permit" upon registration. The number of additional vehicles permitted per campsite may be limited by staff.
- You must be 18 years or older to register a campsite and whoever registers is responsible for the conduct and behaviour of family, guests and pets. Parents/guardians must supervise children under 18 years of age and are liable for any damages or violations of the rules and regulations.
- A maximum of 6 persons are permitted *per campsite*, unless it is a single family of parents and children living at the same address.
- No more than two pets are permitted *per registered campsite*.
- A maximum stay of 30 nights is permitted.

Picnic Shelter/Activity Centre

- The picnic shelter is available for all guests to use between the hours of 9:00am and 9:00pm.
- If guests wish to book the picnic shelter, you can do so at an hourly rate of \$25.00/hour or \$100/day. We ask that you deposit all garbage in proper receptacles located within the campground. If the picnic shelter is left untidy, a fee of \$75.00 will be charged to your credit card.

Site Cleanliness

- Please deposit all garbage in proper receptacles located within the campground. If a campsite is left untidy, a fee of \$75.00 will be charged to your credit card.

Motor Vehicles

- Please drive cautiously and obey the *10km/hour speed limit*. Children may be playing in the area and campground roads are often used as pathways.
- Keep all vehicles on designated roadways for the safety of campers and to prevent damage to vegetation.

Quiet Hours

- Quiet hours are from 11:00pm to 7:00am. Loud parties, stereos at high volume and other disruptive behaviour are not tolerated at any time.
- The use of generators is not allowed as we will have power to all sites.

Liquor, Tobacco and Cannabis

- The consumption of liquor is restricted to registered campsites.
- Liquor is prohibited in areas including:
 - Washroom and shower house facilities.
 - On roads and pathways.

- Tobacco, cannabis and vaping are prohibited within 5 meters of playgrounds, buildings and sports or playing fields.

Fire Prevention

- Campfires are permitted only in facilities provided.
- Never leave your campfire unattended. Please ensure your campfire is completely out before going in for the night or leaving your site.
- Owl's Nest follows all Alberta campfire bans.
- The use of fireworks is strictly prohibited.

Crime Prevention

We do not tolerate any crime in our campground and with your help and co-operation, we can continue to keep it that way.

- Store your camping gear and valuables securely.
- Mark your camping gear and valuables to deter thieves.
- Report vandalism to police and staff.
- Be a good neighbour—help protect others' property.

These rules and regulations are a draft and are subject to changes at any time.

AGENDA ITEM REPORT



Title: 1711 20 Avenue - McLennan's Cocktails and Cues Bar and Grill
Report Type:
Report Author: Melanie Messier
Meeting: Municipal Planning Commission - 10 Mar 2021
Department: Planning
Reviewed by Spencer Croil
Supervisor/Peer:

TOPICS:

Planning and Community Development:
Development, Municipal Planning

OBJECTIVE:

The following report is to present the Municipal Planning Commission (MPC) with an application to review a temporary installation of a seasonal patio at the subject property located on Lot 7, Block 13, Plan 6476AA.

The property is located within the Commercial C-1 zoning district, which does not currently list temporary seasonal patios as an available use, however in this instance the proposed use would be categorized as an accessory structure to the approved discretionary use.

PREVIOUS COUNCIL DIRECTION:

In August of 2020, development permit 2020-102 was approved to allow renovations to the subject property's facade. The proposed application is expected to complement the improvements at the subject property.

ANALYSIS:

The applicant is proposing to install a temporary patio to operate from April 2021 to October 2021. The proposed patio would be installed at the frontage of the business within the public right-of-way and would ultimately occupy the sidewalk. For this reason, the MPC is reviewing the application to consider potential impacts to the surrounding area and businesses.

In order to provide an alternate path-of-travel, the applicant, in partnership with the Town, is proposing that a sidewalk extension be installed alongside the patio space to ensure a safe passage for pedestrians. The sidewalk extension would extend into 3 parking spaces, and the remainder of those stalls would be designated as motorcycle parking for the duration of the pilot project.

Town staff recognizes the desire for convenient parking along 20th Avenue and is committed to seeking ways to provide additional off-street parking in response to the temporary loss of 3 stalls. It is worth noting that the four stalls just across the street currently reserved for the RCMP will be available for the general public again once the new RCMP building is completed.

During informal conversations with area stakeholders, it was suggested by two businesses that introducing a time-limit for parking stalls east of the patio could provide increased parking

opportunities for patrons, and provide functional recognition that uses to the east are typically frequented by patrons who do not stay for longer than a relatively brief period of time. In addition to the commentary that has been captured through informal correspondence, one formal submission has been made regarding the temporary seasonal patio application, which can be found in Schedule B.

If approved, staff requests that the MPC consider flexibility with the development permit and its conditions to allow the construction of the sidewalk extension, including elements such as building materials to ensure compliance with Safety Codes requirements. The intent of the flexibility requested would not be to deviate from the areas that are proposed to be taken up by the proposed patio.

Informative: the installation of the temporary seasonal patio and sidewalk extension should be considered a pilot project for 2021, which would allow the Town to measure the project's success and gather feedback from area stakeholders and the general public in a consistent manner. If the MPC approves the patio, staff is committed to use regular check-ins with surrounding business owners and McLennan's, and feedback from all respective parties to inform a temporary seasonal patio policy based on the pilot's outcomes. The development of a temporary seasonal patio policy would take place over the fall and winter of 2021/2022, and is in-line with best practices demonstrated by many other communities, large and small, that allow sidewalk patios.

Applicable Sections of the Land Use Bylaw:

- Land Use Bylaw, Land Use District, Commercial - C-1

KEY CONSIDERATIONS:

Staff requests that the board considers APPROVAL of Development Application (2021-019) to allow for the temporary installation of a seasonal patio subject to the following conditions. These conditions will be in addition to standard development permit conditions.

Informative: The proposed development permit will be valid from April 2021-October 2021. Based on the success of the pilot project, the seasonal patio will be reevaluated based on the feedback given by area stakeholders and the public and a new permit would be required for the patio to re-open in future years.

1. As per the Municipal Planning Commission's decision, the temporary seasonal patio shall be permitted to operate between the months of April 2021 - October 2021. The sidewalk extension, railings, and patio furniture must be removed by November 1st, 2021.
2. The temporary seasonal patio permit shall be conditional upon the business owner providing proof of liability insurance, indemnifying the Town from any claims or liabilities arising from the use of Town property.
3. The sidewalk extension access, and clear-path pedestrian thoroughfare must be clear of obstructions and snow at all times.
4. The sidewalk extension is subject to contextual design and safety considerations compliant with all requirements of Superior Safety Codes.
5. The applicant/owner shall ensure railings or fences meet the requirements of the Alberta Gaming, Liquor and Cannabis Commission if alcohol is to be served within the patio area.

6. The applicant/owner is expected to maintain the patio area and furniture in a clean and hygienic manner, and secure or store the patio furniture when not in use outside the hours of business operation.

7. At the termination of the temporary seasonal patio permit, the applicant must return the patio area to its pre-approved condition.

8. If the patio is not being operated in a manner that is considered safe and/or within the confines of any of the conditions of this permit, the business owner will be notified immediately and must comply with remedial steps necessary to rectify the issue(s) that arise.

FINANCIAL IMPACT:

A small amount of funding has been approved as per the 2021 budget in order that the Town may assist with business-led initiatives within the newly reconstructed Main Street area. A portion of these funds may be allocated to assist with certain aspects of this proposal, such as the construction of a sidewalk extension. The reasoning for this is due to the likelihood that something such as a sidewalk extension is very likely to be used again in the future for other Town projects.

STAKEHOLDER ENGAGEMENT:

Other

Staff is committed to conducting regular check-ins with surrounding business owners and all respective parties to ensure the pilot project is beneficial to the success of Main Street and its stakeholders.

DECISION OPTIONS:

The MPC may:

1. Approve the development application with conditions
 2. Deny the application with reasons
 3. Table the application pending further receipt of additional information
- Development Officer recommends approval of permit subject to conditions as listed in the staff report.

RECOMMENDATION:

THAT MPC approve DP 2021-019 with conditions

STRATEGIC ALIGNMENT WITH COUNCIL STRATEGIC PLAN:



1. Focus on
Community Safety



2. Focus on Livability



3. Focus on Economic
Health



4. Focus on Good
Governance and
Corporate Excellence



5. Focus on
Responsible and
Responsive Growth



ATTACHMENTS:

[2021-019 Notice Letter to Adjacent Landowners - Temporary patio.doc](#)

[DP 2021-019 - Commercial C-1 LUB excerpt](#)
[Schedule A - Temporary patio and sidewalk extension drawing](#)
[Schedule B - Letter from neighbouring property](#)
[Schedule C - Letters of support](#)



February 22, 2021

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2021-019

APPLICANT: MCLENNAN'S COCKTAILS AND CUES BAR AND GRILL

**ADDRESS: 1711 20 AVENUE, COALDALE, ALBERTA
PLAN 6476AA, BLOCK 13, LOT 7**

ZONING: COMMERCIAL C-1

Dear Sir/Madam,

We are in receipt of Development Application #2021-019 regarding the temporary installation of a seasonal patio at the above noted address.

The applicant is requesting the installation of temporary outdoor patio to operate during the months of April 2021 to October 2021. The applicant is proposing that the seasonal patio be installed in front of the business within the public right-of-way and therefore, will occupy the sidewalk. In response to this, Town representatives have indicated that, should the application be approved, a sidewalk extension will need to be installed alongside the patio space to ensure pedestrians are able to easily and safely navigate around the patio.

As discussions between McLennan's and the Town have been ongoing for some time, a schematic drawing has been provided to outline what the patio and sidewalk extension may require in terms of space. To ensure a sufficient through-zone (walking area) for pedestrians, it has been suggested by Town representatives that the sidewalk extension would need to be 2 m in width. As such, the proposed sidewalk extension would extend into a portion of 3 parking spaces along Main Street (20th Avenue) and the remainder of those parking spaces could then be designated as motorcycle parking. As the patio space is proposed to be seasonal in nature, during the fall, winter and early spring, the sidewalk extension would be removed and the parking spaces would be available for all types of vehicles again during that period of time.

The dimensions of the patio are proposed as follows:

- 7.6 metres (25 feet) in length
- 3.4 metres (11 feet) in depth
- 25 square metres (269 sq ft) in area

The dimensions of the sidewalk extension is proposed as follows:

- 11.5 metres (37 feet) in length

- 2 metres (6.5 feet) in depth
- 19.2 square metres (206 sq ft) in area

Please, see the diagram at the end of this letter for a visual reference regarding the proposal

Informative: The installation of the seasonal patio and sidewalk extension is proposed to be temporary for 2021, which will allow for the Town to measure the project's success and gather feedback from area stakeholders. If the patio is approved by the MPC, regular check-ins with surrounding business owners, McLennan's and the public, and the feedback from all respective parties will help to inform future seasonal patios and ensure the ongoing success of the Main Street area.

- **This application will be heard by the MPC at the March 10th meeting, which will be held virtually at 5 pm.**
- **Options for attending the meeting are only by virtual means.**
- **For individuals wishing to attend by virtual means, please contact the undersigned at your earliest convenience and you will be provided instructions for virtual attendance.**

The full agenda will be posted on our website by March 4th, 2021 at the following link, <http://www.coaldale.ca/mpc-meeting-agendas/>. However, if you wish to view the details of this application prior to that date please contact the Town by email or phone at buildingcoaldale@coaldale.ca or 403 345-1304 and a copy of the application can be sent to you digitally.

Pursuant to the provisions of Section 42 of Bylaw 677-P-04-13 being the Land Use Bylaw of the Town of Coaldale, notice is hereby given that on **Wednesday, March 10th, 2021, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit 2021-019.**

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 Wednesday, March 10th, 2021 or verbally at the meeting. Written submissions 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.

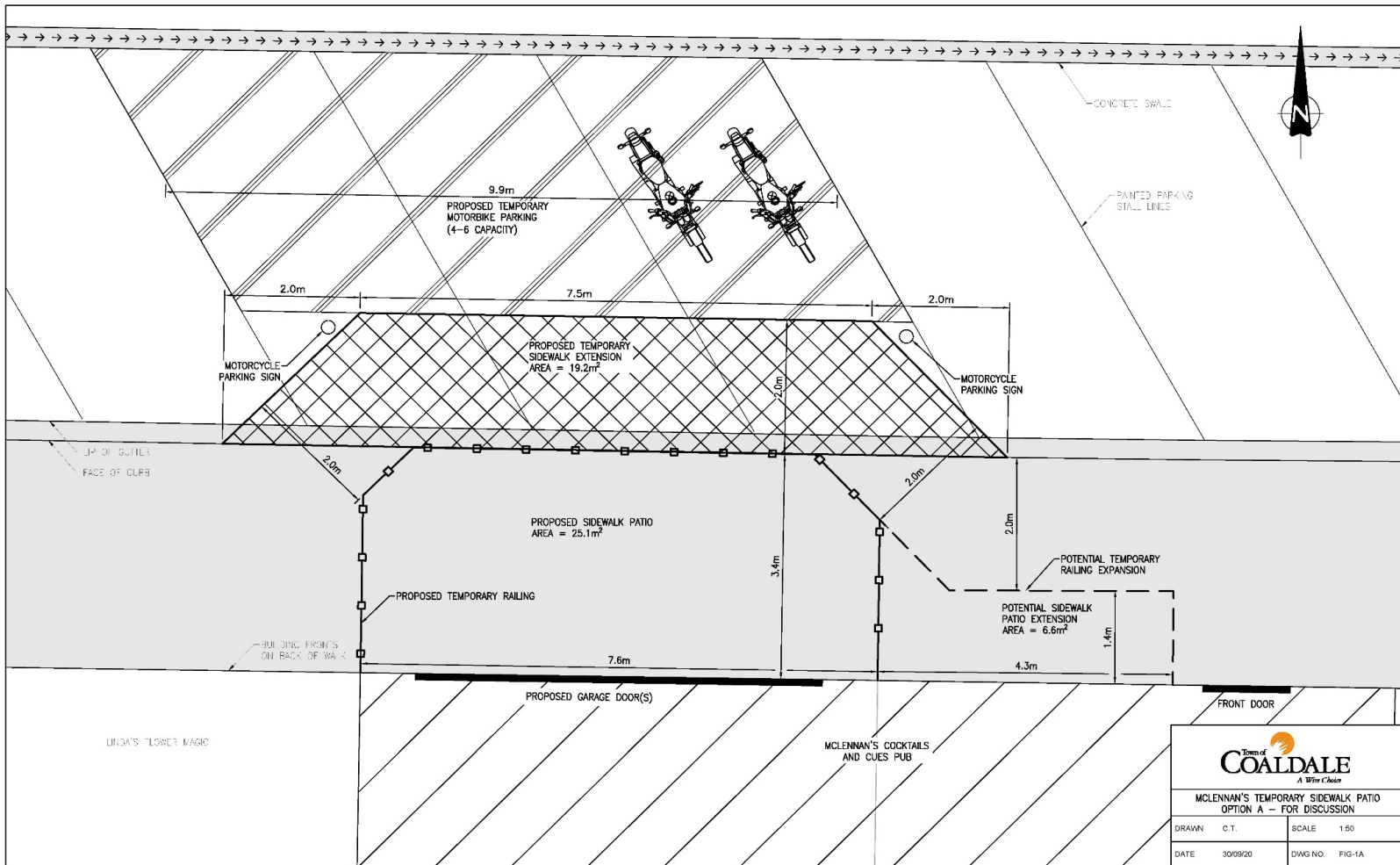
Sincerely,



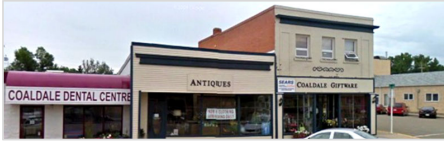
Spencer Croil, RPP MCIP
Director of Planning and Community Development
Development Officer

cc. Applicant





COMMERCIAL – C-1



Purpose:

To provide an area suited for commercial uses, which will both maintain a strong central business district or downtown district and allow a variety of uses in other suitable areas of Town.

1. (A) PERMITTED USES

- Accessory building, structure or use to an approved permitted use
- Business Support Service
- Convenience Store
- Eating Establishment
- Financial Institutions
- Medical/Health Facility
- Office
- Parking Facility
- Personal Services
- Pet Care Services
- Retail
- Seasonal Sales
- Shipping Container (temporary)
- Sign Types¹: 1A, 2, 3, 4, 6, 10

(B) DISCRETIONARY USES

- Accessory building, structure or use to an approved discretionary use
- Amusement Facility
- Automotive Sales and Service
- Building Supplies
- Child Care Facility
- Equipment Sales, Rentals, and Service
- Educational Institution
- Funeral Home
- Hotel / Motel
- Institutional Facilities and Uses
- Liquor Store
- Lounges/Beverage Room
- Nightclub
- Public or Private Utility
- Residential Accommodation in conjunction with an Approved Commercial Use
- Restaurant
- Retail – Large Scale
- Service Station or Gas Bar
- Shopping Centre
- Sign Types¹: 1B, 5, 8, 9, 11, 12
- Small Wind Energy System – Type A²
- Veterinary Clinic- Small Animal
- Warehouse, Retail

Notes: 1 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.

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

(C) PROHIBITED USES

- Adult Entertainment Facility
- Cannabis Lounges
- Cannabis Retail Sales
- Shipping Containers (permanent)
- Sign Type: 7
- Small Wind Energy System – Type B
- 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
Downtown Overlay	Minimum lot size requirements as per Section 8 of this district					

- (a) The Designated Officer 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 SETBACKS

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
All uses	7.62	25	7.62	25	1.52	5	4.57	15
Downtown Overlay	Minimum yard setback requirements as per Section 8 of this district							

4. MAXIMUM SITE COVERAGE

- (a) **Principal Building and Accessory Buildings (all uses) – 55%**
The principal and accessory buildings shall not occupy more than 55 percent of the surface area of a lot.
- (b) **Downtown Overlay** – As per Section 8 of this district.

5. MAXIMUM HEIGHT OF BUILDINGS

Use	Maximum Height*
Hotels	25 m (82 ft)
Principal Building (all other uses)	10 m (33 ft.)
Accessory Buildings	4.57 m (15 ft.)

*See definition for Building Height.

- (a) The roofline of the principal building shall be compatible with the surrounding buildings to the satisfaction of the Development Authority.
- (b) Roof mounted mechanical units may exceed the maximum building height provided they are concealed by screening in a manner compatible with the architectural character of the building or concealed by the building roof.

6. HIGHWAY SETBACK REQUIREMENTS

- (a) Notwithstanding other provisions contained within this Bylaw, no permanent development within this land use district shall be allowed within 7.62 m (25 ft.) of the highway right-of-way of Highway 3 and Highway 845.

7. OUTDOOR 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.
- (b) The Municipal Planning Commission or designated officer may impose conditions related to screening, buffering or landscaping of any outdoor display or sales areas.

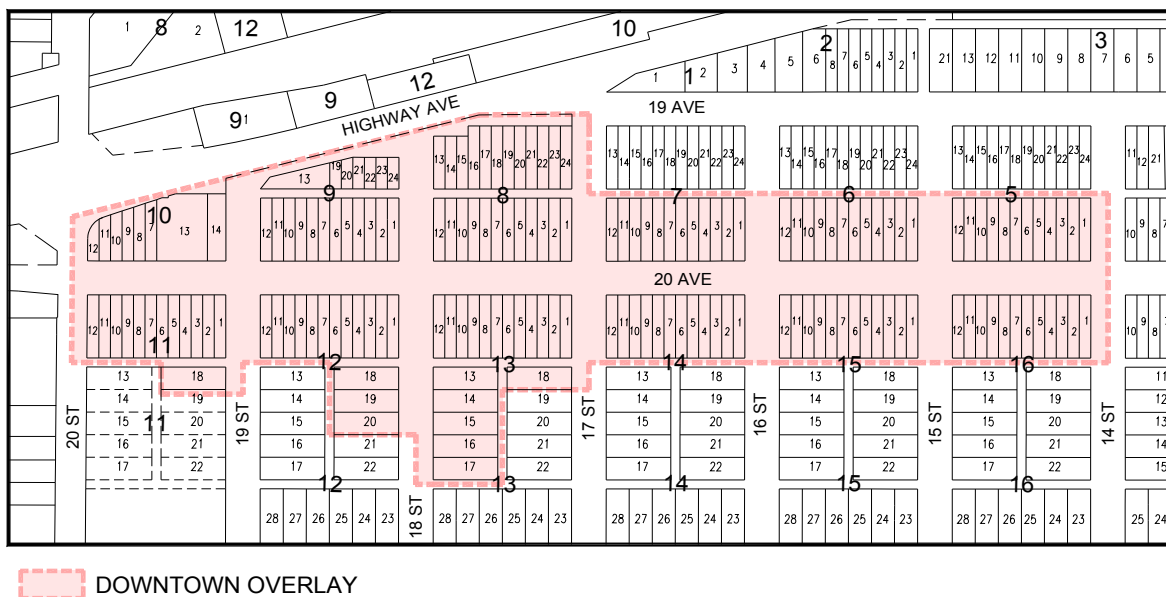
8. DOWNTOWN OVERLAY

The intent of the Downtown Overlay is to maintain the historic development patterns of the commercial district along 20th Avenue. Development within the Downtown Overlay is subject to the following additional requirements:

8.1 Applicability

- (a) The requirements of Section 8 of this district apply to all property located within the Overlay, as identified in Figure 2, "Downtown Overlay".
- (b) The requirements of the Commercial (C-1) district and all other relevant schedules of this Bylaw are also applicable to any and all land or property located within the designated Downtown Overlay. However, if there is a conflict between the requirements of this Downtown Overlay and any other requirements of this Bylaw, the Downtown Overlay prevails.

Figure 2 – Downtown Overlay



8.2 Use Restrictions

- In addition to those uses listed in Section 1 of this land use district, the following uses are either added to the district (as an additional use), modified to become a permitted or discretionary use, or removed from the district (see Prohibited Uses below), specific to the Downtown Overlay area.

(A) PERMITTED USES

(B) DISCRETIONARY USES

- Dwellings:
 - Single detached – Site Built (Existing)*
- Parking Facility

(C) PROHIBITED USES

- Small Wind Energy System – Type A and B
- 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

Notes: *See definition for Dwelling, single-detached, site-built (Existing)

8.3 Minimum Lot Size

(a) Minimum lot size is as follows:

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Automotive, Building Supplies, Equipment Rentals/Sales and Wholesale Uses	30.48	100	30.48	100	929.03	10,000
All other uses	4.6	15	As required by the DA/SA		139.4	1,500

(b) The Designated Officer may approve a development on an existing registered lot if the minimum dimensions or area are less than those specified above in subsection 8.3.

8.4 Minimum Yard Dimensions (Building Setbacks)

(a) Minimum building setback is as follows:

Use	Front Yard		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.
Dwellings: Single detached – Site Built (Existing)	Existing		1.52	5	7.62	25
Principal building – All other uses	0	0	0	0	4.57	15
Accessory building	Same as principal building		0	0	1.5	5

- (b) The front wall or facade of the principal building shall be developed to the front property boundary unless otherwise required by the Municipal Planning Commission or the Designated Officer.
- (c) Accessory buildings shall not be located in the front yard setback of a principal building or use.
- (d) All other requirements of this district are applicable.

8.5 Maximum Site Coverage

Use	Maximum Site Coverage
Dwellings: Single detached – Site Built (Existing) and all existing accessory buildings	35%
All other uses (Principal structure and accessory structures combined)	80%

- (a) The total area of any and all proposed additions to a *single detached dwelling – site built (existing)* shall not exceed 15% of the total site coverage area of the *single-detached dwelling – site built (existing)* using the site coverage area calculated at the time this Bylaw is adopted.

8.6 Maximum Building Height

Use	Maximum Height
Dwellings: Single detached – Site Built (Existing)	Existing
All other uses	See Section 5 of this district

8.7 Landscaping

In addition to the requirements in Schedule 9 of this Bylaw, landscaping must:

- (a) enhance store/business entryways;
- (b) ensure adequate screening (i.e. parking areas, storage areas, loading/unloading areas, interface/buffer areas between incompatible uses);
- (c) enhance the pedestrian environment; and
- (d) provide a tree canopy along streets and parking lots/facilities.

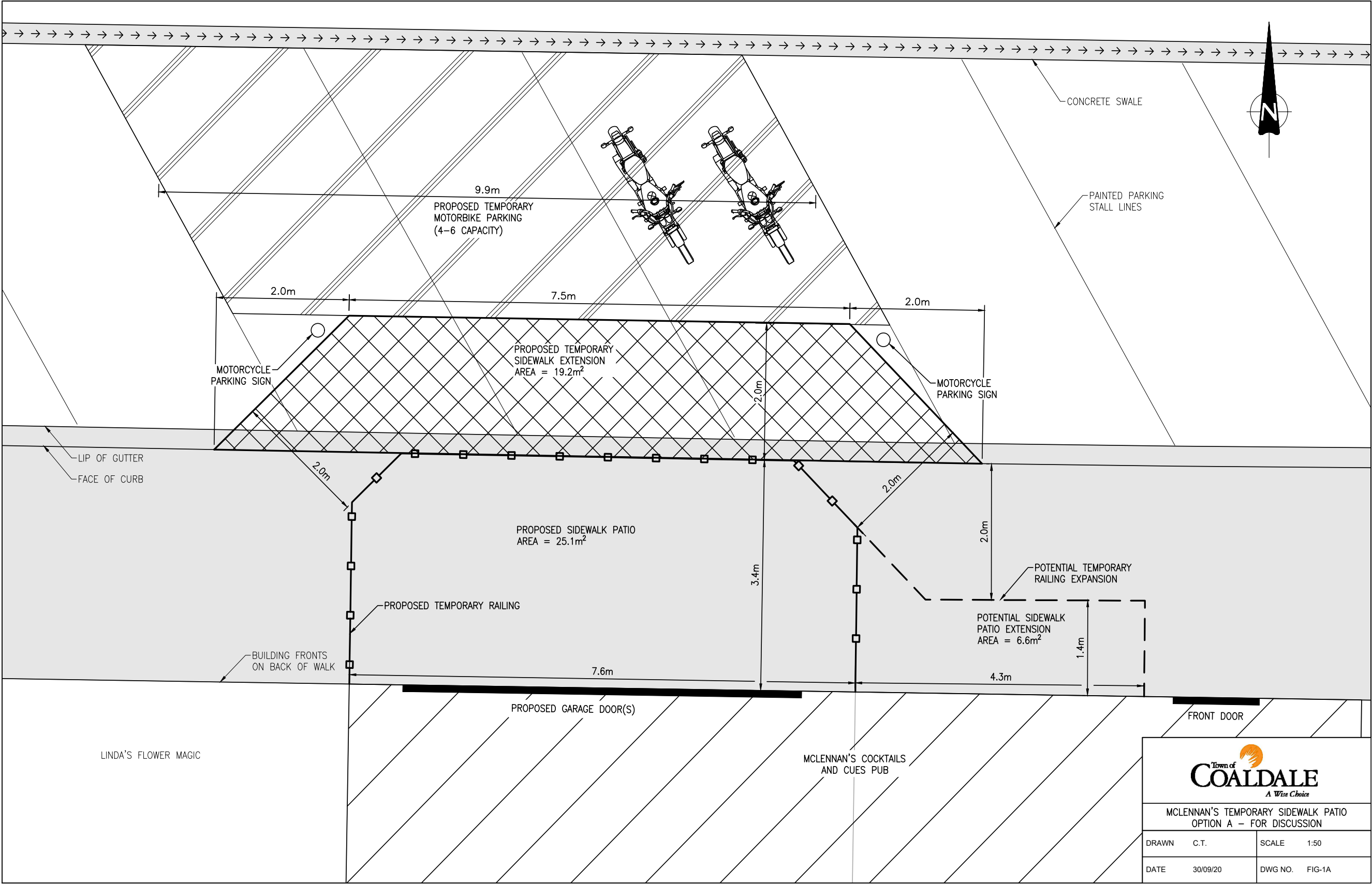
8.8 Special Considerations – Additions or structural renovations to a *single detached dwelling site-built (existing)*

- (a) When rendering a decision on a proposed addition(s) and/or structural renovation(s) to a *single detached dwelling – site built (existing)* the Municipal Planning Commission shall consider the following:
 - i. impacts and compatibility of proposed development with adjacent sites and existing developments;
 - ii. building massing, form and scale;
 - iii. proposed materials and exterior finish; and
 - iv. compliance with any applicable Town of Coaldale statutory planning document (e.g. Municipal Development Plan, Area Redevelopment Plan, Area Structure Plan).

8.9 Special Parking Provisions

- (a) Existing Developments within the Downtown Overlay are exempted from the off-street parking requirements in Schedule 11 provided the gross floor area of the building is not increased and the number of existing off-street parking spaces is not reduced.
- (b) New development and development which increases the gross floor area of an existing building, excepting residential accommodation, is required to provide a minimum of 50% of off-street parking spaces as required in Schedule 11. New residential accommodation and residential accommodation which increases the gross floor area of an existing building is required to provide 100 percent of the required off-street parking spaces in Schedule 11.
- (c) The location of all off-street parking areas shall be subject to the approval of the Development Authority. In the Downtown Overlay, off-street parking is encouraged (where possible) to be located to the rear or to the side of a principal building and vehicle access to be provided from existing laneways in the area, to the satisfaction of the Development Authority or Designated Officer.
- (d) Design specifications for off-street parking areas are regulated by Schedule 11.
- (e) The Municipal Planning Commission may approve an alternative parking plan in lieu of required parking spaces in accordance with subsections (f) and (g) and Schedule 11.
- (f) An applicant requesting approval of an alternative parking plan must demonstrate to the satisfaction of the Municipal Planning Commission that the proposed plan will protect surrounding neighbourhood and adjacent lands from negative traffic impacts, maintain traffic circulation patterns and promote quality development in the downtown.
- (g) Eligible alternative parking plans may include any one or combination of the following as approved by the Municipal Planning Commission:
 - i. bicycle parking;
 - ii. valet parking;
 - iii. off-site parking – located within 152.4 m (500 ft.) of the development; must include a written agreement between the owners of record. Where such off-site parking is approved, a caveat shall be registered against the lot to guarantee the continuous use of the site for parking for the life of the development;
 - iv. shared parking – located within 152.4 m (500 ft.) of the development; must include a written agreement between the owners of record. Where such shared parking is approved, a caveat shall be registered against the lot to guarantee the continuous use of the site for parking for the life of the development;
 - v. payment in lieu of parking payable to the Town of Coaldale based on an amount of money on such terms as Council considers reasonable, as established by resolution of Council;
 - vi. to be eligible for the payment-in-lieu provision, a minimum of 25 percent of the required off-street parking spaces shall be provided on the same lot as the proposed building and/or use;
 - vii. any other alternative parking plan approved by the Development Authority.

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. SIGN REGULATIONS	– SCHEDULE 13





Melanie Messier <melanie.messier@coaldale.ca>

Fwd: Main Street Patio

Spencer Croil <planner@coaldale.ca>
 To: Melanie Messier <melanie.messier@coaldale.ca>

Mon, Mar 1, 2021 at 9:52 PM

----- Forwarded message -----

From: **Coaldale Dental Centre** <cdldent@shawcable.com>
 Date: Mon, Mar 1, 2021 at 12:59 PM
 Subject: Main Street Patio
 To: <spencer.croil@coaldale.ca>

Hi Spencer,

We recently received our development application 2021-019 for McLennan's bar and grill.

We DO like the idea of a patio for the bar next door but are reluctant for various reasons:

- Parking (we deal with a shortage of parking on a daily basis). If it is not vehicles that slept over or semi-trucks making deliveries, it is Wing Wednesday and lunch time is especially busy.

We are mainly concerned about parking on main street but do deal with our Private Parking lot being used for the Bar.

- Patrons that the Bar attract (we are no longer alarmed to find empty beer cans and bottles, Puke, Yellow snow banks, etc. at our back door when we arrive at work in the mornings). Have we considered trying concert nights or weekends first prior to making this a permanent thing?

- Now that we have a beautiful sidewalk, we are going to block it off. We would like to see a Patio that would allow the use or direct line of sight of the patio for the entire block.

We feel that the detour would deter people from walking the entire stretch of the block – we get a lot of runners, baby strollers, wheelchairs, using the sidewalk on a daily basis.

- We would like to mention that if the patio doors were open to allow wheelchair access to customers, this would promote inclusivity on our Main Street.

- The dimensions of the proposed patio are 7.6 meters X 3.4 metres, this would technically allow for 1 table if the 2 metres guideline is met for distancing and how do you propose distancing from people walking by the patio?

- If parking is going to be reduced, have we looked at taking up the parking stalls rather than the sidewalk? This would allow more room for Patrons. Or, have we considered having a bar height table looking out onto Main Street and leaving 2.1 metres of the sidewalk accessible?

We do not want to be the reason that this project does not advance, but would like all aspects evaluated to accommodate everyone on Main Street.

Thank-you!

--

February 17, 2021

LETTER OF SUPPORT

SUBJECT: PROPOSED SEASONAL SIDEWALK PATIO FOR MCLENNAN'S COCKTAILS AND CUES (1711 20TH AVE)

This letter is to acknowledge that McLennan's Cocktails and Cues has initiated a discussion with my business involving the proposed seasonal sidewalk patio application to go forward to the Municipal Planning Commission (MPC) on March 10th, 2021.

McLennan's has described their plans for a temporary seasonal patio that, if approved, will operate beginning spring 2021 – fall 2021. I understand that the seasonal patio will be placed in the sidewalk area and a sidewalk extension would be installed alongside the patio to ensure pedestrians are able to easily and safely navigate around the patio.

As a business owner, I understand that 3 parking stalls will be affected by the sidewalk extension, however, that the Town is seeking ways to mitigate the impacts to parking on 20th Avenue by designating the 3 affected stalls as motorcycle parking. I also understand that the idea of parking time limits on some stalls that would be near the patio and sidewalk extension has been shared with the Town.

Finally, I understand this is a pilot installation to collect feedback from business owners and the community prior to allowing any permits for a permanent outdoor patio structure and that if the MPC is to approve the application, staff will regularly check-in with surrounding business owners.



Signed



Business



Date

February 17, 2021

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Signed

LEONARD D. FAST
Barrister & Solicitor

Business



Date

February 17, 2021

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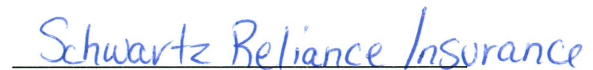
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A handwritten signature in blue ink, appearing to read "J. Prosi", is written over a horizontal line.

Signed


A handwritten signature in blue ink, reading "Schwartz Reliance Insurance", is written over a horizontal line.

Business


A handwritten signature in blue ink, reading "March 4, 2021", is written over a horizontal line.

Date

AGENDA ITEM REPORT



Title: 1010 12 Avenue - Genesis Automotive Sales & Services
Report Type:
Report Author: Melanie Messier
Meeting: Municipal Planning Commission - 10 Mar 2021
Department: Planning
Reviewed by Spencer Croil
Supervisor/Peer:

TOPICS:

Planning and Community Development:
Municipal Planning

OBJECTIVE:

The following report is to present the Municipal Planning Commission (MPC) with an application to review a change of use and request an intensification of the current use at the subject property Lot 4, Block 18, Plan 1612486.

The parcel is zoned Industry-I, within this zoning district in the Land Use Bylaw, "Automobile Sales and Service" and "Automobile Repair and Service Shops" are considered a discretionary use and for this reason, the application will be reviewed by the MPC.

PREVIOUS COUNCIL DIRECTION:

In August 2020, development application 2020-093 was approved to allow the construction of a new industrial building on the subject property 1010 12 Avenue. Conditions of the permit included all development requirements including landscaping and off-street parking and loading requirements, as based on the most common uses likely to be undertaken in the industrial zoning (1 stall per 700 ft², based on Gross Floor Area).

ANALYSIS:

The applicant is proposing a change in use to include the following activities:

- Heavy and light duty mechanics
- Wholesale and retail automotive sales
- Automotive part sales; and
- Wheel and tire sales

The applicant is proposing to occupy two bays at the existing building located on the parcel. One bay will be allocated to carrying out heavy-duty mechanics, while the second will be used for automotive mechanics. All retail automotive storage is proposed to be situated at the rear of the building, while the property owner has proposed to install a fence to enclose the vehicles from the surrounding property. Lastly, all wheels and tires are proposed to be stored within the building's showroom.

The parking requirement for the uses above is based on 1 stall per 500 ft² of GFA. For 4800 ft² of floor area, this translates to 10 stalls (rounding up from 9.6). Storage areas for vehicles for sale would not be a part of the 10 stalls that are required to be provided.

Informative: the property that is subject of this application has an approved development permit for the industrial building and conditions outlining general off-street parking and loading requirements, and since the specific uses require additional stalls (3 more than the 7 that would have originally been required for the floor area in question), the applicants have provided a parking and storage plan to that effect. The portion of the application that requires consideration by the Municipal Planning Commission is regarding whether the property is able to accommodate the intensification of use while effectively managing potential impacts to the surrounding area.

Applicable section of the Land Use Bylaw:

- Land Use Bylaw, Schedule 2, Industry-I land use district
- Land Use Bylaw, Schedule 10, Industrial, Commercial and Warehousing Standards
- Land Use Bylaw, Schedule 11, Off-street Parking and Loading Requirements

KEY CONSIDERATIONS:

Staff requests that the commission considers APPROVAL of Development Application (2021-014) to allow an intensification of use subject to the following specific conditions:

1. Applicant/owner shall comply with Land Use Bylaw no. 677-P-04-13: Off-street Parking and Loading Requirements.
2. Applicant/owner shall comply with Land Use Bylaw no. 677-P-04-13, Schedule 10: Industrial, Commercial and Warehousing Performance Standards.

Please note: standard conditions associated with change of use applications will be included in the final permit.

FINANCIAL IMPACT:

None
N/A

STAKEHOLDER ENGAGEMENT:

None required.

DECISION OPTIONS:

The MPC may:

1. Approve the development application with conditions
2. Deny application with reasons
3. Table the application pending further receipt of further information

Development Officer recommends approval of permit subject to conditions as listed in the staff report.

RECOMMENDATION:

THAT the commission approves DP 2021-014 with conditions

STRATEGIC ALIGNMENT WITH COUNCIL STRATEGIC PLAN:

1. Focus on
Community Safety



2. Focus on Livability



3. Focus on Economic
Health



4. Focus on Good
Governance and
Corporate Excellence



5. Focus on
Responsible and
Responsive Growth

ATTACHMENTS:

[2021-014 Notice Letter to Adjacent Landowners - Change of Use.doc](#)

[DP 2021-014 - Industry-I LUB excerpt](#)

[DP 2021-014 - Schedule 10 - LUB warehousing performance standards](#)

[DP 2021-014 - Schedule 11 - LUB off-street parking and loading requirements](#)

[DP 2021-014 - Parking Plan](#)



February 22, 2021

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2021-014

APPLICANT: GENESIS AUTOMOTIVE SALES & SERVICES

**ADDRESS: 1010 12 AVENUE, COALDALE, ALBERTA
PLAN 1612486, BLOCK 18, LOT 4**

ZONING: INDUSTRY – I

Dear Sir/Madam,

We are in receipt of Development Application #2021-014 regarding an intensification of use to the property at the above noted address.

The applicant is requesting an intensification of use to include heavy and light duty mechanics, wholesale and retail automotive sales, automotive part sales, and wheels and tire sales.

The Town of Coaldale Land-Use Bylaw states that within Industry – I zoning districts, Automobile Sales and Service and Automotive Repair and Service Shops are a discretionary use. As such, this application must be considered and decided upon by the Municipal Planning Commission (MPC) at the March MPC meeting.

Please note: the application is for a change in use only as all of the property's site requirements meet the Town's current Land-Use-Bylaw.

- **This application will be heard by the MPC at the March 10th meeting, which will be held virtually at 5 pm.**
- **Options for attending the meeting are only by virtual means.**
- **For individuals wishing to attend by virtual means, please contact the undersigned at your earliest convenience and you will be provided instructions for virtual attendance.**

The full agenda will be posted on our website by March 4th, 2021 at the following link, <http://www.coaldale.ca/mpc-meeting-agendas/>. However, if you wish to view the details of this application prior to that date please contact the Town by email or

phone at buildingcoaldale@coaldale.ca or 403 345-1304 and a copy of the application can be sent to you digitally.

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 10th, 2021, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit 2021-014.**

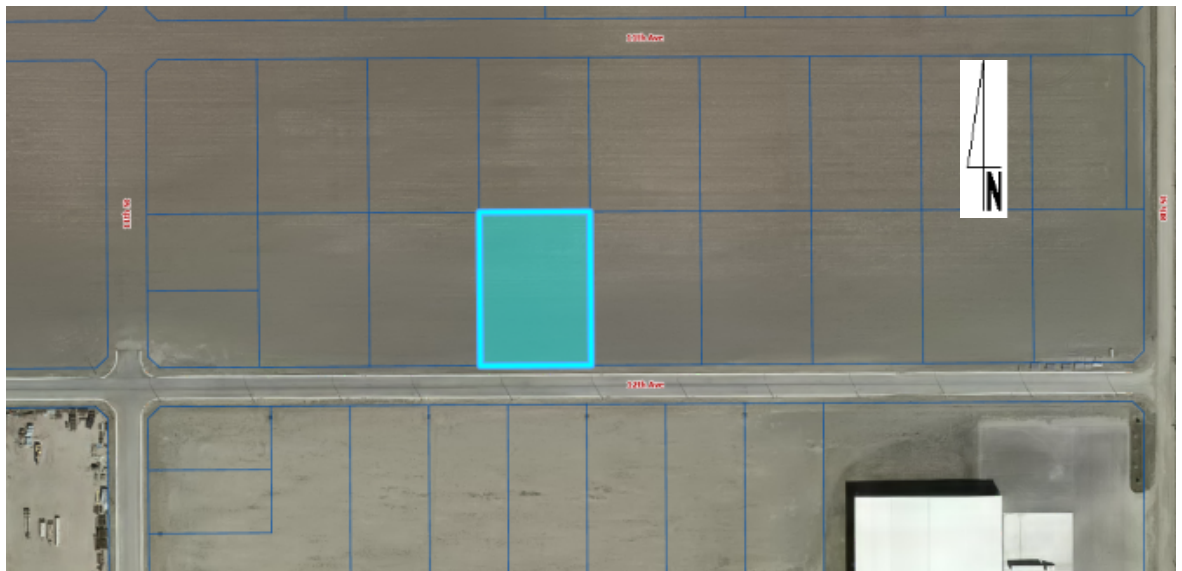
Any comments you wish to make concerning the application can be made in writing to the Town of Coaldale up to and including the date of the meeting, it is appreciated if they can be forwarded by 1:00pm on Wednesday, March 10th, 2021 or verbally at the meeting. Comments for the application can be dropped 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,



Spencer Croil, RPP MCIP
Director of Planning and Community Development
Development Officer

cc. Applicant



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

SCHEDULE 10: INDUSTRIAL, COMMERCIAL AND WAREHOUSING PERFORMANCE STANDARDS

SCHEDULE 10: INDUSTRIAL, COMMERCIAL AND WAREHOUSING PERFORMANCE STANDARDS

1. INDUSTRIAL STANDARDS

Any industrial operation including production, processing, cleaning, testing, repairing, storage, or distribution of any material shall conform to the following standards:

- (a) **Noise**
Emit no noise above levels allowed by provincial government standards or local Bylaws, audible beyond the boundary of the lot.
- (b) **Smoke**
No process involving the use of solid fuel is permitted, except the use of waste disposal incinerators of a design approved by the Municipal Planning Commission.
- (c) **Dust and Ash**
No process involving the emission of dust, fly ash, or other particulate matter is permitted.
- (d) **Smell**
The emission of any odorous gas or other odorous matter is prohibited.
- (e) **Toxic Gases**
The emission of toxic gases or other toxic substances is prohibited.
- (f) **Glare or Heat**
No operation shall be carried out that would produce glare or heat discernible beyond the property line of the lot concerned.
- (g) **External Storage**
External storage of goods or materials is permitted if kept in a neat and orderly manner, or suitably enclosed by a fence or wall, to the satisfaction of the Designated Officer or Municipal Planning Commission.
- (h) **Construction**
All buildings and improvements shall be constructed to the provincial building requirements and Town of Coaldale construction standards.
- (i) **Industrial Wastes**
No waste shall be discharged into any sewer which does not conform to the standards established by Bylaw of the Town of Coaldale; and the maximum quantity which may be so discharged shall be governed by the Town.

2. WAREHOUSING STANDARDS FOR OUTDOOR STORAGE

Sites for outdoor storage of goods, machinery, vehicles, building materials, scrap metal, junk, other waste materials and other items, at the discretion of the Designated Officer or the Municipal Planning Commission may be permitted if kept in a neat and orderly manner and/or suitably enclosed by a fence or wall or screened with landscaping to the satisfaction of the Designated Officer or the Municipal Planning Commission.

3. STANDARDS FOR DRIVE-IN/DRIVE-THROUGH RESTAURANTS

- (a) Drive-in/drive-through restaurant means an establishment where food is prepared and served on the premises for sale to the public and includes car attendant and/or drive-through pick-up service.
- (b) Minimum parking requirements shall be as per Schedule 11: Off-Street Parking Requirements.
- (c) Areas required for parking or circulation of vehicles shall be hard-surfaced to the satisfaction of the Designated Officer or the Municipal Planning Commission.
- (d) The lot shall be drained to the satisfaction of the Designated Officer or the Municipal Planning Commission.
- (e) Exits and entrances shall be as approved by the Designated Officer or Municipal Planning Commission, and circulation within the lot shall be directional and adequately signed.
- (f) When drive-through service is provided, a minimum length for vehicle stacking shall be provided before the service window/point, and within the lot as per Schedule 11, Section 6.
- (g) Front, side and rear yards abutting on parking or circulation areas shall be adequately landscaped to the satisfaction of the Designated Officer or the Municipal Planning Commission.

4. STANDARDS FOR SERVICE STATIONS/GAS BARS

- (a) Exits and entrances shall be as approved by the Designated Officer or the Municipal Planning Commission.
- (b) Circulation areas shall be surfaced and drained to the satisfaction of the Designated Officer or the Municipal Planning Commission.
- (c) The layout shall be so designed that vehicles may be served and bulk fuel may be delivered without any obstruction of the public.

SCHEDULE 11: OFF-STREET PARKING AND LOADING REQUIREMENTS

SCHEDULE 11: OFF-STREET PARKING AND LOADING REQUIREMENTS

1. APPLICABILITY

- (a) The off-street parking and loading requirements and design standards apply to:
 - i. all new buildings and uses, and
 - ii. the expansion or enlargement of existing buildings or uses.
- (b) In the case of expansion or enlargement of an existing building or use, additional off-street parking spaces will be required to serve the expanded or enlarged area only, not the entire building or use.

2. MINIMUM REQUIRED OFF-STREET PARKING

- (a) The minimum required off-street parking for a development shall be calculated in accordance with Table 1 (Minimum Required Off-street Parking) of this Schedule.
- (b) All required off-street parking shall be provided at the time of construction and prior to occupancy.
- (c) The applicant must provide a site plan and/or parking plan (and in some cases an alternative parking plan) showing the location and dimensions of all off-street parking requirements.
- (d) Off-street parking requirements based on floor area are to be computed on the gross floor area (GFA) of the building, unless otherwise stipulated in this Bylaw.
- (e) Calculation of off-street parking requirements resulting in a fractional number of 0.5 or greater shall be rounded up and rounded down when resulting in a fractional number of 0.49 or less.
- (f) A multiple use development must provide parking in an amount equal to the number of spaces for all uses, except where a shared parking provision is approved by the Municipal Planning Commission. An alternative parking plan shall be submitted in proposing a shared parking scenario and is based upon the proposed sharing of parking spaces between two or more uses on a lot and/or utilization of lot area on a lot other than that in which the use is proposed and must include a written agreement between the owners on record. Where such off-site parking is approved, a caveat shall be registered against the lot(s) to guarantee the continuous use of the site for parking for the life of the development.
- (g) Where a use is not listed, minimum required off-street parking shall be provided as required by the Development Authority having regard to the listed use that is most similar to the proposed use. As an alternative, the Development Authority may require a parking study to be prepared by a qualified professional at the applicant's expense to determine the parking requirements for a use not listed in Table 1.
- (h) All required parking spaces shall be provided on the same lot as the building or use, except where the Municipal Planning Commission may approve an alternative parking plan in permitting off-site parking spaces to be provided on a lot within 152.4 m (500 ft.) of the building or use if, in the Municipal Planning Commission's opinion, it is impractical to provide parking on the same lot as the building or use. Where such off-site parking is approved, a caveat shall be registered against the lot(s) to guarantee the continuous use of the site for parking for the life of the development.

Table 1 – Minimum Required Off-Street Parking

USE	MINIMUM PARKING SPACES
COMMERCIAL/INDUSTRIAL	
Abattoirs	As required by the MPC
Accessory, buildings structures or uses	As required by the MPC or Designated Officer
Amusement facility	1 space/27.9 m ² (300 ft ²) of GFA
Assisted living facility	1 space per 2.5 dwelling units
Autobody repair/paint shop	1 space/46.5 m ² (500 ft ²) of GFA
Automotive sales and/or service	1 space/46.5 m ² (500 ft ²) of GFA
Building - trade contractors/building supplies	1 space/65 m ² (700 ft ²) of GFA
Bulk fuel storage and sales	1 space/46.5 m ² (500 ft ²) of GFA
Business support service	1 space/46.5 m ² (500 ft ²) of GFA
Car wash	1 space per employee
Child care/day care facility	1 space per employee plus 1 space for every 10 children
Civic and governmental offices	1 space/46.5 m ² (500 ft ²) of GFA
Convenience store	1 space/27.9 m ² (300 ft ²) of GFA
Drive-in/drive-through use	1 space/5.1 m ² (55 ft ²) of seating area plus 1 space per employee
Eating establishment	1 space per 4 seats plus 1 per employee
Entertainment establishment	1 space/5.1 m ² (55 ft ²) of patron use area plus 1 space per employee
Equipment sales, rental and service	1 space/65 m ² (700 ft ²) of GFA
Farm/industrial machinery sales and service	1 space/65 m ² (700 ft ²) of GFA
Feed mills/grain elevators and ancillary uses	1 space/65 m ² (700 ft ²) of GFA
Fertilizer storage and sales	1 space/46.5 m ² (500 ft ²) of GFA
Financial institution	1 space/37.2 m ² (400 ft ²) of GFA
Food processing	As required by the MPC
Funeral facility	1 space/5 seating spaces plus 1 space per employee
Garden centres and horticulture operations and facilities	1 space/65 m ² (700ft ²) of GFA
Golf course	As required by the MPC
Government/institutional facilities	As required by the Designated Officer or MPC
Grocery store	1 space/37.2 m ² (400 ft ²) of GFA
Hotel/motel	1 space per guest room
Industry with a heavy utility demand	1 space/92.9 m ² (1000 ft ²) of GFA
Kennel	1 space/46.5 m ² (500 ft ²) of GFA
Landscaping materials sales	1 space/65 m ² (700 ft ²) of GFA
Light industry/manufacturing/fabrication	1 space/65 m ² (700 ft ²) of GFA
Liquor store	1 space/18.6 m ² (200 ft ²) of GFA
Lounges/beverage rooms	1 space/5.1 m ² (55 ft ²) patron use area plus 1 space per employee
Machinery and equipment rental	1 space/65 m ² (700 ft ²) of GFA
Maintenance/utility uses	1 space/65 m ² (700 ft ²) of GFA
Manufacturing	1 space/46.5 m ² (500 ft ²) of GFA
Medical/health facility	1 space per staff member and 1 space per examination room
Mini storage	As required by the Designated Officer
Museum/library/art gallery	As required by the Designated Officer or MPC
Office	1 space/46.5 m ² (500 ft ²) of GFA

Outdoor storage	As required by the Designated Officer or MPC
Personal service	1 space/37.2 m ² (400 ft ²) of GFA
Pet care services	1 space/46.5 m ² (500 ft ²) of GFA plus 1 space per employee
Recreation facility, public or private	1 space/27.9 m ² (300 ft ²) of GFA
Recycling facility	1 space/65 m ² (700 ft ²) of GFA
Research and development facility	1 space/92.9 m ² (1000 ft ²) of GFA
Restaurant	1 space per 4 seats plus 1 space per employee
Retail store	1 space/37.2 m ² (400 ft ²) of GFA
Salvage or wreckage yard	As required by the MPC
Service station/gas bar	1 space/37.2 m ² (400 ft ²) of GFA
Shopping centre	1 space/23.2 m ² (250 ft ²) of GFA
Specialty manufacturing/cottage industry	1 space/46.5 m ² (500 ft ²) of GFA
Tourist information	1 space/46.5 m ² (500 ft ²) of GFA
Transportation/delivery service	1 space/46.5 m ² (500 ft ²) of GFA
Truck transportation/dispatch depot	1 space/65 m ² (700 ft ²) of GFA
Truck wash	1 space per employee
Veterinary clinics (large or small animal)	1 space/46.5 m ² (500 ft ²) of GFA
Warehousing	1 space/65 m ² (700 ft ²) of GFA
Waste disposal facility	As required by the MPC
Wholesale trade	1 space/65 m ² (700 ft ²) of GFA
RESIDENTIAL	
Bed and breakfast	1 space per guest room
Boarding/lodging houses	1 space per bedroom
Communal facility	As required by the Designated Officer or MPC
Dwellings:	
-Apartment	1.5 spaces per dwelling unit plus 0.5 space per unit for visitor parking
-Duplex/semi-detached	2 spaces per dwelling unit
-Multi-unit/townhouse	2 spaces per dwelling unit plus 0.5 space per unit for visitor parking
-Single-detached dwellings (site built, manufactured, prefabricated, moved-in)	2 spaces per dwelling unit
Home occupation 1	N/A
Home occupation 2	1 additional space
Manufactured home park -visitor parking	As required by the Designated Officer or MPC
Secondary suite	2 additional spaces
Senior citizen housing	1 space per 2.5 dwelling units
PUBLIC	
Cemetery	As required by the MPC
Clubs and organizations	1 space/5.1 m ² (55 ft ²) patron use area plus 1 space per employee
Community hall/cultural facility	1 space/5 seating spaces plus 1 space per employee
Educational institutions/schools	3 spaces per classroom
Exhibition ground	As required by the MPC
Group care facility	1 space per employee
Hospital	1 space per bed
Institutional facilities or uses	As required by the MPC
Parks and playgrounds	As required by the Designated Officer
Religious assembly	1 space/5 seating spaces

3. PAYMENT-IN-LIEU OF OFF-STREET PARKING

- (a) In lieu of providing the minimum requirements for off-street parking in compliance with this Schedule, an owner of land and/or an applicant for a development permit may, subject to the Municipal Planning Commission's approval (i.e. waiver or variance of the minimum required off-street parking requirements), pay to the municipality an amount of money on such terms as Council considers reasonable (as established by resolution of Council) in return for the equivalent public parking space to be provided by the municipality.
- (b) The option for payment-in-lieu of providing off-street parking spaces is only applicable to those developments on lands located in the Downtown Overlay as shown in Section 8 of the Commercial (C-1) land use district.
- (c) To be eligible for the payment-in-lieu provision, a minimum of 25 percent of the required off-street parking spaces shall be provided on the same lot as the proposed building and/or use.

4. BARRIER-FREE PARKING

- (a) The minimum number of barrier-free parking spaces to be provided for the disabled shall be a portion of the total number of off-street parking spaces required, in accordance with Table 2, Barrier-Free Parking Spaces.
- (b) Each barrier-free parking space for the disabled shall be:
 - i. at least 3.7 m (12 ft.) wide,
 - ii. have a firm, slip-resistant and level surface,
 - iii. be clearly marked as being for the use of persons with disabilities only.
- (c) Where there are two or more adjacent barrier-free parking stalls, a 1.5 m (5 ft.) wide access aisle shall be provided between the stalls.
- (d) Barrier-free parking stalls shall be clearly identifiable in accordance with Safety Codes.
- (e) There must be a well-lit, distinguishable, barrier-free path of travel from the parking areas to the building entrance.
- (f) It is recommended that an additional number of spaces be considered when the purpose or use of the building facilities may cause an increase in the number of seniors or persons with disabilities who require accessible parking, such as, but not limited to, medical services and restaurants.

Table 2 - Barrier-Free Parking Spaces	
Number of parking spaces required for a use	Number of barrier-free spaces required for use by persons with disabilities
0-10	0*
11-25	1
26-50	2
51-100	3
for each additional increment of 100 or part thereof	one additional stall

* Development is encouraged to provide at least one barrier-free parking space for use by persons with disabilities.

5. LOADING SPACE REQUIREMENTS

- (a) One loading space shall be provided for each loading door.
- (b) There shall be a minimum of one off-street loading space per building in the *C-1, C-2, Industry – I* and *Light Industry – I-2* land use districts.
- (c) The Designated Officer or Municipal Planning Commission may require that off-street loading areas be provided in any land use district.
- (d) The minimum dimensions for a loading space shall be 3.1 m (10 ft.) by 9.1 m (30 ft.) with an overhead clearance of 4 m (13 ft.).
- (e) Each loading area shall provide a doorway into the building sufficient to meet the needs of the use within the building.
- (f) Each loading area shall be designed in such a manner that it will not interfere with convenient and safe pedestrian movement, traffic flow or parking.
- (g) The Development Authority may require additional loading areas or doors if, in the Development Authority's opinion, such additional areas or doors are deemed necessary.
- (h) The Development Authority may consider a joint loading area for two or more uses if, in the Development Authority's opinion, such a loading area would facilitate orderly development or relieve congestion in the immediate area.

6. STACKING SPACES FOR DRIVE-THROUGH USES

- (a) In addition to the off-street parking requirements, a drive-through use is required to provide the following minimum stacking spaces:
 - i. Restaurant use: 30.5 m (100 ft.) from order box to pick-up window
 - ii. Gas station: 9.1 m (30 ft.) from each end on pump island
 - iii. Bank machine: 22.9 m (75 ft.) from bank machine window
 - iv. Car wash: 15.2 m (50 ft.) from car wash entrance
 - v. Other: As determined by the Development Authority
- (b) The minimum stacking space requirements in (a) above may be varied by the Municipal Planning Commission depending upon the intensity of the proposed development.

7. OFF-STREET PARKING DESIGN STANDARDS

- (a) Off-street parking areas shall be accessible and designed in a manner which will provide for orderly parking in accordance with the minimum parking space dimensions in Figure 1, Parking Layout Alternatives.
- (b) Parking space designs proposing tandem or stacked parking to a maximum of 2 vehicles per stall may be approved by the Municipal Planning Commission provided the spaces are for employee parking only.
- (c) The stall width and depth requirements for an off-street parking space may be reduced by the Municipal Planning Commission where spaces are designed to accommodate compact vehicle parking.
- (d) Where a use or development may need to accommodate over-sized vehicles such as tractor-trailers, large recreational vehicles, buses or other similar vehicles, the Development Authority may require larger parking space and aisle dimensions.

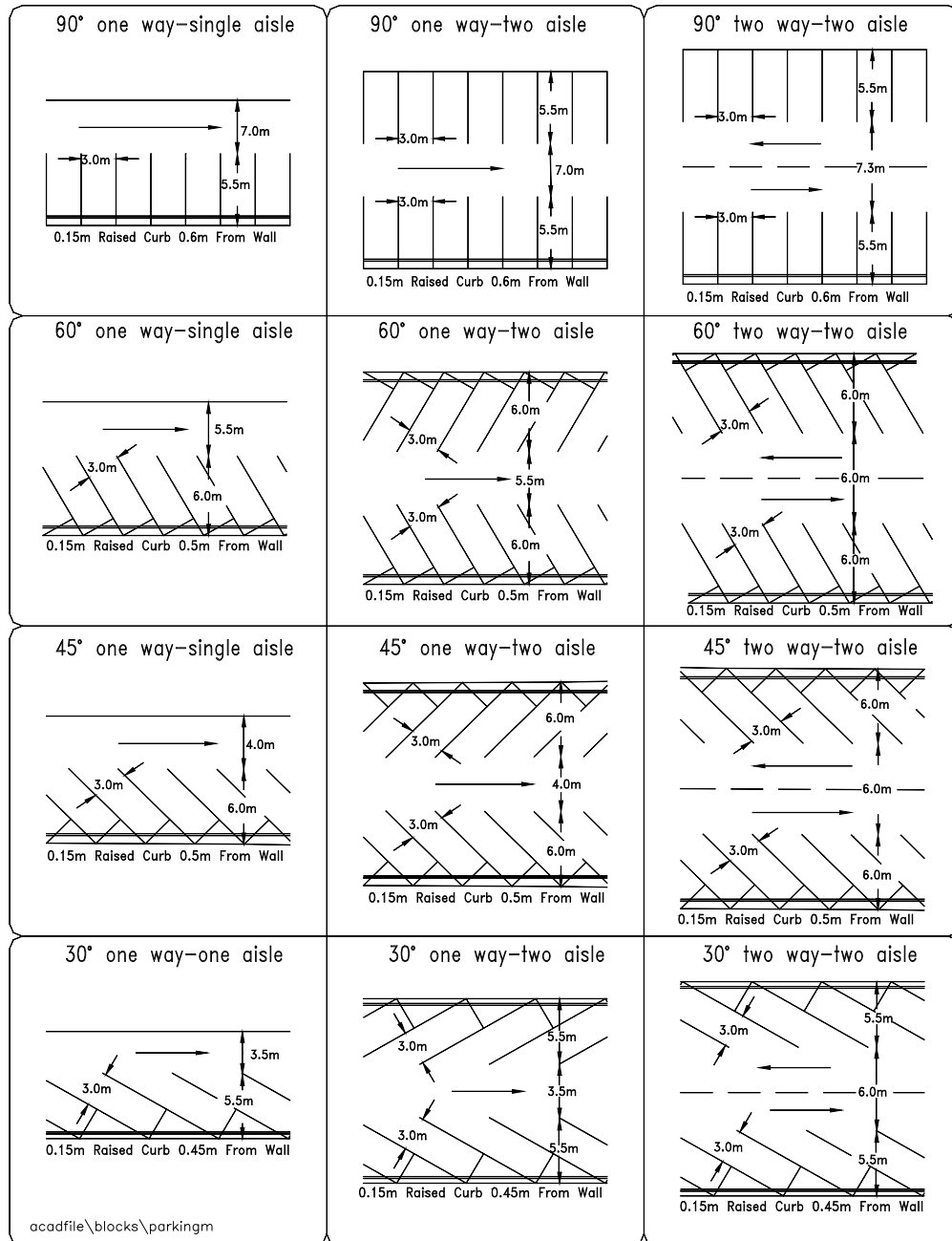
- (e) Off-street parking areas shall be constructed in a manner which will permit adequate drainage, snow removal, and maintenance.
- (f) Off-street parking spaces adjacent to a road right-of-way shall be provided with bumper blocks, curbing or other similar protective feature to ensure public safety and prevent vehicle overhang.
- (g) The Development Authority may require that off-street parking areas or portions thereof be hard-surfaced (pavement, cement, etc.) as a condition of approval, prior to occupancy or an alternative timeframe as agreed to between the Town and the applicant. A security deposit for completion of this condition may be required.

8. DRIVEWAY STANDARDS

- (a) Driveway and lot access location and configuration shall be to the satisfaction of the Development Authority.
- (b) Vehicular access for corner lots will be limited to locations along the minor street unless site specific considerations require otherwise.
- (c) Driveways and manoeuvring aisles serving as fire lanes shall be at least 6.1 m (20 ft.) wide.
- (d) In all land use districts the Development Authority may require that driveways be hard-surfaced (paved, concrete, or similar equivalent) as a condition of approval.

Figure 1

PARKING LAYOUT ALTERNATIVES-METRES



AGENDA ITEM REPORT



Title: 903 11 Avenue - Boston Enterprises
Report Type:
Report Author: Melanie Messier
Meeting: Municipal Planning Commission - 10 Mar 2021
Department: Planning
Reviewed by Spencer Croil
Supervisor/Peer:

TOPICS:

Planning and Community Development:
Municipal Planning

OBJECTIVE:

The following report is to present the Municipal Planning Commission (MPC) with an application to review the construction of a new industrial building and to request a waiver of the minimum landscaping requirements at the subject property located on Lot 11, Block 18, Plan 1811685.

The parcel is zoned Industry-I, within this district in the Land Use Bylaw, "manufacturing" is a permitted use, however, the applicant is requesting a waiver to relax the minimum landscaping requirements outlines in Schedule 9, Landscaping and Amenity Areas Standards and Guidelines.

PREVIOUS COUNCIL DIRECTION:

None

ANALYSIS:

The applicant is proposing to provide 177.5 m² of landscaping along the frontage of the lot. This constitutes approximately half of the required 10% of the lot or site area as per the LUB. However, the application is proposing that at their cost they landscape the 701 m² MR parcel immediately adjacent to the subject property. Combining the 177.5 m² along the frontage of the lot with the 701 m² MR parcel, this results in approximately 24% of the lot area being landscaped. The MR strip is proposed to be landscaped by the applicant at the same time that all other site landscaping is undertaken. It should also be noted that the minimum 6 metres (20 ft) landscaping buffer between road r-o-w and the subject parcel will be met on the north side of the lot, which is adjacent to 11th Avenue.

It is important to note that the drawings provided as part of this application do not provide a detailed landscaping plan for the MR parcel or the frontage of the lot itself. It is recommended that the applicant be required to provide the same style of landscaping (turf varieties and tree/shrub species) as is being installed in the MR parcel and lot frontage for the lot to the immediate north of the subject lot (civic address 906, 11th Avenue, legal description Plan 1811685, Block 21, Lot 5).

Informative: Industrial buildings carrying out manufacturing activities is a permitted use in the Industry-I zoning district. The property that is the subject of this application is able to accommodate the construction of the new industrial building to meet all requirements of the Land Use Bylaw. The

portion of the application that requires consideration by the Municipal Planning Commission is regarding the waiver of the minimum of 10 percent of the total lot area (or site area) only. Therefore, the scope of this application is limited to whether or not the applicant will be required to provide additional landscaping in addition to the landscape buffer to be located east of the property.

Applicable sections of the Land Use Bylaw

- Land Use Bylaw, Schedule 2, Industry-I land use district
- Land Use Bylaw, Schedule 9, Landscaping and Amenity Areas Standards and Guidelines

KEY CONSIDERATIONS:

Staff requests the commission considers APPROVAL of Development Application (2021-018) to allow for a waiver of minimum landscaping requirements during the construction of a new industrial building subject to the following conditions:

1. As per the Municipal Planning Commission's decision, the landscaping waiver that was requested has been granted and the developer is required to install landscaping at their cost for the landscaping that is to be placed on the MR parcel.
2. A detailed landscaping plan for the landscaping to be provided on and adjacent to the applicant's site on the portion of the lot and utility r-o-w fronting onto 11th Avenue, and for the MR parcel that is adjacent to the subject lot, for review and approval by the Development Officer, prior to the installation of landscaping taking place.

Note: standard development permit conditions associated with the construction of new industrial buildings will be included in the final permit.

FINANCIAL IMPACT:

The applicant has agreed to install landscaping on the MR parcel adjacent to their lot at no cost to the Town. However, maintenance of the landscaping on the MR parcel is at this point in time likely to be a Town requirement.

STAKEHOLDER ENGAGEMENT:

None required.

DECISION OPTIONS:

The MPC may:

1. Approve the development application with conditions
2. Deny application with reasons
3. Table the application pending further receipt of additional information

Development Officer recommends approval of permit subject to conditions as listed in the staff report.

RECOMMENDATION:

THAT MPC approve DP 2021-018 with conditions

STRATEGIC ALIGNMENT WITH COUNCIL STRATEGIC PLAN:



1. Focus on
Community Safety



2. Focus on Livability



3. Focus on Economic
Health



4. Focus on Good
Governance and
Corporate Excellence



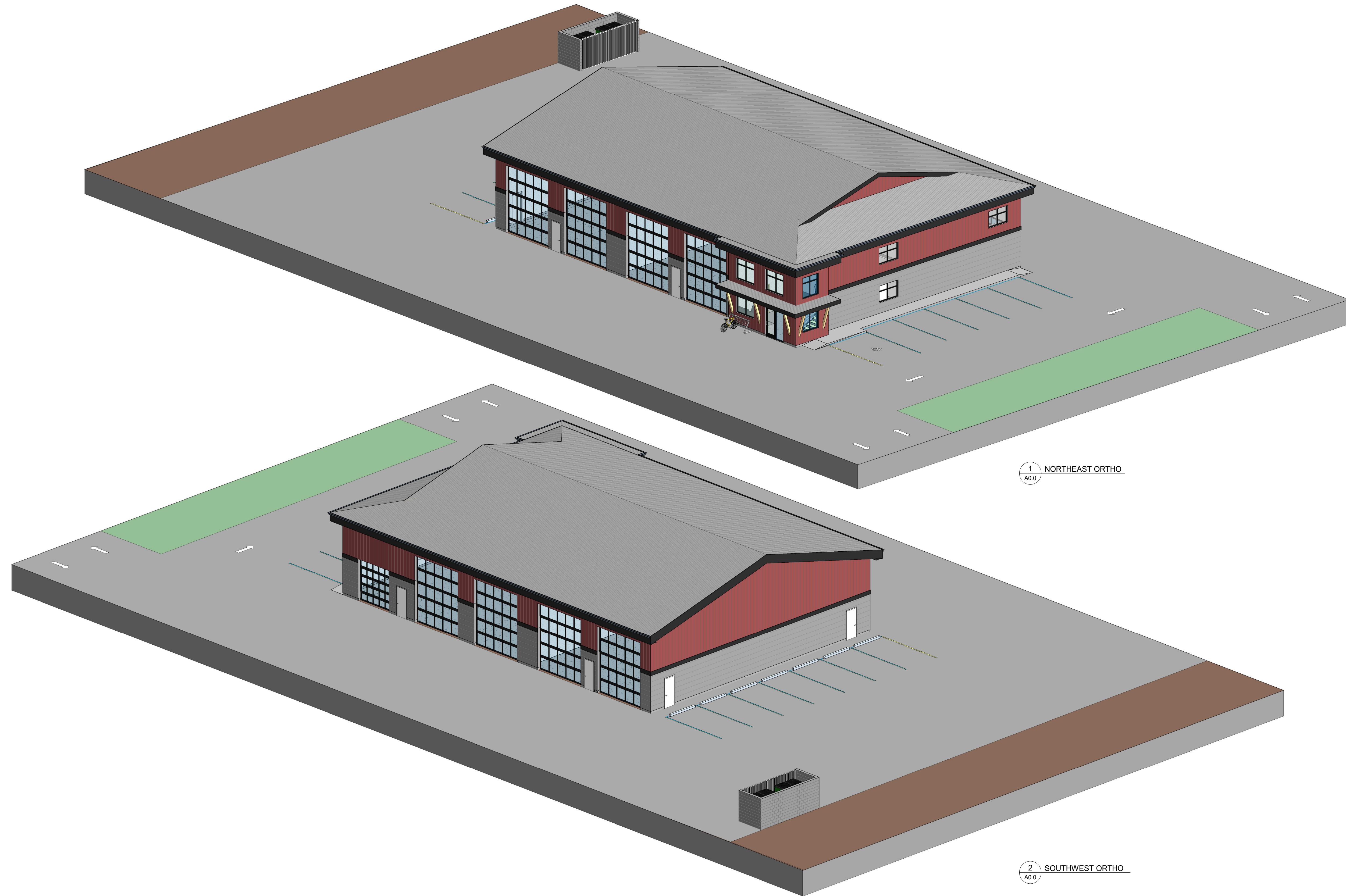
5. Focus on
Responsible and
Responsive Growth

ATTACHMENTS:

[DP 2021-018- Site plan and building drawings](#)

[DP 2021-018- Industrial - I LU district excerpt](#)

[DP2021-018- Schedule 9 - landscaping and amenity standards](#)

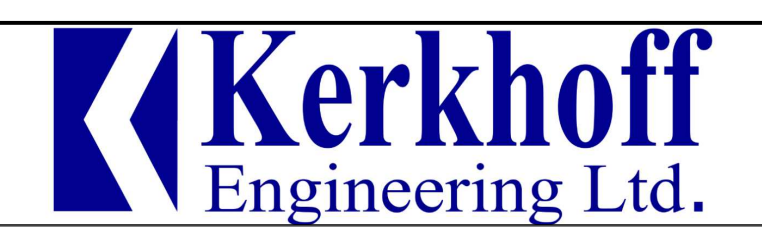


1 NORTHEAST ORTHO
A0.0

2 SOUTHWEST ORTHO
A0.0

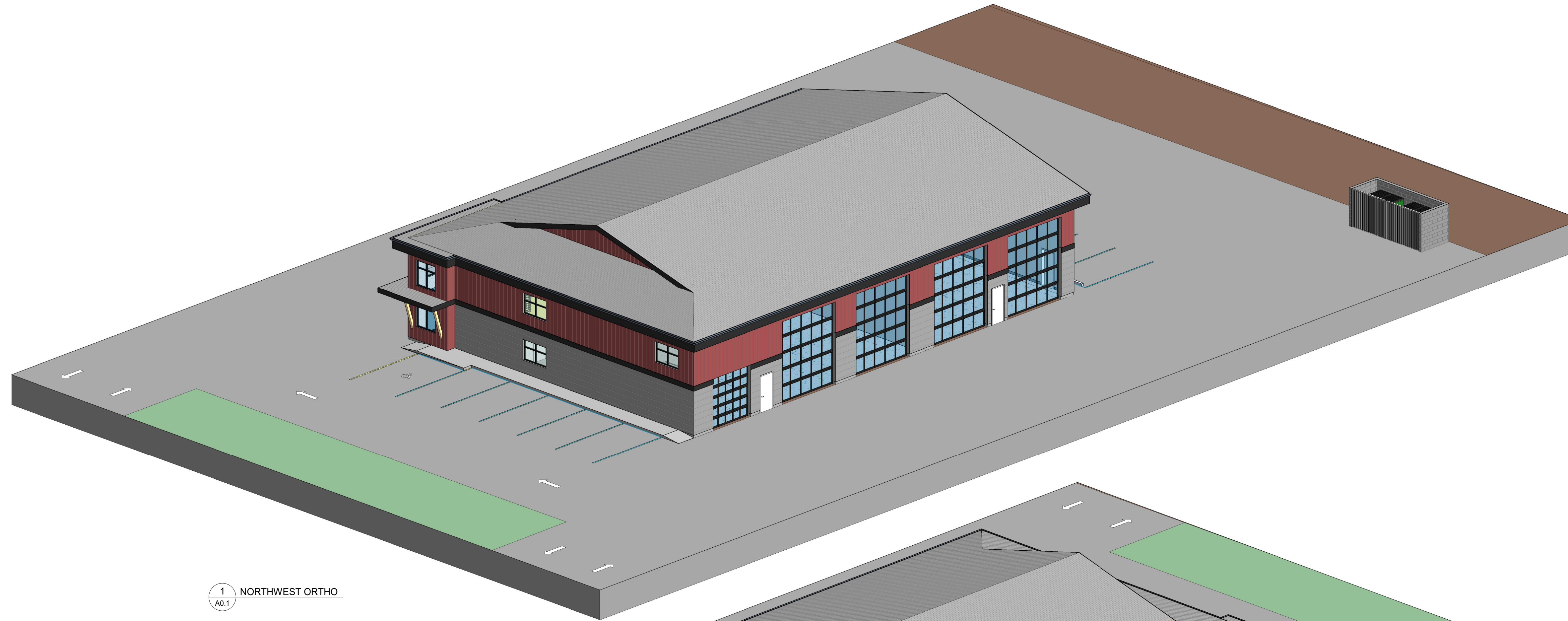
COALDALE SHOP

Coledale, A.B.

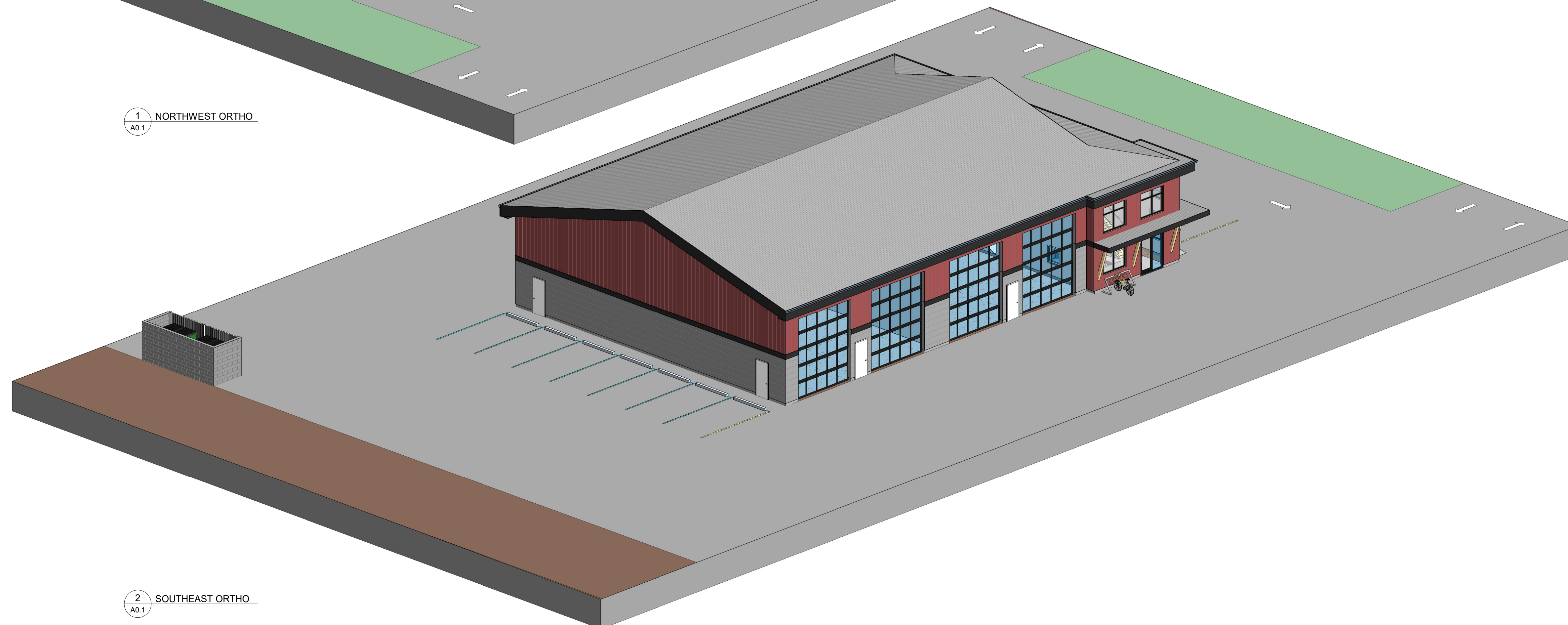


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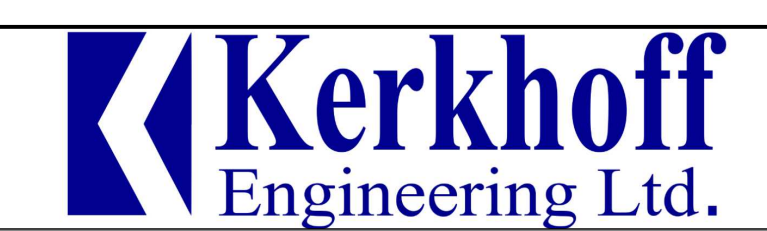
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A0.1



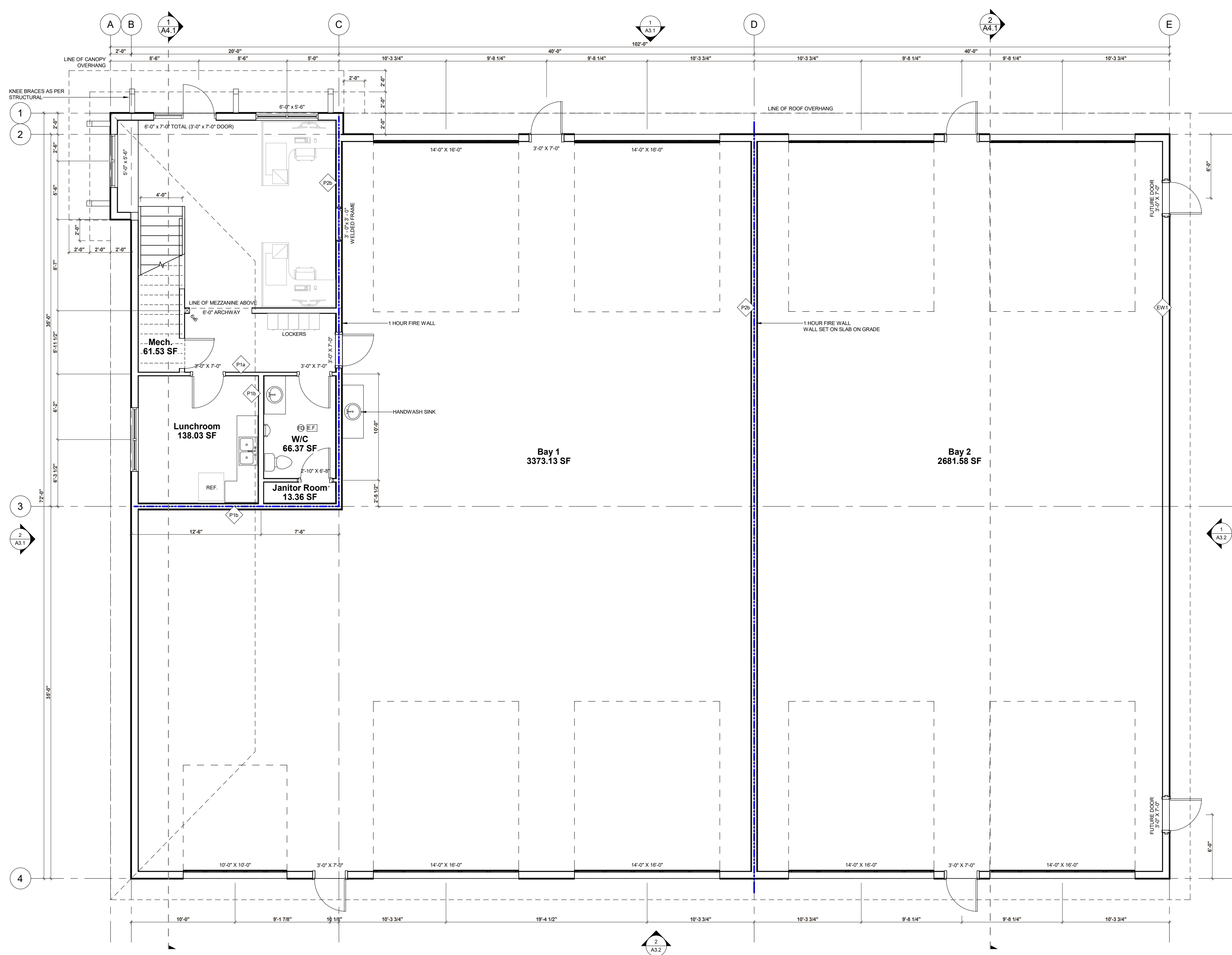
2 SOUTHEAST ORTHO
A0.1

COALDALE SHOP

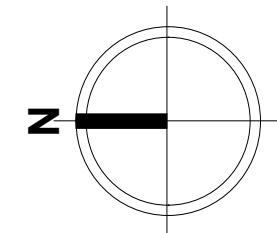
Coledale, A.B.



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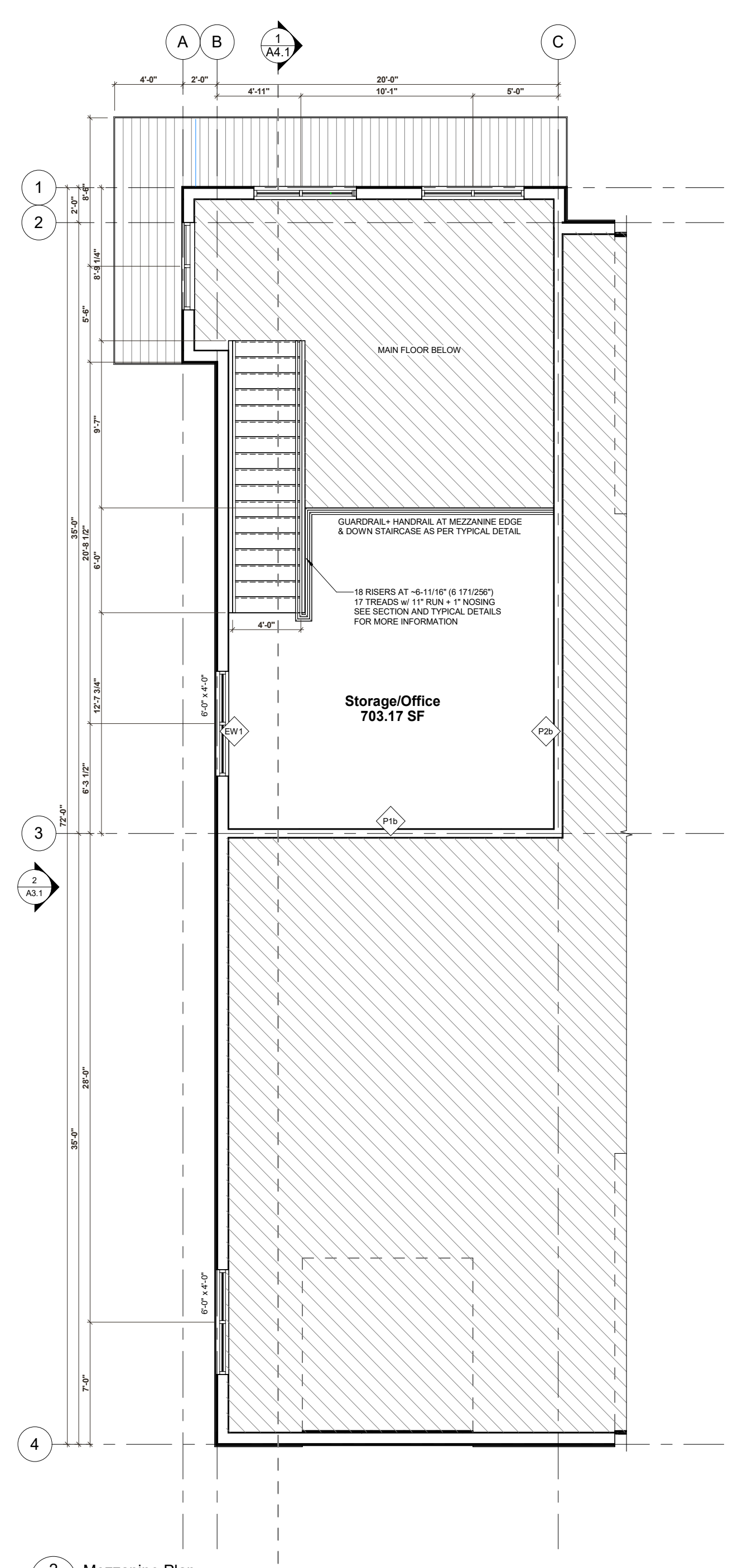
1 Main Floor Plan
A2.1
3/16" = 1'-0"



WALL TYPES - EXTERIOR

WOOD STUD INSULATED WALL:	RSI
EW1a	0.03
• EXTERIOR AIR FILM	0.05
• CEMENT FIBRE (HARD PANEL) SIDING	0.05
• 3/8" P.T. RAINSCREEN	0.15
• TYVEK OR EQUIV. HOUSE WRAP	0.14
• 1/2" PLYWOOD SHEATHING	0.08
• 2x6 STUDS @ 16" o/c	2.36
• R19 BATT INSULATION	0.08
• 6 MIL POLY. VAPOUR BARRIER	0.00
• 1/2" GYPSUM WALL BOARD	0.00
• 1 COAT PRIMER AND PAINT	0.00
• INTERIOR AIR FILM	0.12
EFFECTIVE RSI (R-VALUE) OF ENTIRE ASSEMBLY:	2.93 (R16.64)

CONSTRUCTION TYPES - WALLS
1/2" = 1'-0"



2 Mezzanine Plan
A2.1
3/16" = 1'-0"

WALL TYPES - INTERIOR

PARTITION WOOD STUD UNINSULATED WALL:	RSI
P1a	0.03
• 1/2" GYPSUM WALL BOARD	0.05
• 2x STUDS @ 16" o/c U.N.D.	0.14
• 1/2" GYPSUM WALL BOARD	0.03
FINISH AS PER INTERIOR ELEVATIONS AND SCHEDULES	
PARTITION WOOD STUD INSULATED WALL:	RSI
P2b	0.03
• 5/8" GWB	0.05
• 2x WOOD STUDS @ 16" o/c	2.36
• FILL CAVITY WITH SOUND BATT INSULATION	0.08
• 5/8" GWB (TYPE X WHERE 1 HR. F.R.R. IS SPECIFIED)	0.00
INTERIOR FINISH AS PER INTERIOR ELEVATIONS AND SCHEDULES	
LINE DENOTES 1-HR F.R.R. REFER TO PLANS FOR LOCATIONS	

ISSUED FOR INFORMATION

PROJECT NO:
20-170

NO.	DATE	ISSUED FOR INFORMATION
1	JAN 13/21	ISSUED FOR INFORMATION
2	JAN 13/21	ISSUED FOR INFORMATION
3	JAN 15/21	ISSUED FOR INFORMATION
4	JAN 22/21	ISSUED FOR INFORMATION

Architectural Sheet List

Sheet Name	No.	Rev.
Cover	A2.0	3
Main Floor Plan	A2.1	4
Elevations	A3.1	4
Sections	A3.2	4
Sections	A4.1	4
Cut Orthographic	A5.1	4

CONTRACTOR:

ARCHITECTURAL CONSULTANT:
Kerkhoff Engineering Ltd.
#101 - 5622 VEDDER RD.
CHILLIWACK, BC V2R 3N1
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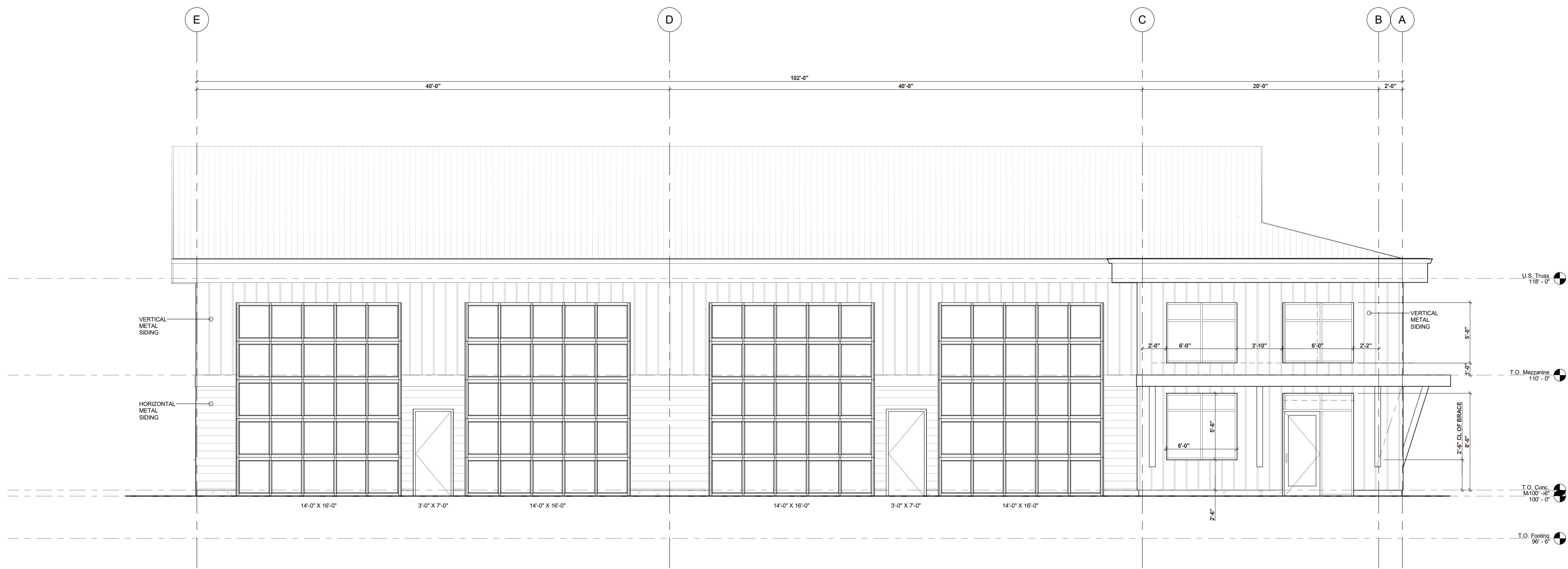
CLIENT:
Tony Bos

PROJECT:
Coaldale Shop

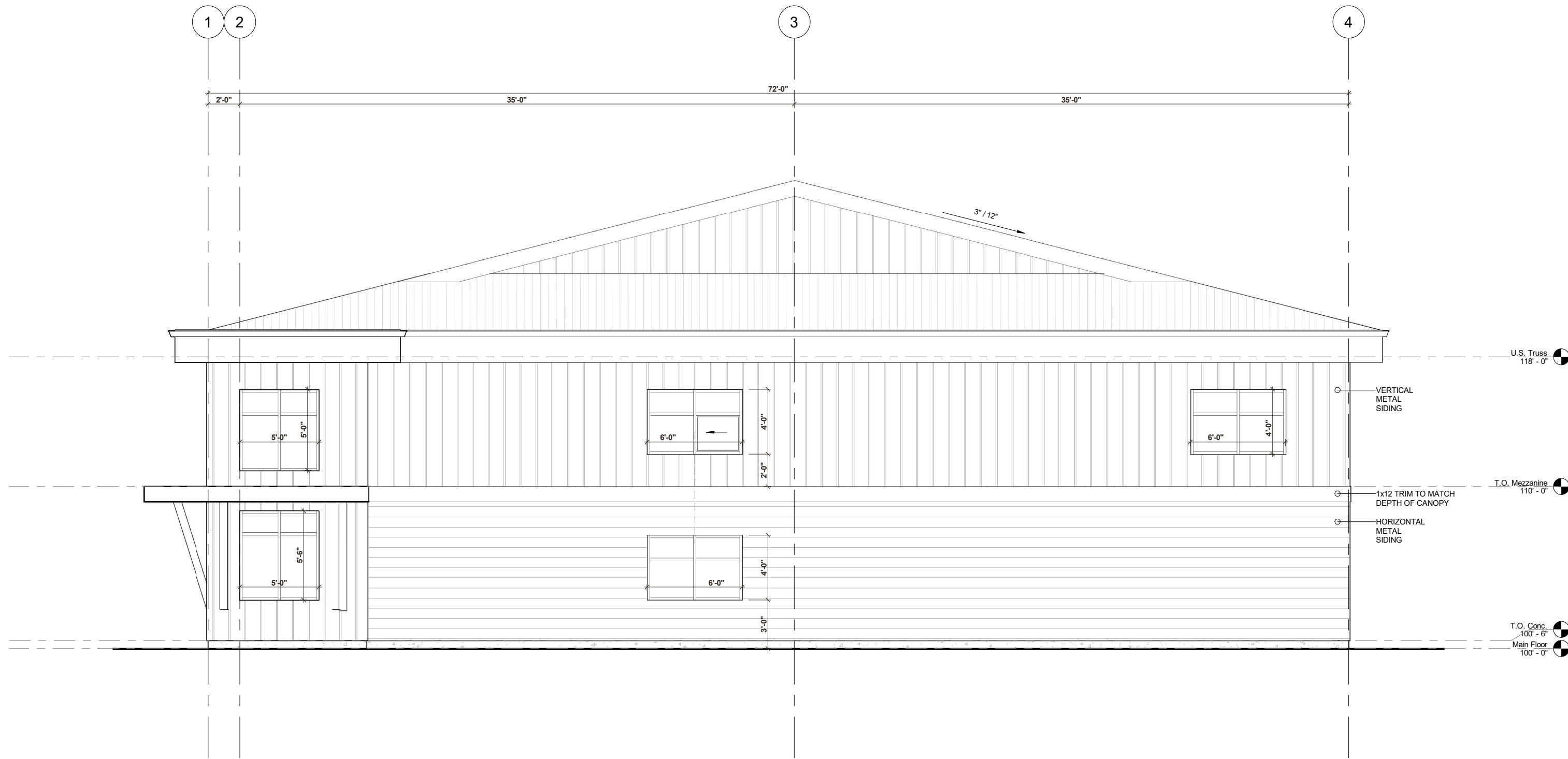
ADDRESS:
Coaldale, A.B.

TITLE:
Main Floor Plan

DRAWN BY: **DS**
CHECKED BY: **TK**
SCALE: **AS NOTED**
DATE: **Issue Date**
SHEET NO: **A2.1**
DATE PRINTED: **2021-01-22 4:35:56 PM**



1 East Elevation
A3.1
3/16" = 1'-0"



2 North Elevation
A3.1
3/16" = 1'-0"

ISSUED FOR INFORMATION

PROJECT NO:
20-170

NO.	CHK.	DATE	DESCRIPTION
1	DS	JAN 12/21	ISSUED FOR INFORMATION
2	TK	JAN 15/21	ISSUED FOR INFORMATION
3	DS	JAN 22/21	ISSUED FOR INFORMATION
4	TK	JAN 22/21	ISSUED FOR INFORMATION

Architectural Sheet List

Sheet Name	No.	Rev.
Cover	A0.0	1
Main Floor Plan	A0.1	1
Elevations	A3.1	1
Sections	A3.2	1
Detail Drawings	A4.1	1
Site Plan	A5.1	1

CONTRACTOR:

ARCHITECTURAL CONSULTANT:
Kerkhoff Engineering Ltd.
#101 - 5622 VEDDER RD.
CHILLIWACK, BC V2R 3N1
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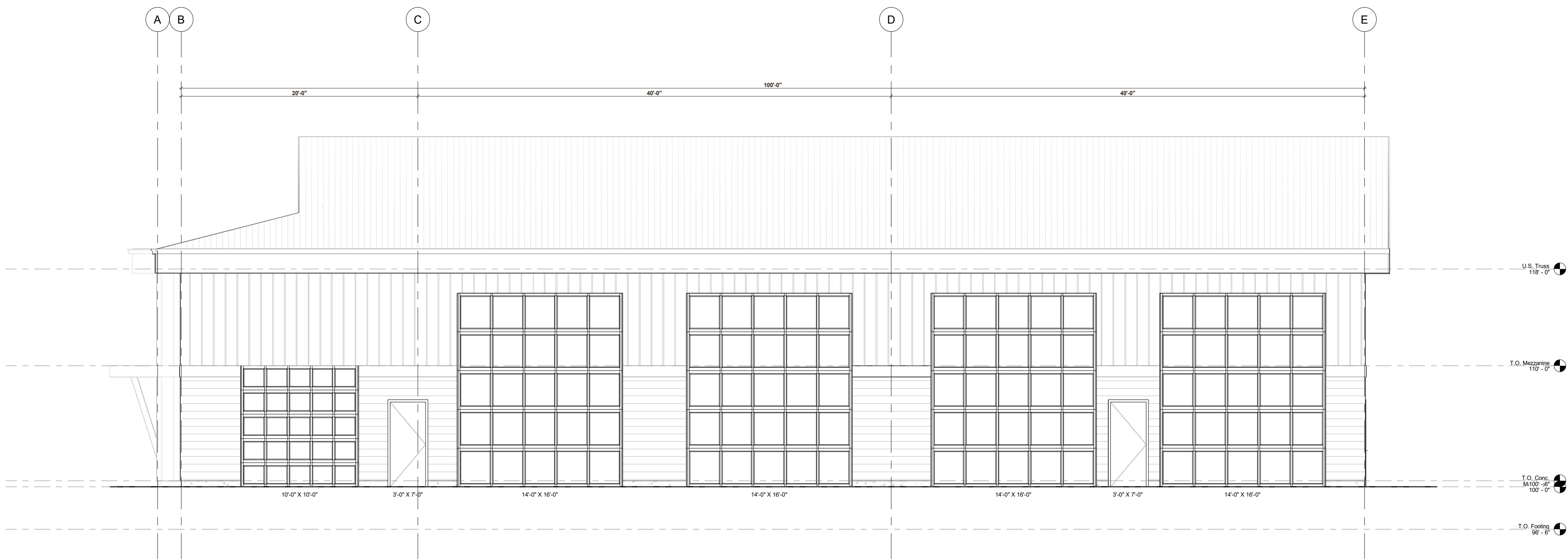
CLIENT:
Tony Bos

PROJECT:
Coaldale Shop

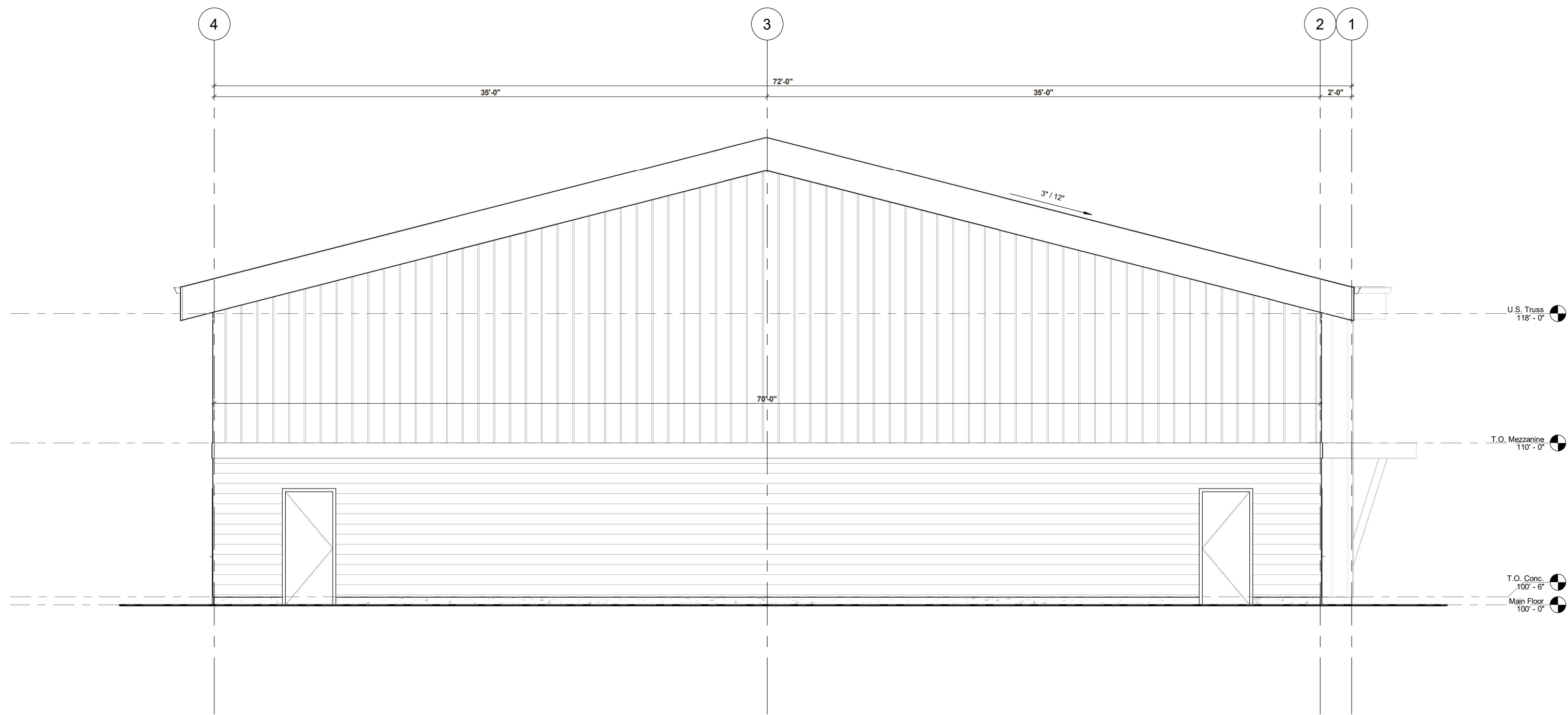
ADDRESS:
Coledale, A.B.

TITLE:
Elevations

DRAWN BY: **DS**
CHECKED BY: **TK**
SCALE: **AS NOTED**
DATE: **Issue Date**
SHEET NO: **A3.1**
DATE PRINTED: **2021-01-22 4:35:57 PM**



2 West Elevation
A3.2 3/16" = 1'-0"



1 South Elevation
A3.2 3/16" = 1'-0"

ISSUED FOR INFORMATION

PROJECT NO:

20-170

NO.	ISS.	CHK.	DATE:	DESCRIPTION:
3	DS	TK	JAN 19/21	ISSUED FOR INFORMATION
4	DS	TK	JAN 22/21	ISSUED FOR INFORMATION

CONTRACTOR:

STRUCTURAL CONSULTANT:

kerkhoff
Engineering Ltd.

#101 - 5622 VEDDER RD,
CHILLIWACK, BC V2R 3N1

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THIS OFFICE.

CLIENT:
Tony Bos

PROJECT:
Coaldale Shop

ADDRESS:
Coledale, A.B.

TITLE:
Elevations

DRAWN BY:
DS

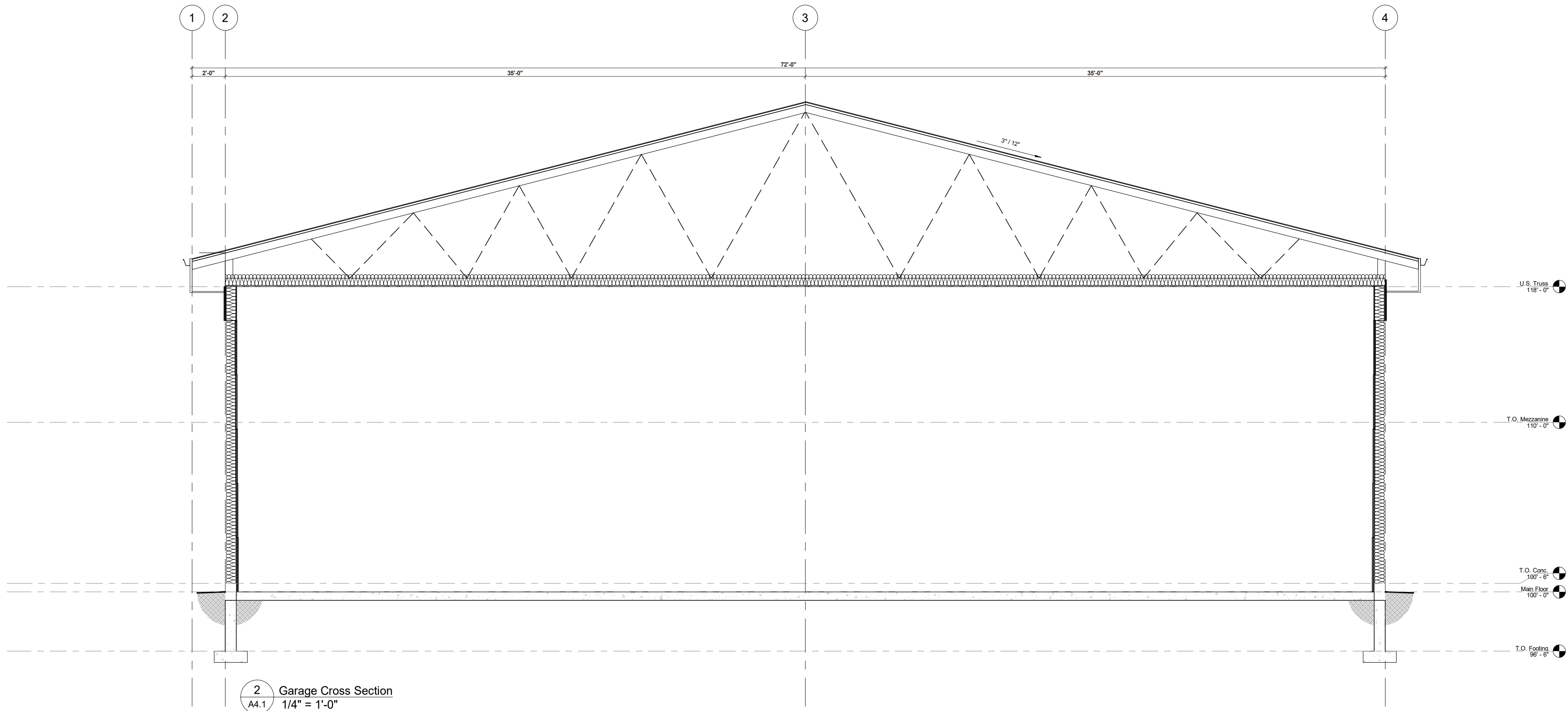
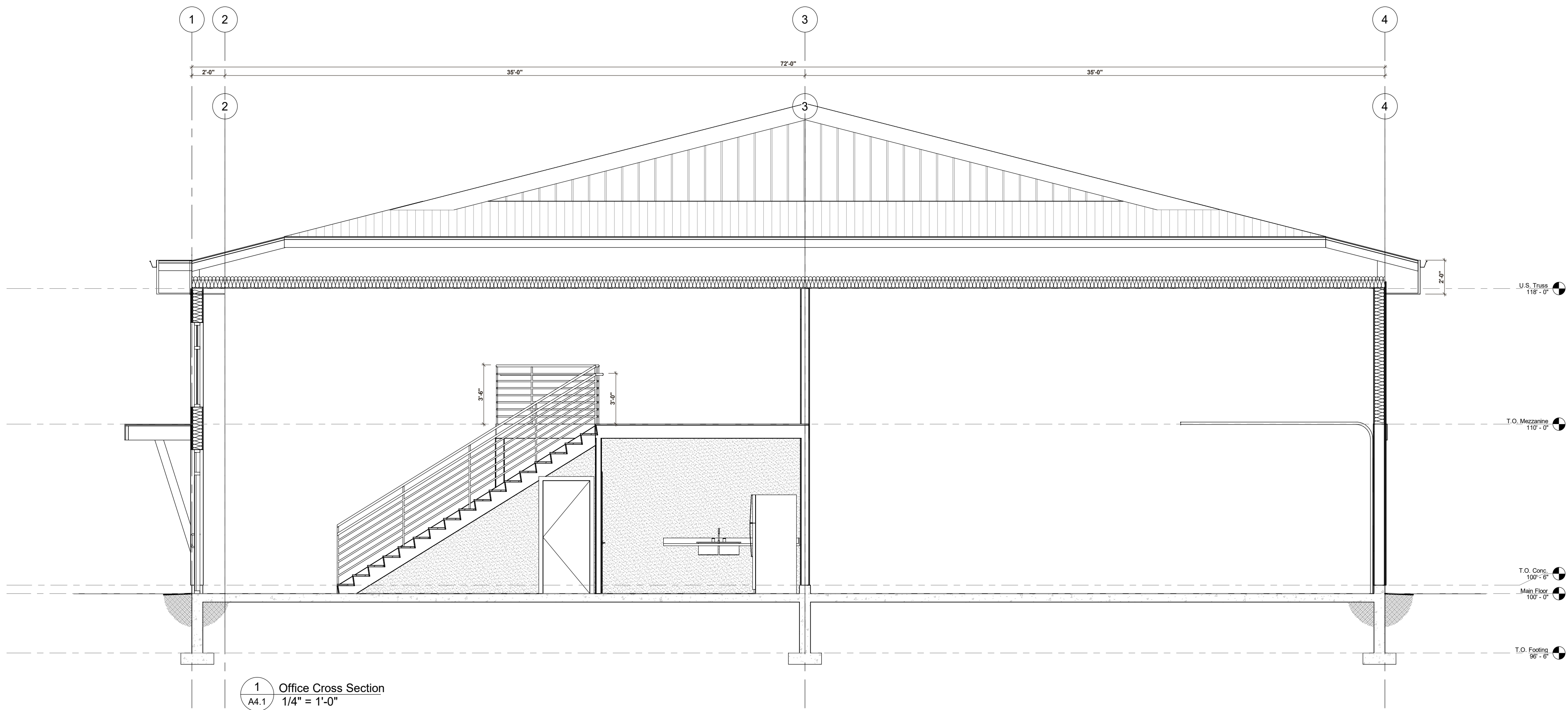
DESIGNED BY:
TK

SCALE:
AS NOTED

DATE:
JAN 22/21

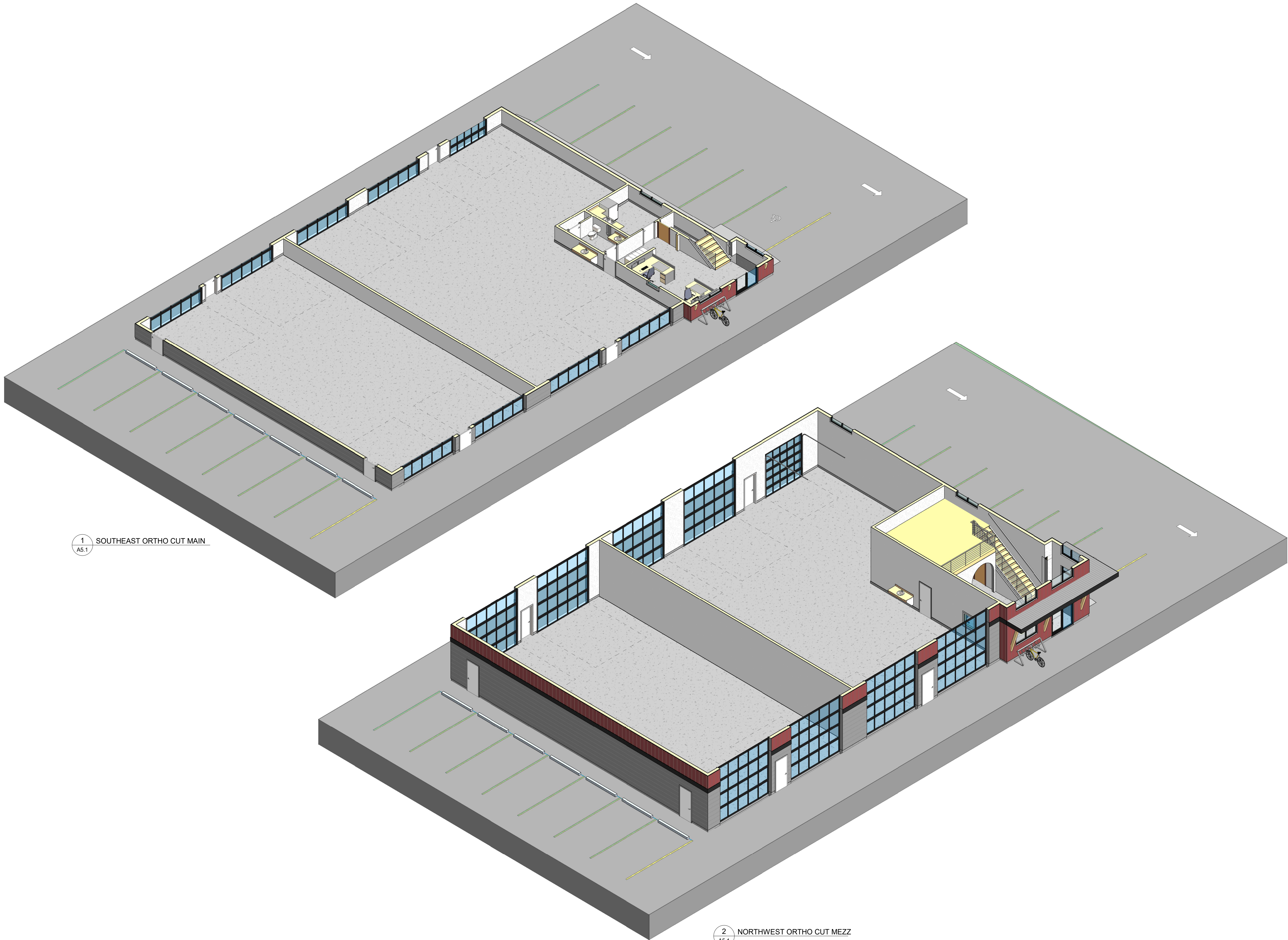
SHEET NO:
A3.2

DATE PRINTED:
2021-01-22 4:35:58 PM



ISSUED FOR INFORMATION

PROJECT NO:		20-170	
ISSUES	NO.	DESCRIPTION	
	1	ISSUED FOR INFORMATION	
	2	ISSUED FOR INFORMATION	
	3	ISSUED FOR INFORMATION	
CONTRACTOR:	NO.	DATE	
	1	JAN 19/21	
	2	JAN 22/21	
	3	JAN 22/21	
STRUCTURAL CONSULTANT:	NO.	DATE	
	1	JAN 19/21	
	2	JAN 22/21	
	3	JAN 22/21	
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CLIENT:			
Tony Bos			
PROJECT:			
Coaldale Shop			
ADDRESS:			
Coledale, A.B.			
TITLE:			
Sections			
DRAWN BY:			
DS			
DESIGNED BY:			
TK			
SCALE:			
AS NOTED			
DATE:			
JAN 22/21			
SHEET NO:			
A4.1			
DATE PRINTED:			
2021-01-22 4:35:59 PM			



1 SOUTHEAST ORTHO CUT MAIN
A5.1

2 NORTHWEST ORTHO CUT MEZZ
A5.1

ISSUED FOR INFORMATION

PROJECT NO:		20-170	
ISSUES			
NO	DATE	CHK	DESCRIPTION
3	JAN 19/21	TK	ISSUED FOR INFORMATION
4	JAN 22/21	TK	ISSUED FOR INFORMATION
CONTRACTOR:			
STRUCTURAL CONSULTANT:			
 #101 - 5622 VEDDER RD, CHILLIWACK, BC V2R 3N1			
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CLIENT:			
Tony Bos			
PROJECT:			
Coaldale Shop			
ADDRESS:			
Coledale, A.B.			
TITLE:			
Cut Orthographic			
DRAWN BY:			
DS			
DESIGNED BY:			
TK			
SCALE:			
AS NOTED			
DATE:			
JAN 22/21			
SHEET NO:			
A5.1			
DATE PRINTED:			
2021-01-22 4:36:02 PM			

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

SCHEDULE 9: LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES

LANDSCAPING means the modification, beautification and enhancement of a site or development through the use of the following elements:

- (a) natural landscaping consisting of vegetation such as trees, shrubs, hedges, grass, flowers and other ground cover or materials and this may include xeriscaping or xerigardening;
- (b) hard landscaping consisting of non-vegetative materials such as brick, rock, stone, decorative concrete, tile and wood, excluding monolithic concrete and asphalt; and
- (c) excludes all areas utilized for driveways and parking.

1. PURPOSE AND INTENT

- (a) To create and provide for an attractive, aesthetic and high quality urban environment in all land use districts.
- (b) To create and provide for environmental buffers or transition areas between incompatible land uses and sensitive environmental interfaces.
- (c) To provide minimum regulations, standards and/or requirements in recognizing the important linkage between landscaping and the associated economic, social and environmental benefits to the greater community.

2. GENERAL STANDARDS AND REQUIREMENTS FOR ALL DISTRICTS

- (a) The quality and extent of landscaping established on a lot (or site) shall be the minimum standard to be maintained on the lot (or site) for the life of the development.
- (b) Any area not constructed upon shall be developed or landscaped to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (c) The Municipal Planning Commission or Designated Officer may impose landscaping and/or screening requirements as a condition of approval for permitted and discretionary uses if, in their opinion, these would serve to better and improve the quality and/or compatibility of any proposed development with adjacent uses and the immediate neighbourhood area.
- (d) Vegetation and other landscaping features shall be placed in a manner which will not obstruct access to any fire hydrant. Vegetation, especially trees, hedges or shrubs must be located in a manner such that it will not obstruct or impede vision of traffic on roadways or intersecting streets.
- (e) The majority of any required landscaping shall be concentrated in those yards adjacent to streets/roads unless the developer can show reasonable cause why this cannot occur, to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (f) A professionally prepared landscape plan may be required by the Municipal Planning Commission or Designated Officer at the time of the submission of a development permit application or placed as a condition of a development permit approval, unless otherwise specified in this Land Use Bylaw.
- (g) Existing vegetation should be preserved and protected unless the need for removal is demonstrated to the satisfaction of the Municipal Planning Commission or Designated Officer.

- (h) Selection of plant varieties shall be based on regional climatic conditions, constraints of location, effectiveness in screening adjacent properties, resistance to disease and insect attack, cleanliness, appearance and ease of maintenance.
- (i) All natural landscaping shall be planted in accordance with good horticultural practice.
- (j) At the time of planting, the minimum calliper width for all trees required as part of a specific development project shall be 20 millimetres (0.79 in.).
- (k) At the time of planting, a minimum of 50 percent of any required trees shall be coniferous.

3. MINIMUM STANDARDS AND REQUIREMENTS FOR COMMERCIAL / INDUSTRIAL LANDS

- (a) Except for lands located within the Downtown Overlay (see Section 8 of the C-1 land use district), a minimum of 10 percent of the total lot area (or total site area) shall be required to contain landscaping.
- (b) Except for lands located within the Downtown Overlay (see Section 8 of the C-1 land use district), a minimum 6 m (20 ft.) landscape buffer is required (except for those areas occupied by sidewalks and driveways) for all commercial and industrial projects located adjacent to municipal roadways, to the satisfaction of the Municipal Planning Commission or Designated Officer.
 - i. For land or property located within the designated Downtown Overlay, where a principal structure is not developed to the front property boundary, the front setback shall be comprehensively landscaped to the satisfaction of the Municipal Planning Commission or the Designated Officer.
- (c) A professionally prepared landscape plan shall be required for all commercial and industrial development projects and shall be submitted as part of a development permit application.
- (d) All lots or sites abutting a residential district shall be buffered and/or screened to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (e) Parking lots shall be landscaped to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (f) Parking or storing of vehicles is not permitted on required landscaping areas unless approved specifically by the Municipal Planning Commission or Designated Officer as an outside display area as part of an approved development permit.
- (g) In all commercial land use districts, trees are required as part of an overall landscape plan and shall be planted at the overall minimum ratio of one (1) tree per 35 m² of landscaped area provided.
- (h) In all industrial land use districts, trees are required as part of an overall landscape plan and shall be planted at the overall minimum ratio of one (1) tree per 65 m² of landscaped area provided.
- (i) Wherever space permits and where acceptable to the Town of Coaldale, trees shall be planted in groups.
- (j) To ensure the continued care of lawns and other vegetation, developers may be required to install underground watering/irrigation systems as a condition of development permit approval.
- (k) The height, type and location of a fence in all Commercial and Industrial land use districts (including the Downtown Overlay – see Section 8 of the C-1 land use district), shall be to the satisfaction of the Designated Officer or Municipal Planning Commission. Additional fencing regulations may apply and may be found in Schedule 4, Section 14 of this Land Use Bylaw.

4. MINIMUM STANDARDS AND REQUIREMENTS FOR RESIDENTIAL LANDS

- (a) For all single-detached and semi-detached dwelling development projects (typically districted as R-1A, R-1B, and R-1C), a minimum of 25 percent of the front yard area of the principal building/use shall be required to contain landscaping.
- (b) A minimum of one (1) tree is required to be planted on each lot that is occupied by a single detached dwelling or semi-detached dwelling (preferably in the front yard).
- (c) For all major multi-unit dwelling development projects (i.e. townhouses, apartments or similar multi-unit dwelling projects that contemplate more than three (3) dwelling units on a lot), a minimum of 25 percent of the total lot area shall be provided as landscaping. Communal amenity areas (such as playground area, sitting areas, or the like) may be calculated as part of the overall landscaping area.
- (d) Parking or storing of vehicles is not permitted on any required landscaping area.

5. MINIMUM STANDARDS AND REQUIREMENTS FOR INSTITUTIONAL/RECREATIONAL AND URBAN RESERVE LANDS

- (a) Any minimum requirements for landscaping shall be required at the discretion of the Municipal Planning Commission or Designated Officer.
- (b) The height, type and location of a fence in all Institutional/Recreational, Public or Reserve land use districts, shall be to the satisfaction of the Municipal Planning Commission or Designated Officer. Additional fencing regulations may apply and may be found in Schedule 4, Section 14 of this Land Use Bylaw.

6. LANDSCAPING SECURITY AND IMPLEMENTATION

- (a) A refundable security fee may be required as a condition of any development permit approval.
- (b) A refundable security fee of \$1,000.00 may be required to ensure compliance with any and all landscaping requirements to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (c) If the costs for implementation of the required and approved landscaping for a commercial, industrial, major multi-unit residential dwelling or institutional project exceed the abovementioned refundable security fee of \$1,000.00, the Municipal Planning Commission or Designated Officer may require the applicant and/or landowner to provide an estimate of the cost of landscaping (including all site work and/or irrigation) and may secure up to 100 percent of the cost of such landscaping (re: letter of credit) until such time that it has been determined that all landscaping has been provided and is healthy/viable, to the satisfaction of the Municipal Planning Commission or Designated Officer.
- (d) Landscaping shall be completed within 24 months of occupancy (weather permitting) unless otherwise specified on a development permit.
- (e) If the landscaping requirements are not completed to the satisfaction of the Development Authority within 24 months of occupancy the refundable security fee shall be forfeited by the applicant/landowner or the security held in trust (i.e. letter of credit) may be collected by the Town of Coaldale and used to complete the landscaping.
- (f) As part of all new development projects, landscaping shall be successfully maintained for two consecutive growing seasons. Partial refund (re: refundable security fee or security deposit) may be considered after one successful growing season, at the discretion of the Municipal Planning Commission or Designated Officer.

AGENDA ITEM REPORT



Title: 2805 21 Avenue - Coaldale Home Hardware Building Centre
Report Type:
Report Author: Melanie Messier
Meeting: Municipal Planning Commission - 10 Mar 2021
Department: Planning
Reviewed by Spencer Croil
Supervisor/Peer:

TOPICS:

Planning and Community Development:
Development, Municipal Planning

OBJECTIVE:

The following report is to present Municipal Planning Commission (MPC) with an application for an addition to an existing freestanding sign at the subject property located on Lot 5, Block 5, Plan 1612081.

Within the Highway Commercial C-2 district in the Land Use Bylaw, a freestanding sign is considered a discretionary use and for this reason, the application will be reviewed by the MPC.

PREVIOUS COUNCIL DIRECTION:

This matter has appeared before council previously
In September 2017, MPC moved to approve development application 2017-138 at the subject property granting a waiver for the existing freestanding sign.

ANALYSIS:

The applicant is proposing an addition to the existing sign. The proposed addition to the freestanding sign will be 2.9 metres (9 ft) and 10 inches in length, 0.9 metres (3 ft) in height for a total of 2.7 square metres (29.5 sq ft) in area. The applicant has indicated the sign will not be illuminated and will feature a logo advertising an additional service to be located within the Home Hardware Building Centre.

It is important to note that the existing sign subject to this application has an existing waiver which was granted as part of development application 2017-138. The existing freestanding sign is currently 18 square metres (196.3 sq ft) in area and 9.7 metres (32 ft) in height. The proposed addition will increase the total signage area by 2.7 square metres for a total signage area of 20.7 metres (223 sq ft).

Within the Highway Commercial - C-2 zoning district of the Land Use Bylaw, it states that a freestanding sign is considered a discretionary use. Additionally, in Schedule 13, sign regulations, it is stated that within C-2 districts, the maximum height of a freestanding sign must not exceed 7.6 metres and the maximum sign area shall be no more than 15 square metres on each side of a multiple-sided sign

Applicable Sections of the Land Use Bylaw

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

KEY CONSIDERATIONS:

Staff requests that the board considers APPROVAL of Development Application (2021-017) to allow the applicant to increase the maximum allowable signage area for the freestanding sign subject to the following conditions:

1. The existing freestanding sign shall **not** be further enlarged unless the necessary permits have been applied for and approved.

Note: standard conditions associated with freestanding sign development will be included in the final permit.

FINANCIAL IMPACT:

N/A

STAKEHOLDER ENGAGEMENT:

N/A

DECISION OPTIONS:

The MPC may:

1. Approve the development application with conditions
2. Deny application with reasons
3. Table the application pending further receipt of further information

Development Officer recommends approval of permit subject to conditions as listed in the staff report.

RECOMMENDATION:

THAT MPC approve the DP 2021-017 with conditions

STRATEGIC ALIGNMENT WITH COUNCIL STRATEGIC PLAN:



1. Focus on
Community Safety



2. Focus on Livability



3. Focus on Economic
Health



4. Focus on Good
Governance and
Corporate Excellence



5. Focus on
Responsible and
Responsive Growth



ATTACHMENTS:

[2021-017 - Notice Letter to Adjacent Landowners - Freestanding Sign](#)

[DP 2021-017 - Signage Plan](#)

[DP 2021-017 - Highway Commercial C-2 LUB excerpt](#)
[DP 2021-017 - Schedule 13 LUB excerpt](#)



February 22, 2021

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2021-017

APPLICANT: COALDALE HOME HARDWARE BUILDING CENTRE

**ADDRESS: 2805 21 AVENUE, COALDALE, ALBERTA
PLAN 1612081, BLOCK 5, LOT 5**

ZONING: HIGHWAY COMMERCIAL C-2

Dear Sir/Madam,

We are in receipt of Development Application #2021-017 to review an addition to an existing freestanding sign at the above-mentioned address.

Within the Highway Commercial C-2 district in Land Use Bylaw 677-P-04-13, a freestanding sign is considered a discretionary use and for this reason the application will be reviewed by the Municipal Planning Commission (MPC).

The applicant is proposing a sign addition that is 2.9 metres (9 feet and 10 inches) in length, 0.9 metres (3 feet) in height and a total of 2.7 square metres (29.5 square feet) in area. The existing freestanding sign located at the property has signage which is 193.6 square metres (2084 square feet) in area.

Other considerations of the sign include:

- The sign will NOT be illuminated.

The application will be considered and decided upon by the Municipal Planning commission (MPC) at the March MPC meeting.

- **This application will be heard by the MPC at the March 10th meeting, which will be virtually held at 5pm.**
- **Options for attending the meeting are by virtual means.**
- **For individuals wishing to attend by virtual means, please contact the undersigned at your earliest convenience and you will be provided instructions for virtual attendance.**

The full agenda will be posted on our website by March 4th, 2021 at the following link, <http://www.coaldale.ca/mpc-meeting-agendas/>. However, if you wish to view the details of this application prior to that date please contact the Town by email or

phone at buildingcoaldale@coaldale.ca or 403 345-1304 and a copy of the application can be sent to you digitally.

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 10th, 2021, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit 2021-017.**

Any comments you wish to make concerning the application can be made in writing or by email to the Town of Coaldale up to and including the date of the meeting, it is appreciated if they can be forwarded by 4:00pm on Wednesday, March 10th, 2021 or verbally and by virtual means 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.

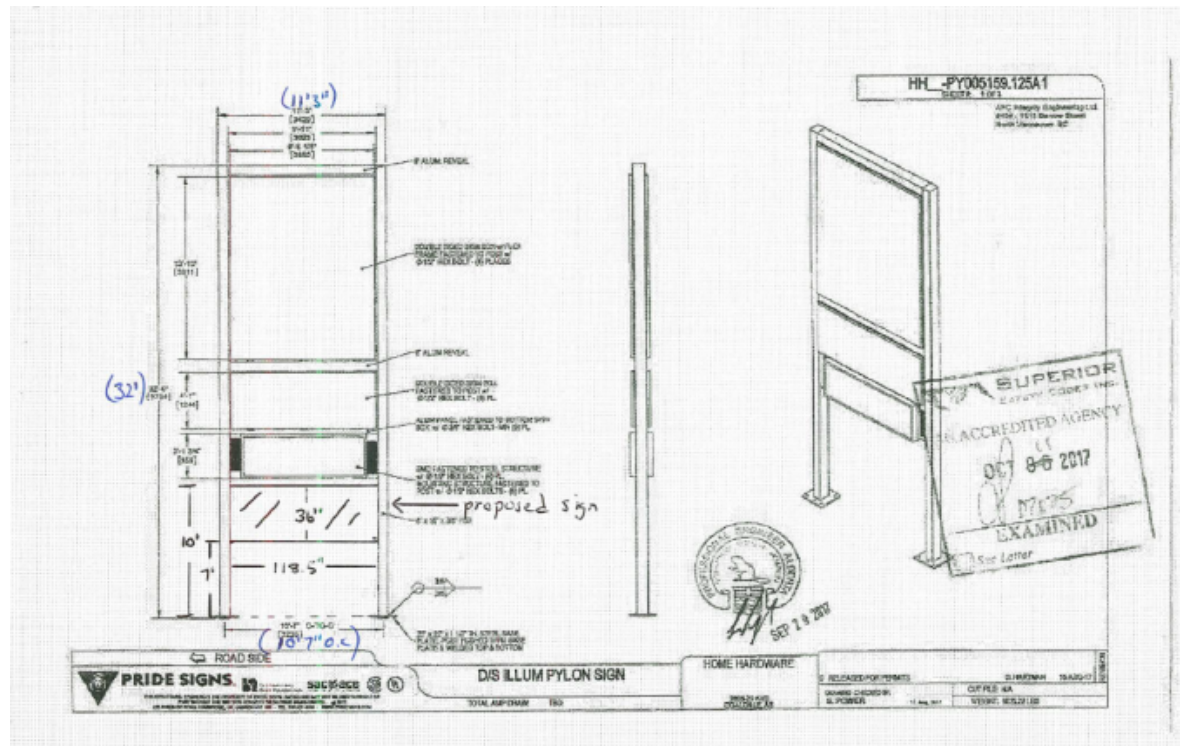
Sincerely,



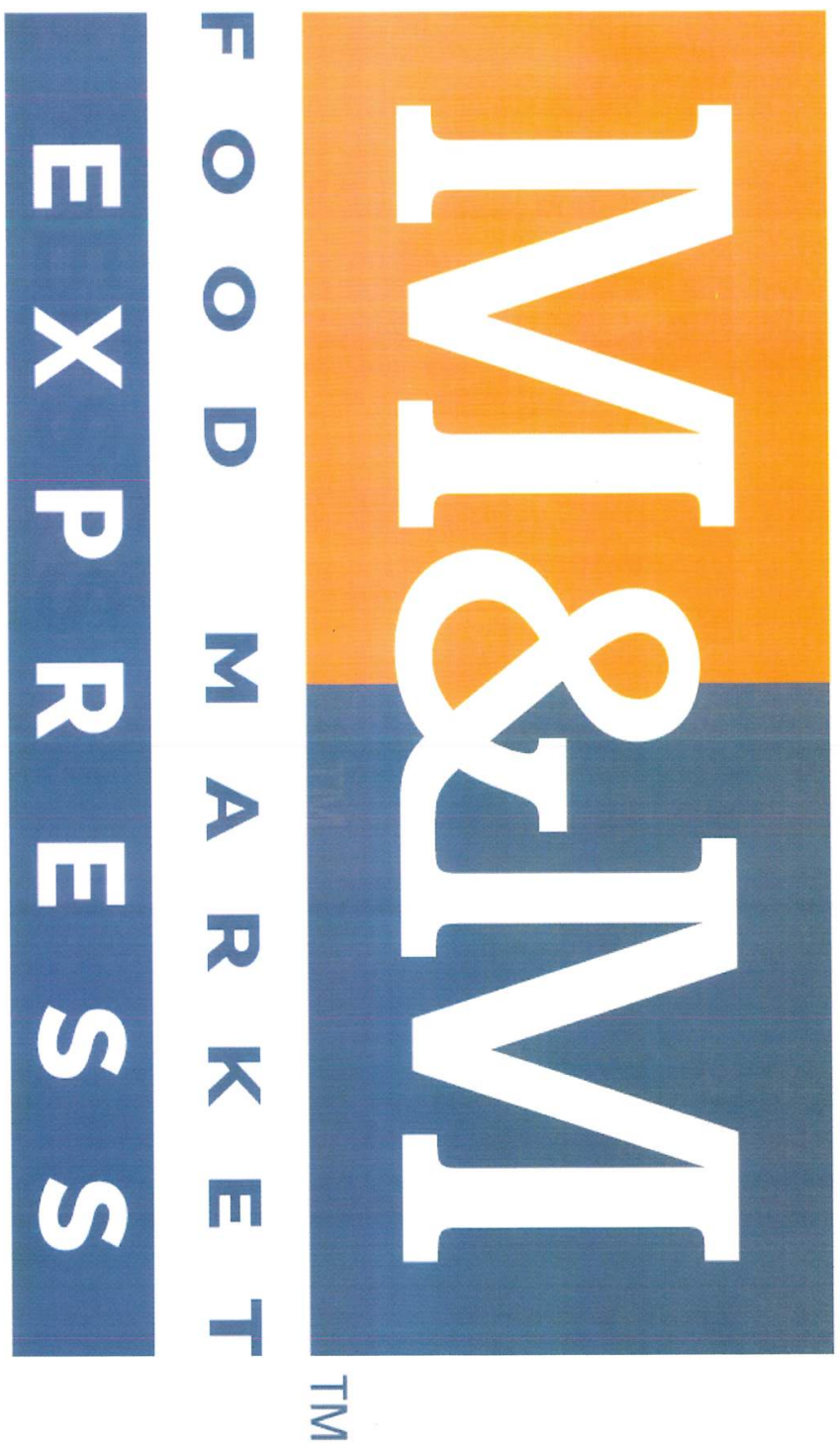
Spencer Croil, RPP MCIP
Director of Planning and Community Development
Development Officer

cc. Applicant









Google Maps AB-3



Image capture: Jul 2018 © 2021 Google

Coaldale, Alberta



Street View



HIGHWAY COMMERCIAL – C-2



Purpose:

To manage development of commercial uses which require both high visibility and ready access to designated highways for the benefit of the travelling public.

1. (A) PERMITTED USES

- Accessory building, structure or use to an approved permitted use
- Automotive Sales and Service
- Car Wash
- Convenience Store
- Drive-in/Drive-through Restaurant
- Eating Establishment
- Gas Bar
- Government Services
- Hotel
- Motel
- Retail
- Restaurant
- Seasonal Sales
- Service Station
- Shipping Container (temporary)
- Sign Types¹: 1A, 2, 3, 4, 6, 10

(B) DISCRETIONARY USES

- Accessory building, structure or use to an approved discretionary use
- Farm/Industrial Machinery Sales, Rental and Service
- Funeral Home
- Liquor Store
- Lounges / Beverage Room
- Garden Centre / Greenhouse, Commercial
- Horticultural Operations or Facilities
- Medical/Health Facility
- Pet Care Services
- Retail – Large-scale
- Shopping Centre
- Sign Types¹: 1B, 5, 7², 8, 9, 11, 12
- Small Wind Energy System - Type A³
- Veterinary Clinic
- Warehouse – Retail
- Warehouse – Wholesale

Notes:

- 1 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.
- 2 – Sign Type 7 (Billboard) limited to lots immediately adjacent to Highway 3.
- 3 – See Schedule 4, Section 27 for definition of small wind energy system types.

(C) PROHIBITED USES

- Adult Entertainment Facility
- Cannabis Lounges
- Cannabis Retail Sales
- Shipping Containers (permanent)
- 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	45.72	150	1,393.55	15,000

- (a) The Designated Officer 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 AND USES

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
All Uses	9.14	30	4.57	15	4.57	15	7.62	25

4. MAXIMUM SITE COVERAGE

- (a) All Buildings – 50%

The principal building and accessory buildings shall not occupy more than 50 percent of the surface area of any lot within this land use district.

5. MAXIMUM HEIGHT OF BUILDINGS

Use	Maximum Height*
Hotel	25 m (82 ft)
Principal Building (All other uses)	10 m (33 ft)
Accessory Buildings	4.57 m (15 ft.)

*See definition for Building Height.

- | | |
|---|---------------|
| 6. STANDARDS OF DEVELOPMENT | – SCHEDULE 4 |
| 7. LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES | – SCHEDULE 9 |
| 8. INDUSTRIAL, COMMERCIAL AND WAREHOUSING | – SCHEDULE 10 |
| 9. OFF-STREET PARKING AND LOADING REQUIREMENTS | – SCHEDULE 11 |
| 10. SIGN REGULATIONS | – SCHEDULE 13 |

5. FREESTANDING SIGNS

FREESTANDING SIGN means a sign supported independently of a building, wall, or other structure by way of columns, concrete foundation, uprights, braces, masts, or poles mounted in or upon grade.



Examples of freestanding signs

- (a) All freestanding signs require a development permit except those signs exempted in Schedule 13, Section 5 (Signs Not Requiring A Permit).
- (b) Development permits for freestanding signs in all residential, public service and urban reserve districts shall require the approval of the Municipal Planning Commission.
- (c) No more than one freestanding sign per business frontage may be erected.
- (d) Freestanding signs shall have a minimum separation distance of 30 m for those signs located on the same side of a roadway.
- (e) Freestanding signs with off-premises sign content shall have a separation distance of 152 m (500 ft.).
- (f) All freestanding signs shall be completely located on the same lot as the use being advertised, with the exception of off-premises sign content approved in accordance with the provisions of this sign schedule.
- (g) No temporary signs shall be suspended on or between support columns of any freestanding sign.
- (h) Freestanding signs that may be proposed within a clear vision triangle area of a corner lot shall meet the requirements of Schedule 4, Section 6 (Clear Vision Triangle for Corner Lots).
- (i) In residential districts freestanding signs shall not be permitted except for the following purposes:
 - i. community / neighbourhood / subdivision identification purposes;
 - ii. approved multi-unit residential development projects; and
 - iii. institutional facilities and uses, and child care facilities.
- (j) Freestanding signs shall be subject to the following maximum height and area restrictions:
 - i. In the C-1 district, the maximum height shall be 7.6 m and the maximum sign area shall be a 7 m² on each of a multiple-sided sign.
 - ii. In the C-2, I, I-2 districts, the maximum height shall be 7.6 m and the maximum sign area shall be 15 m² on each side of a multiple-sided sign.



AGENDA ITEM REPORT



Title: 3005 13 Street - Kimberly and Tony Tams
Report Type:
Report Author: Melanie Messier
Meeting: Municipal Planning Commission - 10 Mar 2021
Department: Planning
Reviewed by Spencer Croil
Supervisor/Peer:

TOPICS:

Planning and Community Development:
Municipal Planning

OBJECTIVE:

The following report is to present the Municipal Planning Commission (MPC) with an application to review the construction of a deck at the subject property located on Lot 2, Block 2, Plan 16112387.

The parcel is zoned Country Residential CR-1, within this zoning district in the Land Use Bylaw 'accessory structures' is considered a permitted use. However, the application is to review a request for a waiver of side yard setback requirements for the proposed deck.

PREVIOUS COUNCIL DIRECTION:

N/A

ANALYSIS:

The applicant is proposing to construct a deck and pool as an addition to the existing deck located at the subject property. The addition is proposed to be constructed on the southernmost portion of the dwelling in the side yard. The deck and pool's surface is proposed to be (1.2 metres) 4' from the ground.

In accordance with the Town's Land Use Bylaw, accessory structures in the side yard require a waiver. As per the Land Use Bylaw, temporary swimming pools are permitted within CR-1 zoning, therefore this application is to review a waiver for the deck only. It is important to note the existing deck will not be altered in any way.

As per the Land Use Bylaw, side yard setbacks within CR-1 zoning are required to be a minimum of 4.5 metres (15') and the applicant is proposing a new side yard setback of 1 metre (3.5'). Recognizing the deck is not proposed to be a 3-dimensional structure. It is expected that it will have less of a visual impact on the surrounding area; however, it requires the consideration of the MPC for the above-listed reasons.

Applicable section of the Land Use Bylaw:

- Land Use Bylaw, Schedule 2, Country Residential One CR-1 land use district
- Land Use Bylaw, Schedule 4, Standards of Development

KEY CONSIDERATIONS:

Staff requests that the commission considers APPROVAL of Development Application (2021-025) to allow the construction of a deck subject to the following conditions:

1. The deck is **not** to be further enlarged, covered or enclosed unless necessary permits have been applied for and approved.
2. The development must be of a colour and style that is complementary to the exterior of the dwelling in the opinion of the development officer.
3. Setbacks to conform to the site plan that was attached as part of the development permit application.

Please note: standard conditions associated with the construction of accessory structures applications will be included in the final permit.

FINANCIAL IMPACT:

N/A

STAKEHOLDER ENGAGEMENT:

None required.

DECISION OPTIONS:

The MPC may:

1. Approve the development application with conditions
2. Deny application with reasons
3. Table the application pending further receipt of further information

Development Officer recommends approval of permit subject to conditions as listed in the staff report.

RECOMMENDATION:

THAT the commission approves DP 2021-025 with conditions

STRATEGIC ALIGNMENT WITH COUNCIL STRATEGIC PLAN:



1. Focus on
Community Safety



2. Focus on Livability



3. Focus on Economic
Health



4. Focus on Good
Governance and
Corporate Excellence



5. Focus on
Responsible and
Responsive Growth



ATTACHMENTS:

[2021-025 - Notice Letter to Adjacent Landowners - 3005 13 Street](#)

[DP 2021-025 - Site plan and drawings](#)

[DP 2021-025 - CR-1 LUB excerpt](#)

[DP 2021-025 - Schedule 4 - Standards of development](#)



March 4, 2021

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2021-025

APPLICANT: KIMBERLY AND TONY TAMS

**ADDRESS: 3005 13TH STREET, COALDALE, ALBERTA
PLAN 1611387, BLOCK 2, LOT 2**

ZONING: COUNTRY RESIDENTIAL ONE CR-1

Dear Sir/Madam,

We are in receipt of Development Application #2021-025, regarding the construction of a 31' wide by 20' deep (measured from the southern face of the home) deck and above ground swimming pool located in the side yard of the property described above. A deck and above ground swimming pool are permitted uses in the Country Residential One – CR-1 zoning district.

The deck and pool are proposed to be constructed as an addition to the existing deck in the side yard with the pool to be located in the southernmost part of the proposed deck/pool combination. The surface of the deck and pool are proposed to be 4' from grade while the railings enclosing the pool are proposed to be 3' in height from the base of the deck. In accordance with the Town's Land Use Bylaw, accessory structures including decks and pools in the side yard requires a waiver request. In this particular instance, the applicant is requesting a waiver to relax side yard setback requirements to allow for the construction of the deck and pool.

Note: the existing deck is not proposed to be altered in any way.

As per the Land Use Bylaw, side yard setbacks in CR-1 zoning are required to be 15' and the applicant is proposing the side yard setback be 3.5'. As such the application is required to be reviewed by the Municipal Planning Commission (MPC) at the upcoming March meeting.

- **This application will be heard by the MPC at the March 10th meeting, which will be held virtually starting at 5 pm.**
- **Options for attending the meeting are only by virtual means.**
- **For individuals wishing to attend by virtual means, please contact the undersigned at your earliest convenience and you will be provided instructions for virtual attendance.**

The full agenda will be posted on our website by March 4th, 2021 at the following link, <http://www.coaldale.ca/mpc-meeting-agendas/>. However, if you wish to view the details of this application prior to that date please contact the Town by email or phone at

buildingcoaldale@coaldale.ca or 403 345-1304 and a copy of the application can be sent to you digitally.

Pursuant to the provisions of Section 42 of Bylaw 677-P-04-13 being the Land Use Bylaw of the Town of Coaldale, notice is hereby given that on **Wednesday, March 10th, 2021, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit 2021-019.**

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 Wednesday, March 10th, 2021 or verbally at the meeting. Written submissions 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.

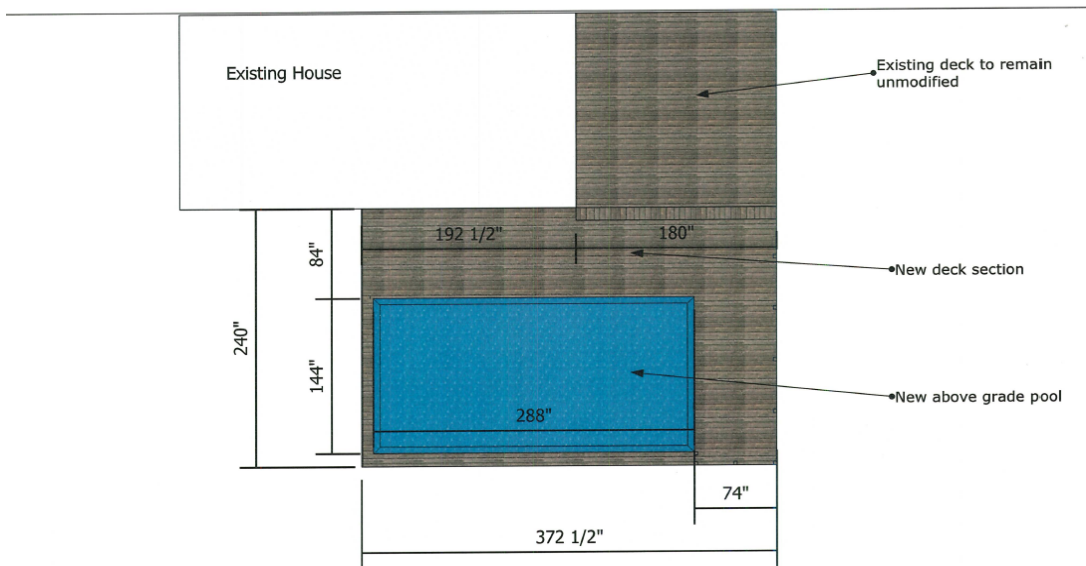
Sincerely,



Spencer Croil, RPP MCIP
Director of Planning and Community Development
Development Officer

cc: Applicant

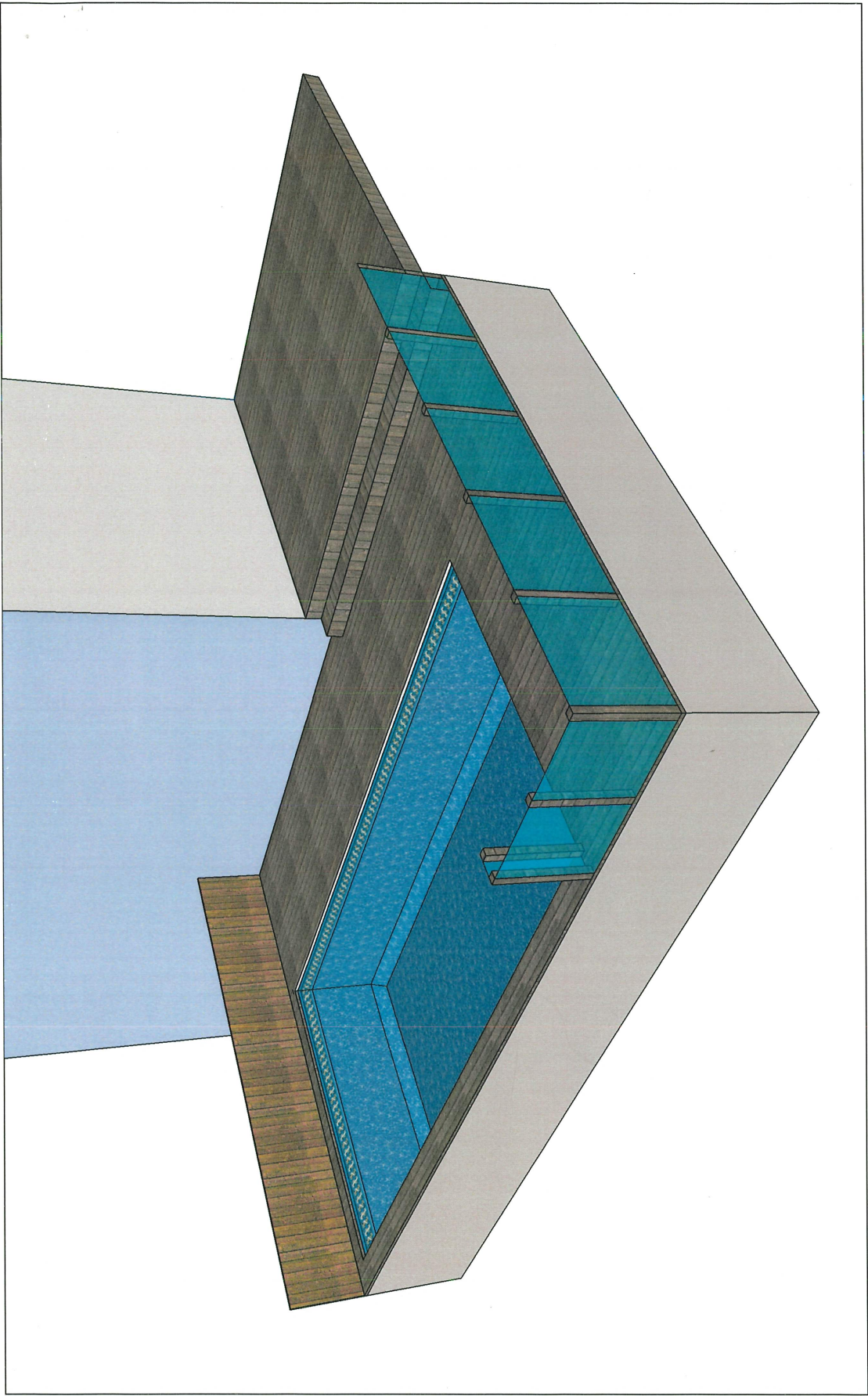




Pool Plan View
Scale: 1/8" : 1'

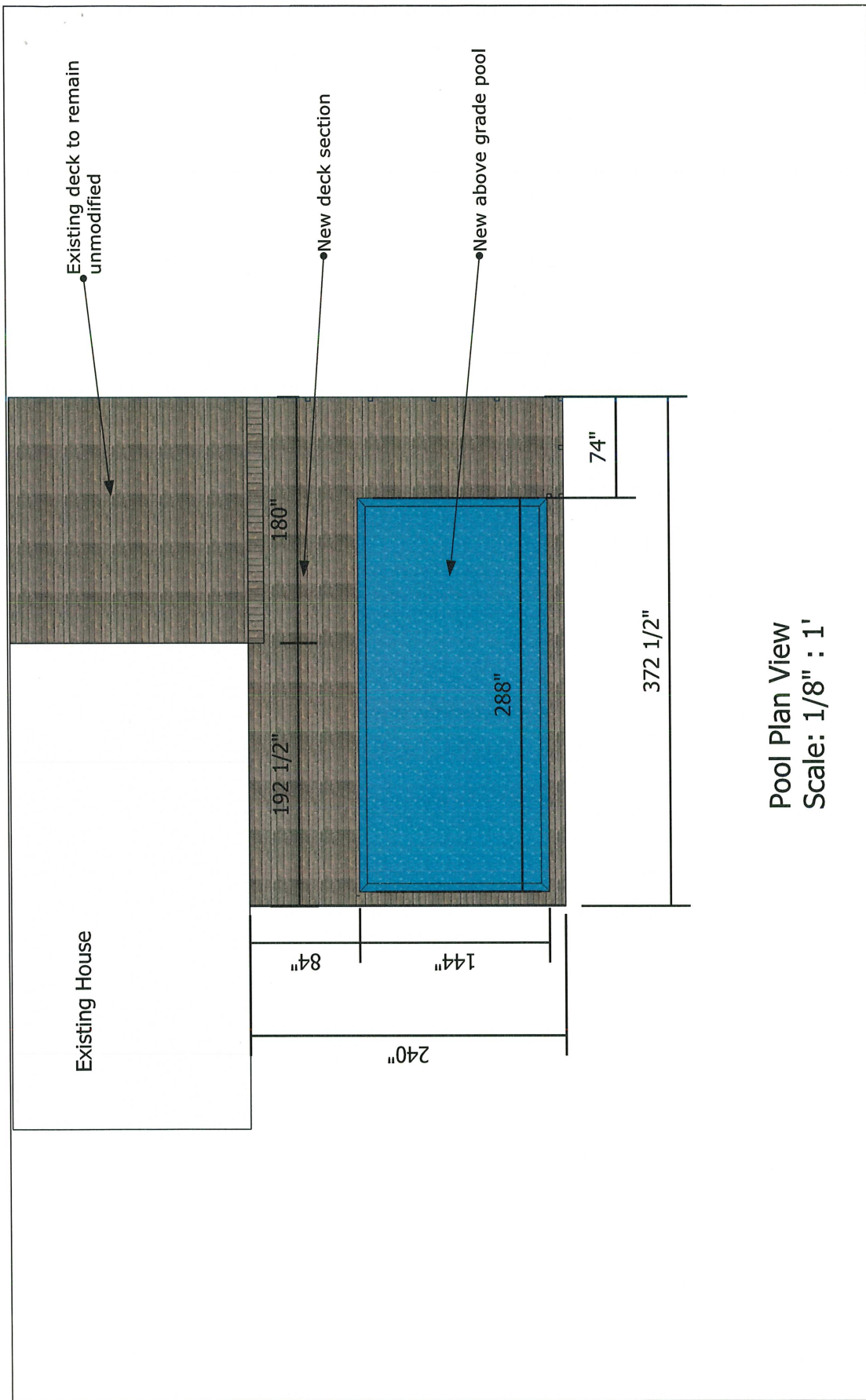






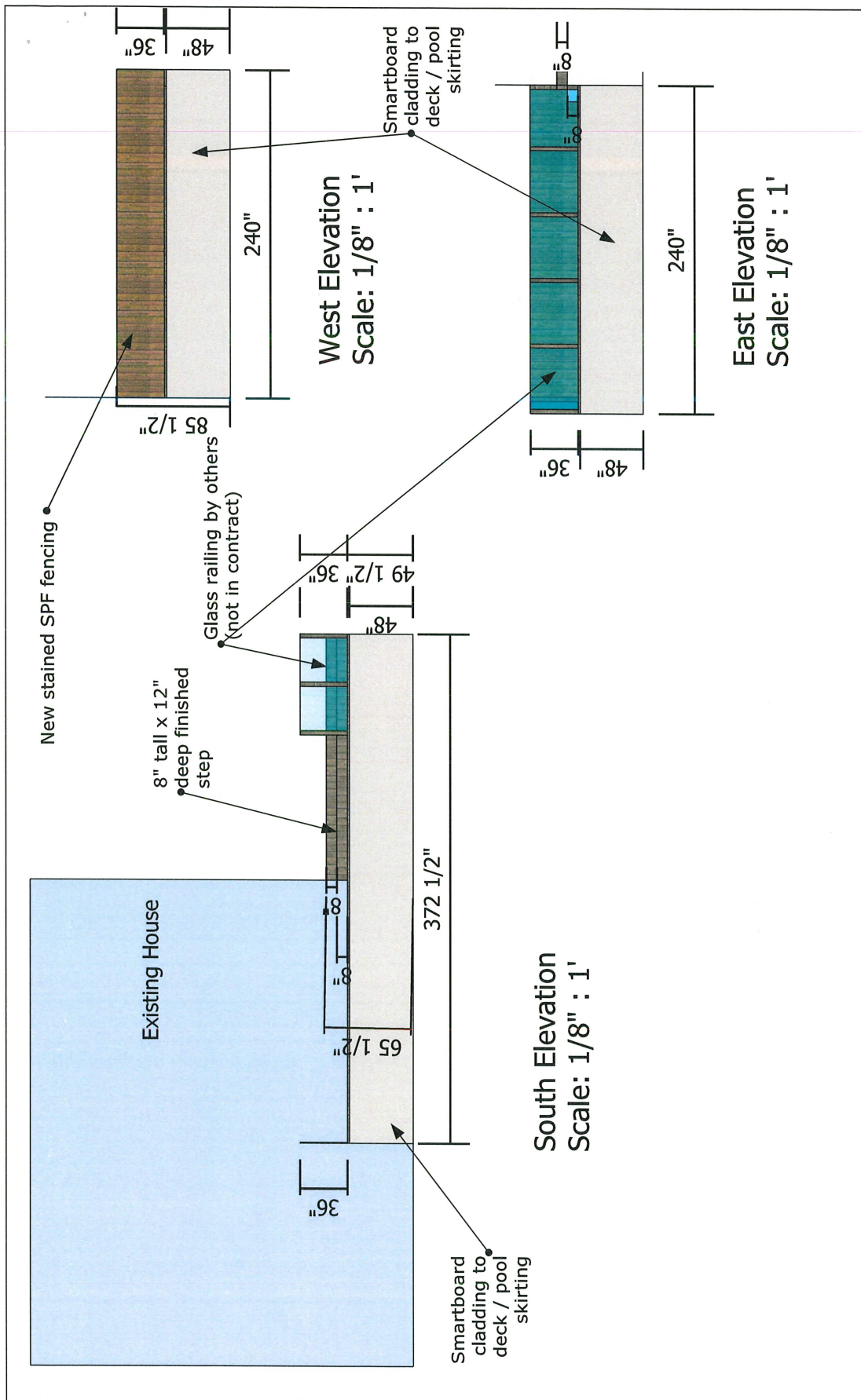
Lethbridge Pool Pros. P: 403-915-2266 E: lethbridgepoolpros@gmail.com	Project:	Drawing Title:	Drawn By:	Date:
	Tams Above Grade Pool and Deck Surround	Site Overview	Ryan Cann	2021-02-14
			Page #:	Invoice #:
			1A	#

Lethbridge Pool Pros.
P: 403-915-2266
E: lethbridgepoolpros@gmail.com

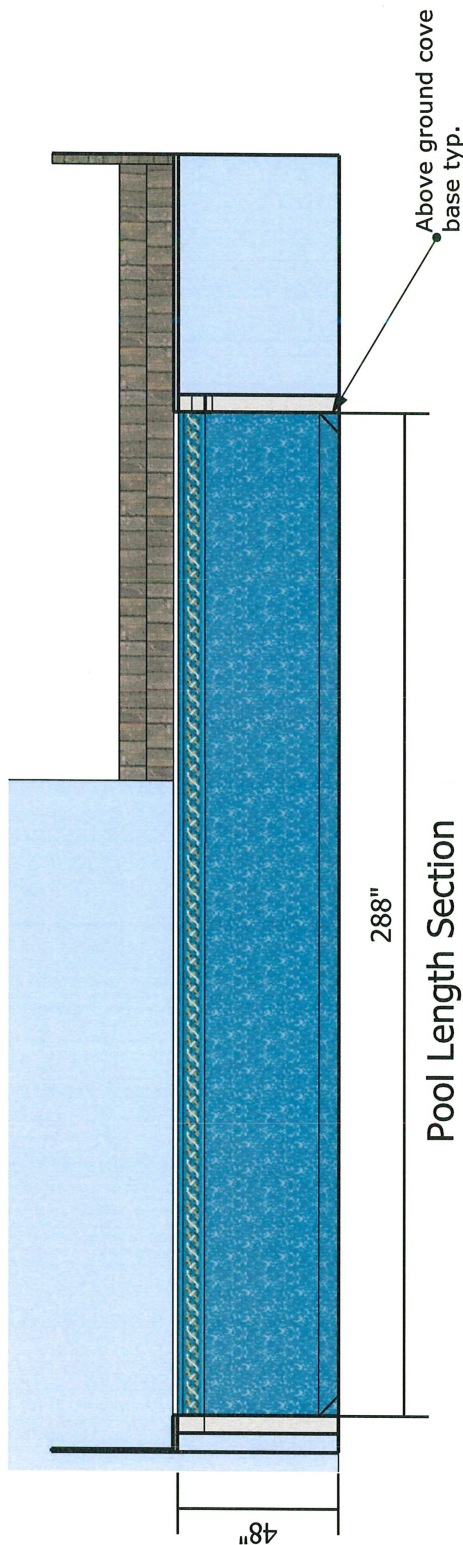


Lethbridge Pool Pros. P: 403-915-2266 E: lethbridgepoolpros@gmail.com	Project:	Drawing Title:	Drawn By:	Date:
	Tams Above Grade Pool and Deck Surround	Plan View	Ryan Cann	2021-02-14
			Page #:	Invoice #:
			2A	#

Page 148



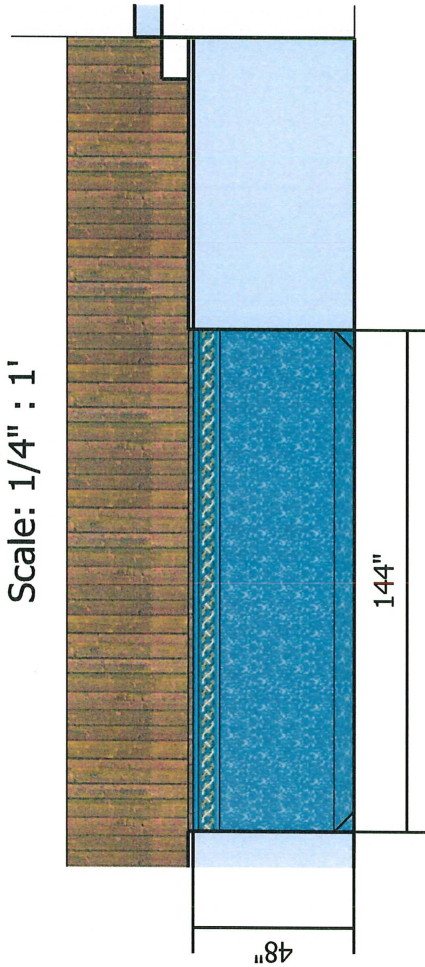
Project:	Lethbridge Pool Pros. P: 403-915-2266 E: lethbridgepoolpros@gmail.com	Drawing Title:	Tams Above Grade Pool and Deck Surround	Date:	2021-02-14
Drawn By:	Ryan Cann	Elevations	Page #:	2A	Invoice #:
					#



Pool Length Section
Scale: 1/4" : 1'

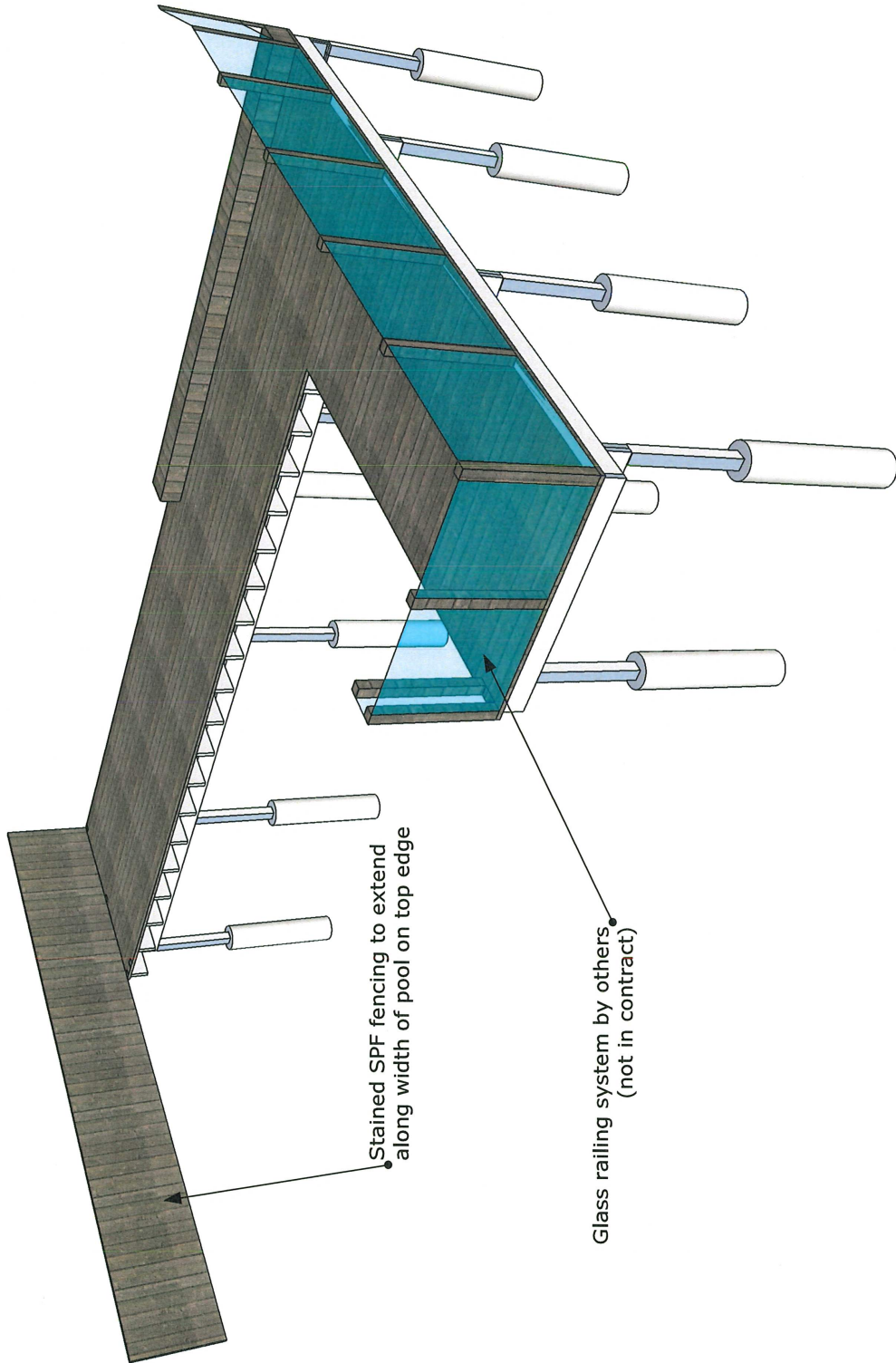
- Pool construction notes:
- Base to be tamped road crush gravel mix with sand topper and felt liner
 - Above ground cove base to be installed along bottom of wall
 - Walls cemented and braced in place
 - Dual main drains installed minimum 3' apart to comply with anti-entrapment standards and skimmer at top of water

- **Design flow rate: 48 GPM to yield 3hr turnover rate during operation**

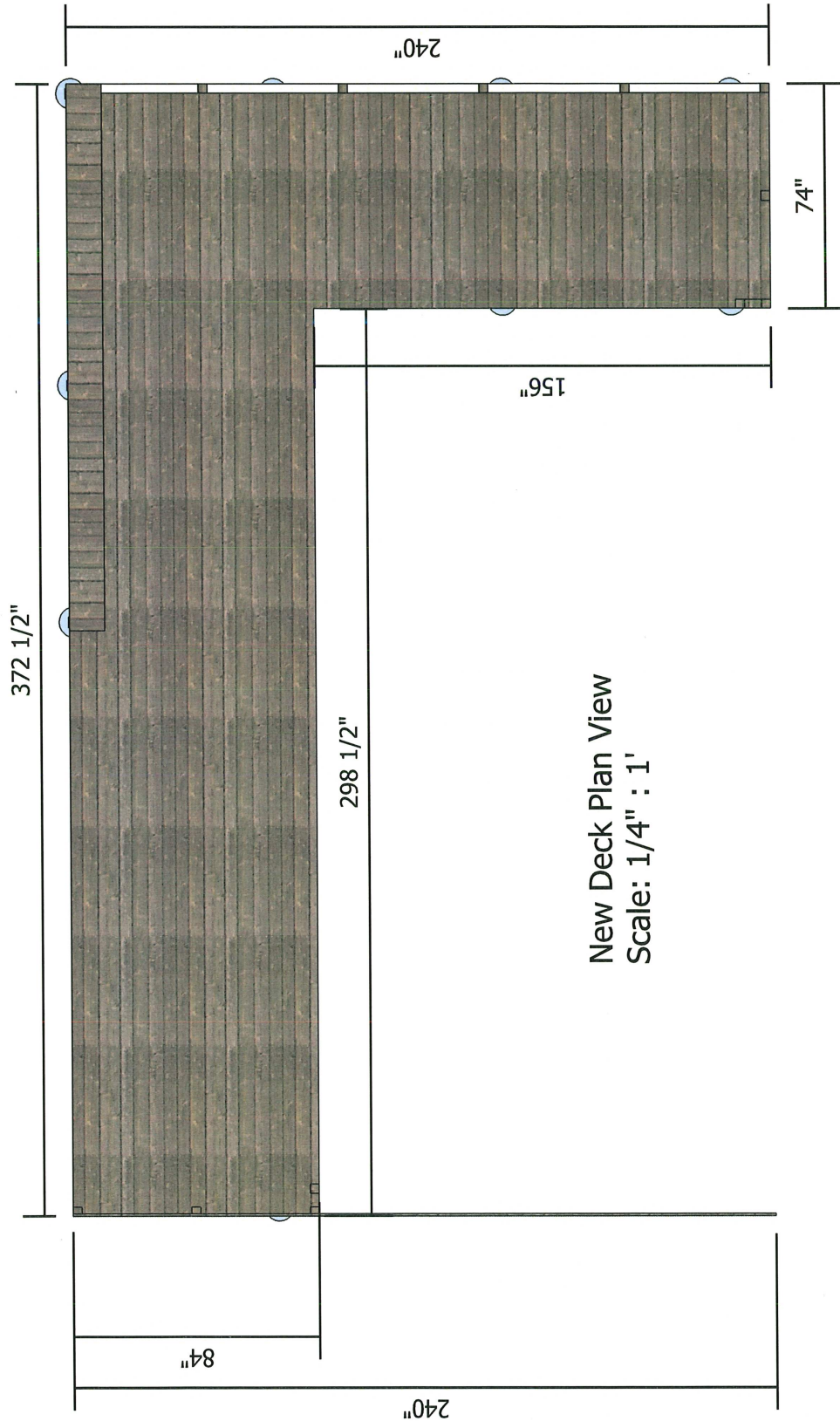


Pool Width Section
Scale: 1/4" : 1'

Project:	Drawing Title:	Date:
Lethbridge Pool Pros. P: 403-915-2266 E: lethbridgepoolpros@gmail.com	Tams Above Grade Pool and Deck Surround	Ryan Cann 2021-02-14
	Pool Section Views	Page #: Invoice #:
		2B #

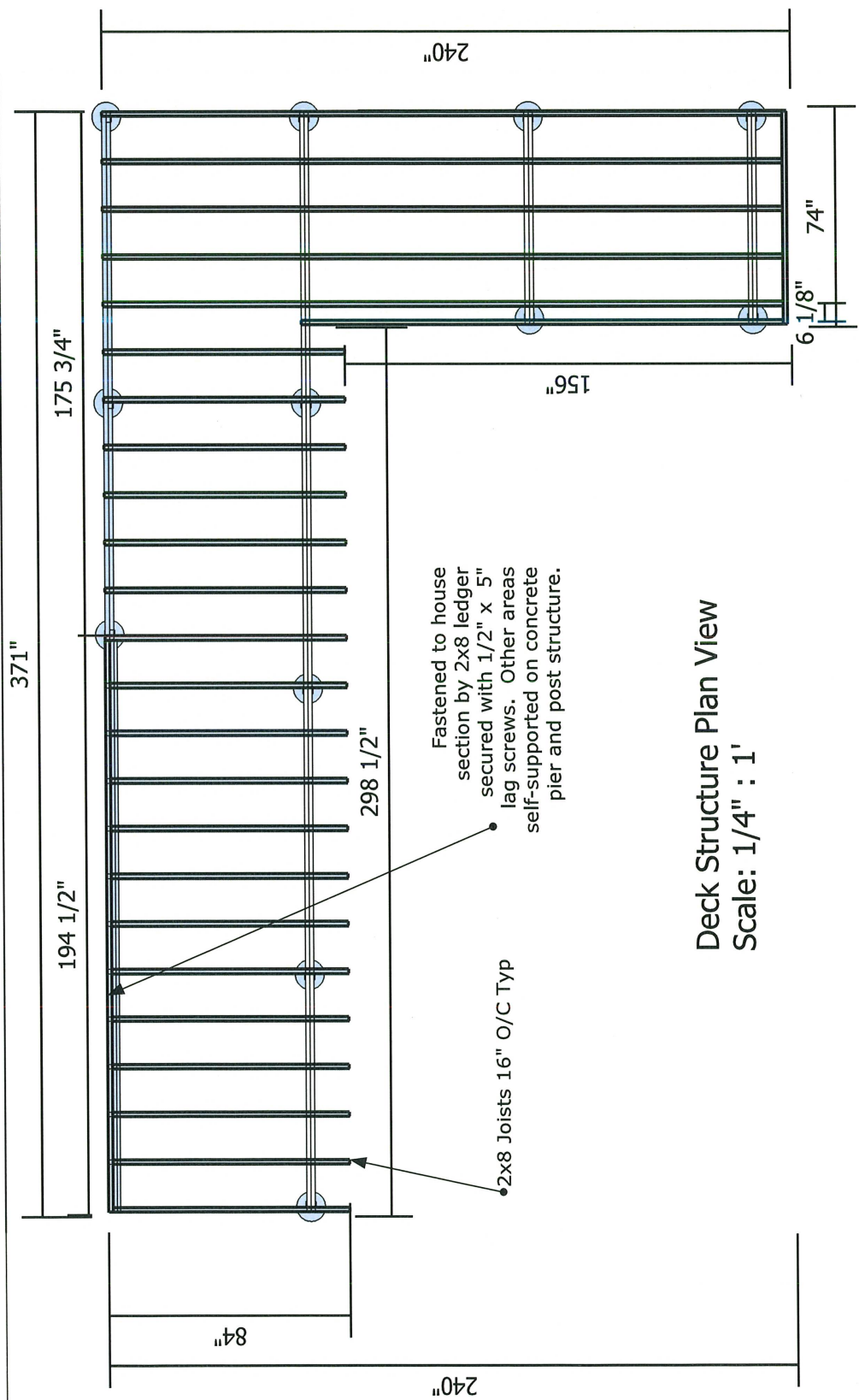


Project:	Tams Above Ground Pool and Deck Surround	Drawing Title:	Deck and structure perspective	Drawn By:	Ryan Cann	Date:	2021-02-14
Lethbridge Pool Pros. P: 403-915-2266 E: lethbridgepoolpros@gmail.com		Page #:	4A	Invoice #:	#		



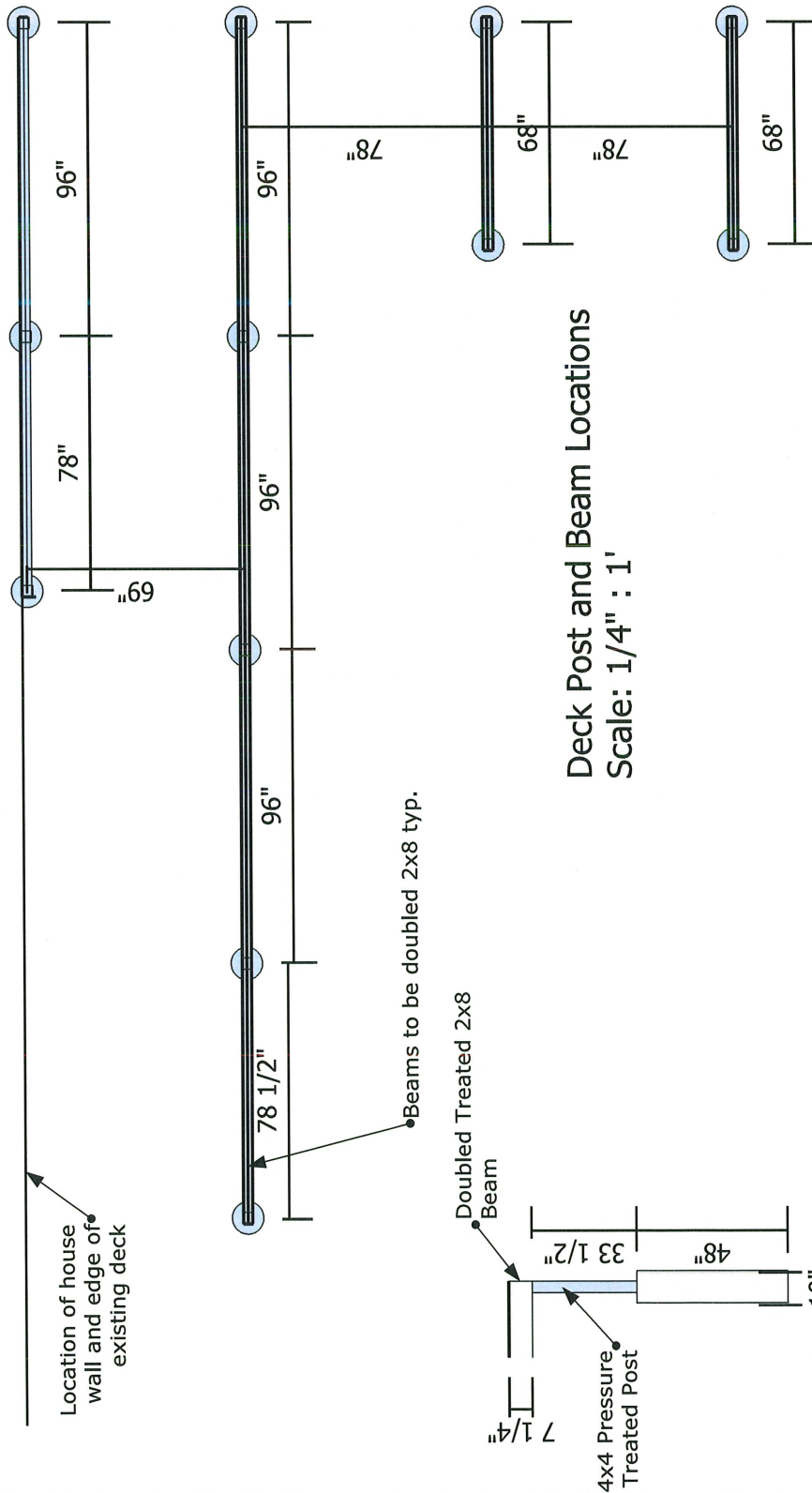
New Deck Plan View
Scale: 1/4" : 1'

Project: Lethbridge Pool Pros. P: 403-915-2266 E: lethbridgepoolpros@gmail.com	Drawing Title: Deck Details	Drawn By: Ryan Cann	Date: 2021-02-14
		Page #: 4B	Invoice #: #



Deck Structure Plan View
Scale: 1/4" : 1'

Project: Lethbridge Pool Pros. P: 403-915-2266 E: lethbridgepoolpros@gmail.com	Drawing Title: Tams Above Grade Pool and Deck Surround	Deck Details	Drawn By: Ryan Cann	Date: 2021-02-14
			Page #: 4C	Invoice #: #



Deck Post and Beam Locations
Scale: 1/4" : 1'

Typical Post and Pier
Scale: 1/4" : 1'

Project:	Drawing Title:	Drawn By:	Date:
Lethbridge Pool Pros.	Tams Above Grade Pool and Deck Surround	Ryan Cann	2021-02-14
P: 403-915-2266 E: lethbridgepoolpros@gmail.com		Page #:	Invoice #:
		4C	#

LEGAL DESCRIPTION

LOT: 2
 BLOCK: 2
 PLAN: 161 1387
 ADDRESS: COUNTRY RESIDENTIAL
 3005 13TH STREET
 COALDALE, AB
 0.22 ACRES
 CR-2

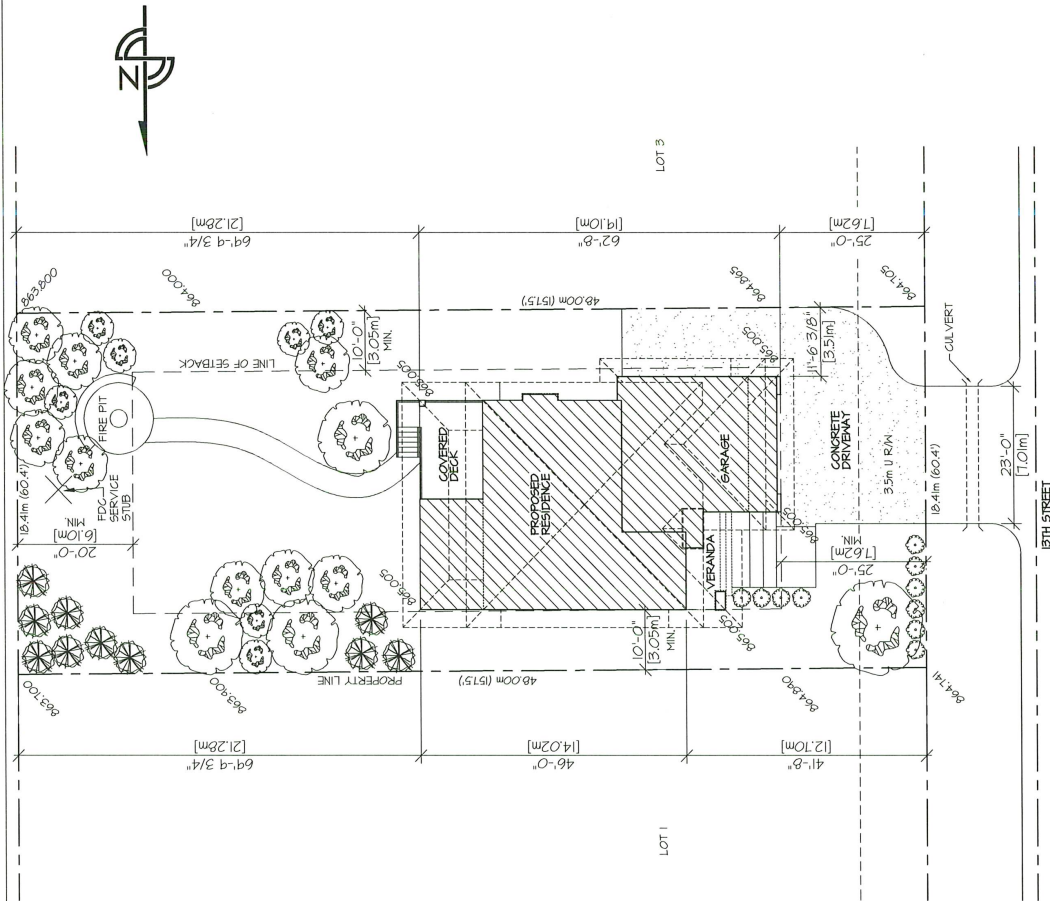
ELEVATIONS ♦

TOP OF MAIN FLOOR 266.294
 TOP OF ENTRY FLOOR 265.518
 TOP OF GARAGE FLOOR 265.024
 TOP OF HOUSE FOOTING 265.024
 F.F. BLDG. 265.195
 SANITARY INVERT 265.000
 LOWEST TOP OF FIG. 262.860

SITE AREA

SITE AREA 9513 SQ.F.T
 BUILDING COVERAGE 2154 SQ.F.T
 SITE COVERAGE 22.6%

1 SITE PLAN
 20 SCALE 1:1000



REVISIONS
 CONSULTANTS

DEQUINS J. BERGEN
 & ASSOCIATES LTD.
 ARCHITECTS

PROJECT TITLE
 TANS
 RESIDENCE

CLIENT
 DRAWING TITLE
 SITE PLAN

DATE: JANUARY 2017
 PROJECT NO.: 2017
 DRAWN BY: J. BERGEN
 CHECKED BY: J. BERGEN
 PLOTTED BY: J. BERGEN
 CADD FILE: 2017-01-17
 SHEET NO.: A0

COUNTRY RESIDENTIAL ONE – CR-1



Purpose:

To establish a residential large lot district and to ensure that any development will proceed in an orderly and economical manner.

1. (A) PERMITTED USES

- Dwellings:
 - Secondary Suite
 - Single-Detached - Prefabricated
 - Single-Detached - Site Built
- Accessory building, structure or use to an approved permitted use
- Day Home
- Detached Garage
- Garden Shed
- Home Occupation 1
- Shipping Container (temporary)

(B) DISCRETIONARY USES

- Dwellings:
 - Moved-In
- Accessory building, structure or use to an approved discretionary use
- Bed and Breakfast
- Child Care Facility
- Home Occupation 2
- Moved-In Building
- Public or Private Utility
- Sign Types¹: 2, 4, 5², 12

Notes: 1 – See Schedule 13: Sign Regulations, Section 8 for definitions of sign types.
2 – See Schedule 13, subsection 8(5)(i) for restrictions on freestanding signs in residential districts.

(C) PROHIBITED USES

- Shipping Containers (permanent)
- Single detached manufactured dwellings
- Sign Types 1, 3, 6, 7, 8, 9, 10, 11
- 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
Single-detached dwellings	30.48	100	51.81	170	1,579.35 (0.16 ha)	17,000 (0.39 acre)
All other uses	As required by the Designated Officer or Development Authority					

- (a) The Designated Officer may approve a development on an existing registered lot if the minimum dimensions or area are less than those specified above in Section 2.
- (b) Despite the above requirements, all lots located on curves or cul-de-sacs shall have a minimum frontage of 6 m (19.68 ft.).

3. MINIMUM YARD DIMENSIONS FOR PRINCIPAL BUILDINGS AND USES

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
Principal Use	12.19	40	12.19	40	4.57	15	7.62	25
All other uses	As required by the Designated Officer or Municipal Planning Commission							

4. MAXIMUM SITE COVERAGE

(a) **Principal Building – 35%**

The principal building shall not occupy more than 35 percent of the surface area of a lot. Attached garages shall be considered as part of the principal building.

(b) **Accessory Buildings – 10% or up to 1200 ft² whichever is lesser**

Any and all accessory buildings, including garden sheds and detached garages, shall not occupy more than 10 percent of the surface area of a lot, or up to a maximum 1200 ft² area; whichever is the lesser (total of all accessory buildings).

(c) Other development shall be at the discretion of the Development Authority.

5. MAXIMUM HEIGHT OF BUILDINGS

Use	Maximum Height*
Principal Dwelling	10 m (33 ft.)
Accessory Buildings	4.57 m (15 ft.)
All other uses	As required by the Designated Officer or Municipal Planning Commission

*See definition for Building Height.

6. MINIMUM FLOOR AREA

Use	Minimum Floor Area*
Single-Detached Dwellings	92.9 m ² (1,000 ft ²)
All other uses	As required by the Designated Officer or Municipal Planning Commission

7. DRAINAGE

- (a) All dwellings and accessory structures must have eaves and downspouts, proper site grading and all surface drainage must be contained on-site and directed into approved municipal infrastructure.

8. ACCESSORY BUILDINGS (INCLUDING GARDEN SHEDS AND DETACHED GARAGES)

- (a) Minimum setbacks for accessory buildings including garden sheds and detached garages are as follows:

	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
Use	m	ft.	m	ft.	m	ft.	m	ft.
Accessory Buildings		See (f) and (g) below.			4.57	15	4.57	15

Note: Measurements are from the respective property line to the nearest point of the building.

- (b) No accessory building or use shall be allowed on a lot without an approved principal building or use.
- (c) Accessory structures and uses not specifically included within a development permit require a separate development permit application.
- (d) Accessory buildings on interior lots or laneless corner lots shall not have overhanging eaves less than 0.61 m (2 ft.) from the side and rear lot line.
- (e) Accessory buildings on laned corner lots shall not have overhanging eaves less than 2.74 m (9 ft.) from the secondary front lot line and 0.61 m (2 ft.) from the rear and side lot lines.
- (f) Accessory buildings shall not be located in the front yard.
- (g) Accessory buildings shall not be located in a side yard between the property line and a principal building.
- (h) Accessory buildings shall have a minimum separation of 0.61 m (2 ft.) from the overhanging eaves of the accessory building and the eaves of any other structure or dwelling.
- (i) The exterior finish of all accessory buildings must be the same or complimentary to the principal building.
- (j) A minimum separation distance of 1.22 m (4 ft.) shall be provided between a principal building and any accessory building or structure.

9. STANDARDS OF DEVELOPMENT	– SCHEDULE 4
10. MOVED-IN DWELLING AND MOVED-IN BUILDING REGULATIONS	– SCHEDULE 5
11. PREFABRICATED DWELLING REGULATIONS	– SCHEDULE 6
12. HOME OCCUPATIONS	– SCHEDULE 7
13. BED AND BREAKFAST STANDARDS	– SCHEDULE 8
14. LANDSCAPING AND AMENITY AREAS STANDARDS AND GUIDELINES	– SCHEDULE 9
15. OFF-STREET PARKING AND LOADING REQUIREMENTS	– SCHEDULE 11
16. SIGN REGULATIONS	– SCHEDULE 13

SCHEDULE 4: STANDARDS OF DEVELOPMENT

SCHEDULE 4: STANDARDS OF DEVELOPMENT

Except for more specific, alternative, or contradictory standards as may be set forth within an individual land use district, the following standards apply to all uses in all districts.

1. STATUTORY PLANS

Where the policies, rules or procedures indicated in a statutory plan vary, supplement, reduce, replace or qualify the requirements of this Bylaw for a particular district or districts, the policies, rules or procedures indicated in the statutory plan shall take precedence.

2. QUALITY OF DEVELOPMENT

The Municipal Planning Commission or Designated Officer may impose reasonable conditions on a development permit if it will make the use or development more consistent with the purpose of the land use district or with an adopted Statutory Plan.

3. DESIGN AND ORIENTATION OF BUILDINGS, STRUCTURES AND SIGNS

- (a) The design, character and appearance of buildings, structures or signs shall be consistent with the intent of the land use district in which the building is located and compatible with other buildings in the vicinity.
- (b) The Development Authority may regulate the exterior finish of buildings, structures or signs to improve the quality of any proposed development within any land use district.
- (c) The maximum allowable height above the average finished surface level of the surrounding ground of the exposed portion of a concrete or block foundation may be limited by the Development Authority.
- (d) Subject to the requirements of the Safety Codes, the Development Authority may require that buildings be physically accessible to disabled persons.
- (e) If a building is to be located on a lot with more than one street frontage or on a lot with potential for further subdivision, the Development Authority may regulate the orientation and location of the building as a condition of development approval.

4. REDUCED LOT AREA AND DIMENSION

The Municipal Planning Commission or Designated Officer may approve a development on an existing registered lot the minimum dimensions or area of which are less than those specified in Schedule 2.

5. CORNER LOT CUT-OFF YARD DIMENSIONS

Where a laneway or roadway has reduced the size of a lot by cutting off a corner of the lot the minimum yard dimensions shall apply to the portions of the lot that have not been cut-off by the laneway or roadway. See Figure 4.1.

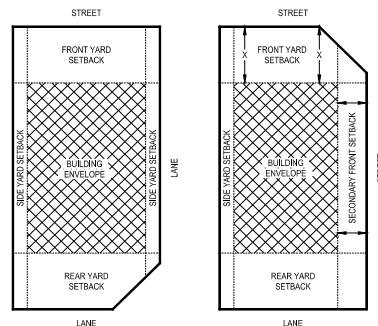
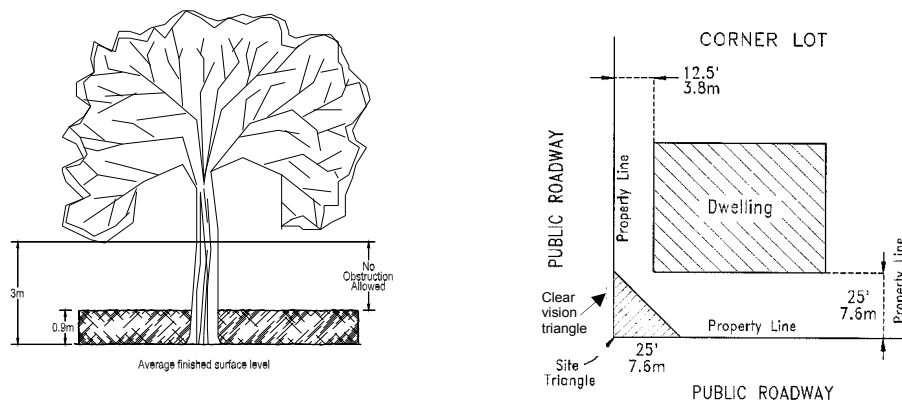


Figure 4.1: Corner Cut-off Lot Minimum Yard Dimensions
X = minimum yard dimension (arrows indicate measurement location)

6. CLEAR VISION TRIANGLE FOR CORNER LOTS (ALL USES)

On a corner lot nothing shall be erected, placed, planted or allowed to grow in such a manner as to materially impede vision between a height of 0.9 m (3 ft.) and 3 m (10 ft.) above the centre line grades of the intersecting streets in the area bounded by the property lines of such corner lots and a line joining points along the said property lines 7.6 m (25 ft.) from the point of intersections. This restriction may apply in the C-1 district at the discretion of the Designated Officer or Municipal Planning Commission.



7. RESIDENTIAL PRINCIPAL BUILDING/USE YARD SETBACKS

- (a) The Development Authority may waive the minimum required yard setback requirement in a well established residential area if, in its opinion:
- the proposed setback is in accordance with (or similar to) the existing and prevailing neighbourhood yard pattern;
 - the building and its proposed location (inclusive of any existing or proposed additions) is compatible with the form, scale and massing of surrounding dwellings; and
 - the proposal complies with the appropriate section of the Land Use Bylaw specifying any and all requirements in considering **Applications Requiring Waivers (Variance)** (as per Sections 36-37 of the Land Use Bylaw).

- (b) If, in the opinion of the Municipal Planning Commission or Designated Officer, an application for an addition or renovation to an existing dwelling or a new dwelling in any area would adversely affect the use and enjoyment of neighbouring properties, the Designated Officer may notify those residents affected by the proposed development. The Municipal Planning Commission would make a decision on the proposed development after consultation with any and all residents that may be affected by the proposed development. The Municipal Planning Commission could then increase the setback requirements for the proposed development to enhance the appearance of the area or in providing that the development more appropriately fits and is compatible with the existing developments in the neighbourhood area.

8. RETAINING WALLS AND GRADING

- (a) In all land use districts, the applicant shall provide a grading plan for the development.
- (b) The Designated Officer or the Municipal Planning Commission may require the construction of a retaining wall as a condition of a development permit if, in their opinion, significant differences in grade exist or will exist between the parcel being developed and adjacent parcels.
- (c) As a condition of a development permit, the Designated Officer or the Municipal Planning Commission may require special grading and/or paving to prevent surface drainage problems with neighbouring lots.
- (d) Roof and surface drainage shall be directed either to the public roadway fronting the property, or as approved by the Designated Officer, to a rear or side property boundary or as approved in an engineered stormwater management plan.

9. REFUSE COLLECTION AND STORAGE

- (a) Refuse and garbage shall be kept in suitable containers or permanent enclosures.
- (b) Refuse and garbage storage areas shall be effectively screened from public view.
- (c) All refuse on any construction site shall be properly screened or placed in an approved enclosure until removed for disposal.

10. LANDSCAPING STANDARDS AND SCREENING

Refer to *Schedule 9: Landscaping and Amenity Areas Standards and Guidelines*.

11. GARDEN SHEDS

- (a) Garden sheds are permitted provided:
 - i. they do not exceed 9.3 m² (100 ft²) in area,
 - ii. are not on a permanent foundation, and
 - iii. meet the applicable district's required setback distances.
- (b) Garden sheds that exceed the area requirement in subsection 11(a)(i), or are to be located closer than the stipulated setback in the applicable land use district will require a waiver/variance to this Bylaw.
- (c) Garden sheds that do not exceed the area requirement in subsection 11(a)(i) and meet the stipulated setback in the applicable land use district, but will be placed on a permanent foundation will require a development permit.

12. PERMITTED PROJECTIONS INTO SETBACKS

- (a) In no circumstances shall any part of any structure encroach or cause runoff on an adjoining property.
- (b) The following features may, subject to the relevant provisions of Safety Codes, project or encroach into the minimum required yard setbacks under this Bylaw:
 - i. unenclosed steps or unenclosed fire escapes may project a maximum of 1.5 m;
 - ii. a wheelchair ramp at the discretion of the Development Authority;
 - iii. fences to the property line in accordance with the applicable land use district and Section 6 (Clear Vision Triangle for Corner Lots);
 - iv. driveways, curbs and sidewalks;
 - v. off-street parking in accordance with the applicable land use district and Section 6 (Clear Vision Triangle for Corner Lots);
 - vi. service metres;
 - vii. mailboxes;
 - viii. landscaping, fish ponds, ornaments, flagpoles (less than 4.6 m (15 ft.) in height), or other similar landscaping features in accordance with Section 6 (Clear Vision Triangle for Corner Lots);
 - ix. temporary swimming pools in accordance with the applicable land use district;
 - x. signs, in accordance with Schedule 13: Sign Regulations;
 - xi. uncovered decks may encroach into the minimum required rear yard setback a maximum distance of 3 m (9.8 ft.);
 - xii. balconies that are unenclosed may encroach into the minimum required rear yard setback a maximum distance of 2 m (6.5 ft.); and
 - xiii. privacy walls less than 2 m (6.5 ft.) above the top of the finished floor elevation/grade of a balcony, deck or patio may encroach the same distance as the approved balcony, deck or patio (as applicable).
- (c) The portions of an attachment to a principal building which may project over a required yard setback are as follows:
 - i. eaves, fireplace chases, bay windows, belt courses, cornices, sills, temporary awnings or other similar architectural features may project:
 - a. a maximum of 0.61 m (2 ft.) over a side yard setback, and
 - b. a maximum of 1.22 m (4 ft.) over a front or rear yard setback.
- (d) In a front yard, cantilevers not exceeding 40 percent of the front wall area may encroach a maximum of 0.61 m (2 ft.).
- (e) In a side yard, cantilevers may encroach a maximum of 0.61 m (2 ft.) where:
 - i. the projection does not exceed 40 percent of one side wall and 20 percent of the other, and
 - ii. the projection is not immediately beside a projection of an adjacent dwelling.
- (f) In a rear yard, cantilevers may encroach a maximum of 0.61 m (2 ft.).
- (g) In all cases, projections into any required setback must comply with the requirements of the *Safety Codes Act*.

13. AIR CONDITIONERS – FREESTANDING

- (a) A freestanding exterior air conditioner shall not be located in a front yard or located less than 1 m (3.3 ft.) from a side or rear property boundary.

14. FENCES AND HEDGES

- (a) In all residential districts no fence, wall, hedge or other means of enclosure greater than 0.9 m (3 ft.) in height, or any combination thereof shall be erected in any front yard area without a permit from the Development Authority.
- (b) In all residential districts fences, walls, hedges or other means of enclosure in the secondary front, rear and side yard shall be no more than 1.8 m (6 ft.).
- (c) Fencing shall not be permitted to be constructed within any developed or undeveloped roadway or laneway right-of-way. Removal of such fencing will be at the property owner's expense.
- (d) Subdivision perimeter fencing is subject to the approval of the Development Authority.
- (e) The Designated Officer or the Municipal Planning Commission may regulate the types of materials and colours used for a fence.
- (f) Refer also to Section 6 for Clear Vision Triangle for Corner Lots.
- (g) The height, type and location of a fence in any Commercial, Industrial, Institutional/Recreational, Public or Reserve land use district (inclusive of the Downtown Overlay – see Section 8 of the C-1 land use district), shall be to the satisfaction of the Development Authority.

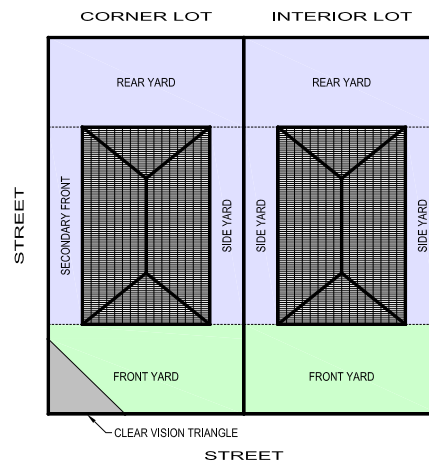


Figure 5.1 - Fence Height Provisions
Green area fence height no more than 0.9 m (3 ft.)
Blue area fence height no more than 1.8 m (6 ft.)

15. DECKS, AMENITY SPACES AND PRIVACY WALLS

- (a) A development permit is required for the construction of any deck more than 0.6 m (2 ft.) above grade in height. Deck height is measured from the finished grade to the finished floor grade of the deck.

- (b) For the purpose of calculating yard setbacks and site coverage requirements as provided in this Bylaw, where a structure is attached to the principal building by a roofed structure (open or enclosed), it shall be deemed to be part of the principal building and must meet the required side and rear yard setbacks.
- (c) A **ground level patio** means an unenclosed (no roof or walls) amenity area of concrete, brick, wood, or other material that is constructed at grade and may or may not be or attached to a dwelling.
- (d) A **deck** means an uncovered horizontal structure with a surface height greater than 0.6 m (2 ft.) above grade at any point, but generally no higher than the first storey floor level, and is intended for use as a private outdoor amenity space.
- (e) **REAR YARD SETBACKS:** uncovered decks may encroach into the minimum required rear yard setback a maximum distance of 3 m (9.8 ft.).
- (f) A **privacy wall** shall be no greater than 2 m (6.5 ft.) above the grade of a balcony, deck or patio.
- (g) Where a development permit is required for construction of a privacy wall (see Schedule 3: Development Not Requiring a Development Permit), the Development Authority may regulate the materials and/or exterior finish.

16. BALCONIES, VERANDAS AND PORCHES

- (a) A balcony shall not project more than 1.8 m (6 ft.) from a building façade. For semi-detached dwellings, no separation from a party wall property line is required for a balcony where a privacy wall extends the full depth of the balcony.
- (b) Where any building or structure is attached to a principal building by:
 - i. a roof structure (open or enclosed) above grade;
 - ii. a floor or foundation which is above grade; or
 - iii. any structure below grade allowing access between the buildings, such as a parking garage or a corridor or passageway connecting the buildings;
 it is considered to be part of the principal building and shall be considered in calculating site coverage and shall adhere to minimum yard setback requirements (unless specifically permitted to encroach).
- (c) **REAR YARD SETBACKS:** balconies that are unenclosed may encroach into the minimum required rear yard setback a maximum distance of 2 m (6.5 ft.).
- (d) Verandas and porches shall comply with the minimum required yard setbacks (dimensions) as per the applicable land use district.

17. EXTERIOR BUILDING FINISHES

The Designated Officer or the Municipal Planning Commission may require that specific finishing materials and colour tones be utilized in order to maintain the compatibility of any:

- (a) renovations or new development with that of surrounding buildings;
- (b) additions or accessory buildings and structures with the existing buildings on the same lot.

18. SATELLITE DISHES AND TELECOMMUNICATION ANTENNAS

In all residential land use districts:

- (a) satellite dishes greater than 1 m (3 ft.) in diameter or radio or television antenna shall be classified as an accessory structure and shall be placed in the rear or side yard;

- (b) satellite dishes greater than 1 m (3 ft.) in diameter shall not be mounted or attached to the roof of any dwelling or accessory building and shall not be illuminated or contain advertising other than the manufacturer's trademark or logo.

Radio and television antennas, which are not regulated by Industry Canada, are classified as an accessory structure.

19. TELECOMMUNICATION ANTENNA SITING PROTOCOLS

Telecommunication, radio communication and broadcast antenna systems are regulated by Industry Canada. An applicant proposing to locate a telecommunication, radio communication or broadcast antenna system within the Town, which does not meet the exclusion criteria in Appendix A shall be subject to the following siting protocols:

(a) Co-utilization

The applicant shall be requested to identify any other similar antenna systems within a radius of 500 m (1,640 ft.) of the proposed location and to provide documentary evidence that co-utilization of the existing antenna systems is not a viable alternative to the proposed antenna.

(b) Siting Options

The applicant shall be requested to identify siting options and any alternative locations considered.

(c) Appearance

Antenna systems which are visible from residential areas are encouraged to employ innovative design measures to mitigate the visual impact of the antenna system.

(d) Landscaping

The landscaping requirements of the land use district in which the development is proposed should be integrated into the site design, except where existing site vegetation is deemed comparable by the Municipal Planning Commission to the land use district requirements.

(e) Lighting and Signage

- i. Lighting in addition to that which is required by applicable federal agencies shall be avoided. Security lighting may be considered provided it meets the requirements of the applicable land use district.
- ii. Only signage that is required by applicable federal agencies is permitted. No advertising signage shall be permitted.

(f) Municipal Concurrence

- i. The applicant shall be required to present the proposed development to the Municipal Planning Commission at a public meeting in accordance with the Administration Section and submit the following plans at least two weeks before the scheduled meeting:
 - a. site plan identifying the location of the proposed development, access, distance from property lines, easements, rights-of-way or any other development constraint on the property, proposed fencing or other security measures, and landscaping plan; and
 - b. antenna height, type, design, material, appearance and lighting.
- ii. Upon conclusion of the public consultation process, the Development Authority will issue a response to the applicant in writing indicating either concurrence of the proposed development or specific concerns or comments relating to the antenna system.

(g) Public Consultation

- i. The applicant shall be required to hold a public meeting before the Municipal Planning Commission at the Town office or another location approved by the Town administration to explain all aspects of the proposed development, including but not limited to siting, technology and appearance of the structure;
- ii. The Town may notify all land owners within a distance of 500 m (1640 ft.) of the proposed structure at the expense of the applicant.

20. DRIVEWAYS AND SIDEWALKS

- (a) Vehicle access to and from corner lots shall generally be limited to locations along the minor street or cul-de-sac.
- (b) A refundable security fee for sidewalks in the amount of \$500.00 shall be required by the Designated Officer or the Municipal Planning Commission to ensure that already constructed sidewalks are not destroyed when construction or demolition occurs on a lot.
- (c) If damage does occur the Town will use the security fee for the replacement and/or repair costs and the owner and/or applicant will be responsible for any additional costs (over and above \$500) to repair the sidewalk to its previous condition.
- (d) If a security fee has not been taken by the Town and damage has occurred to municipal infrastructure, the Town may invoice the owner for any and all damages.

21. SERVICING REQUIREMENT

All residential, industrial and commercial buildings shall be required to connect to municipal water supply, storm sewer and sanitary sewer systems where the municipal services are, in the opinion of the Designated Officer or the Municipal Planning Commission, reasonably available. Other provisions may apply for water where an area structure plan has been prepared and adopted.

22. SWIMMING POOLS AND HOT TUBS

- (a) For swimming pool regulations refer to the Town of Coaldale Swimming Pool Bylaw. Portable, temporary, or above-ground outdoor hot tubs that are designed to be easily removed do not require a development permit.
- (b) In-ground swimming pools shall:
 - i. require a development permit,
 - ii. be considered an accessory structure,
 - iii. meet the minimum required setbacks for accessory structures in the applicable land use district, and
 - iv. not be calculated in the total maximum site coverage for accessory buildings and structures.

23. KENNELS (ANIMAL BOARDING)

Any development undertaken pursuant to an approved development permit for a kennel or animal boarding use shall be in accordance with the Town of Coaldale's Dog Enforcement Bylaw and the following provisions:

- (a) All dog facilities, including buildings and exterior exercise areas, shall be located to the rear of the principal building.
- (b) The Municipal Planning Commission may determine the maximum number of adult dogs that may be kept at any one time by the operator of a private or commercial kennel.

- (c) All pens, rooms, exercise runs, and holding stalls shall be soundproofed if deemed necessary by the Municipal Planning Commission which shall base its decision on the number of animals to be kept at the kennel, the proximity of the kennel to other uses and/or other kennels, and possibility that the noise from the kennel may adversely affect the amenities of the area.
- (d) In addition to soundproofing requirements, the times at which the animals are allowed outdoors may be regulated.
- (e) All kennel facilities shall be screened by both a visual and sound barrier, by fences and/or landscaping, from existing dwellings on adjacent parcels to the satisfaction of the Municipal Planning Commission.
- (f) Kenneling facilities shall be operated in accordance with health regulations and, in particular, excrement and similar waste shall be disposed of in a manner acceptable to Alberta Health Services.
- (g) Compliance with the Canadian Veterinary Medical Association Code of Practice for Canadian Kennel Operations.

24. DEMOLITION

All building demolitions or removals shall comply with the following:

- (a) No person shall commence or cause to be commenced the demolition or removal of any building or structure, or portion thereof, until all necessary permits have been obtained.
- (b) A development permit must be obtained for the demolition or removal of any building or structure greater than 11 m² (120 ft²) in size.
- (c) Whenever a development permit is issued for the demolition or removal of a building or structure, it shall be a condition of the permit that the lot shall be cleared, with all debris removed, and left in a graded condition upon completion of the demolition or removal to the satisfaction of the Development Authority.
- (d) When a development permit is to be approved for the demolition or removal of a building or structure, the Development Authority may require the applicant to provide a cash deposit, an automatically renewable irrevocable letter of credit, or other acceptable form of security in such amount as to occupy the costs of reclamation to any public utility or town property.
- (e) Whenever a demolition or removal of a building or structure is carried out, the property owner shall, at their own expense, protect any wall, structure, sidewalk, landscaping (hard and/or soft) or roadway liable to be affected by such demolition or removal, including those on neighbouring properties, from damage or displacement.
- (f) The Designated Officer or Municipal Planning Commission may require as a condition of the development permit that the site be fenced and screened to ensure adequate public safety.
- (g) The applicant shall be responsible for obtaining all necessary Safety Codes approvals and utility service disconnections before demolition or removal of buildings or structures.

25. SECONDARY SUITES

Secondary suites shall comply with the following regulations:

- (a) A secondary suite shall only be developed within the principal dwelling and shall not be developed within a detached garage and/or accessory structure.
- (b) The maximum floor area of the secondary suite shall be as follows:

- i. In the case of a secondary suite located completely below the first storey of a single-detached dwelling the floor area shall not exceed the floor area of the first storey of the associated principal dwelling (excluding stairways).
- (c) The minimum floor area for a secondary suite shall be not less than 30 m² (322.93 ft²).
- (d) 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.
- (e) Only one secondary suite may be developed in conjunction with a principal dwelling.
- (f) A secondary suite shall not be developed within the same principal dwelling containing a Home Occupation 2, unless it is proven to the satisfaction of the Municipal Planning Commission that the amount of traffic generated is limited and adequate parking is available without adversely affecting the neighbourhood.
- (g) The number of persons occupying a secondary suite shall not exceed four.
- (h) The secondary suite shall not be separated from the principal dwelling through a condominium conversion or subdivision.
- (i) Variances or waivers of setbacks shall not be granted to develop a secondary suite.
- (j) A secondary suite shall provide off-street parking in compliance with Schedule 11: Off-Street Parking and Loading Requirements.
- (k) All required off-street parking stalls for a secondary suite shall be hard surfaced (e.g. cement, pavement/asphalt, etc.).
- (l) Development of a secondary suite shall adhere to the Alberta Building Code and Alberta Fire Code as a condition of approval.

26. SOLAR COLLECTOR

- (a) A solar collector attached to a wall or roof of a building may be permitted in any land use district as an accessory structure subject to the following:
 - i. A solar collector mounted on a roof:
 - a. may project a maximum of 1.3 m (4 ft.) from the surface of the roof and shall not exceed the maximum height requirements of the applicable land use district; and
 - b. must not extend beyond the outermost edge of the roof.
 - ii. A solar collector mounted to a wall:
 - a. must be located such that it does not create undue glare on neighbouring property or public roadways;
 - b. must be located a minimum of 2.4 m (7.8 ft.) above grade;
 - c. may project a maximum of 1.5 m (5 ft.) from the surface of the wall, when the wall faces the rear property line, subject to the setback requirements of the applicable land use district; and
 - d. may project a maximum of 0.6 m (2 ft.) from the surface of the wall when the wall faces the front, secondary front or side property line, subject to the setback requirements of the applicable land use district.
- (b) A free-standing solar collector or a solar collector mounted to any structure other than a roof or wall of a building shall be classified as an accessory structure, meet the minimum required setbacks in the land use district, and processed subject to the applicable land use district and the following additional standards:

- i. A free-standing solar collector or a solar collector mounted to any structure other than a roof or wall of a building:
 - a. must be located such that it does not create undue glare on neighbouring property or public roadways;
 - b. must not exceed 1.8 m (6 ft.) in height above existing grade; and
 - c. in all land use districts must not be located in the front, secondary front or side yard of the principal building or dwelling.

27. SMALL WIND ENERGY SYSTEMS

This Section establishes standards for the siting and operation of Small Wind Energy Systems. This Section is intended to implement the necessary requirements while protecting the scenic and natural resources of the Town of Coaldale and the health, safety and welfare of its residents.

(a) DEFINITIONS

The following definitions apply to this Schedule:

Blade means an element of a wind energy system rotor, which acts as a single airfoil, thereby extracting kinetic energy directly from the wind.

Blade clearance means, in reference to a horizontal axis rotor, the distance from grade to the bottom of the rotor's arc.

Rotor's arc means the largest circumferential path travelled by a blade.

Small Wind Energy System (SWES) means a wind energy conversion system consisting of a wind turbine (rotor and blades), a tower, and associated control or conversion electronics, which will be used primarily to reduce onsite consumption of utility power and is CSA approved.

Total height means the height from grade to the highest vertical extension of a SWES. In the case of a SWES with a horizontal axis rotor, total height includes the distance from grade to the top of the tower, plus the distance from the top of the tower to the highest point of the rotor's arc.

Tower means the structure which supports the rotor above grade.

(b) PERMIT REQUIREMENTS

Small Wind Energy Systems shall require a development permit depending on their location, as provided in the regulations for the land use districts in which they are allowed.

Type A Small Wind Energy System: This use is defined as a Small Wind Energy System that is either roof mounted or has a tower which does not exceed 12.2 m (40 ft.) in height.

Type B Small Wind Energy System: This use is defined as a Small Wind Energy System that has a tower which is greater than 12.2 m (40 ft.) in height but does not exceed 24.4 m (80 ft.) in height.

(c) INFORMATION REQUIREMENTS

Applications for Small Wind Energy Systems shall include the following information where applicable:

- i. all proposed Small Wind Energy Systems shall be commercially manufactured and applications shall include the manufacturers make and model number;
- ii. the manufacturer's specifications indicating:
 - a. the SWES rated output in kilowatts;
 - b. safety features and sound characteristics;
 - c. type of material used in tower, blade, and/or rotor construction;
- iii. potential for electromagnetic interference;
- iv. nature and function of over speed controls which are provided;

- v. specifications on the foundations and/or anchor design, including location and anchoring of any guide wires;
- vi. information demonstrating that the system will be used primarily to reduce on-site consumption of electricity;
- vii. location of existing buildings or improvements.

(d) REFERRALS

Prior to making a decision on a development application for a Small Wind Energy System, the Development Authority may refer and consider the input of the following agencies and departments:

- i. Alberta Utilities Commission,
- ii. Transport Canada,
- iii. Navigation Canada.

(e) SETBACKS

- i. A Small Wind Energy System shall comply with all the setbacks that govern the principal use in the district in which it is located.
- ii. No part of the wind system structure, including guy wire anchors, may extend closer than 3.0 m (10 ft.) to the property boundaries of the installation site.

(f) DEVELOPMENT STANDARDS

Small Wind Energy Systems shall comply with the following standards:

- i. There shall be a limit of one Small Wind Energy System per parcel.
- ii. The system's tower shall be set back a minimum distance equal to the height of the tower from all parcel lines, and a minimum distance of 3.0 m (9.8 ft.) from any other structure on the parcel on which the system is located. On parcels 4.0 ha (10 acres) or more, the parcel line setback may be reduced if the applicant demonstrates that:
 - a. because of topography, strict adherence to the setback requirement would result in greater visibility of the system's tower than a reduced setback; and
 - b. the system's tower is set back a minimum distance equal to the height of the tower from any structure on adjoining parcels.
- iii. The system's tower shall not exceed a maximum height of 12.2 m (40 ft.) on a parcel of less than 0.4 ha (1 acre), a maximum of 19.8 m (65 ft.) on a parcel of 0.4 ha (1 acre) to less than 2.0 ha (5 acres), and maximum height of 24.4 m (80 ft.) on a parcel 2.0 ha (5 acres) or more.
- iv. The system's tower shall be located and screened by landforms, natural vegetation or other means to minimize visual impacts on neighbouring residences and public roads, public trails and other public areas.
- v. The system's tower and supporting structures shall be painted a single, neutral, non-reflective, non-glossy (for example, earth-tones, grey, black) that, to the extent possible, visually blends the system with the surrounding natural and built environments.
- vi. The system shall be equipped with manual and automatic over speed controls. The conformance of rotor and over speed control design and fabrication to good engineering practices shall be certified by a licensed mechanical, structural or civil engineer.
- vii. The system's tower-climbing apparatus and blade tips shall be no closer than 4.6 m (15 ft.) from ground level unless the system is enclosed by a 1.8-m (6-ft.) high fence.
- viii. The system's utility lines shall be underground where economically practical.
- ix. The system shall be operated such that no electro-magnetic interference is caused.
- x. The system shall be located in the rear yard.

- xi. Small wind turbines shall not exceed 60 dB(A), or in excess of 5 dB(A) above the background noise, whichever is greater. The level, however, may be exceeded during short-term events including utility outages and severe windstorms.
- xii. Brand names or advertising associated with the system or the system's installation shall not be visible from any public place.
- xiii. Upon abandonment or termination of the system's use, the entire facility, including the system's tower, turbine, supporting structures and all equipment, shall be removed and the site shall be restored to its pre-construction condition.

(g) REVIEW OF PERMITS

Town Council shall review the impacts of issuance of permits for Small Wind Energy Systems after the issuance of 10 development permits for this specific use within the municipality. Subsequent to an initial review, Council may review and evaluate these policies at any time.

28. ALTERNATIVE/RENEWABLE ENERGY, INDIVIDUAL ACCESSORY SOURCES

The Development Authority is authorized to issue development approvals for alternative energy sources that are accessory to an approved principal use, such as, but not limited to, solar collectors, heat exchange systems, generators, turbines, etc. provided that any additional approvals or standards required at the municipal, provincial and/or federal levels are met or exceeded.

29. COMMERCIAL/INDUSTRIAL ALTERNATIVE/RENEWABLE ENERGY DEVELOPMENTS

See Schedule 12: Commercial / Industrial Alternative Renewable Energy Developments.

30. CHILD CARE FACILITIES

All child care facilities may be approved subject to the following conditions and requirements:

- (a) If determined by the Designated Officer, prior to the Municipal Planning Commission meeting, the applicant for a child care facility may be required to meet and consult with all adjacent land owners in the vicinity of where the use is proposed.
- (b) In any residential district, no exterior alterations shall be undertaken to a dwelling or former dwelling which would be inconsistent with the residential character of the building or property.
- (c) All signage must comply with Schedule 13: Sign Regulations.
- (d) Request for more than one sign or a sign greater than 0.74 m² (8 ft²) requires a separate development permit application.
- (e) The use shall not generate traffic problems within the district.
- (f) Requires a minimum of one (1) on-site parking space per employee at the use at any given time.
- (g) Requires a minimum of one (1) on-site pick-up and drop-off space for every 10 children and the location of passenger loading zones for child care facilities may be specified by a condition of a development permit.
- (h) Must have screening for any outdoor play areas to the satisfaction of the Development Authority.
- (i) All applications for child care facilities shall, as a condition of approval, obtain the necessary approvals required from regulatory agencies.

31. ADULT ENTERTAINMENT FACILITIES – SPECIAL SETBACKS

An adult entertainment facility shall not be located on a site less than 400 m from the nearest school, arena, religious assembly, day home, child care facility, community centre, residential dwelling or park.

32. GAS BARS, SERVICE STATIONS AND BULK FUEL STORAGE AND SALES

- (a) Notwithstanding the District Regulations, a use pursuant to this Section shall not be located on sites, which, in the opinion of the Development Authority, would be considered unsafe in terms of vehicle circulation, and access and egress from the site.

Site Area (Minimum)

- (b) Site Area (Minimum):
- i. Gas Bar: 1,200 m² (12,917 ft²)
 - ii. Service Station: 1,500 m² (16,146 ft²)
 - iii. Gas Bar or Service Station including Car Wash: 2,700 m² (29,063 ft²)
 - iv. Where a service station or gas bar forms part of a shopping centre, the area containing the service station or gas bar buildings and pump areas: 1,000 m² (10,764 ft²)
 - v. Where a service station or gas bar is combined with a convenience store: 1,200 m² (12,917 ft²)
 - vi. Bulk Fuel Storage and Sales: 2,700 m² (29,063 ft²)

Setback of Buildings and Structures

- (c) The Provincial Plumbing and Gas Safety Services Branch shall approve the proposed location(s) and design of all fuel storage tanks prior to application for a development permit.
- (d) Notwithstanding the specific district regulations, fuel storage tanks shall have the following minimum setbacks from any property lines, abutting masonry building walls, drainage basins and ditches:

Total Tank Capacity Setback

Up to 7,500 litres	3 m (10 ft.)
7,501 to 19,000 litres	5 m (16 ft.)
19,001 to 38,000 litres	7.6 m (25 ft.)
Over 38,000 litres	10.5 m (35 ft.)

- (e) Tanks located on property within a Flood Hazard Area shall be flood proofed to the satisfaction of the Development Authority.
- (f) The ventilation tank pipes shall have a minimum height of 3.5 m (11 ft.) from grade, and a minimum setback of 0.9 m (3 ft.) from any property line. In cases where the ventilation tank pipes are abutting to a building opening, the setback requirement shall be a minimum of 1.2 m (4 ft.).
- (g) The ventilation tank pipes shall have a minimum setback of 7.6 m (25 ft.) from any fuel-dispensing unit.
- (h) The minimum front yard requirements shall be as prescribed in the district in which the use is located but in no case shall be less than 3 m (10 ft.).
- (i) The minimum side and rear yard setbacks shall be as prescribed in the district in which the use is located.
- (j) Yard setbacks shall apply to all above ground structures, including gas pump canopies.

Site and Building Requirements

- (k) All parts of the site to which vehicles may have access shall be hard-surfaced if the property is accessed from a paved public road or lane, and drained to the satisfaction of the Development Authority.

- (l) A minimum of 10 percent of the site area of a Gas Bar and Service Station under this Section shall be landscaped to the satisfaction of the Development Authority.
- (m) The removal of tanks requires a demolition permit from the Development Authority.

33. SHIPPING CONTAINERS

- (a) Shipping containers shall only be allowed in land use districts where listed as a permitted or discretionary use in Schedule 2. Shipping containers are prohibited in all other districts (except as described in Schedule 3: Development Not Requiring A Development Permit, subsection 4(d).
- (b) Any permanent or semi-permanent (in excess of 3 months) shipping container shall be subject to the following general standards:
 - i. An application for a development permit for a proposed shipping container must be completed and submitted to the Development Officer accompanied by the applicable application fee and a minimum of two recent colour photographs of each container (one end view and one side view).
 - ii. There shall be a legal primary use on the property where the shipping container is proposed.
 - iii. Shipping containers are permitted to be used for storage only and shall not be used as a building or a construction material.
 - iv. The Development Authority may regulate the maximum number of shipping containers permitted on a lot.
 - v. The Development Authority may regulate the maximum height of shipping containers.
 - vi. Except for the temporary placement of a shipping container in compliance with Schedule 3, subsection 4(d) or subsection 33(c) below, a shipping container shall not display advertising, company logos, names or other marketing without an approved sign permit.
 - vii. The shipping container shall only be permitted in the secondary front, rear, or side yard.
 - viii. The shipping container must comply with the maximum lot coverage and setback requirements for accessory structures in the applicable land use district.
 - ix. The Development Authority may require as a condition of approval that a shipping container(s) be screened from view.
 - x. The Development Authority may require as a condition of approval that any shipping container be sandblasted and/or painted a neutral or complementary colour to match the existing building(s) on the property.
 - xi. The Development Authority may require as a condition of approval that the exterior of the shipping container be kept clean and regularly painted in a neutral or complementary colour to match the existing building(s) on the property.
 - xii. The Development Authority may regulate the time period for which a development permit for a shipping container(s) is valid through the issuance of a temporary permit.
 - xiii. Removal of the shipping container(s) at the expiration of the permit shall be at the expense of the applicant and/or landowner. The Development Authority may require as a condition of approval the posting of a bond or a security guaranteeing the removal of the container and/or compliance with the conditions of the permit.
- (c) Temporary shipping containers that are proposed to exceed the time-limit eligibility for exemption from the requirement to obtain a development permit in Schedule 3, subsection 4(d) may be issued a development permit subject to the following:
 - i. A temporary development permit may be issued for a period not exceeding three (3) months where a project timeline is in excess of the time limit specified in Schedule 3, subsection 4(d).
 - ii. Minimum yard setbacks shall be 0.9 m (3 ft.).

- (d) A development that proposes to convert a shipping container to a building or structure for a different use may be considered by the Development Authority subject to the following and the “Similar And Prohibited Uses” requirements in Administrative Section 35 of this Bylaw:
 - i. The proposed use is similar to a permitted or discretionary use in the applicable land use district;
 - ii. The shipping container conversion will be able to meet all applicable Safety Code requirements;
 - iii. The Development Authority is satisfied that the design, character and appearance of the finished building or structure is compatible with other buildings in the vicinity and consistent with the purpose of the land use district in which the building is located;
 - iv. In addition to the application requirements under subsection (b)(i), the Development Authority shall normally require a stamped engineer’s drawing showing how the shipping container will be converted and a rendering illustrating the final appearance of the converted shipping container, as part of the application package.

34. INFILL DEVELOPMENT

- (a) The requirements of this section apply to all areas of Town that are considered established in accordance with the definition of infill development. Infill development is expected to be designed in a contextually sensitive manner with a design, scale and mass complementary to existing developments.
- (b) Applications for infill development shall provide, in addition to the normal application requirements set forth in this bylaw:
 - i. Existing and proposed grades for the lot to be developed;
 - ii. Existing grades for each adjacent lot;
 - iii. A basic nuisance mitigation strategy that addresses the minimization of dust, noise and other nuisances during the development;
 - iv. Location(s) for the stockpiling of materials to be moved through stripping and grading;
 - v. The setbacks of existing developments on each adjacent lot (only necessary where a waiver is requested);
 - vi. Measures to be taken to ensure surface drainage of adjacent properties and/or public rights-of-way is not unduly affected during or after development;
 - vii. Any other information deemed necessary by the Development Authority.

35. CANNABIS PRODUCTION FACILITY

- (a) The owner or applicant must provide, as a condition of development permit, a copy of the current license for all activities associated with cannabis production as issued by Health Canada.
- (b) The owner or applicant must obtain, and maintain on a permanent basis, any other approval, permit, authorization, consent or license that may be required to ensure compliance with applicable federal, provincial or other municipal legislation.
- (c) The development must be carried out in a manner whereby all of the processes and functions are fully enclosed within a stand-alone building including all loading stalls and docks, and garbage containers and waste material.
- (d) The development shall not operate in conjunction with another approved use.
- (e) The development shall not include an outdoor area for storage of goods, materials or supplies.

- (f) The development must include equipment designed and intended to remove odours from the air where it is discharged from the building as part of a ventilation system.
- (g) The Development Authority may require, as a condition of a development permit, a public utility and waste management analysis, completed by a qualified professional, that includes detailed information on:
 - i. the incineration of waste products and airborne emissions, including smell;
 - ii. the quality and characteristics of liquid and waste material discharged by the facility; and
 - iii. the method and location of collection and disposal of liquid and waste material.