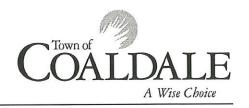
# Wednesday, September 12, 2018 5:00p.m. Town of Coaldale Council Chambers



# Municipal Planning Commission Agenda

THE STATE OF THE S	1.0	CALL TO ORDER					
	2.0	ADDITIONS TO THE AGENDA					
	3.0	ADOPTION OF THE MINUTES  August 29, 2018 meeting					
	4.0	BUSINESS FROM THE MINUTES					
	5.0	NEW BUSINESS					
		5.1	Development Application 2018-135 Rear Yard Waiver 2120 – 10 Street				
		5.2	Development Application 2018-137 Rear Yard Waiver 2369 Aspen Drive				
	6.0	INFORI	MATION ITEMS				
	7.0	IN-CAMERA DELIBERATIONS					
	8.0	ADJOURNMENT					



MUNICIPAL PLANNING COMMISSION WEDNESDAY, AUGUST 29, 2018

5:00 PM - COUNCIL CHAMBERS

PRESENT:

**Council Members:** 

R. Hohm (Chairman), J. Abrey, D. Lloyd

Citizen Member:

R. Pitsol

Director of Planning:

S. Croil

Development Officer:

C. L'Hirondelle

**Recording Secretary:** 

K. Bly

Gallery:

M. Koutsky

# 1.0 CALL MEETING TO ORDER:

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

2.0 ADDITIONS TO / ADOPTION OF AGENDA: No additions.

# 3.0 ADOPTION OF MINUTES:

Municipal Planning Commission Minutes - August 8, 2018

MOTION: R. Pitsol moved to approve the August 8, 2018 minutes.

4-0 CARRIED

# 4.0 BUSINESS ARISING FROM MINUTES: None

# 5.0 NEW BUSINESS:

5.1 Development Application 2018-130

Discretionary Use 1507-20 Avenue

# BACKGROUND/DESCRIPTION OF APPLICATION:

C. L'Hirondelle provided an overview of Development Application 2018-130, for the expansion of the existing Fire Hall at 1507-20 Avenue.

The Town of Coaldale Land-Use Bylaw, 677-P-04-13, states that Institutional Facilities and Uses is a Discretionary Use in the Commercial- C-1 zoning. As such, a hearing must be held by the Municipal Planning Commission (MPC) of the Town of Coaldale for consideration of the application.

Also, as per the Land Use Bylaw 677-P-04-13, Schedule 11: Off-Street Parking and Loading requirements; the number of off-street parking stalls required for Institutional Uses is as required by the designated

Officer or MPC. The submitted site plan has 2 barrier free stalls and 24 regular stalls, which is approximately 1 stall for every 700 square feet of gross floor area.

The proposed site plan shows the building expansion over the property line by  $4' - 6 \ 3/8''$ . The building would extend into the easement and would not affect the line of site at the intersection of 16 Street and 20 Avenue.

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

- The commission questioned if the antique fire truck could be moved to the other side of the building so the waiver would not be required.
- S. Croil noted not only is that part of the building required for the truck but it is also being used to protect the mural on the current outside west wall.
- The commission also questioned if there was still room for parking on the west side of the building.
- It was noted there is still room for angle parking for a few stalls but the remainder of the parking will be on the east side of the building.
- The commission raised an issue with the waiver required to allow the building to expand to the west given that the MPC has previously denied similar waivers.
- S. Croil noted in this case there are no adjacent neighbours and it is a discretionary use, in the other cases it was in residential areas and there were neighbouring properties to consider.
- The commission also questioned the sight lines.
- S. Croil said a detailed landscaping plan would have to be submitted and the sight lines could be addressed at that time.
- The commission questioned whether the east bay could be made smaller.
- M. Koutsky said if it was made smaller it would reduce the ability for visitors to walk around the antique fire truck.
- It was also noted making the bay smaller would create issues with potential damage to the truck as it is moved in and out of the building.

# MOTION: D. Lloyd moved to approve Development Application 2018-130 with the following conditions:

- Must obtain <u>approval</u> of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 <u>prior</u> to commencement.
- 2. Must contact Alberta 1<sup>st</sup> Call (1-800-242-3447) and Dig Shaw (1-866-344-7429) to locate any utility lines *prior* to commencement.
- 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, Schedule 2, Commercial C1
  requirements.

- 4. Applicant shall obtain a Town of Coaldale business license prior to commencement.
- 5. Applicant/Owner shall contact the fire department at 403-345-1330 and arrange for a fire inspection prior to commencement.
- 6. Applicant/Owner shall receive approval from Alberta Health Services prior to a Town of Coaldale business license being issued.
- 7. A person to whom a Development Permit for a Commercial 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.
- 8. Must obtain a competent Alberta Land Surveyor to establish the vertical grades and cuts <u>prior</u> to the excavation of the foundation.
- 9. The applicant/ owner shall comply with Land Use Bylaw No. 677-P-04-13, Schedule 11, Off-Street Parking & Loading Requirements.
- 10. 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.
  CONTAINERS SHALL NOT BE PLACED ON THE TOWN STREET OR LANEWAY.
- 11. A refundable landscaping fee in the amount of \$1,000.00 shall be required to ensure the completion of landscaping as per a revised landscaping plan that shall consider the elimination of parking stall #12 which would be replaced with a ¼ circle concrete island and tree, mirror of the other side. Also, additional landscaping in the east landscaping area to the satisfaction of the Development Authority.
- 12. Ensure water does not drain into neighbouring properties.
- 13. 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.
- 14. Excess dirt and mud that is tracked onto sidewalks and roads shall be cleaned up promptly as to not impact the neighbourhood.
- 15. The applicant/ owner shall comply with Land Use Bylaw No. 677-P-04-13, Schedule 11, Off-Street Parking & Loading Requirements.

A MINIMUM OF 26 PARKING STALLS MUST BE MAINTAINED ON THE PROPERTY

# 3-1 CARRIED

The public portion of the meeting closed at 5:09 p.m.

MOTION: J. Abrey moved to adjourn meeting at 5:13 p.m.

4-0 CARRIED

Ley

**CHAIR- ROGER HOHM** 

RECORDING SECRETARY- KATE BLY



# **Staff Report to the Municipal Planning Commission**

2018-135				
Chris Dewsbery				
Existing Accessory Structure				
2120 – 10 Street				
Plan 8111688, Block 12, Lot 18				
Residential – R-1A				
Existing Single-Detached Dwelling and accessory structure				
n/a				
Rear Yard – 0.76 meters (0.90 meters required)				
n/a				
n/a				
n/a				

# **BACKGROUND/DESCRIPTION OF APPLICATION:**

The above mentioned property currently has Single Detached Dwelling and accessory structure on it. The applicant came into the office to acquire a compliance letter and it was noted that the accessory structure is located too close the rear property line. As per development permit #87-48, included as an attachment, the accessory structure was approved at 0.90 meters off of the rear property line.

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

# **OPTIONS:**

The board may consider APPROVAL of Development Application (#2018-135). The building is existing and has previously acquired all required building permits.

The board may consider REFUSAL of Development Application (#2018-135).

Respectfully Submitted:

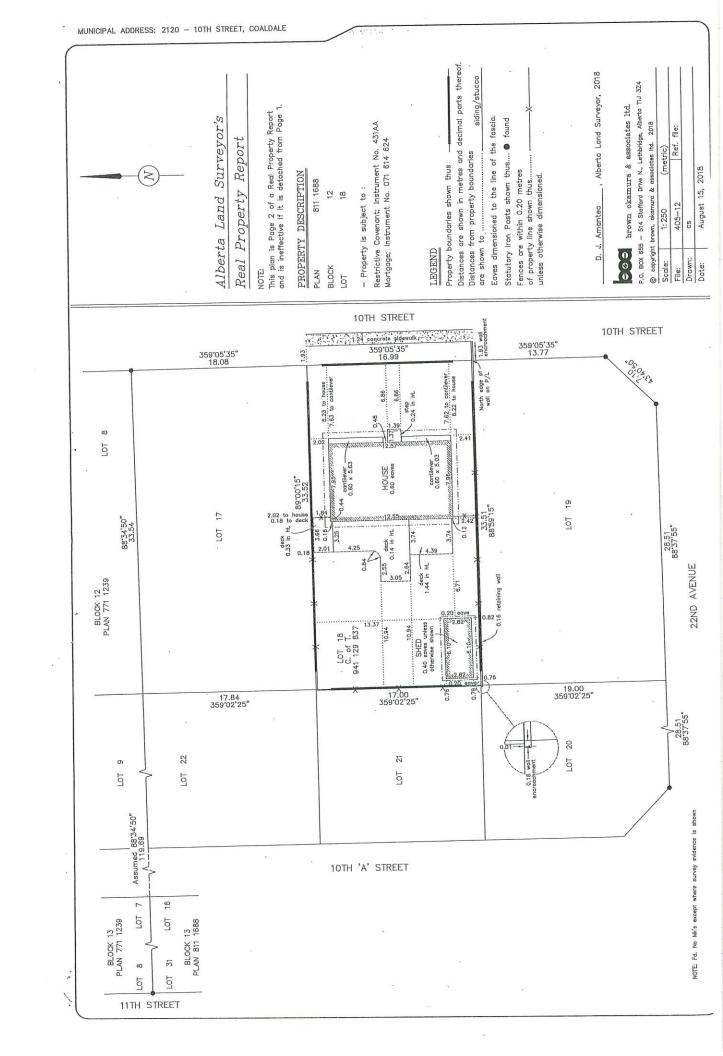
Uniondule

Cindy L'Hirondelle

Manager of Development & Environmental Services

### **ATTACHED FILES:**

- Site Plan- Current
- Site Plan Original
- Notice to Neighbouring Property Owners



87-48 Can 275 441

# TOWN OF COALDALE

APPLICATION FOR BUILDING PERMIT

	\$	3.4	CONDITIONS:		٠	· FILL IN WHERE APPLICABLE		INSPECTION AGENCY .		TESTING AGENCY .		CONTRACTOR .		ENGINEER/ARCHITECT	ADDRESS:	ARCHITECT/DESIGNER		BUILDING OWNER -
A BILLING SHALL NOT BE USED OR OCCUPIED	TOTAL \$ 30.	OTHER FEES:  O \$ ZO	LUE X RATE	PERMIT FEES	FOR OFFICE USE	BLE	POSTAL CODE	PHONE	POSTAL CODE	PHONE	POSTAL CODE	CHUNTE PHONE	POSTAL CODE	PHONE	POSTAL CODE	SAME PHONE	POSTAL CODE TOK-OLD	2120 10th STREET PHONE 345-5496
D UNTIL EITHER AN OCCUPANCY		PLANS EXAMINED: AS NOTED \$ RESUBMIT DATE JUN 19 1887  PERMIT NO. 67-48  INSPECTOR SIGNATURE: Alle & Late	CERTIFIED SURVEY  REQUIRED: YES NO	AND SPECIFICATIONS II	SE ONLY	WRITTEN PROOF OF AUTHORIZATION.)	코	SIGNATURE:	THE REVERSE SIDE OF THIS FORM. I AGREE TO CONFORM TO ALL APPLICABLE LAWS IN THIS JURISDICTION.	THE OWNER OF THE BUILDING FOR WHICH I AM SUBMITTING THIS PERMIT APPLICATION. I HAVE READ AND UNDERSTAND THE CONDITIONS PRINTED ON	I (AM)/(REPRESENT). THE OWNER OF THE LAND AND (WILL BE)/ (REPRESENT):	BUILDING VALUE: \$ 1000	SUBDIV SECTWPRGEWEST MERIDIAN	688	STREET ADDRESS 2120-105- COLCORE	BUILDING FOR WHICH PERMIT IS REQUIRED:		PERMIT REQUIRED TO: BULL D WARK SHOP 10'X 20'

Form BP

A BUILDING SHALL NOT BE USED OR OCCUPIED UNTIL EITHER AN OCCUPANCY PERMIT HAS BEEN ISSUED OR PERMISSION IN WRITING, TO USE OR OCCUPY THE

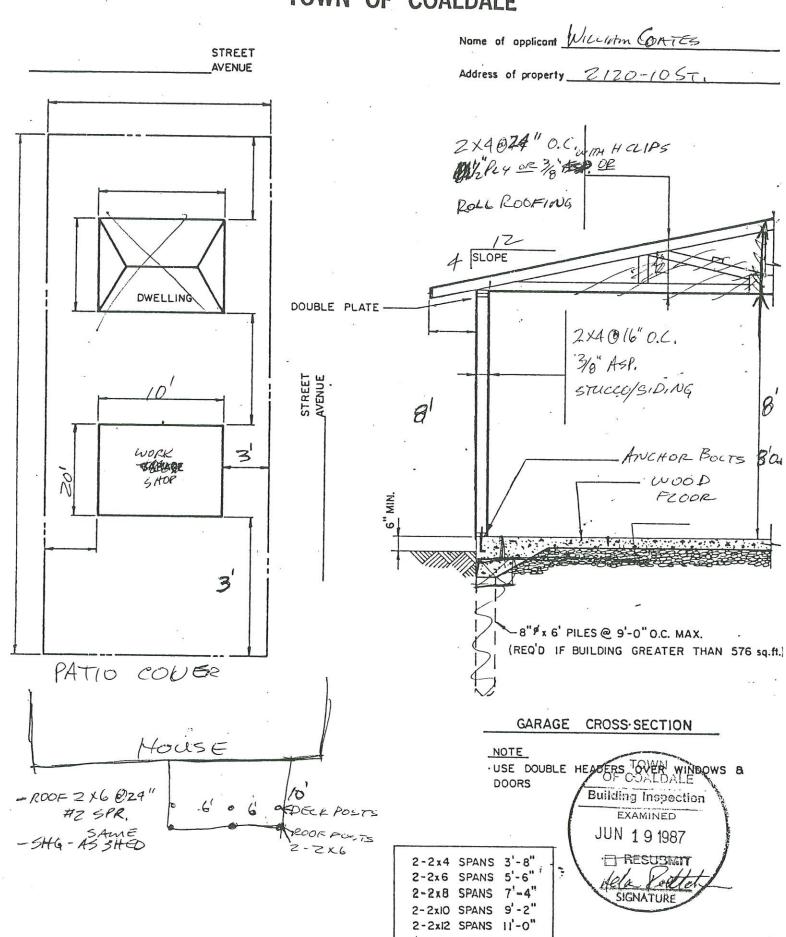
BUILDING, HAS BEEN RECEIVED FROM THE AUTHORITY HAVING JURISDICTION.

OFFICE COPY

# TOWN OF COALDALE APPLICATION FOR DEVELOPMENT PERMIT

SCHEDULE 4 FORM A	APPLICATION No. 87-48
I hereby make application under the provisions of	
a Development Permit.	
APPLICANT: WILLIAM (RICK) COATES	
ADDRESS: 2120 10th STREET CO	ALDALE.
REGISTERED OWNER'S NAME: SAME	TELEPHONE:
ADDRESS:	
APPLICANT'S INTEREST IF NOT THE REGISTERED OW	
ADDRESS OF PROPERTY TO BE DEVELOPED:	20-10ST. COMO 41E
LOT BLOCK	12 PLAN 811(688
EXISTING USE: SINGLE DWELLIGLAN	D USE DESIGNATION P-
PROPOSED DEVELOPMENT: WORK SHOP	SHED PRITO COUER
Indicate on a plot plan all sizes of all buildings and their setba	cks.
SETBACKS: FRONT SIDES:	REAR 3
BUILDING AREA: BACK YARD - ZOOSF PERC	and the second s
OFF-STREET PARKING: EXISTING SPACES:TOTAL	PROPOSED:TOTAL REQUIRED:
EXTERIOR FINISH: BUILDINGS: WOOD	<u> </u>
LANDSCAPING:	
ESTIMATED DATE OF COMMENCEMENT: 45AP.	ESTIMATED VALUE
DATE OF APPLICATION: June 15/87	FEE\$ 20
I have read and understand the terms noted below and hereby ap described above and on the attached plans and specifications. The land described above is aware of, and in agreement with this	rther certify that the registered owner of the
Signature of Applicant:	21
Signature of Registered Owner:	X

# TOWN OF COALDALE





August 28, 2018

TO:

**NEIGHBOURING PROPERTY OWNERS** 

RE:

**DEVELOPMENT APPLICATION 2018-135** 

APPLICANT:

**CHRIS DEWSBERY** 

**ADDRESS:** 

2120 - 10 STREET, COALDALE, ALBERTA

PLAN 8111688, BLOCK 12, LOT 18

**ZONING:** 

**RESIDENTIAL - R-1A** 

Dear Sir/Madam,

We are in receipt of Development Application #2018-135, for an existing accessory structure that is located 0.76 meters from the rear property line. The required setback is 0.90 meters.

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

The full agenda will be posted on our website by September 5, 2018 at the following link, <a href="http://www.coaldale.ca/mpc-meeting-agendas/">http://www.coaldale.ca/mpc-meeting-agendas/</a>

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 <u>Wednesday</u>, <u>September 12</u>, <u>2018</u>, <u>at 5:00 p.m.</u>, <u>the Municipal Planning Commission (MPC) will consider an application for Development Permit (#2018-135) requesting a waiver. The hearing will take place in the Town Council Chambers at 1920 – 17 Street Coaldale, Alberta.</u>

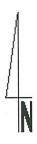
Any comments you wish to make concerning the application can be made in writing to the Town of Coaldale by 1:00pm on Thursday, September 6, 2018 or verbally at the meeting. Comments for the application can be dropped off in person at the Town Office, faxed to 403-345-1311 or emailed to <a href="mailto:buildingcoaldale@coaldale.ca">buildingcoaldale@coaldale.ca</a>. Please note that all submissions will be made public.

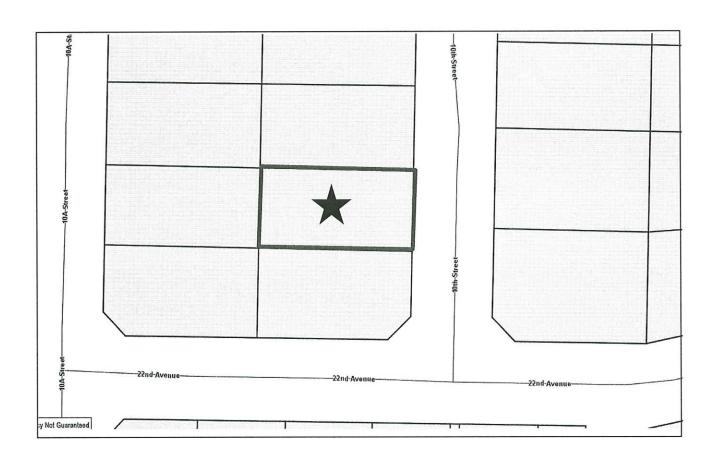
Sincerely,

Cindy L'Hirondelle

Manager of Development & Environmental Services

cc. Applicant







# **Staff Report to the Municipal Planning Commission**

Sterri Helpert to the Historian land 1 to 1 t					
DEVELOPMENT PERMIT #:	2018-137				
APPLICANT:	Grizzly Ridge Developments				
TYPE OF DEVELOPMENT:	Existing Accessory Structure				
CIVIC ADDRESS:	2369 Aspen Drive				
LEGAL DESCRIPTION:	Plan 1512557, Block 9, Lot 18				
LAND USE ZONING:	Residential – R-1A				
USE:	Existing Single-Detached Dwelling and accessory structure				
PARKING:	n/a				
SETBACKS:	Rear Yard – 0.80 meters (0.90 meters required)				
SIGNS:	n/a				
ARCHITECTURAL CONTROLS	n/a				
OTHER	n/a				

# **BACKGROUND/DESCRIPTION OF APPLICATION:**

The above mentioned property currently has Single Detached Dwelling and accessory structure on it. The applicant came into the office to acquire a compliance letter and it was noted that the accessory structure is located too close the rear property line. As per development permit #2018-081, included as an attachment, the accessory structure was approved at 0.90 meters off of the rear property line.

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

# **OPTIONS:**

The board may consider APPROVAL of Development Application (#2018-137). The building is existing and has previously acquired all required building permits.

The board may consider REFUSAL of Development Application (#2018-137).

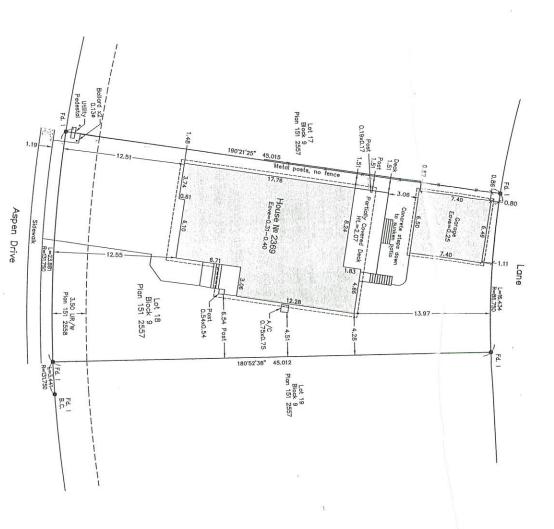
Respectfully Submitted:

Cindy L'Hirondelle

Manager of Development & Environmental Services

### **ATTACHED FILES:**

- Site Plan- Current
- Site Plan Original
- Notice to Neighbouring Property Owners



# Alberta Real Property Report Land Surveyor's

LEGEND  Legarings shown are 3TM grid derived from GNSS Observations.  Legal survey monuments are shown thus:  found Fd. I	found • Fd. I	-Bearings shown are 3TM	LEGEND
GNSS Observations.	+	grid derived from are shown thus:	
Observations.		GNSS	
		Observations.	

edge, excluding eavestroughing.

—Fences are dimensioned to the centreline of the fenceline.

—Fences which appear to define property lines are within 0.20 metres of property line, unless otherwise noted —UR/W indicates Utility Right of Way

The extent of the Title for the Subject Property is affected by,

-Ht= indicates Height
-L= indicates Length of Arc
-R= indicates Radius of Arc
-R- indicates Air Conditioning Unit
-0/H indicates Overhang
-B.C. indicates Beginning of Curve —ø indicates Diameter

1) UR/W Atco Gos Co.
2) UR/W - Lethbridge County
2) UR/W - Lethbridge County
3) Cavect Re: R/W Agreement Telus
4) Cavect Re: Casement
5) Cavect Re: Development Agreement
6) UR/W - Fortis Alberta
7) Cavect Re: Development Agreement
8) Cavect Re: Development Agreement
10) Restrictive Covenant
11) UR/W - Plan 151 2558 —No representations are made as to encumbrances that may exist against the title of this property. Registration Number 891 127 789 011 042 181 051 265 854 131 225 038 131 225 038 131 245 112 141 302 338 151 016 378 151 235 715 151 235 716 151 235 716

File No. 177293RPR This Plan is Page 2 of a Real Property Report and is ineffective if it is detached from Page 1 and 3. Page 2 of 3 MARTIN GEOMATIC CONSULTANTS LTD.
ALBERTA LAND SURVEYORS
255 - 31st Street North Phone: 329-0050 Fax: 329-6594 E-mail: geomart@mgcl.ca ©2018 Lethbridge, Alberta T1H 3Z4

SCALE: 1:250

Drawn by:



# TOWN OF COALDALE DEVELOPMENT PERMIT

Land Use Bylaw No. 677-P-04-13 Development Permit No. 2018-081

This Development Permit is hereby issued to:

Grizzly Ridge Developments

2369 Aspen Drive Coaldale, AB T1M 0E6

In Respect of Works Consisting of:

Detached Garage - 21' x 24'

On land located at:

2369 Aspen Drive Coaldale, Alberta

Plan 1512557; Block 9; Lot 18

Zoning:

Residential - R-1A

And as described on Development Application No. 2018-081 and on plans submitted by the applicant, subject to the conditions contained herein:

### **CONDITIONS:**

- Must obtain <u>approval</u> of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 <u>prior</u> to commencement.
- 2. Must contact Alberta 1<sup>st</sup> 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. A minimum separation distance of 4' shall be provided between a principal building and any accessory building.
- 5. Refuse and or garbage during construction shall be in appropriate containers and shall be properly screened and placed in an approved enclosure until removed for disposal.
- 6. Ensure lot drainage is maintained.
- 7. The building, when completed, shall meet or exceed provincial building requirements and comply with all provincial and municipal health and fire regulations.

## THIS IS NOT A BUILDING PERMIT

The applicant is responsible for obtaining the necessary Building Permits and any other approvals or adherence to provincial regulations etc.



Development Permit Issued On:

June 8, 2018

Development Permit Valid Effective On:

June 8, 2018

Development Permit Issued By:

Cindy L'Hirondelle, Manager of Development &

'I M modelle

**Environmental Services** 

Signature:

### IMPORTANT:

Notwithstanding the issuing of a development permit, no development authorized by the issuing of a permit shall commence:

- (a) until at least 14 days after notice of the issuance of the permit, has been posted, in accordance with section 686(1) of the *Municipal Government Act*; or
- (b) until at least 14 days after notice of the issuance of the permit, in accordance with section 686(1) of the *Municipal Government Act*, which shall be presumed to be effective 7 days from the date of mailing if the document is mailed in accordance with the *Interpretation Act, Revised Statutes of Alberta 2000, Chapter I-8*; or
- (c) if an appeal is made, until the appeal is decided upon; and
- (d) any development commencing prior to the dates determined under subsections (a), (b) and (c) is entirely at the risk of the applicant, developer, or landowner.

Notice of approval in no way removes the need to obtain any Permit or approval required by any federal, provincial, or municipal legislation, and/or regulations pertaining to Development approved. Persons affected by this decision have 14 days from the date of receipt to appeal to the Secretary of the Subdivision and Development Appeal Board located at: Town of Coaldale, 1920 – 17<sup>th</sup> Street, Coaldale, Alberta, T1M 1M1. Appeals must be submitted in writing and an appeal fee is applicable

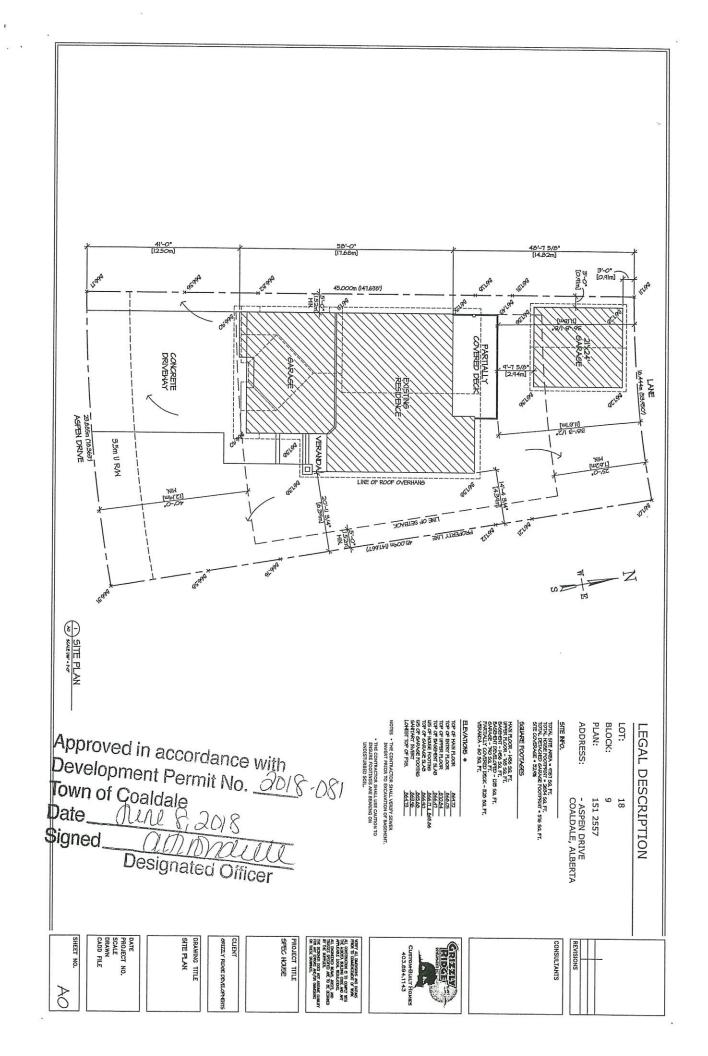
### **EXTERIOR FINISH:**

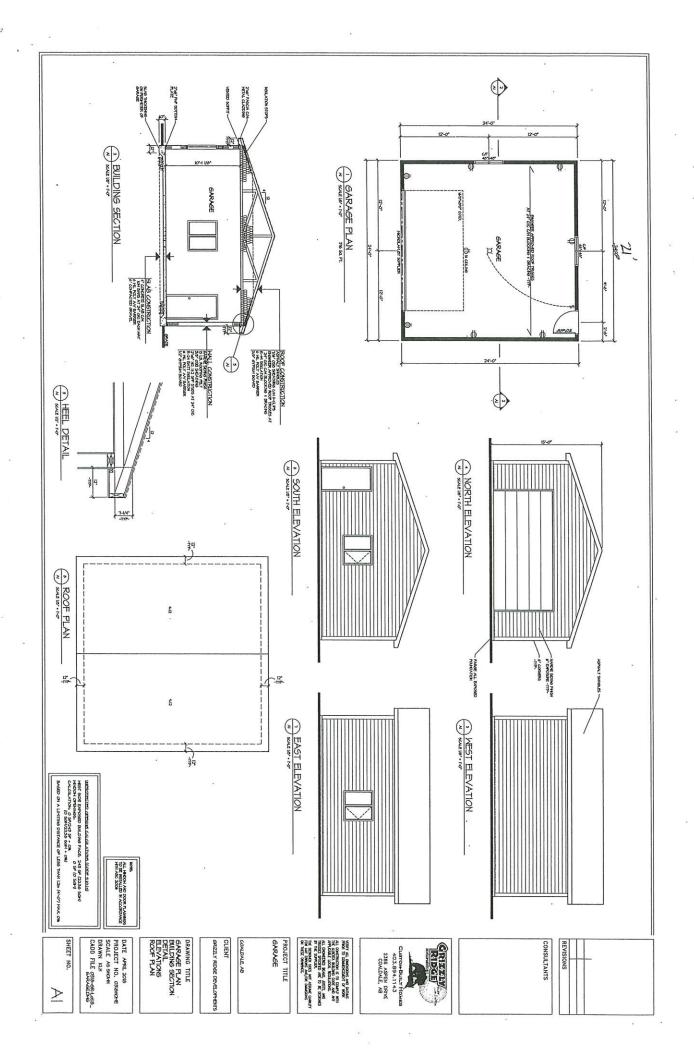
- 1. The exterior, including painting, of any new or renovated building must be completed to the satisfaction of the Designated Officer within 12 months from the date of issue of this Development Permit.
- 2. The yard requirement shall be comprehensively landscaped, except for those areas occupied by sidewalks or driveways, to the satisfaction of the Designated Officer.

# NOTES:

The Development outlined on the reverse side is subject to the following conditions:

- 1. This Permit indicates that only the Development to which it relates is authorized in accordance with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw or any other bylaw, laws, orders and/or regulations affecting such Development.
- This Permit, issued in accordance with the Notice of Decision, is valid for a period of 12 months from the date
  of issue. If, at the expiry of this period, the Development has not been commenced or carried out with
  reasonable diligence in the opinion of the Designated Officer or Development Authority, this Permit shall be
  null and void.
- 3. The Designated Officer may, in accordance with Section 645 of the Act, take such action as is necessary to ensure that the provisions of this Bylaw are complied with.







August 29, 2018

TO:

**NEIGHBOURING PROPERTY OWNERS** 

RE:

**DEVELOPMENT APPLICATION 2018-137** 

APPLICANT:

GRIZZLY RIDGE DEVELOPMENTS

ADDRESS:

2369 ASPEN DRIVE, COALDALE, ALBERTA

PLAN 1512557, BLOCK 9, LOT 18

**ZONING:** 

**RESIDENTIAL - R-1A** 

Dear Sir/Madam,

We are in receipt of Development Application #2018-137, for an existing accessory structure that is located 0.80 meters from the rear property line. The required setback is 0.90 meters.

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Sincerely,

Cindy L'Hirondelle

Manager of Development & Environmental Services

cc. Applicant



