

AGENDA
CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION MEETING

July 19, 2016

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, July 19, 2016, in the Council Chambers, Worsley, Alberta, at 9:00 a.m.

- A) CALL TO ORDER**
- B) AGENDA**
 - A. REGULAR MEETING July 19, 2016* 1
- C) ADOPTION OF THE PREVIOUS MINUTES**
 - A. REGULAR MEETING OF June14, 2016* 2
- D) BUSINESS ARISING OUT OF THE MINUTES**
- E) DELEGATION**
- F) BY-LAW**
- G) OLD BUSINESS**
- H) NEW BUSINESS**
 - A. SUBDIVISION REFERRAL – Roger & Michelle Reiger* 13
 - B. SUBDIVISION PROPOSAL - Cathy Hatt* 18
- I) CORRESPONDENCE AND INFORMATION**
- J) CONFIDENTIAL ITEMS**
- K) ADJOURNMENT**

Initials show support - Reviewed by: Development Officer:	Manager:
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**MINUTES OF CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION
COUNTY COUNCIL CHAMBERS
June 14, 2016**

PRESENT

Miron Croy	Chairperson
Charlie Johnson	Member
Lee Svederus	Member
Peter Frixel	Member

**ABSENT
ATTENDING**

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

CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA**

M23-16

RESOLUTION by Member Svederus to adopt the agenda governing the June 14, 2016, Municipal Planning Commission Meeting, as presented. CARRIED.

**APPROVAL OF
MINUTES**

Previous Regular Meeting Minutes

M24-16

RESOLUTION by Member Frixel to adopt the minutes of the May 31, 2016 Municipal Planning Commission Meeting, as presented. CARRIED.

NEW BUSINESS

Subdivision Referral

Subdivision referral S04-16 (16MK015) was received from Mackenzie Municipal Services Agency regarding the application for subdivision from 1577912 Alberta Ltd. (Hines Creek Farms) for a Cemetery on NE 4-85-5 W6M (.615 hectares – 1.52 acres).

M25-16

RESOLUTION by Chairperson Croy that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the subdivision application from 1577912 Alberta Ltd. (Hines Creek Farms) for a Cemetery on NE 4-85-5W6M (.615 hectares – 1.52 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
S05-16

Subdivision referral S05-16 (16MK019) was received from Mackenzie Municipal Services Agency regarding the application for subdivision from Maverick Livestock Company Ltd. for a Farmstead Separation Subdivision NE 32-85-5 W6M (5.10 hectares – 12.61 acres).

M26-16

RESOLUTION By Member Svederus that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the subdivision application from Maverick Livestock Company Ltd. for a Farmstead Separation Subdivision NE 32-85-5 W6M (5.10 hectares – 12.61 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 Provincial/Federal regulations to be adhered to.**

CARRIED.

ADJOURNMENT

Chair Croy adjourned the Municipal Planning Commission Meeting on June 14, 2016 at 9:22 a.m.

DATE

CHAIRPERSON

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	July 19, 2016
Originated By:	Dallas Logan – Development Officer
Title:	SUBDIVISION REFERRAL – Roger & Michelle Rieger
File:	61-02-02

DESCRIPTION:

Subdivision referral 16-MK016 (S06-16) was received from Mackenzie Municipal Services Agency regarding the application for subdivision from Roger & Michelle Rieger for a Farmstead Separation on SW 18-84-5 W6M (6.42 hectares – 15.87 acres).

BACKGROUND:

- Located in the Agricultural District (AG1). The proposed parcel exceeds the maximum parcel size of 10 acres. Based on the layout of the existing development, a larger size may be considered under Section
- The parcel is located approximately 10.4 kms (6.5 miles) northwest of Hines Creek.
- The subject land is described as gently rolling.
- There are currently 18 structures on site. The house, log shed, shop and barn will remain while the other structures will be removed. The balance of the quarter is primarily under cultivation.
- The proposed parcel has access onto Twp Rd 842. The balance of the quarter may be accessed by Twp Rd 842 or Rge Rd 50.
- The proposed parcel will be serviced by an existing dugout for water and an open discharge system for sewage. The existing septic system will be moved to meet current regulations.
- The parcel site is based on the location of the existing development and access road and is appropriate for the intended use.

ATTACHMENTS:

- Subdivision application

OPTIONS:

- A. Deny the request
- B. Approve the subdivision request with conditions listed, or other conditions

RECOMMENDED ACTION:

That the Municipal Planning Commission ...recommend Mackenzie Municipal Services Agency approve the subdivision application from Roger & Michelle Rieger for a Farmstead Separation on SW 18-84-5 W6M (6.42 hectares – 15.87 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.

Initials show support - Reviewed by: Development Officer:  Manager: 

FORM 1
APPLICATION FOR SUBDIVISION

FOR OFFICE USE ONLY

Date of Receipt for Completed Form:

16MK026

File No.:

June 30 2016

Fee Submitted:

725.00

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND THAT IS THE SUBJECT OF THE APPLICATION OR BY A PERSON AUTHORIZED TO ACT ON THE REGISTERED OWNERS BEHALF.

1. Name of registered owner of land to be subdivided:

ROGER SEAN RIEGER / MICHELLE RIEGER
(Full Name in Block Capitals)

Address and phone number:

T23025 RR53 Grande Prairie, AB T8X 4T5
587-343-2193

2. Name of agent (person authorized to act on behalf of registered owner), if any:

BORDERLINE SURVEYS LTD. - JASON COATES
(Full Name in Block Capitals)

Address and phone number:

Box 2661 10111-110 STREET FAIRVIEW, AB T0H-1L0
780-330-9939

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED:

All/part of the SW. 1/4 Sec 18 TWP 09 Range 5 West of 6 Meridian

Being all/parts of Lot _____ Block _____ Registered Plan No. _____ C.O.T. No. _____

Area of the above parcel of land to be subdivided 6.42 hectares 15.87 (acres).

Municipal Address if applicable 55060 TWP RD 042.

4. LOCATION OF LAND TO BE SUBDIVIDED:

a. The land is situated in the municipality of CLEAR HILLS COUNTY

b. Is the land situated immediately adjacent to the municipal boundary? Yes _____ No

If "yes", the adjoining municipality is _____

c. Is the land situated within 0.8 kilometres (0.5 miles) of the right-of-way of a highway? Yes _____ No

If "yes", the Highway is No _____ the Secondary Road is No _____

d. Does the proposed parcel contain or is it bounded by a river, stream, lake or other body of water or by a drainage ditch or canal?

Yes _____ No If "yes", state its name: _____

e. Is the proposed parcel within 1.5 kilometres (0.932 miles) of a sour gas facility? Yes _____ No

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

Describe:

a. Existing use of the land FARM YARD AGRICULTURE

b. Proposed use of the land ACREAGE RESIDENTIAL

c. The designated use of the land as classified under a land use bylaw AGRICULTURE

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)

a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) GENTLY ROLLING

b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc-- sloughs, creeks, etc) FARM YARD TREES / Poplar BUSH

c. Describe the kind of soil on the land (sandy, loam, clay, etc) CLAY

7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

Describe any buildings and any structures on the land and whether they are to be demolished or moved SEE TENTATIVE PLAN

8. WATER AND SEWER SERVICES

If the proposed subdivision is to be served by other than a water distribution system and a wastewater collection system, describe the manner of providing water and sewage disposal.

DRINKING WATER FROM NORTH DUGGOUT / SEPTIC TANK LIQUID DISCHARGE

9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF

I, JASON COATES (Full Name in Block Capitals) hereby certify that

- I am the registered owner, or
 I am the agent authorized to act on behalf of the registered owner

and that the information given on this form is full and complete as is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.

Address: Box 2661 10111-110 STREET FAIRVIEW AB, T0H-1L0 Signature: Jason Coates

Phone No.: 780-330-9939 Date: June 27 2016

MACKENZIE MUNICIPAL SERVICES AGENCY
SUBDIVISION COMMENTS

MUNICIPALITY: Clear Hills County DATE RECEIVED: June 30, 2016

FILE: 16MK026 EXPIRY DATE: August 30, 2016

LEGAL: SW 18-84-5-W6M TIME EXTENSION _____

APPLICANT/AGENT: R. & M. Rieger

PROPOSAL: The proposal is to subdivide from the quarter section a 15.87 acre parcel to accommodate an established farmstead.

ACREAGE IN TITLE; 160 acres

RESERVE REQUIREMENTS: Municipal Reserves are not required

PROXIMITY TO URBAN MUNIC: Approximately 6.5 miles Northwest of Hines Creek

PREVIOUS APPLICATIONS: None

SITE CHARACTERISTICS

C.L.I.: 100% 3c

TOPOGRAPHY: The subject land is described as gently rolling.

EXISTING USE/DEVELOPMENT: There are currently 18 structures on site. The house, log shed, garage, shop and barn will remain while the other structures will be removed. The balance of the quarter is primarily under cultivation.

ROAD ACCESS: The proposed parcel has access onto Township Road 842. The balance of the quarter may be accessed by Township Road 842 or Range Road 50.

SERVICING: The proposed parcel will be serviced by an existing dugout for water and a open discharge system for sewage. The existing septic system will be moved to meet current regulations

PARCEL SIZE: The parcel size is based on the location of the existing development and access road and is appropriate for the intended use.

LEGISLATION

LAND USE BYLAW: Located in the Agricultural District (AG-1). The proposed parcel exceeds the maximum parcel size of 10 acres. Based on the layout of the existing development, a larger size may be considered under Section 64(3)(1)(b)(iii).

MUNICIPAL DEVELOPMENT PLAN: May be allowed

SUBDIVISION REGULATIONS: No conflicts

MUNICIPAL GOVERNMENT ACT: No conflicts

(These comments are subject to change based on additional information that may be received).

**Tentative Plan Showing
Proposed Subdivision of
S.W. 1/4 Sec. 18, Twp. 84, Rge. 5, W.6M.
(For Farmyard Separation)
Within
Clear Hills County, Alberta**

18
84-5-6

S.W. 1/4 Sec. 18-84-5-W.6M.



Scale: 1:5000

LEGEND

- Lands Dealt With
- Driveway
- x-x- Fence
- Overhead 2-Wire Power
- Telus Line
- w-w- Water Line (Private)
- Gas Co-op Line
- ⊙ Power Pole
- ⊗ Septic Discharge

LANDOWNER:

ROGER SEAN RIEGER
C. of T. 162 158 064
(S.W. 1/4 Sec. 18-84-5-W.6M.)

PROPOSED LOT AREA:

6.42 ha (15.87 Ac.)

**REGISTERED TITLE
ENCUMBERANCES
(Affecting Extent of Title)**

None

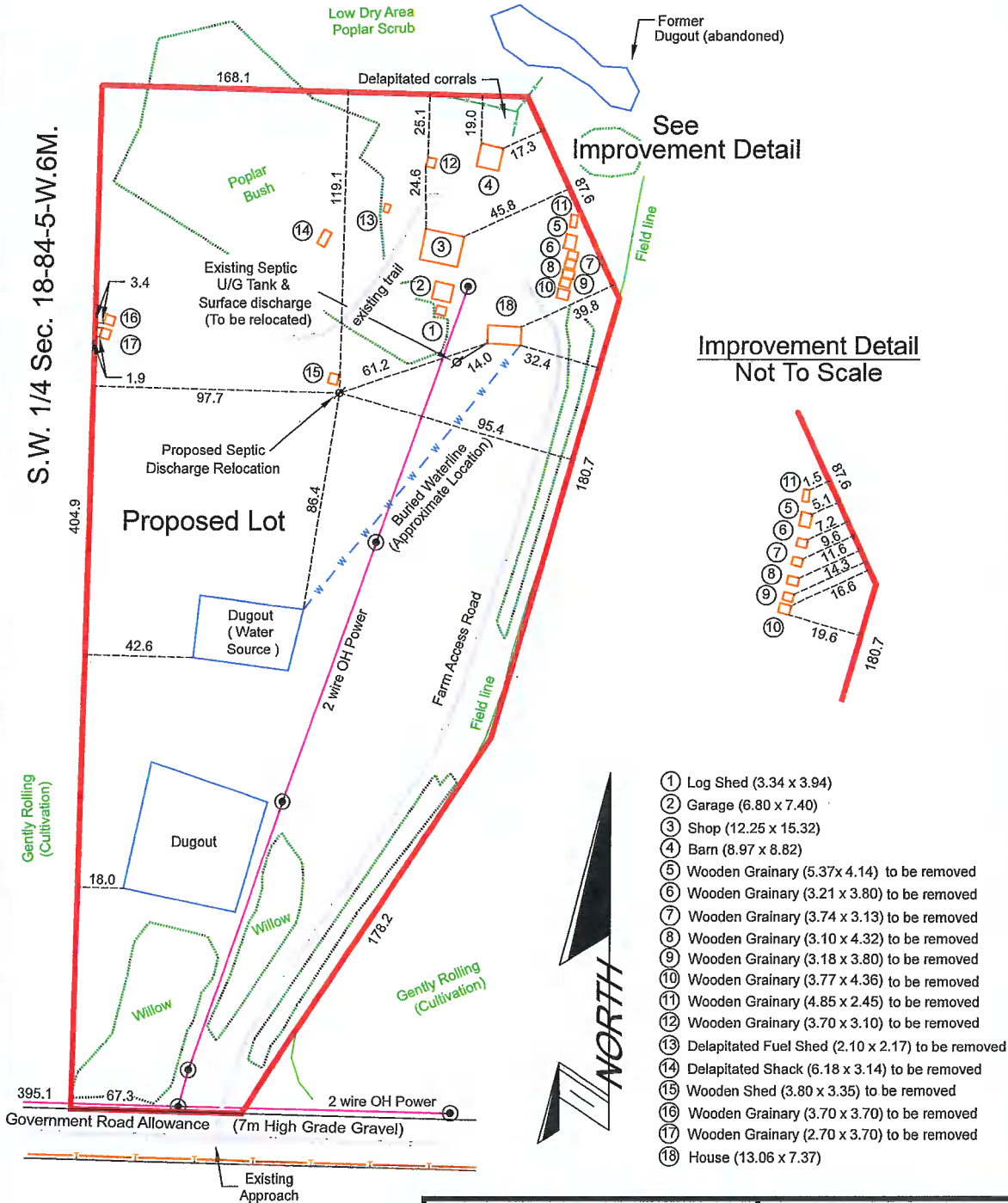


**BORDERLINE
SURVEYS**

10111 - 110th Street, Box 2661
Fairview, AB. 780 - 330 - 9939
www.borderlinesurveys.com

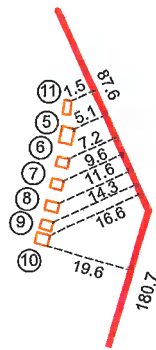
Page: 1 of 4
Date: June 27, 2016
Drawn by: JC
Job No.: 160029

**Tentative Plan Showing
Proposed Subdivision of
S.W. 1/4 Sec. 18, Twp. 84, Rge. 5, W.6M.
(For Farmyard Separation)
Within
Clear Hills County, Alberta**



See Improvement Detail

**Improvement Detail
Not To Scale**



- ① Log Shed (3.34 x 3.94)
- ② Garage (6.80 x 7.40)
- ③ Shop (12.25 x 15.32)
- ④ Barn (8.97 x 8.82)
- ⑤ Wooden Grainary (5.37x 4.14) to be removed
- ⑥ Wooden Grainary (3.21 x 3.80) to be removed
- ⑦ Wooden Grainary (3.74 x 3.13) to be removed
- ⑧ Wooden Grainary (3.10 x 4.32) to be removed
- ⑨ Wooden Grainary (3.18 x 3.80) to be removed
- ⑩ Wooden Grainary (3.77 x 4.36) to be removed
- ⑪ Wooden Grainary (4.85 x 2.45) to be removed
- ⑫ Wooden Grainary (3.70 x 3.10) to be removed
- ⑬ Delapidated Fuel Shed (2.10 x 2.17) to be removed
- ⑭ Delapidated Shack (6.18 x 3.14) to be removed
- ⑮ Wooden Shed (3.80 x 3.35) to be removed
- ⑯ Wooden Grainary (3.70 x 3.70) to be removed
- ⑰ Wooden Grainary (2.70 x 3.70) to be removed
- ⑱ House (13.06 x 7.37)

**Lot Detail
Scale: 1:2000**

**BORDERLINE
SURVEYS**

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Fairview, AB. 780 - 330 - 9939
www.borderlinesurveys.com

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**Tentative Plan Showing
Proposed Subdivision of
S.W. 1/4 Sec. 18, Twp. 84, Rge. 5, W.6M.
(For Farmyard Separation)
Within
Clear Hills County, Alberta**



Scale: 1:5000



Photo Date: 2012

NOTE:

1. Various delapidated buildings, grain bins, vehicles, bale stacks, and structures have been removed from the farmyard since the date of this photo.
2. The southern dugout has been enlarged to rebuild the access road after the date of the photo.

**BORDERLINE
SURVEYS**

10111 - 110th Street, Box 2661
Fairview, AB. T8B 0A3
www.borderlinesurveys.com

Page: 3 of 4

Date: June 27, 2016

Drawn by: JC

Job No.: 160029

Tentative Plan Showing
Proposed Subdivision of
S.W. 1/4 Sec. 18, Twp. 84, Rge. 5, W.6M.
(For Farmyard Separation)
Within
Clear Hills County, Alberta



Lot Photo Detail
Scale: 1:2000

Photo Date: 2012

**BORDERLINE
SURVEYS**

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Page: 4 of 4

Date: June 27, 2016

Drawn by: JC

Job No.: 160029

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	July 19, 2016
Originated By:	Dallas Logan – Development Officer
Title:	SUBDIVISION PROPOSAL – Cathy Hatt
File:	61-02-02

DESCRIPTION:

Subdivision proposal received from Cathy Hatt requesting support in principal for a Farmstead Separation on SW 19-84-4 W6M.

BACKGROUND:

- Located in the Agricultural District (AG1).
- The applicant has included 4 options for consideration:
 1. 8.406 hectares (20.771 acres)
 2. 8.011 hectares (19.796 acres)
 3. 7.193 hectares (17.773 acres)
 4. 13.772 hectares (34.032 acres)
- The proposal is to subdivide from the quarter section an existing farmstead.
- The parcel size is based on the location of the existing development and the access road and is appropriate for the intended use. The size of the parcel exceeds the maximum 10 acre parcel size. Based on the layout of the existing development and the access road, a variance to this maximum parcel size may be considered under section 64 (3)(b).

ATTACHMENTS:

- Subdivision options

OPTIONS:

- A. Deny the request
- B. Support in principle the subdivision proposal request for one or more the options

RECOMMENDED ACTION:

That the Municipal Planning Commissionsupport in principle subdivision proposal number

Initials show support - Reviewed by: Development Officer:  Manager: 

Dallas Logan

From: Karen.Diebert - MMSA <karen.diebert@mmsa.ca>
Sent: July-07-16 12:45 PM
To: Dallas Logan
Cc: Phil Rough
Subject: FW: SW19-84-4-W6 Subdivision questions
Attachments: SW19-84-4-W6 Subdivision.pdf

Hi Dallas,

Just talked to Cathy and she is ok to go forward with a preliminary review as to what might be the best option. They are all fairly close in acreage other than the 34 ac one. Let me know what you think.

Karen

From: Cathy Hatt [mailto:cathy@mooresrealty.ca]
Sent: July-06-16 4:17 PM
To: karen.diebert@mmsa.ca
Subject: SW19-84-4-W6 Subdivision questions

Karen
attached is file with air photo of whole quarter and air photos of several options. Please let me know if any are potentially acceptable. I believe that the one on the last page with 34 acres is not likely a possibility - but I wanted to show that I had asked about that size.

Please review and let me know

Regards
Cathy

Cathy Hatt
Moore's Agri-Trade Ltd
Box 67, Alder Flats, AB T0C 0A0
780-388-3759 (Office)
780-898-0729 (cell)

SW19-84-4-W6

Sellers: Ronald & Davina Mason

Buyers: Nilray Farms Ltd

The land deal is expected to close this week. Title is making its way through the process at land title office.



SW19-84-4-W6

#1

This drawing allows for some trees on the east to remain with the subdivided parcel and provide shelter for the yard site. Potential future owners of balance of quarter may clear all the trees remaining on land for more cultivated acres.



SW19-84-4-W6

#2



SW19-84-4-W6

#3



SW19-84-4-W6

#4

