



AGENDA

Municipal Planning Commission Meeting

5:00 PM - Wednesday, October 13, 2021

Online

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MINUTES

Municipal Planning Commission Meeting

5:00 PM - Wednesday, September 8, 2021
Virtual

The Municipal Planning Commission of the Town of Coaldale was called to order on Wednesday, September 8, 2021, at 5:00 PM, in the Virtual, with the following members present:

PRESENT:

R. Hohm, Councillor (Chair)
D. Lloyd, Councillor
J. Peters, Committee Member

EXCUSED:

J. Abrey, Councillor
J. Van Hierden, Committee Member

STAFF PRESENT:

S. Croil, Director of Planning & Development
K. Stone, Recording Secretary
M. Messier, Planning Intern
C. Mills, Manager of Economic Development

GALLERY:

K. Rudolph; K. Pitcher; N. Poole; N. Fisher; R. Whitten;
A. Neustaeter; K. Vandermeer; I. Kana;

1.0 CALL TO ORDER

R. Hohm called the meeting to order at 5:00 P.M.

2.0 ACCEPTANCE OF THE AGENDA

2.1 Move Item 5.2 to the top of the agenda.

1-2021

MOTION: J. Peters moved to accept the agenda as amended.

CARRIED 3-0

3.0 ADOPTION OF PREVIOUS MINUTES

3.1 MPC Meeting Minutes - August 11, 2021

2-2021

MOTION: D. Lloyd moved to APPROVE the August 11, 2021 minutes.

CARRIED 3-0

4.0 BUSINESS ARISING FROM THE MINUTES

None.

5.0 NEW BUSINESS

5.1 DP 2021-111 - 651 Parkside Green - M. Messier

M. Messier presented DP 2021-111, an application to request a Home Occupation 2 at the property legally described as Lot 26, Block 3, Plan 1112683.

Within the Residential Small Lot R-1B zoning district in Land Use Bylaw 677-P-04-13, Home Occupation 2 is considered a discretionary use. The applicant is proposing to operate a home business to offer private piano lessons on a weekly basis, Monday to Friday from 3:50 pm to 8:30 pm. Additional considerations include:

- There are currently no other businesses operating out of the residence.
- Up to five (5) clients will visit the residence daily.
- There are two (2) on-site parking spaces available for visitors.
- No employees will visit the residence.
- There will be no advertising or signage on the property.

As per the Municipal Government Act (MGA), notification of the application was circulated to neighbouring property owners within a 60-metre distance of the property 12 days prior to the scheduled meeting. No responses from the neighbouring property owners have been received.

Should the Commission wish to consider approval of DP 2021-111 to allow for a Home Occupation 2 (Private Piano Lessons), the following conditions are recommended:

1. The applicant complies with the Land Use Bylaw No. 677-P-04-13, Schedule 7, Home Occupations.
2. Development Permit No. 2021-111 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: 3:50 pm to 8:30 pm, Monday to Friday.
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.

3-2021

MOTION: J. Peters moved to APPROVE DP 2021-111 with conditions:

1. *Applicant complies with the Land Use Bylaw No. 677-P-04-13, Schedule 7, Home Occupations.*
2. *Development Permit No. 2021-111 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: 3:50 pm to 8:30 pm, Monday to Friday.*
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.*

CARRIED 3-0

5.2 DP 2021-112 - 2114 18 Street - M. Messier

M. Messier presented DP 2021-112, an application requesting an application for an intensification of use to allow for a private school at the property legally described as Lot(s) 9-11, Block 23, Plan 6476AA.

A 'School' is considered a permitted use within the Institutional/Recreation I/R zoning district in Land Use Bylaw 677-P-04-13. However, as the property's primary use as a 'Public or Religious Assembly' is considered a discretionary use, the proposed accessory use must be considered by the Municipal Planning Commission (MPC).

The applicant is proposing to operate a school within the basement of the Coaldale Mennonite Brethren Church with the following considerations:

- The school will operate for four (4) days of the week from Monday to Thursday, with the proposed hours of operation from 8:30 am to 3:30 pm.
- The school will serve students from K-9 with a desire to extend to Grade 12, if needed.
- Programming will be offered by Hope Christian School belonging to the Prairie Land School Division.
- The programming is classified as a 'Home Education'.
- The Church will be utilized as a congregation site for thirty-five (35) students, two (2) on-call teachers, and two (2) helpers.
- Parking for teachers, helpers and parents is proposed to be within the existing church parking lot during school hours.
- There will be one 20-passenger bus for students, along with approximately 10 vehicles that drop students off at the school.
- Proposed recreational areas include the parking lot and the existing gymnasium within the church. An 80-foot by 85-foot space will be marked off by pylons as indicators for vehicles within the parking lot. The number of students would be staggered for outdoor recess so that no more than 20 students would be outside at one time.
- Five events that require family attendance will be hosted throughout the year.
- The applicant has indicated a desire to eventually expand and serve a maximum of 60 students at a later time.

The applicant is proposing that the 20-passenger bus enter through 18th Street into the church yard and drop off passengers at the south end of the school. The bus will then exit onto 19th Street moving south. The proposed pickup of the students will be the same. Three parking stalls on the north end of the school will be allocated for teachers and helpers. Recreation space for the students and learning entry will be located on the west end of the property.

South of the subject property is an existing easement. Residents abutting the easement have requested that it not be blocked in any way to restrict access to the property.

Three written submissions were received:

- K. Rudolph identified concerns with noise and traffic, as well as whether there would be adequate play space for children. Additional concerns included the traffic during functions such as report card times, and the opportunity for the school to expand and allow more students.
- N. Poole identified similar concerns regarding the safety and wellbeing of students. Additional questions regarding the speed limit being reduced and fire safety and evacuation plans were included, along with concerns of noise and the school continuing to expand.
- B. Vaselenak question the need for the school with the public-school systems that are already in place, along with increased traffic flow and loss of street parking, and a lack of playground area for students.

In addition, a petition was circulated to residents, which was crosschecked with the mailing list for notification to confirm all fell within the 60m buffer area. Multiple concerns were addressed including:

- Noise and traffic.
- Bussing and noise pollution.
- Whether the proposal meets fire regulations.
- Alleyways being used for parking in addition to street parking.
- Wear and tear on roads from increased traffic.
- Snow removal.
- Questions why existing schools are not being utilized.
- Concerns regarding the expansion possibility.

Additional items were identified by K. Rudolph which included extra traffic, snow removal, parking lot/playground and future expansion of the school

Should the Commission wish to consider approval of DP 2021-112 to allow an accessory use for a 'School,' the following conditions are recommended:

1. Must obtain approval of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 prior to commencement for any renovation.
2. Applicant/Owner shall contact the fire department at 403-345-1330 and arrange for a fire inspection prior to occupancy to ensure the application meets the criteria listed within the Coaldale Fire Inspection Guide. (Coaldale and District Emergency Services has indicated that an inspection for occupant load is based on additional criteria required by other regulatory bodies such as Alberta Education and Superior Safety Codes.)
3. Approval is for the change of use only. A separate permit must be applied for and approved for any signs.
4. A Business License must be obtained from the Town of Coaldale.
5. Applicant/owner shall comply with Land Use Bylaw no. 677-P-04-13, Off-street Parking and Loading Requirements.
6. The applicant shall be required to provide a parking plan and pick-up and drop-off plan prior to operation.
7. Approval of the development permit is for a maximum of 35 students, anything additional will require an application to the Town for the necessary permits and approvals.
8. At no point shall the operation of the school infringe upon resident access to their property.
9. 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.
10. For reference purposes, the applicant shall provide to the Town of Coaldale copies of any approvals from provincial approving authorities required for the operation of the school.

- A. Neustaeter advised that this program would not be a school, it would be a learning center. In addition, no construction or extensions whatsoever would be made to the building.
- K. Rudolph advised she had few concerns. In the original document that was circulated, it indicated 35 children would be attending the school whereas M. Messier has referenced 60 children. Another concern addressed was the lack of painted lines in the church parking lot, which increases the potential for parking in front of residential properties. In addition, despite classifying the application as a home learning system, there will be busses, extra vehicles, children, etc., which is similar to a regular school. She recommended if the applicant wants to run a Mennonite based school, to do it on his dime, not the tax payer's dime.
- I. Kana indicated that she has similar beliefs as K. Rudolph. She expressed concerns regarding increased traffic, as well as extra exhaust from the school busses running in the winter. Lastly, she suggested that there's an existing school on 19th Street (John Davidson School) that the children can attend.
- M. Messier clarified that the church has given the applicant permission for 60 children, but this application is for 35 children.
- K. Rudolph added that she spoke with applicant who advised that they intend to add more children as they come along.
- K. Pitcher expressed her concerns regarding vandalism, as she's found children in her backyard as they're walking to John Davidson School. She commented that the area is already high traffic with dance studio, food market storage, busses for John Davidson, library, liquor store, etc., and with no heavy-duty vehicles allowed on Main Street, 18th Street has an increase with traffic flow.
- N. Fisher advised on top of all the other complaints, he believes the facility should stay as a church, as there are many opportunities in the community for public education. He expressed concerns regarding the students going into yards and vandalizing property.
- K. Vandermeer expressed concerns with traffic, noise, and snow removal in the winter time. He also had questions regarding the classes offered and whether high school children would be attending.

4-2021

MOTION: D. Lloyd moved to approve DP 2021-112 with staff recommended conditions

DEFEATED 1-2

5-2021

MOTION: J. Peters made a motion to REFUSE DP 2021-112 as the Development Authority has determined that the proposed use may negatively impact the neighbourhood and given the existing context of the area, the proposed use would be incompatible with surrounding properties.

CARRIED 2-1

5.4 DP 2021-114 - The area west of McDonald's - M. Messier

M. Messier presented DP 2021-114, an application with a request for a waiver of temporary sign requirements within the Town of Coaldale's road right of way located west of McDonald's (2608 21 Avenue). The Town of Coaldale is proposing the application on behalf of the Coaldale Copperheads Junior Hockey Team.

Within the current Land Use Bylaw 677-P-04-13, it states all applicants wishing to erect a temporary sign be required to apply for a development permit under the following conditions:

- A development permit for a temporary sign will be valid for a period of no longer than 60 days.
- Once the permit has expired for a temporary sign at a location address, an application for another temporary sign on the same site shall not occur until 30 days have elapsed from the expiration of the previously approved permit.

On a yearly basis, the Coaldale Copperheads Junior Hockey Team has applied for a temporary sign permit to advertise upcoming junior hockey games. Given the predictable nature of the sign and content of the sign, staff respectfully requests an extension of maximum time allowances for a temporary sign.

Should the Commission wish to consider approval of DP 2021-114 to allow for a waiver of temporary sign requirements, the following conditions are recommended:

1. The sign must only be on display for the years 2021/2022, 2022/2023, and 2023/2024, given the signage remains at the approved location.
2. The sign must be removed 60 days after the date issued on the development permit
3. The portable sign is to be non-illuminated and the position of the sign will not impede the vision of drivers.
4. Given the portable nature of the sign, this permit assumes that a location on the site will be selected in accordance with the applicable property line setback restrictions described in Town of Coaldale Land Use Bylaw 677-P-04-13.
5. The sign shall comply with the current Land Use Bylaw No. 677-P-04-13, Schedule 13, Sign Regulations.

As per the Municipal Government Act (MGA), notification of the application was circulated to neighbouring property owners within a 60-metre distance of the property 12 days prior to the scheduled meeting. No responses from the neighbouring property owners have been received.

- The Commission inquired if this is the same sign that has been around for the past couple years.
- M. Messier confirmed the above and advised that the applicant is requesting some lenience on the temporary sign permit requirements.

6-2021

MOTION: D. Lloyd moved to APPROVE 2021-114 with conditions:

1. *Unless the location of the proposed sign changes, the development permit is valid for years 2021/2022, 2022/2023, & 2023/2024.*
2. *The sign must be removed 180 days after the date issued on the development permit, on a yearly basis.*
3. *The portable sign is to be non-illuminated and the position of the sign will not impede the vision of drivers.*
4. *The sign shall not project or overhang onto public property.*
5. *Given the portable nature of the sign, this permit assumes that a location on the site will be selected in accordance with the applicable property line setback restrictions described in Town of Coaldale Land Use Bylaw 677-P-04-13.*

6. *The sign shall comply with the current Land Use Bylaw No. 677-P-04-13, Schedule 13, Sign Regulations.*

CARRIED 3-0

5.5 DP 2021-117 - 3035 23 Street - M. Messier

M. Messier presented DP 2021-117, an application to request a Home Occupation 2 at the property legally described as Lot 6, Block 5, Plan 0714116.

Within the Residential R-1A zoning district in Land Use Bylaw 677-P-04-13, Home Occupation 2 is considered a discretionary use. The applicant is proposing to operate a home business to design and build custom furniture made from wood. Additional considerations include:

- There are currently no other businesses operating out of the residence.
- One (1) client will visit the residence on a monthly basis.
- There are two (2) on-site parking spaces available for visitors.
- The business will operate Monday to Friday, 4:00 pm to 8:00 pm; Saturday to Sunday 9:00 am to 7:00 pm.
- The proposed storage will not be exposed to public view and will be kept within the garage.
- No employees will visit the residence.
- A (4" x 12") sign is proposed to be located on a portion of the garage.

Should the Commission wish to consider approval of DP 2021-117 to allow for a Home Occupation 2 (Wood Working), the following conditions are recommended:

1. The applicant complies with the Land Use Bylaw No. 677-P-04-13, Schedule 7, Home Occupations.
2. The applicant shall comply with Land Use Bylaw 677-P-04-13, Schedule 13, Sign Regulations.
3. Development Permit No. 2021-117 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.
4. Hours of operation will be: Monday to Friday, 4:00 pm to 8:00 pm; Saturday to Sunday, 9:00 am to 7:00 pm.

5. Appointments shall be one at a time and by appointment only.
6. At no time shall there be a surplus of vehicles parked on or in front of the subject property to ensure there will be no traffic or parking problems within the neighbourhood.
7. The sign shall conform to drawings submitted as part of the Development Permit application.

As per the Municipal Government Act (MGA), notification of the application was circulated to neighbouring property owners within a 60-metre distance of the property 12 days prior to the scheduled meeting. No responses from the neighbouring property owners have been received.

7-2021

MOTION: J. Peters moved to APPROVE DP 2021-117 with conditions:

1. *Applicant complies with the Land Use Bylaw No. 677-P-04-13, Schedule 7, Home Occupations.*
2. *Development Permit No. 2021-117 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: 4:00 pm to 8:00 pm, Monday to Friday; 9:00 am to 7:00 pm, Saturday 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. *A single 4 inch by 12 inch fascia sign is permitted only in the location shown on the images submitted with the application. Should a change in the location of the sign, or any additional signage be desired, the applicant must submit a separate sign application to the Town of Coaldale.*

CARRIED 3-0

5.6 DP 2021-119 - Parkside Development - M. Messier

S. Croil presented DP 2021-119, an application for a multi-unit development at the property legally described as PTN. of SW 13-9-20 W4M located east of Parkside Pond. The proposed multi-

unit consists of seven (7) three-unit and one (1) four-unit single-story residential buildings, for a total of twenty-five (25) units.

Within the Residential Multi-Unit (R-2) zoning district in Land Use Bylaw 677-P-04-13, developments beyond a six-unit townhome are classified as a discretionary use. The applicant is proposing to develop the twenty-five (25) units in seven (7) three-unit and one (1) four-unit single-story buildings, with the following proposed setbacks and site characteristics:

- Westerly rear-yard setback (facing the Parkside Pond) of 4.0 metres (13.12 feet) from the west property boundary.
- The southerly side-yard setback of between 3.057 metres (10 feet) and 3.159 metres (10.36 feet) • Easterly front-yard setback of 6.0 metres (19.68 feet).
- Northerly side/rear-yard setback of 3.048 metres (10 feet)
- Off-street parking consisting of a two-vehicle garage and two parking stalls per unit.
- Four (4) off-street visitor parking stalls, including one (1) accessible stall. Only two stalls/unit are required, so they're providing double the number of stalls required per unit on the individual units for parking, however, they're about 8 units short on the visitor stalls.
- A comprehensive landscaping plan showing irrigated grassed areas throughout the proposed development area, 55 trees, and 65 shrubs.

Should the Commission wish to consider approval of DP 2021-119 to allow for a residential multi-unit development, the following conditions are recommended:

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 Multi-unit R-2.
4. Landscaping to conform to the landscaping plan that was attached as part of the Development Permit application and to Land Use Bylaw 677-P-04-13, Schedule 9, Landscaping and Amenity Areas Standards and Guidelines.

5. Off-Street parking to conform to the parking plan that was attached as part of the Development Permit application and to the current Land Use Bylaw 677-P-04-13, Schedule 11, Off-Street Parking and Loading Requirements.
6. A person to whom a Development Permit has been issued shall notify the Designated Officer following the Stakeout of the site but prior to the commencement of construction.
7. A person to whom a Development Permit for a Multi-unit dwelling has been issued shall provide the Designated Officer prior to construction a letter from a qualified Alberta Land Surveyor confirming that a qualified Alberta Land Surveyor conducted the Stakeout of the site for construction.
8. All elevations and grades shall comply with the Lot Grading Site Plan.
9. The applicant/owner shall submit to the Town of Coaldale a soil bearing report.
10. Must obtain a competent Alberta Land Surveyor to establish the vertical grades and cuts prior to the excavation of the foundation. (Should the building be constructed lower than design finish grade due to a failure to survey the vertical grades for the foundation as per the lot grading design it may be at risk for flooding.)
11. 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.
12. This development must meet the requirements of Storm Drainage Bylaw No. 764-R-07-19.
13. The connection of weeping tile foundation drainage systems to the sanitary sewer services in this development is STRICTLY PROHIBITED.
14. Ensure water does not drain into neighbouring properties during or after construction.
15. Prior to the connection of utilities, the applicant shall pay for water meters and contact the public works department prior to construction.
16. 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.
17. Excess dirt and mud that is tracked onto sidewalks and roads shall be cleaned up promptly as to not impact the neighborhood.

As per the Municipal Government Act (MGA), notification of the application was circulated to neighbouring property owners within a 60-metre distance of the property 12 days prior to the scheduled meeting. No responses from the neighbouring property owners have been received

- R. Whitten advised that the project is for age restriction condominium ownership geared towards adults and seniors.
- The Commission asked for clarity on the age restriction.
- R. Whitten advised that they do intend to have a restriction of 55.

8-2021

MOTION: D. Lloyd moved to APPROVE DP 2021-119 with conditions:

1. *Must obtain approval of a Building Permit from Superior Safety Codes Inc at(403) 320-0734 prior to commencement.*
2. *Must contact Alberta 1st Call (1-800-242-3447) and Dig Shaw (1-866-344-7429) to locate any utility lines prior to commencement.*
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 Multi-unit R-2.*
4. *Landscaping to conform to the landscaping plan that was attached as part of the Development Permit application and to Land Use Bylaw 677-P-04-13, Schedule 9, Landscaping and Amenity Areas Standards and Guidelines.*
5. *Off-Street parking to conform to the parking plan that was attached as part of the Development Permit application and to the current Land Use Bylaw 677-P-04-13, Schedule 11, Off-Street Parking and Loading Requirements.*
6. *A person to whom a Development Permit has been issued shall notify the Designated Officer following the Stakeout of the site but prior to the commencement of construction.*
7. *A person to whom a Development Permit for a Multi-unit dwelling has been issued shall provide the Designated Officer prior to construction a letter from a qualified Alberta Land Surveyor confirming that a qualified Alberta Land*

- Surveyor conducted the Stakeout of the site for construction.
8. All elevations and grades shall comply with the Lot Grading Site Plan.
 9. The applicant/owner shall submit to the Town of Coaldale a soil bearing report.
 10. Must obtain a competent Alberta Land Surveyor to establish the vertical grades and cuts prior to the excavation of the foundation. **(Should the building be constructed lower than design finish grade due to a failure to survey the vertical grades for the foundation as per the lot grading design it may be at risk for flooding.)**
 11. 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.
 12. This development must meet the requirements of Storm Drainage Bylaw No. 764-R-07-19.
 13. The connection of weeping tile foundation drainage systems to the sanitary sewer services in this development is **STRICTLY PROHIBITED**.
 14. Ensure water does not drain into neighbouring properties during or after construction.
 15. **Prior** to the connection of municipal potable water service to each dwelling unit, the applicant shall purchase water meters from the Town and contact the public works department to coordinate connection of the same.
 16. 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.
 17. Excess dirt and mud that is tracked onto sidewalks and roads shall be cleaned up promptly as to not impact the neighborhood.

CARRIED 3-0

6.0 INFORMATION ITEMS

7.0 CLOSED MEETING

8.0 ADJOURNMENT

The public portion of the meeting was closed at 5:56 P.M.

8.1 **9-2021**

MOTION: J. Peters moved to adjourn the meeting at 6:20 P.M.

CARRIED 3-0

R. HOHM - CHAIR

K. STONE - RECORDING SECRETARY

AGENDA ITEM REPORT



Title: DP 2021-134 - 651 Parkside Green - M. Messier
Report Type: Request for Decision
Report Author: Melanie Messier
Meeting: Municipal Planning Commission - 13 Oct 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 request a waiver of maximum lot coverage for a detached garage at the property legally described as Lot 26, Block 3, Plan 1112683.

PREVIOUS COUNCIL DIRECTION:

First time this matter has appeared before the Commission.

ANALYSIS:

Within the Residential Small Lot R-1B zoning district in Land Use Bylaw 677-P-04-13, the maximum lot coverage for an accessory structure is 10% of the total lot area.

The applicant is proposing the construction of a detached garage with a total lot coverage of 14%, which is 3% above the maximum requirement, inclusive of a 10% waiver that can be approved at the staff level. The detached garage is proposed to be located in the southeast corner of the subject property.

Applicable Sections of the Land Use Bylaw

- Schedule 2, Residential Small Lot R-1B zoning district

KEY CONSIDERATIONS:

Should the Commission wish to consider approval of Development Application (2021-134) to allow for a waiver of accessory structure lot coverage, the following conditions are recommended:

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 the site plan that was attached as part of the Development Permit application and to the current Land Use Bylaw 677-P-04-13 - Residential Small Lot - R-1B.
4. A minimum separation distance of 4' (1.2 m) shall be provided between a principal building and any accessory structure.
5. No waiver of minimum required setback distances will be granted for any portion of the structure.
6. The detached garage is not to be further enlarged unless the necessary permits have been applied for and approved.
7. Refuse and garbage during construction shall be in appropriate containers and shall be properly screened and placed in an approved enclosure until removed for disposal.
8. Ensure lot drainage is maintained.
9. The building, when completed, shall meet or exceed provincial building requirements and comply with all provincial and municipal health and fire regulations.
10. The exterior finish must be the same or complementary to the principal building.

FINANCIAL IMPACT:

None

STAKEHOLDER ENGAGEMENT:

As per the Municipal Government Act (MGA), notification of the application was circulated to neighbouring property owners within a 60-metre distance of the property 12 days prior to the scheduled meeting.

At the time of this report, no responses from neighbouring property owners have been received.

DECISION OPTIONS:

The Commission may wish to:

1. Approve the development application (2021-134) with the suggested conditions.
2. Table the application pending further information.
3. Reject the application with reasons.

RECOMMENDATION:

N/A

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 2021-134 - Notice Letter to Neighbouring Landowners - Detached Garage](#)

[DP 2021-134 - Site Plan](#)

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



September 29, 2021

TO: NEIGHBOURING PROPERTY OWNERS

RE: DEVELOPMENT APPLICATION 2021-134

APPLICANT: GRIZZLY RIDGE DEVELOPMENTS

**ADDRESS: 651 PARKSIDE GREEN, COALDALE, ALBERTA
PLAN 1112683, BLOCK 3, LOT 26**

ZONING: RESIDENTIAL SMALL LOT R-1B

Dear Sir/Madam,

We are in receipt of Development Application #2021-134 for an application requesting a waiver of maximum accessory structure lot coverage requirements to allow for a detached garage at the above-mentioned address.

Within the Residential Small Lot R-1B zoning district in Land Use Bylaw 677-P-04-13, the maximum lot coverage for an accessory structure is 10% of the total lot area.

The applicant is proposing the construction of a detached garage with a total lot coverage of 14%, which is 3% above the maximum requirement, inclusive of a 10% waiver that can be approved on a staff-level. The detached garage is proposed to be located in the southeast corner of the subject property. For this reason, the application requires the review of the Municipal Planning Commission (MPC).

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 October 13th meeting, which will be held virtually at 5 pm.**
- **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 October 7th, 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, October 13th, 2021, at 5:00 p.m., the Municipal Planning Commission (MPC) will consider an application for Development Permit 2021-134.**

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, October 13th, 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.

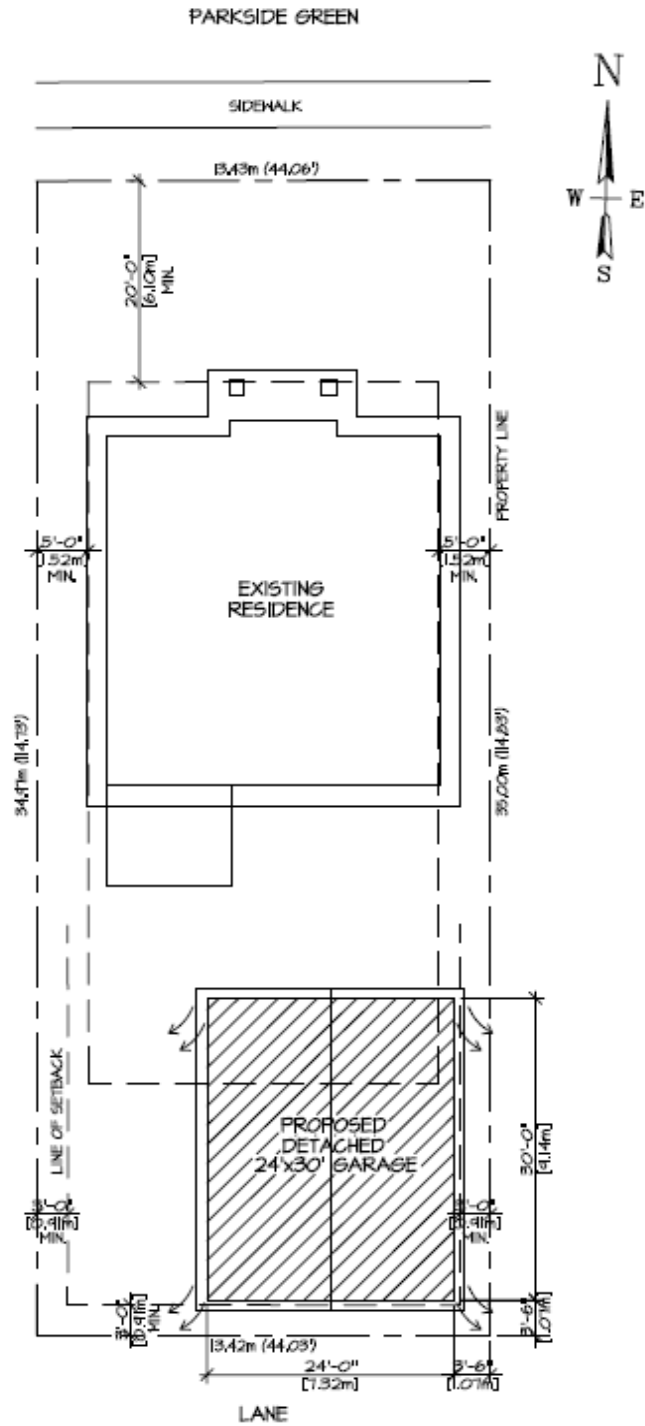
Sincerely,



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

cc. Applicant





1 SITE PLAN
A0 SCALE 1/8" = 1'-0"

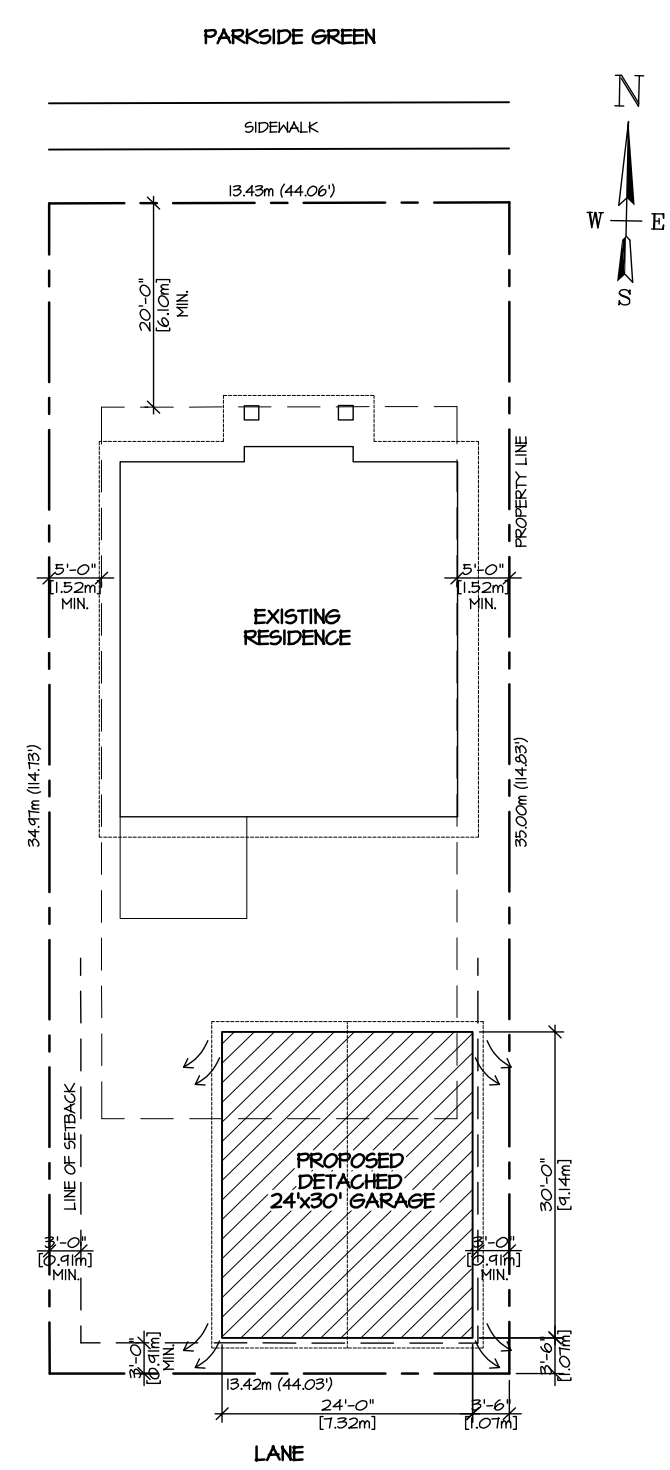
LEGAL DESCRIPTION

LOT: 26
BLOCK: -
PLAN: -
ADDRESS: 651 PARKSIDE GREEN
COALDALE, ALBERTA
ZONING: RESIDENTIAL SMALL LOT R-1B

SITE INFO.
TOTAL SITE AREA = 5062 SQ. FT.
TOTAL DETACHED GARAGE FOOTPRINT = 720 SQ. FT.
SITE COVERAGE = 14.26%

TOTAL SITE AREA = 5062 SQ. FT.
TOTAL EXISTING HOUSE FOOTPRINT = 1182 SQ. FT.
SITE COVERAGE = 23.3%

NOTES • THE CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE AWAY FROM BUILDINGS.



SITE PLAN
SCALE 1/16" = 1'-0"

REVISIONS	

CONSULTANTS



GRIZZLY RIDGE
DEVELOPMENTS INC.

CUSTOM-BUILT HOMES
403.894.1143
2386 ASPEN DRIVE
COALDALE, AB

VERIFY ALL DIMENSIONS AND DATUMS PRIOR TO COMMENCEMENT OF WORK.
ALL CONSTRUCTION IS TO COMPLY WITH THE ALBERTA BUILDING CODE AND ANY APPLICABLE LOCAL REGULATIONS.
ALL ENGINEERED BEAMS, JOISTS, AND TRUSSES SPECIFIED ARE TO BE DESIGNED BY THE SUPPLIER.
THE DESIGNER DOES NOT ASSUME LIABILITY FOR ANY ERRORS AND/OR OMISSIONS ON THESE DRAWINGS.

PROJECT TITLE
GARAGE

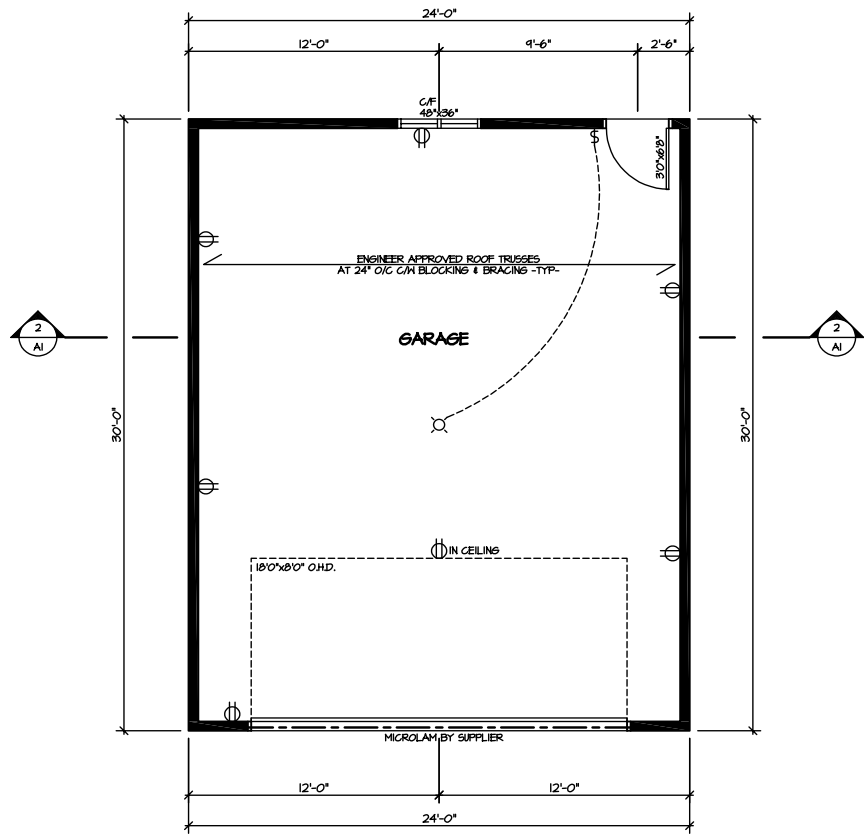
COALDALE, AB

CLIENT
GRIZZLY RIDGE DEVELOPMENTS

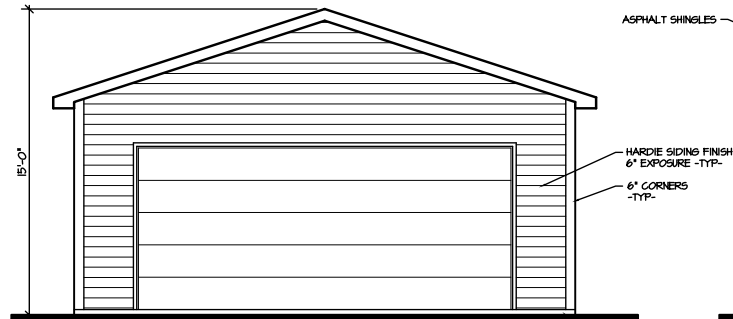
DRAWING TITLE
SITE PLAN

DATE SEPTEMBER 2021
PROJECT NO. 1921HOME
SCALE AS SHOWN
DRAWN KLH
CADD FILE 1921_GR_H01.DWG

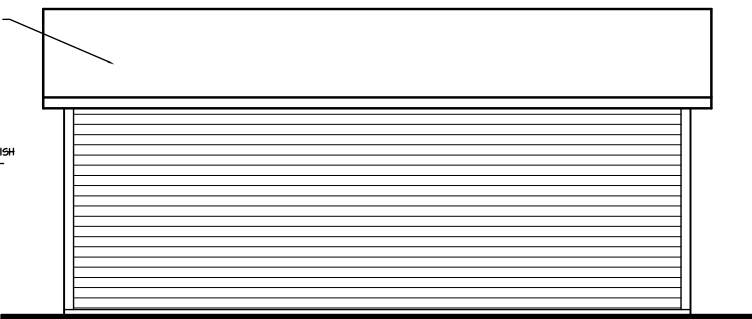
SHEET NO.
A0



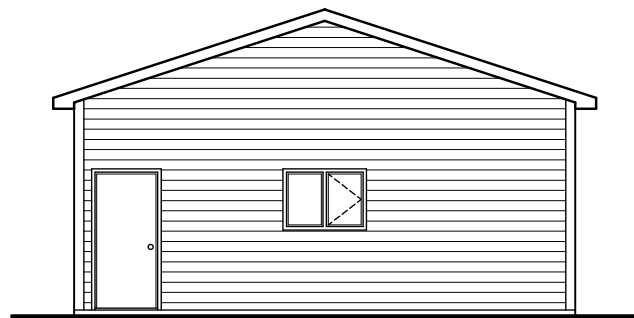
1 GARAGE PLAN
SCALE 1/8" = 1'-0"
720 SQ. FT.



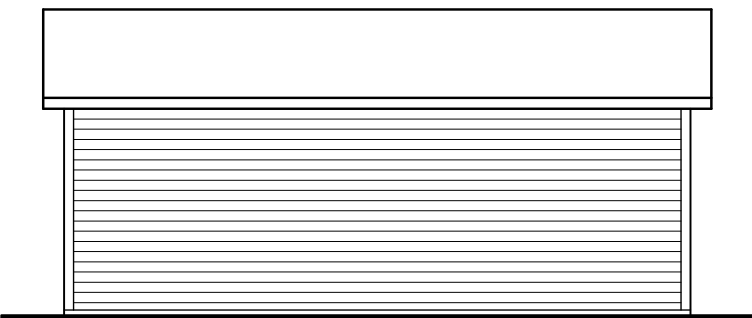
4 FRONT ELEVATION
SCALE 1/8" = 1'-0"



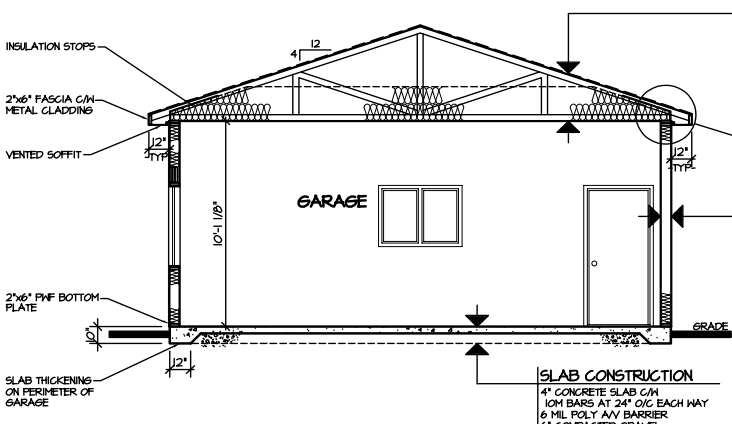
5 RIGHT ELEVATION
SCALE 1/8" = 1'-0"



6 REAR ELEVATION
SCALE 1/8" = 1'-0"



7 LEFT ELEVATION
SCALE 1/8" = 1'-0"

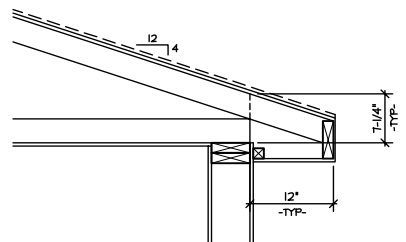


2 BUILDING SECTION
SCALE 1/8" = 1'-0"

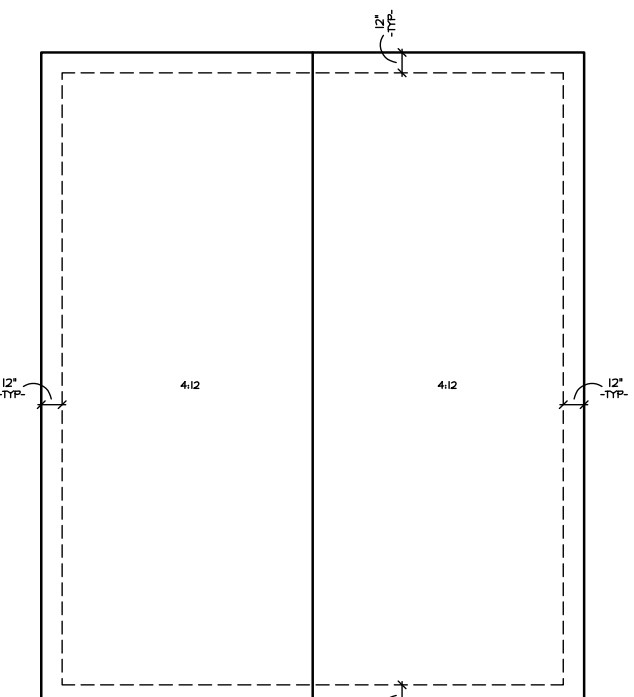
ROOF CONSTRUCTION
ASPHALT SHINGLES
1/2" OSB SHEATHING C/M H-CLIPS
ENGINEER APPROVED ROOF TRUSSES AT
24" O/C C/M BLOCKING & BRACING -TYP-
R-44 INSULATION
6 MIL POLY A/V BARRIER
5/8" GYPSUM BOARD

WALL CONSTRUCTION
HARDIE SIDING FINISH
1/2" LB. ROOFING FELT
5/8" OSB SHEATHING
2"x6" NO. 112 SFF STUDS AT 24" O/C
R-24 BATT INSULATION
6 MIL POLY A/V BARRIER
1/2" GYPSUM BOARD

SLAB CONSTRUCTION
4" CONCRETE SLAB C/M
10M BARS AT 24" O/C EACH WAY
6 MIL POLY A/V BARRIER
6" COMPACTED GRAVEL



3 HEEL DETAIL
SCALE 1/2" = 1'-0"



8 ROOF PLAN
SCALE 1/8" = 1'-0"

NOTE:
ALL WINDOW AND DOOR FLASHINGS
TO BE INSTALLED IN ACCORDANCE
WITH ABC 2006

UNPROTECTED OPENING CALCULATIONS (CODE 9.10.14)
EAST SIDE EXPOSED BUILDING FACE: 304 SF (28.24 SQM)
WINDOW OPENINGS: 0 SF (0 SQM)
CALCULATION: 0 SF/304 SF = 0%
CALCULATION: 0 SQM/28.24 SQM = 0%
BASED ON A LIMITING DISTANCE OF LESS THAN 0.9m (3'-0") MAX. 0%

REVISIONS

CONSULTANTS



VERIFY ALL DIMENSIONS AND DATUMS
PRIOR TO COMMENCEMENT OF WORK.
ALL CONSTRUCTION IS TO COMPLY WITH
THE ALBERTA BUILDING CODE AND ANY
APPLICABLE LOCAL REGULATIONS.
ALL ENGINEERED BEAMS, JOISTS, AND
TRUSSES SPECIFIED ARE TO BE DESIGNED
BY THE SUPPLIER.
THE DESIGNER DOES NOT ASSUME LIABILITY
FOR ANY ERRORS AND/OR OMISSIONS
ON THESE DRAWINGS.

PROJECT TITLE

GARAGE

COALDALE, AB

CLIENT

GRIZZLY RIDGE DEVELOPMENTS

DRAWING TITLE

GARAGE PLAN
BUILDING SECTION
DETAIL
ELEVATIONS
ROOF PLAN

DATE SEPTEMBER 2021

PROJECT NO. 1921HOME

SCALE AS SHOWN

DRAWN KLH

CADD FILE 1921_6R_HD1.DWG

SHEET NO.

AI

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.).

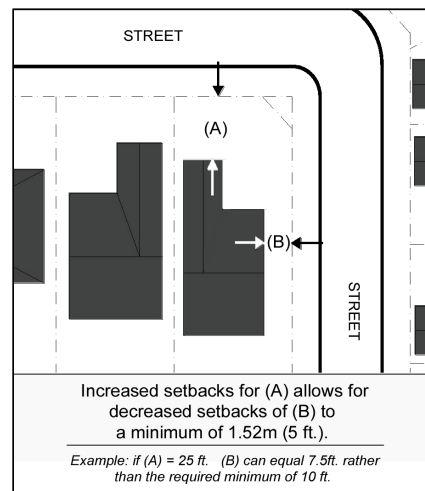
3. MINIMUM YARD DIMENSIONS FOR PRINCIPAL BUILDINGS AND USES

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