

**AGENDA**  
**CLEAR HILLS COUNTY**  
**MUNICIPAL PLANNING COMMISSION MEETING**  
**April 14, 2015**

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The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, April 14, 2015, in the Council Chambers, Worsley, Alberta, at 9:00 a.m.

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- A) CALL TO ORDER**
- B) AGENDA**
- C) ADOPTION OF THE PREVIOUS MINUTES**
  - A. Regular Municipal Planning Commission Meeting March 10, 2015**
- D) BUSINESS ARISING OUT OF THE MINUTES**
- E) DELEGATION**
- F) BY-LAW**
- G) OLD BUSINESS**
- H) NEW BUSINESS**
  - A. Development Permit Application – David Thompson Bible Camp**
- I) CORRESPONDENCE AND INFORMATION**
- J) CONFIDENTIAL ITEMS**
- K) ADJOURNMENT**

<b>Initials show support - Reviewed by: Development Officer:</b>
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<b>Manager:</b>
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**MINUTES OF CLEAR HILLS COUNTY  
MUNICIPAL PLANNING COMMISSION  
COUNTY COUNCIL CHAMBERS  
MARCH 10, 2015**

**PRESENT**

Miron Croy	Chairperson
Jake Klassen	Deputy Chairperson
Charlie Johnson	Member
Lee Svederus	Member
Peter Frixel	Member

**ATTENDING**

Allan Rowe	Chief Administrative Officer (CAO)
Dallas Logan	Development Officer (DO)
Bonnie Morgan	Executive Assistant (EA)
Audrey Bjorklund (CLGM)	Community Development Manager

**ABSENT**

**CALL TO ORDER**

Chairperson Croy called the meeting to order at 9:00 a.m.

**ACCEPTANCE OF  
AGENDA  
M08-15**

**RESOLUTION by Member Johnson to adopt the agenda governing the March 10, 2015, Municipal Planning Commission Meeting as presented. CARRIED.**

**APPROVAL OF  
MINUTES  
Previous Regular  
Meeting Minutes**

**M09-15**

**RESOLUTION by Member Frixel to adopt the minutes of the February 10, 2015 Municipal Planning Commission Meeting, as presented. CARRIED**

Member Svederus entered the meeting at 9:02 a.m.

**BUSINESS ARISING  
FROM THE MINUTES**

There was no business arising from the minutes.

**NEW BUSINESS  
Subdivision Referral  
S03-15**

Subdivision referral S03-15 was received from Mackenzie Municipal Services Agency regarding the application for subdivision from Peter & Eva Isaac for a Farmstead Separation subdivision on Part of NW 12 85 9 W6M (10.125 hectares – 25.02 acres).

**M10-15**

**RESOLUTION by Deputy Chairperson Klassen that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the subdivision application from Peter & Eva Isaac for a Farmstead Separation subdivision on Part of NW 12 85 9 W6M (10.125 hectares - 25.02 acres), subject to the following condition(s):**

1. **Developer shall pay Clear Hills County the amount of \$200.00 for offsite County services per developable lot.**
2. **Any outstanding property taxes to be paid in full on the land proposed to be subdivided or arrangements made which are satisfactory to the County.**
3. **All required Provincial/Federal Regulations to be adhered to.**  
**CARRIED.**

Subdivision Referral  
S04-15

Subdivision referral S04-15 was received from Mackenzie Municipal Services Agency regarding the application for subdivision from Randolph Maxwell for a Farmstead Separation subdivision on Part of SE 2 84 13 W6M (4.42 hectares – 10.92 acres).

**M11-15**

**RESOLUTION by Member Johnson that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the subdivision application from Randolph Maxwell for a Farmstead Separation subdivision on Part of SE 2 84 13 W6M (4.42hectares - 10.92 acres), subject to the following condition(s):**

1. **Developer shall pay Clear Hills County the amount of \$200 for offsite County services per developable lot.**
2. **Any outstanding property taxes to be paid in full on the land proposed to be subdivided or arrangements made which are satisfactory to the County.**
3. **All required Provincial/Federal Regulations to be adhered to.**  
**CARRIED.**

Subdivision Referral  
S05-15

Subdivision referral S05-15 was received from Mackenzie Municipal Services Agency regarding the application for subdivision from Kimberly Donnelly and Trevor Kerschbaumer for a Country Residential subdivision on Part of NW 10 83 3 W6M and Part of SW 10 83 3 W6M (4.05 hectares – 10 acres).

**M12-15**

**RESOLUTION by Member Svederus that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the subdivision application from Kimberly Donnelly and Trevor Kerschbaumer for a Country Residential subdivision on Part of NW 10 83 3 W6M and SW 10 83 3 W6M (4.05 hectares - 10 acres) waiving the need for Municipal Reserve or funds in lieu, subject to the following condition(s):**

1. **Developer shall pay Clear Hills County the amount of \$200 for offsite County services per developable lot.**
2. **Any outstanding property taxes to be paid in full on the land proposed to be subdivided or arrangements made which are satisfactory to the County.**
3. **All required Provincial/Federal Regulations to be adhered to.**  
**CARRIED.**

Development Permit  
Application W03-15

Development Permit Application W03-15 was received from Anton Fehr to develop a Mobile Home site including two mobile homes, located at NW 24 85 7 W6M.

**M13-15**

**RESOLUTION by Deputy Chairperson Klassen that the Municipal Planning Commission approves Development Permit Application W03-15 from Anton Fehr to develop a Mobile Home site (Two Mobile Homes) located at NW 24 85 7 W6M, subject to the following conditions:**

1. **Minimum setbacks from the property lines:**
  - a) **Front yard, 40.8m (134 feet)**
  - b) **Side yard, 15.2m (50 feet)**
  - c) **Rear yard, 15.2m (50 feet)**
2. **All structures moved in and/or constructed on site shall conform to all building code standards as set by Human Resources and Alberta Safety Codes Council.**
3. **All required Provincial/Federal Regulations to be adhered to.**
4. **All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.**

**CARRIED.**

Application W05-15

Development Permit Application W05-15 was received from Russell and Susan Fleming to develop a Second Residence, located at NW 18 85 11 W6M.

**M14-15**

**RESOLUTION by Member Frixel that the Municipal Planning Commission approves Development Permit Application W05-15 from Russell and Susan Fleming develop a Second Residence located at NW 18 85 11 W6M, subject to the following conditions:**

1. **Minimum setbacks from the property lines:**
  - a) **Front yard, 40.8m (134 feet)**
  - b) **Side yard, 15.2m (50 feet)**
  - c) **Rear yard, 15.2m (50 feet)**
2. **All structures moved in and/or constructed on site shall conform to all building code standards as set by Human Resources and Alberta Safety Codes Council.**
3. **All required Provincial/Federal Regulations to be adhered to.**
4. **All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.**

**CARRIED**

ADJOURNMENT

Chairperson Croy adjourned the Municipal Planning Commission Meeting on March 10, 2015 at 9:09 a.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	April 14, 2015
Originated By:	Audrey Bjorklund, Acting Development Officer
Title:	<b>DEVELOPMENT PERMIT APPLICATION – David Thompson Bible Camp</b>
File:	61-02-02

### DESCRIPTION:

Development Permit Application W08-15 was received from David Thompson Bible Camp to develop a dwelling as a residence for the camp director/caretaker at Plan 1320248 Block 1 Lot 1 in the SE 4-84-3-W6M.

### BACKGROUND:

- Zoning Agriculture (AG1)
- Currently considered a second residence application as the subdivision for the portion with the existing residence is not yet finalized. Once all conditions of the subdivision approval are met and registration is complete the residence being dealt with in this application will be the primary dwelling.
- Land Use Bylaw - Section 64(3)(3)(b) – 80 acres or more .... two dwelling units shall be permitted.
- Section 42(3) –considerations: suitability, access, proper water/sewer, existing & future surrounding use, necessary for operation of existing farm, and human relationship such as a family member or relative.

### ATTACHMENTS:

1. Subdivision application
2. Agricultural (AG1)

### OPTIONS:

1. Approve as presented
2. Approve with different/additional conditions
3. Not Approve

### RECOMMENDED ACTION:

That the Municipal Planning Commission approves Development Permit Application W08-15 from David Thompson to develop a dwelling on Plan 1320248 Block 1 Lot 1 subject to the following condition(s):

1. Minimum setbacks from the property lines:
  - a) Front yard, 40.8m (134 feet)
  - b) Side yard, 15.2m (50 feet)
  - c) Rear yard, 15.2m (50 feet)
2. All structures moved in and/or constructed on site shall conform to all building code standards as set by Human Resources and Alberta Safety Codes Council.
3. All required Provincial/Federal Regulations to be adhered to.
4. All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.

Initials show support - Reviewed by: Development Officer:

Manager:

*ABj*

# DEVELOPMENT PERMIT APPLICATION

CLEAR HILLS COUNTY

FOR ADMINISTRATIVE USE	
APPLICATION NO. <i>W08-15</i>	
DATE RECEIVED <i>Mar 23-15</i>	

I/We hereby make application under the provisions of the Land Use Order for a Development Permit in accordance with the plans and supporting information submitted herewith and form part of this application.

I/We understand that this application will not be accepted without the following:

- (a) application fee;
- (b) site plan sketch that includes all relevant detail to the proposed development (e.g.: proposed and existing structure, property lines, creeks/ravines, parking and vehicle access, building plans, etc.)

APPLICANT INFORMATION		COMPLETE IF DIFFERENT FROM APPLICANT	
NAME OF APPLICANT <i>David Thompson Bible Camp.</i>		NAME OF REGISTERED LAND OWNER	
ADDRESS <i>Box 2455</i>		ADDRESS	
<i>Fairview Alberta.</i>			
POSTAL CODE <i>T0H 1A0</i>	TELEPHONE (Res.) <i>780-494-2103</i>	(Bus.)	POSTAL CODE
		TELEPHONE (Res.)	(Bus.)

LAND INFORMATION								
Legal description of proposed development site:								
QTR./L.S. <i>S.E 1/4</i>	SEC. <i>4</i>	TWP. <i>84</i>	RG. <i>3</i>	M. <i>W6</i>	OR	REGISTERED PLAN NO. <i>1320248</i>	BLOCK <i>1</i>	LOT <i>1</i>
Size of the proposed development site:								
LENGTH <i>60ft</i> <i>18.3m</i>	WIDTH <i>24ft</i> <i>7.3m</i>		Number of:		ACRES OR HECTARES			
Describe the existing use of the land: <i>land is used to run a summer Bible Camp. &amp; currently houses David Thompson Bible Camp.</i>								

DEVELOPMENT INFORMATION		
Describe the proposed use of the land: <i>To install donated modular units for use as housing for the Camp Director &amp; family.</i>		
Check (✓) any proposed use(s) not identified above:		
<input type="checkbox"/> Sign(s)	<input type="checkbox"/> Culvert(s) / Road access point(s)	<input type="checkbox"/> Public use(s) / Utilities
<input type="checkbox"/> Dwelling unit(s)	<input type="checkbox"/> Accessory structure(s) / use(s)	Other (specify) _____
<input checked="" type="checkbox"/> Home Occupation(s)	<input type="checkbox"/> Commercial or industrial structure(s) / use(s)	_____
Indicate the proposed setback from the property line:		
FRONT YARD _____ ft _____ m	REAR YARD _____ ft _____ m	SIDE YARD (1) <i>60ft</i> <i>15.3m</i>
SIDE YARD (2) _____ ft _____ m		
The land is adjacent to: <input type="checkbox"/> A Primary Highway <input checked="" type="checkbox"/> A Secondary Highway <input type="checkbox"/> A County Road		
Estimate the Project:		
A. COMMENCEMENT DATE <i>April 21<sup>st</sup> 2015.</i>	B. COMPLETION DATE <i>September 30<sup>th</sup> 2015.</i>	C. CONSTRUCTION COSTS <i>\$ 45,000</i>
Attached is: (a) Site Plan: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A; (b) Floor Plan: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A		

DEVELOPMENT INFORMATION	
I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT.	
<i>March 23<sup>rd</sup> / 2015.</i> DATE	<i>Dale Magill</i> SIGNATURE OF APPLICANT
_____ DATE	_____ SIGNATURE OF REGISTERED LAND OWNER

FOR ADMINISTRATIVE USE ONLY	
LAND USE CLASSIFICATION: _____	
FEE ENCLOSED: <input type="checkbox"/> Yes <input type="checkbox"/> No	AMOUNT: \$ _____ RECEIPT No. _____



**Development Permit  
Appendix "A"  
Moved-in Buildings**

If any of the buildings pertaining to the development permit are being moved-in from another location please complete this form and return with the completed development permit and application fee.

- a) A photograph of the building(s).
- b) Canadian Safety Association Identification Number (CSA) \_\_\_\_\_
- c) Present location of the building New Beginnings Oilfield  
Yard Site.
- d) Proposed relocation route Down Hwy 64 to Hince Creek, right  
onto secondary 732, left of off 732 into Camp.

**Please note:**

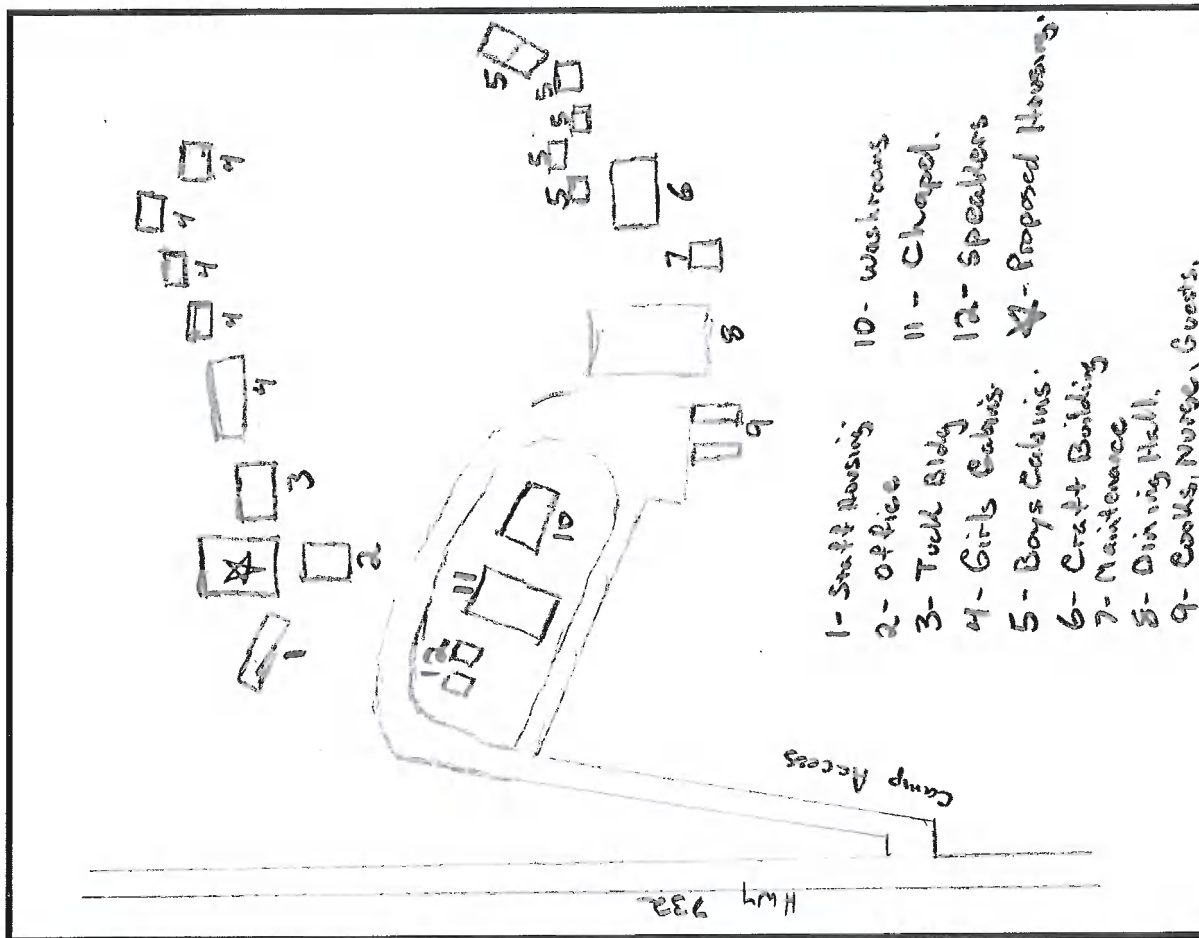
1. Any building to be moved-in or placed on a parcel within any district established by this Bylaw, other than a farm building in an Agricultural District, must be approved by the Municipal Planning Commission.
2. The Municipal Planning Commission may require, when a development permit is issued for a moved-in building, notice in writing to be sent to all adjacent landowners.
3. The Municipal Planning Commission may require a performance bond or a letter of credit of such amount as to ensure the completion of any renovations set out as a condition of a development permit.
4. The moved-in building shall conform to Alberta Safety and Labour building standards.

# APPLICATION FOR DEVELOPMENT PERMIT - SITE MAP

LEGAL DESCRIPTION: SE 1/4 - 4 - 84 - 3 - W 6.

For industrial or commercial development, attach engineered drawings of proposed development.

For residential and non-industrial development, draw a sketch plan of proposed development.



Please indicate the following if they apply to your proposed development:

1. Location of water source & distance from property line and sewer system
2. Location of sewer system & distance from water source and property line
3. Access location(s)
4. Location of existing or proposed buildings:
5. Setbacks from the road allowance
6. Location of roads in the area
7. Location Shelterbelts
8. Location of Treed Areas/ Sloughs/ Bush/ other vegetation
9. Location of River/ Lakes/ other watercourses



## ADDITIONAL INFORMATION REQUIRED:

Please indicate below the type of sewage supply to be used by your development proposal.

	TYPE OF WATER SUPPLY
	DUGOUT
	WELL
✓	CISTERN & HAULING
	COUNTY SERVICE
	OTHER (Please specify)

	TYPE OF SEWAGE DISPOSAL
✓	OPEN DISCHARGE/SEPTIC TANK
	SUB-SURFACE DISPOSAL/SEPTIC TANK
	ABOVE GROUND/SEPTIC TANK
	SEWAGE LAGOON
	OUTDOOR PRIVY
	COUNTY SERVICE
	OTHER (Please Specify)

Please indicate if the above is: (a) EXISTING Water Cistern is part of unit.

(b) PROPOSED Sewage Disposal system. New but discharging to existing site.

FOR ADDITIONAL INFORMATION CONTACT THE FAIRVIEW HEALTH COMPLEX - PEACE COUNTRY HEALTH REGION AT (780) 835-4951 AND ASK FOR JEREMY SPENCER OR ALBERTA LABOUR - PLUMBING INSPECTION BRANCH.



**TRAVCO**  
A NU HONG  
WILDFIELD SERVICES LTD  
TEL: 783-4344 WINDSOR  
FAX: 783-4344 4000 BROADVIEW

**1978**

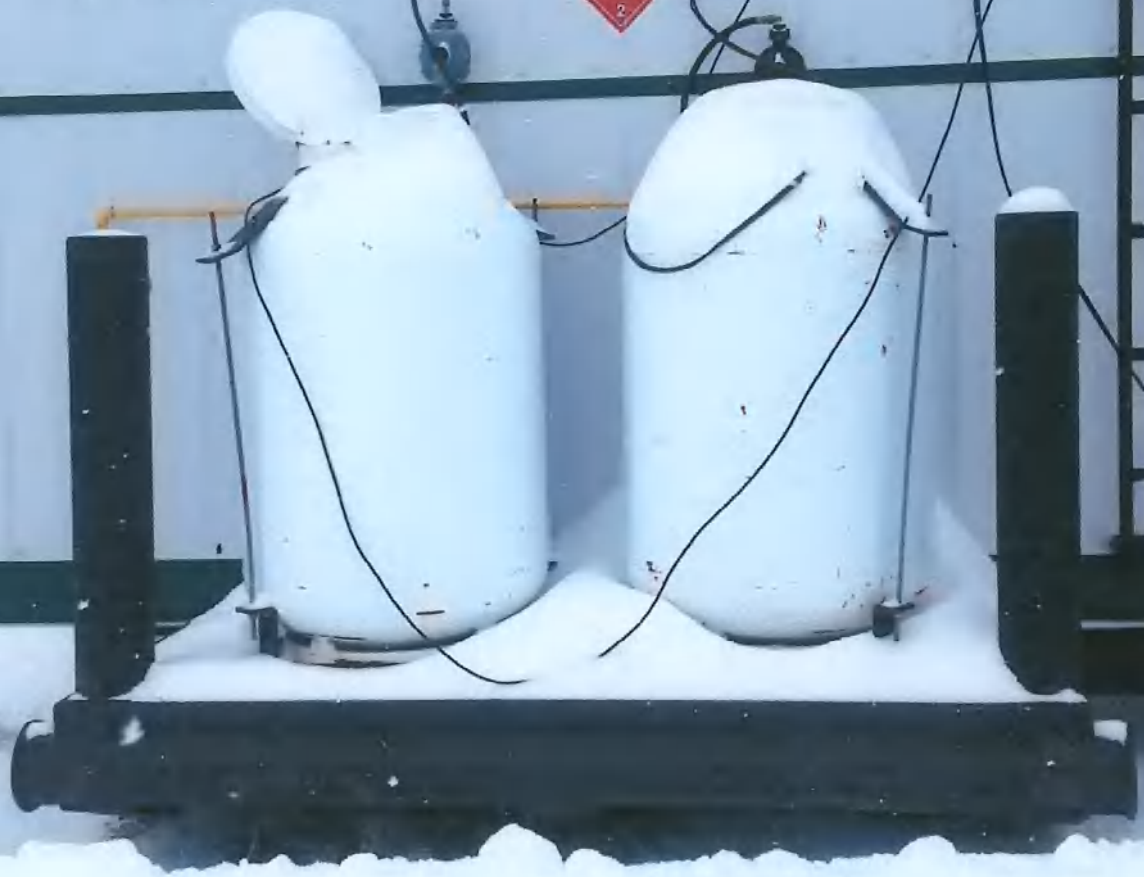
**CAMP 8**

**TRAVCO**

NEW BEGINNING  
OILFIELD SERVICES LTD.  
TEL: 780-824-4998 www.nbos.ca  
FAX: 780-824-4940 email: info@nbos.ca

CAMP 8

1978





## CLEAR HILLS COUNTY

Box 240  
WORSLEY, Alberta T0H 3W0  
[www.clearhillscounty.ab.ca](http://www.clearhillscounty.ab.ca)

Phone: [780] 685-3925  
Fax: [780] 685-3960  
[info@clearhillscounty.ab.ca](mailto:info@clearhillscounty.ab.ca)

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### RIGHT OF ENTRY FORM

As a site inspection of land that is the subject of a development permit application may be required, we request that you complete the following authorization and submit it with your application for Development Permit approval.

Section 653(2) of the Municipal Government Act indicates that if consent is given by this form, a notice of inspection is not required to be given under Section 542(1).

I, Dale Magill. (Representative) do grant consent for an authorized  
(Name in Block Letters) of D.T.B e

person of the Clear Hills County to enter upon subject land for the purpose of a site inspection.

SE 1/4-4-84-3-W 6.  
(Legal land Description)

Dale Magill.  
(Signature)

March 23<sup>rd</sup> 2015.  
(Date)

**SECTION 64 AGRICULTURAL DISTRICT 1 (AG-1)****(1) PURPOSE**

The purpose of this Agricultural District is to accommodate a wide range of agricultural land uses and discourage all land uses conflicting with the intent of conserving extensive areas of prime agricultural land, thus maintaining the Agricultural Integrity and the Rural Character of the County.

**(2) USES****(a) Permitted Uses**

- ◆ Accessory building or structure
- ◆ Dugout
- ◆ Extensive agriculture use
- ◆ Farmstead or Farm building
- ◆ Game farm
- ◆ Mobile home
- ◆ Modular home
- ◆ Public uses
- ◆ Public utilities
- ◆ Single detached dwelling
- ◆ Signage

**(b) Discretionary Uses**

- ◆ Abattoir
- ◆ Agricultural industry
- ◆ Agricultural supply depot (fertilizer storage)
- ◆ Airport, heliport (public or private)
- ◆ Caretaker's residence
- ◆ Cemetery
- ◆ Church with or without one attached or separate manse
- ◆ Communication or lookout tower
- ◆ Community hall
- ◆ Contractor's business
- ◆ Country store
- ◆ Extensive recreational use
- ◆ Farm occupation

- ◆ Forestry operation, woodlot and sawmill
- ◆ Golf course
- ◆ Government weigh scale
- ◆ Highway maintenance yard
- ◆ Hog buying station
- ◆ Home occupation
- ◆ Industrial plant (including gas plant)
- ◆ Intensive agricultural use
- ◆ Intensive recreational use
- ◆ Kennel
- ◆ Landfill site on sites more than 50 feet (15.2 metres) from any primary highway and more than 1,000 feet (304.8 metres) from any other district.
- ◆ Livestock sales yard
- ◆ Minor recreational facility (public or private)
- ◆ Natural resource extraction industry
- ◆ Pipe and equipment storage yards
- ◆ Post office
- ◆ Ranger cabin and station
- ◆ Retail store or minor commercial facility
- ◆ School
- ◆ Secondary Suite
- ◆ Sewage lagoon, and sewage treatment plant
- ◆ Sod farm
- ◆ Stripping of top soil (commercial)
- ◆ Tannery
- ◆ Tradesman's or handicraft business
- ◆ Veterinary clinic
- ◆ Work camp
- ◆ Other similar uses deemed appropriate by the Development Authority

### **(3) SITE PROVISIONS**

In addition to the Supplementary Regulations contained in PART 6, the following regulations shall apply to every development in this district.

(1) Parcel Size:

(a) Extensive agriculture:

Minimum: One quarter section or as approved by the Development Authority.



(b) Residential uses:

- (i) Farmstead Separation: 3 acres (1.2 ha) minimum, 10 acres (4 ha) maximum,
- (ii) Country Residential: 5 acres (2 ha) maximum.
- (iii) In case of parcels larger than the permitted parcel size, the approval resides at the discretion of the Development Authority, based on the need to accommodate related farm buildings and improvements.

(c) Confined Feeding operations:

as determined by the Development Authority, to be suitable to accommodate the use in accordance with the code of practise

(d) All other uses:

to be determined by the Development Authority, based on the need to accommodate the use.

(2) Parcel Density Per Quarter Section (maximum):

- (a) One (1) parcel, being the quarter section.
- (b) In the case of a farmstead or a country residential use, the maximum parcel density per quarter section shall be increased to two (2) parcels with the balance of the quarter being one of the parcels
- (c) For uses other than residential: Maximum parcel density as required by the Development Authority.
- (d) Notwithstanding the above, the parcel density may be increased to accommodate a fragmented parcel and a public utility lots.

(3) Dwelling Density Per Parcel (maximum):

- (a) On a parcel of less than 80 acres (32.4 ha), a maximum of one (1) dwelling unit shall be permitted.

- (b) On a parcel of 80 acres (32.4 ha) or more, a maximum of two (2) dwelling units shall be permitted.
  - (c) Additional residential development in this land use district is subject to Section 41, Dwelling Units Per Parcel.
- (4) Setback Requirements (minimum):
- (a) Front Yard:  
134 feet (40.8 m) from road right-of-way.
  - (b) Interior Side Yard:  
50 feet (15.2 m) or as required by the Development Authority.
  - (c) Rear Yard:  
50 feet (15.2 m) or as required by the Development Authority.
  - (d) A residence associated with the operation of a CFO and situated on the same property may be considered by the Approval Authority within a setback from the CFO.
- (5) Building, Design, Character and Appearance:
- All buildings shall be attractive in appearance and shall be constructed of materials that comply with the Safety Codes Act or as approved by the Development Authority.

#### **(4) LANDSCAPING**

In addition to other provisions of this Bylaw, landfill sites, gravel pits, sand pits, sewage lagoons, sewage treatment plants, kennels, highway maintenance yards, outdoor storage areas for uninhabited recreational vehicles and trailers, bulk oil supplies, agricultural supply depots, pipe and equipment storage yards and any discretionary use not hereby listed may have to be screened from view with a vegetated buffer strip, soil berm and/or other screening of a visually pleasing nature as required by the Development Authority.

**(5) ADDITIONAL REQUIREMENTS**

The Development Authority may decide on such other requirements as are necessary having due regard to the nature of a proposed development and the purpose of this District.

Applications submitted for Confined Feeding Operations must satisfy all of the requirements listed under Part 6: Supplementary Regulations, Section 61 for Confined Feeding Operations.

**(6) SPECIAL REGULATION**

Any public utilities required to serve the district may be developed on any lot as determined by the Development Authority.