



MINUTES

Municipal Planning Commission Meeting

5:00 PM - Wednesday, April 14, 2021
HUB (Virtual)

The Municipal Planning Commission of the Town of Coaldale was called to order on Wednesday, April 14, 2021, at 5:00 PM, in the HUB (Virtual), with the following members present:

PRESENT: J. Abrey, Councillor (Chair)
D. Lloyd, Councillor
J. Peters, Committee Member
J. Van Hierden, Committee Member

EXCUSED: R. Hohm, Councillor

STAFF PRESENT: S. Croil, Director of Planning & Development
M. Messier, Planning Intern
K. Stone, Recording Secretary

GALLERY: V. Mcquaid; J. Derksen; C. Antal; D. Hayes; B. Kramer; D. Bergen; J. Dyck; K. Pitcher; R. Murray

1.0 CALL TO ORDER

**As a matter of necessity, J. Abrey was appointed chair for the April 14, 2021 Municipal Planning Commission meeting.*

J. Abrey called the meeting to order at 5:02 PM

2.0 ACCEPTANCE OF THE AGENDA

2.1 10-2021

MOTION: D. Lloyd moved to approve the agenda.

Carried 4-0

3.0 ADOPTION OF PREVIOUS MINUTES

3.1 MPC Meeting Minutes - March 10, 2021

11-2021

MOTION: J. Peters moved to APPROVE the March 10, 2021 minutes.

Carried 4-0

4.0 BUSINESS ARISING FROM THE MINUTES

None

5.0 NEW BUSINESS

5.1 SUB 2021-003 - The Seasons

S. Croil presented SUB 2021-003, an application for a subdivision on the parcel of land located at SE-11-09-20-W4. The application is to create fifty 0.04 ha to 0.08 ha (0.10 acre to 0.20 acre) bare land condominium units, one unit for common road property, and the remainder of the subject property being one lot, within the Seasons Manufactured Home Community in southeast Coaldale for residential use.

The proposal represents a combination of Phase 2 and 3 of The Seasons Area Structure Plan (ASP), with very slight alterations to the greenspace/pathways network layout that was proposed in the ASP. The rationale for the revised subdivision area (combining Phase 2 and 3 as outlined in the ASP) and the adjustment to greenspace/pathways is based on an alteration to the servicing plans. The total number of residential lots shown in the ASP for the area that is the subject of this subdivision application has been reduced from what the ASP shows 53, to the 50 that are being proposed within this application. It is worth noting that the total number of lots being applied for here is 52, however one of those is for the roadway and one for the remainder of the subject parcel.

While there are slight alterations to greenspace and pathways alignments in one portion of the area to be subdivided, the

proposed layout for the 50 lots and 1 lot representing roadway remains aligned with the intent and purpose of the ASP.

Servicing to the development will be provided by way of privately owned connections to municipal infrastructure and the private road network within the Seasons manufactured home community.

Utility right of way's will be required in the same manner as have been previously required in prior phases of the Seasons community. Regarding stormwater, the current Water Act Approval No. 00262038-00-00 has been in effect for all Phase 1 stormwater management works, however, there may be a need to amend that approval to reflect the development of Phase 2 and subsequent phases. Additionally, the ASP and Phase 2 servicing plans show a drainage swale at the backs of the lots that back onto the southerly most property boundary and quarter-section line. The Town will require a drainage right of ways to be surveyed and registered to ensure the proper operation and maintenance of this swale as development continues in the Seasons community.

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 the applicant provides a copy of a bare land condominium plan from a certified Alberta Land Surveyor.
4. That confirmation be provided to the Town of Coaldale by the applicant whether or not amendments to the existing Water Act Approval No. 00262038-00-00 are required for the area that is to be subdivided.
5. That a drainage right of way at the southerly boundary of the area to be subdivided, of a width sufficient to the Town of Coaldale, is surveyed and registered with Alberta Land Titles.
6. That any easement(s) as required by utility companies and/or the municipality shall be established.
7. That further direction from the Town Council shall be obtained and adhered to by the applicant regarding the management of the transportation network in the area of the community the

subdivision is within, prior to the finalization and registration of the subdivision.

8. That any conditions of Alberta Transportation are met.

9. 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.

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

1. Alberta Transportation did not anticipate that the creation of 52 manufactured home park lots would have any appreciable impact on Highway 845 and effectively granted a waiver of Page 25 of 167 sections 14 and 15(2) of the Subdivision and Development Regulation. In addition, Alberta Transportation stated 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. The agency noted that the subject property is within noted control lines, however, given the development setbacks will be maintained by default and all access to the highway is indirect, in this instance, a permit from Alberta Transportation will not be required and development of the 52 manufactured home park lots could proceed under the direction, control and management of the town.

2. ATCO Gas requires a Utility Right of Way that should be 3.5 metres in length. 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 the subdivision. OR general utility right of way with the Developer.

3. ATCO Pipelines has no objections.

4. Canada Post stated it will provide mail delivery via community mailboxes placed at a central location. Canada Post is currently servicing another phase of this development through existing community mailboxes.

5. FORTIS stated no easement is required. FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange the installation of electrical services for this subdivision through FortisAlberta.

6. St. Mary River Irrigation District (SMRID) has no objections provided the suggested conditions and considerations are met as outlined in the application. SMRID will need to be contacted prior to any runoff pumping into the drain. A service fee of \$100.00 GST will apply.

7. TELUS Communications Inc. has no objections to the application. All commentary provided by neighbouring properties can be found in the attachments below.

Feedback from other neighbours were received, which included:

1. R. Murray has concerns around adding additional traffic to the west given the removal of the barrier.
2. B. & K. Kraemer have similar concerns with the impact of additional traffic to the west with the barrier being removed.
3. J. & A. Derksen have concerns with the potential for flooding and issues relating to transportation.

- D. Bergen advised that he is aware of some debate around access to The Seasons being onto 8th Street for 11 years, and the transition to 31st Avenue when Fieldstone Meadows was developed. He indicated he was working with Town to extend 13th Street, but Town backed down. Further, he noted that the Town is now working with a different developer to relieve traffic from 13th Street to the midpoint at the quads.

He is working with Town to figure out solution for the best routing of traffic for this development. In addition, it was noted that the Area Structure Plan was adopted by the Town in 2008, and as such, this subdivision is just him exercising his right under that plan to develop more lots.

- B. Kramer indicated that he has purchased a lot in Fieldstone Meadows, but now has concerns, as the master plan had originally shown a barrier in place, but now they're moving forward without said barrier in place.
- R. Murray expressed concerns regarding traffic on 30th Avenue and the entrance to the new subdivision.
- S. Croil advised that Item 7 is focused on gathering community feedback to take back to Town Council prior to any changes being made in the area. Due to the wording of Item 7, the developer would not be able to finalize the subdivision until additional direction is provided by Town

Council on the matter of the transportation network in the area.

- The Commission asked for further clarity on B. Kramer's concern.
- B. Kramer clarified that he purchased a lot in Fieldstone Meadows on the understanding that the community would be quiet, and not have added traffic through an emergency exit.

12-2021

MOTION: J. Peters moved to APPROVE SUB 2021-003 subject to 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 the applicant enter into a utility r-o-w agreement with ATCO Gas and that the agreement be registered on title at the same time the subdivision is registered.*
- 4. That the applicant provides a copy of a bareland condominium plan from a certified Alberta Land Surveyor.*
- 5. That confirmation be provided to the Town of Coaldale by the applicant whether or not amendments to the existing Water Act Approval No. 00262038-00-00 are required for the area that is to be subdivided.*
- 6. That a drainage r-o-w at the southerly boundary of the area to be subdivided, of a width sufficient to the Town of Coaldale, is surveyed and registered with Alberta Land Titles.*
- 7. That any easement(s) as required by utility companies and/or the municipality shall be established.*
- 8. That further direction from Town Council shall be obtained and adhered to by the applicant regarding the management of the transportation network in the area of the community the subdivision is within.*
- 9. That any conditions of Alberta Transportation are met.*

Carried 4-0

5.2 DP 2021-023 - 1004 24 Avenue

M. Messier presented DP 2021-023, an application to review a Home Occupation 2 to offer Botox and Dysport injection services at the subject property located at 1004 24 Avenue.

The property is located within the Residential R-1A zoning district, which considers Home Occupation 2 as a discretionary use.

The applicant is proposing to operate a home office to administer Botox and Dysport injections under the following premises:

- There are currently no other businesses operating out of the residence.
- Up to one client will visit the business per day.
- There are 2 on-site parking spaces available for visitors.
- This will be a part-time business that operates on evenings and weekends.
- 1 employee will visit the residence on a minimal basis.
- There will be no advertising on the property.

The applicant is a Licensed Practice Nurse (LPN) and will be operating in accordance with Alberta Health Services guidelines.

Staff requests that the Commission considers approval of Development Application 2021-023 to allow for the operation of a Home Occupation 2 to administer Botox and Dysport services subject to the following conditions. These conditions are in addition to standard development permit conditions associated with Home Occupation 2.

1. Hours of operation will be: 5 pm to 7 pm, Monday to Friday; 9 am to 3 pm, Saturday.
2. Appointments shall be one at a time and by appointment only.
3. 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 issues within the neighbourhood.
4. No signage shall be permitted.

No feedback was received from any neighbouring property owners.

13-2021

MOTION: D. Lloyd moved to APPROVE DP 2021-023 subject to conditions:

1. *Applicant complies with the Land Use Bylaw No. 677-P-04-13, Schedule 7, Home Occupations;*
2. *Development Permit No. 2021-023 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: 5 pm to 7 pm, Monday to Friday; 9 am to 3 pm, Saturday and 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.*

Carried 4-0

5.3 DP 2021-034 - 1909 9 Street

M. Messier presented DP 2021-034, an application to review a waiver request for maximum lot coverage to allow for a secondary garage at the subject property located at 1909 9 Street.

The property is zoned Residential R-1A, within this zoning district the maximum lot coverage for accessory structures is 10% of the total lot area, inclusive of all accessory buildings. The applicant is proposing an addition of a garage, increasing the total accessory structure lot coverage to 14%.

The applicant is proposing a secondary garage be built in the south east section of the parcel and will serve as the primary garage for the residence. The applicant intends to convert the existing garage into a shed for the residence. The dimensions of the proposed garage are as follows:

- 8.5 metres (28 ft) x 7.3 metres (24 ft)
- 4.2 metres (14 ft) in height

The dimensions of the existing garage are as follows:

- 7.3 metres (24 ft) x 4.2 metres (14 ft)

Staff requests that the Commission considers approval of Development Application 2021-034 to allow for a waiver of maximum lot coverage subject to the following conditions. These conditions are in addition to standard development permit conditions associated with the development of a detached garage.

1. Setbacks shall conform to site plan, which was attached as part of the Development Permit application and to Land Use Bylaw No. 677-P-04-13, Schedule 2, Residential R-1A.
2. Ensure lot drainage is maintained and that lot grade is maintained.
3. The building, when completed, shall meet or exceed provincial building requirements and comply with all provincial and municipal health and fire regulations.
4. There shall be no construction of additional accessory buildings until the existing structures have been removed.

14-2021

MOTION: D. Lloyd moved to APPROVE DP 2021-034 with conditions:

1. *Must obtain **approval** of a Building Permit from Superior Safety Codes Inc., at (403) 320-0734 OR at www.superiorsafetycodes.com prior to commencement.*
2. *Shall 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 shall conform to site plan, which was attached as part of the Development Permit application and to Land Use Bylaw No. 677-P-04-13, Schedule 2, Residential R-1A.*
4. *Ensure lot drainage is maintained and that lot grade is maintained, and at no time shall lot drainage negatively impact adjacent properties.*
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. *The building, when completed, shall meet or exceed provincial building requirements and comply with all provincial and municipal health and fire regulations.*
7. *There shall be no construction of additional accessory buildings until the existing structures have been removed.*

Carried 4-0

5.4 DP 2021-039 - 903 11 Avenue

M. Messier presented DP 2021-039, an application to review a change of use to allow for an 'Automotive Repair and Service Shop' at 903 11 Avenue.

The parcel is zoned Industry-I, within this zoning district in the Land Use Bylaw, an 'Automobile Repair and Service Shop' is considered a discretionary use.

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

- A space for automotive repair and storage.
- Storage is proposed to be leased out as rental space.
- The building is to have a total of 8 bays.
- 4 bays to be dedicated to automobile services and 4 for storage (rental space).
- The applicant is proposing 13 parking stalls inclusive of 1 barrier free stall.

The parking requirement for the use described above is based on 1 stall per 500 ft² of GFA. For 7000 ft² of floor area, this translates to 14 stalls. However, based on only half of the bays being utilized for automotive repair, approximately 60% or 4200 ft² would account for a required 8.4 parking stalls allocated for the 4 bays.

Staff requests that the commission considers approval of Development Application 2021-039 to allow a change of use to allow an 'Automotive Repair and Service Shop' subject to the following conditions. These conditions are in addition to standard development permits associated with change of use applications.

1. Applicant/owner shall comply with Land Use Bylaw no. 677-P-04-13: Off-street Parking and Loading Requirements.

- The Commission inquired what the building is currently used for.
- M. Messier advised that this new building that needs to be rezoned.

15-2021

MOTION: J. Van Hierden moved to APPROVE DP 2021-039 subject to conditions:

- 1. Must obtain **approval** of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 **prior** to commencement for any renovations, if applicable.*
- 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, if applicable.*
- 3. Applicant/Owner shall contact the fire department at 403-345-1330 and arrange for a fire inspection prior to occupancy.*
- 4. Approval is for the change of use only. A separate permit must be applied for and approved for any signs.*
- 5. A Business License must be obtained from the Town of Coaldale.*
- 6. Applicant/owner shall contact the fire department at 403-345-1330 and arrange for a fire inspection for the approved change of use.*
- 7. Applicant/owner shall comply with Land Use Bylaw no. 677-P-04-13, Off-street Parking and Loading Requirements.*
- 8. 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.*
- 9. 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.*
- 10. Excess dirt and mud that is tracked onto sidewalks and roads shall be cleaned up promptly as to not impact the neighborhood.*

Carried 4-0

5.5 DP 2021-042 - 3125 13th Street

M. Messier presented DP 2021-042, an application to review a request for a waiver of setback requirements in the construction of a single detached dwelling and attached garage at 3125 13 Street.

The parcel is zoned as Country Residential CR-2 where secondary front yard setback requirements are 7.6 metres (25 ft). The applicant is proposing a secondary front yard setback of 4.8 metres (16 ft) thereby requesting a 36% waiver, which is in excess of the maximum 10% waiver that can be decided upon by a designated officer (Development Officer).

The proposed single detached dwelling and attached garage meet the require side, rear, and primary front yard setbacks. However, in order for a dwelling to fit on the lot as designed and oriented, a secondary front waiver of 2.7 metres (9 ft) is required. In this particular instance, the secondary front yard of the home is considered to be the yard facing 33rd Avenue.

The setback requirement for a secondary front yard in the CR-2 zoning district is 7.6 metres (25 ft). The dwelling is proposed to be located such that it is 4.8 metres (16 ft) from the secondary front yard. The waiver being requested represents a waiver of 36%.

The request for a waiver is largely based on the subject property not meeting the minimum lot dimension requirements. Lot width requirements in CR-2 zoning are minimum of 24 metres (80 ft) wide, while the width of the subject property is 19 metres (63 ft) wide.

Staff requests that the Commission considers approval of Development Application 2021-042 to allow for a waiver of secondary front yard setback requirements subject to the following conditions. These conditions are in addition to standard development conditions associated with single detached dwellings with an attached garage permit.

1. 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, Country Residential 2 - CR-2, with the exception of the secondary front yard setback which shall be reduced to 4.8 metres (16 ft).

- The Commission inquired if the setback is due to the orientation of the home being on a corner lot.
- M. Messier advised that the waiver is large because the width of the lot is less than minimum lot width requirement. The minimum lot width requirement is 80ft, and this lot is

63ft (17ft below the LUB requirement). The Applicant has worked to achieve all other setback requirements

- D. Bergen indicated that as the individual who governs architectural controls, he has no objections to waivers. There were two similar waivers in close proximity to the subject property, one which received a 12.5 side yard waiver. Further, there are no sightline issues with the side yard waiver given that the portion of the house is so far back from front street that any sightlines would not be mitigated.

16-2021

MOTION: D. Lloyd moved to APPROVE DP 2021-042 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, Country Residential 2 (CR-2), with the exception of the secondary front yard setback which shall be reduced to 16' as per the decision of the MPC.*
4. *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.*
5. *A person to whom a Development Permit for a Single-Detached Dwelling has been issued shall provide the Designated Officer prior to construction a letter from a qualified Alberta Land Surveyor confirming that a qualified Alberta Land Surveyor conducted the Stakeout of the site for construction.*
6. *All elevations and grades shall comply with the Lot Grading Site Plan.*
7. *The applicant/owner shall submit to the Town of Coaldale a soil bearing report.*
8. *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.)

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. *All homes in Fieldstone Meadows are required to drain their weeping tiles to the storm sewer system via a sump pump.*
11. *The connection of weeping tile foundation drainage systems to the sanitary sewer services in this development is **STRICTLY PROHIBITED**.*
12. *Developer/builder/applicant/owner shall comply with the Architectural Control Guidelines in FIELDSTONE MEADOWS.*
13. *Ensure water does not drain into neighbouring properties.*
14. *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.*
15. *Excess dirt and mud that is tracked onto sidewalks and roads shall be cleaned up promptly as to not impact the neighborhood.*

Carried 4-0

5.6 DP 2021-044 - 2133 20A Avenue

M. Messier presented DP 2021-044, an application to review the construction of a single-detached dwelling with a detached garage at 2133 20A Avenue.

The parcel is zoned Residential Small Lot - R-1B. This applicant is proposing a variety of waivers for setback requirements for the single-detached dwelling and the detached garage based on the approval of a previously approved subdivision, which allowed for the creation of the lot.

Generally, it is worth noting that the lot upon which the development of the single detached dwelling and detached garage is proposed was created by way of a subdivision completed in 2019. At the time of the subdivision application, a

conceptual layout for the development of the newly created lot was provided and has informed the preparation of the development permit that is the subject of this application.

The lot that was created by the subdivision is 23 m (76.9 ft) wide and 15.2 m (49.10 ft) in length, with an area of 356.97 m² (3842.4 ft²). The minimum dimensions for the R-1B land use district are 12.19 m (40 ft) width and 30.48 m (100 ft) depth, with a minimum area of 371.55 m² (4000 ft²). Therefore, the lot in question is under the minimum size as per the land use district. However, as per Sec. 39(b) of the Administration part of the Land Use Bylaw, the Subdivision Authority may approve the creation of a lot that does not meet minimum dimensional or area requirements and the Development Authority may approve development on such lots.

The single detached dwelling is proposed to be 1.21 m (4 ft) from the south and west property boundaries (being considered the side and/or rear property boundaries), 5.48 m (18 ft) from the north property boundary, being considered the front property boundary, and 7.62 m (25 ft) from the east property boundary, being considered the secondary front property boundary. The standard setbacks for a single detached dwelling in the R-1B land use district is 6.1 m (20 ft) for the front yard, 3.05 m (10 ft) for secondary front, 1.52 m (5 ft) for side, and 7.62 m (25 ft) for rear yards. The dwelling, as proposed, would require a 2 ft front yard waiver, 1 ft side yard waiver, and 21 ft rear yard waiver.

The detached garage is proposed to be 0.91 m (3 ft) from the north and east property boundaries, being considered the front and secondary front property boundaries. The standard setbacks for a detached garage in the R-1B land use district is 6.1 m (20 ft) for the front yard, 3.05 m (10 ft) for secondary front yard, and 0.9 m (3 ft) for side and rear yards. The garage, as proposed, would require a front yard waiver of 17 ft and a secondary front yard waiver of 7 ft.

Staff requests that the Commission considers approval of Development Application 2021-044 to allow for a waiver of setback requirements for the construction of a single-detached development and a detached garage subject to the following conditions. These are in addition to the standard conditions associated with single-detached dwelling and detached garage permits.

1. 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, Residential Small Lot R-1B, with the exception of the front yard 2' front yard waiver, 1' side yard waiver, and 21' rear yard waiver.
2. Accessory building 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, Residential Small Lot R-1B, with the exception of the 17' front yard waiver and 7' secondary front yard waiver.

17-2021

MOTION: J. Peters moved to APPROVE DP 2021-044 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. *For the principal dwelling 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 Small Lot R-1B, with the exception of the front yard 0.6 m (2 ft) front yard waiver, 0.3 m (1 ft) side yard waiver, and 6.4 m (21 ft) rear yard waiver.*
4. *Accessory structure (detached garage) setbacks to conform to the decision of the MPC: that the detached garage be located 3 m (9.8 ft) from the north property boundary and 0.9 m (3 ft) from the east property boundary.*
5. *Construction will conform with the current Land Use Bylaw 677-P-04-13, Schedule 4, Section 34, Infill Development.*
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 Single-Detached Dwelling has been issued shall provide the Designated Officer prior to construction a letter from a qualified Alberta Land Surveyor confirming that a*

qualified Alberta Land Surveyor conducted the Stakeout of the site for construction.

- 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. For safe work-site purposes, it is recommended that the civic address of the site be displayed so it is visible from the street at all times during construction in the event that emergency services personnel are called to attend the site.*
- 16. Excess dirt and mud that is tracked onto sidewalks and roads shall be cleaned up promptly as to not impact the neighborhood.*

Carried 4-0

5.7 DP 2021-045 - 2008 8th Street

M. Messier presented DP 2021-045, an application allow the installation of three (3) flagpoles at 2008 8 Street.

The parcel is located within the Institutional/Recreational - I/R zoning district, where flagpoles are a "Permitted Projection into Setback" as per the Land Use Bylaw. However, the flag poles are above the permitted height allowed within yard setbacks.

Flagpoles 4.57 metres (15 feet) or less are permitted in yard setbacks, including flagpoles, as per Schedule 4, Sec. 12 (Permitted Projections into Setbacks) of the Town's Land Use Bylaw (LUB). However, in this particular instance, the flagpoles are proposed to be within the 7.62 m (25 foot) front yard setback at the property that is the subject of this notice of application, and 9.1 metres (30 feet) and 7.62 metres (25 feet) in height, which represents an approximate doubling of the height that is permitted in yard setbacks, as per the LUB.

Staff requests that the Commission considers approval of Development Application 2021-045 to allow for a waiver of height requirements for the installation of three (3) flagpoles subject to the following conditions:

1. The three (3) flag poles are to conform with the attached site plan and are not to be relocated or increased in size without the application of the appropriate permits.

18-2021

MOTION: J. Peters moved to APPROVE DP 2021-045 subject to conditions:

1. *Must obtain **approval** of a Building Permit from Superior Safety Codes Inc at (403) 320-0734 **prior** to commencement, if applicable.*
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. *The flag poles are to be installed as per the drawing package submitted and approved as a part of this development permit and are not to be relocated or increase in size without the application of the appropriate permits.*
4. *Refuse and or garbage during construction shall be in appropriate containers and shall be properly screened and placed in an approved enclosure until removed for disposal.*
5. *Ensure lot drainage is maintained.*
6. *Materials such as but not limited to dirt and mud tracked from the construction site onto public r-o-w must be removed from the public r-o-w immediately.*

Carried 4-0

5.8 DP 2021-041 - 2006 30A Avenue

M. Messier presented DP 2021-041, an application to review the construction of a single-detached dwelling at 2006 30A Avenue.

The property is located within the Residential R-1A zoning district, where the applicant is requesting a waiver for minimum rear yard setback requirements.

The dwelling, specifically the rear covered deck, requires a waiver for rear yard setback requirements. Within the Residential R-1A zoning district, rear yard setback requirements are a minimum of 25 feet and as the proposed deck is covered it is considered as part of the principal dwelling. The applicant is proposing a new rear yard setback of 17' and 11", thereby requesting a waiver of 7' and 1" or or 28%, which is in excess of the maximum 10% waiver that can be decided upon by a designated officer (Development Officer).

Staff requests that the commission considers approval of Development Application DP 2021-041) to allow for a waiver of maximum lot coverage subject to the following conditions. These conditions are in addition to standard development permit conditions associated with the development of a single detached dwelling in the Cottonwood Estates neighbourhood.

1. Setbacks shall conform to the site plan, which was attached as part of the Development Permit application and to Land Use Bylaw No. 677-P-04-13, Schedule 2, Residential R-1A.
2. Ensure lot drainage is maintained and that lot grade is maintained.

- D. Hayes advised that the property backs on to Highway 845, so it won't obstruct any views with the covered deck. In addition, the covered deck will help prevent sound off the highway.
- The Commission commented that the lot is large, so the covered deck shouldn't be an issue. They also inquired if the Detached Garage will come up at a different meeting.
- D. Hayes confirmed that the Detached Garage will be applied for later

19-2021

MOTION: D. Lloyd moved to APPROVE DP 2021-041 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, with the exception of the rear yard setback, which shall be 5.46 m (17.9 ft) for the purposes of the covered deck, as per the attached site plan.
4. 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.
5. A person to whom a Development Permit for a Single-Detached Dwelling has been issued shall provide the Designated Officer prior to construction a letter from a qualified Alberta Land Surveyor confirming that a qualified Alberta Land Surveyor conducted the Stakeout of the site for construction
6. All elevations and grades shall comply with the Lot Grading Site Plan prepared by Martin Geomatic Consultants Ltd.
7. The applicant/owner shall submit to the Town of Coaldale a soil bearing report.
8. 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.)**
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. Developer/builder/applicant/owner shall comply with the Architectural Control Guidelines in COTTONWOOD ESTATES

11. *All homes in Cottonwood Estates are required to drain their weeping tiles to the storm sewer system via a sump pump.*
12. *The connection of weeping tile foundation drainage systems to the sanitary sewer services in this development is STRICTLY PROHIBITED.*
13. *Ensure water does not drain into neighbouring properties.*
14. *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*
15. *Excess dirt and mud that is tracked onto sidewalks and roads shall be cleaned up promptly as to not impact the neighborhood.*

Carried 3-1

6.0 INFORMATION ITEMS

7.0 CLOSED MEETING

8.0 ADJOURNMENT

The public portion of the meeting was closed at 5:47 P.M.

8.01 20-2021

MOTION: D. Lloyd moved to adjourn the meeting at 6:30 P.M.

Carried 4-0

CHAIR – J. ABREY

RECORDING SECRETARY – K. STONE