



MINUTES

Municipal Planning Commission Meeting

5:00 PM - Wednesday, June 8, 2022

Zoom

The Municipal Planning Commission of the Town of Coaldale was called to order on Wednesday, June 8, 2022, at 5:00 PM, via Zoom, with the following members present:

PRESENT: Mayor Jack Van Rijn, Chair
Dale Pickering
Jacen Abrey
Rene Van de Vendel

EXCUSED: Roger Hohm

STAFF PRESENT: Melanie Messier, Planner

GALLERY: W. Hierath, P. Hierath, W. Street

1.0 CALL TO ORDER

J. Van Rijn called the meeting to order at 5:00 pm.

2.0 ACCEPTANCE OF THE AGENDA

- M. Messier indicated there was one addition to the agenda inclusive of Item 6.2 – Meeting Format Discussion.

31-2022

MOTION: J. Abrey made a motion to accept the June 8, 2022, MPC Meeting Agenda as amended.

Carried 4-0

3.0 ADOPTION OF PREVIOUS MINUTES

- 3.1 J. Van Rijn posed the question whether there were any errors or omissions in the May 11, 2022, meeting minutes.

31-2022

MOTION: R. Van de Vendel made a motion to approve the May 11, 2022, meeting minutes.

Carried 4-0

4.0 BUSINESS ARISING FROM THE MINUTES

N/A

5.0 NEW BUSINESS

- 5.1 Development Permit 2022-056 - 1809 18 Avenue - Melanie Messier, Planner

M. Messier provided an update that Item 5.1 for Development Permit 2022-056 that the Municipal Planning Commission (MPC) would be tabling the item until the July 13, 2022, regular MPC meeting given the large number of responses received from surrounding landowners.

M. Messier went onto describe that the item would be recirculated and that Item 5.1 would be reviewed at an in-person meeting.

32-2022

MOTION: R. Van de Vendel made the motion to TABLE Item 5.1 – Development Permit 2022-056 – 1809 18 Avenue.

Carried 4-0

- 5.2 Development Permit 2022-055 - 2009 30A Avenue - Melanie Messier, Planner

M. Messier presented Item 5.2 where an applicant was requesting a waiver of minimum rear yard setback requirements for a new Single Detached Dwelling at the property legally described as Lot 16, Block 11, Plan 191 1196 and the civic address 2009 30A Avenue.

Within the current Land Use Bylaw 677-P-04-13, Schedule 2, Residential R-1A zoning district, a "Single Detached Dwelling" is considered a permitted use.

Within the Bylaw, it states that the minimum rear yard setback within Residential R-1A shall be no less than 7.62 m (25 ft.), whereas the applicant is proposing a rear yard setback of 3.8 m (12 ft. 8 inches), amounting to a 50% waiver request.

Should the Commission wish to consider approval of the development permit (2022-055) to allow for a waiver of minimum setback requirements, 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, Schedule 2, Residential R-1A requirements, with the exception of the 3.8 m (12 ft. 8 inches) rear setback.
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 the 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 garage 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 so as to not impact the neighbourhood.
- P. Hierath indicated that the rear deck has a large impact on the usability of the home and that the deck would enhance the space and that there were would be a privacy wall to mitigate any potential privacy concerns with adjacent neighbours.

33-2022

MOTION: R. Van de Vendel made a motion to REFUSE Development Permit (2022-055) based on the 42% waiver requested.

Defeated 2-2

- At 5:46 pm Deputy Mayor J. Abrey moved into the Chair position.

34-2022

MOTION: J. Van Rijn made a motion to APPROVE Development Permit (2022-055) with the suggested conditions.

Defeated 2-2

- At 5:48 pm J. Van Rijn moved into the Chair position.

35-2022

MOTION: J. Abrey made a motion to APPROVE Development Permit (2022-055) with the suggested conditions.

Carried 3-1

5.3 Development Permit 2022-051 - 2134 22 Street - Melanie Messier, Planner

M. Messier presented Item 5.3 where an applicant was requesting to operate a Home Occupation 2 for a Barbershop at the property legally described as Lot 24, Block 7, Plan 831 0241 and with the civic address 2134 22 Street.

The applicant is proposing that the business operates with the following considerations:

- More than five (5) clients may frequent the business per business day
- Five (5) on-site parking stalls will be available to clients
- The business will be open on a part-time basis
- Hours of operation will be: 9:00 am - 5:00 pm on Tuesdays and Wednesdays; and 9:00 am - 12:00 pm on Saturdays
- One (1) sandwich board sign to advertise the business

Informative: It is worth noting that the applicant is applying for a Home Occupation 2 in the interim of moving into a new commercial space in the Land O' Lakes commercial area. The applicant expects to take occupancy in Fall 2022, where the business will offer both Barbershop and Tattooing Services.

Should the Commission wish to consider approval of the development permit (2022-051) to allow for a Home Occupation 2, the following conditions are recommended:

1. The applicant complies with Land Use Bylaw No. 677-P-04-13, Schedule 7, Home Occupations.
2. Development Permit No. 2022-051 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 neighbourhood.

3. Hours of operation will be: 9:00 am - 5:00 pm on Tuesdays and Wednesdays, and 9:00 am - 12:00 pm on Saturdays.
 4. A business license must be obtained from the Town of Coaldale.
 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 offensive noise, vibration, smoke, dust, odours, heat or glare discernible beyond the property lines shall be produced by the use.
- W. Street stated he had initial concerns, that were answered by Staff earlier in the day including:
 - hours of operation of the business
 - how long the business will be maintained as temporary; and
 - how traffic safety will be maintained

36-2022

MOTION: D. Pickering made a motion to APPROVE development permit (2022-051) with the suggested conditions and an additional condition that the permit be temporary expire in six (6) months.

6.0 INFORMATION ITEMS

- 6.1 Development Permit (2022-033) - 453 Westgate Crescent - Melanie Messier, Planner

M. Messier provided an update of the Subdivision and Development Appeal Board (SDAB) regarding Development Permit (2022-033), which was denied by the MPC.

M. Messier went onto explain that the SDAB had overturned the decision due to a lack of evidence of any appreciable impact to the neighbourhood resulting from the coverage of the deck.

37-2022

MOTION: R. Van de Vendel made a motion to accept the item as information.

Carried 4-0

6.2 Meeting Format Discussion – Addition to Agenda

M. Messier provided an update as to whether the Commission would like to revert to in-person meetings given the limitations of notifying residents and ease of access for residents.

- J. Van Rijn described that for any Commission members being unable to attend the meetings in-person, there will be a phone-in option for their attendance.

38-2022

MOTION: D. Pickering made a motion that the MPC approve that all future Commission meetings return to an in-person format to be held within the Town Council Chambers.

7.0 CLOSED MEETING

39-2022

MOTION: J. Abrey made a motion to move the meeting into closed session at 5:40 pm.

Carried 4-0

8.0 ADJOURNMENT

40-2022

MOTION: J. Abrey made a motion that to move the adjourn at 5.57 pm.

J. Van Rijn - Chair

M. Messier – Recording Secretary