AGENDA

CLEAR HILLS COUNTY

MUNICIPAL PLANNING COMMISSION MEETING

August 18, 2015

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, August 18, 2015, in the Council Chambers, Worsley, Alberta, at 9:00 a.m.

A.	CALL TO ORDER		
B.	AGENDA A. REGULAR MEETING August 18, 2015		
C.	ADOPTION OF THE PREVIOUS MINUTES A. REGULAR MEETING OF July 21, 2015		
D.	. BUSINESS ARISING OUT OF THE MINUTES		
E.	DELEGATION		
F.	BY-LAW		
G.	OLD BUSINESS		
H.	NEW BUSINESS A. Development Permit Application – Cleardale Community Enhancement Society4 B. Development Permit Application – Canfor		
l.	CORRESPONDENCE AND INFORMATION		
J.	CONFIDENTIAL ITEMS		
K.	ADJOURNMENT		

Initials show support - Reviewed by: Development Officer:

Manager:

MINUTES OF CLEAR HILLS COUNTY MUNICPAL PLANNING COMMISSION COUNTY COUNCIL CHAMBERS July 21, 2015

PRESENT

Miron Croy

Chairperson

Jake Klassen

Deputy Chairperson

Charlie Johnson Lee Svederus Member Member

Peter Frixel

Member

ATTENDING

Allan Rowe

Chief Administrative Officer (CAO)

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

M45-15

RESOLUTION by Deputy Chairperson Klassen to adopt the agenda governing the July 21, 2015, Municipal Planning Commission Meeting with the following additions:

H. B. Subdivision Referral K&G Berg,

H.C. Subdivision Referral R & S Fleming.

CARRIED.

APPROVAL OF MINUTES

Previous Regular Meeting Minutes

M46-15

RESOLUTION by Member Johnson to adopt the minutes of the June 23, 2015 Municipal Planning Commission Meeting, as presented. CARRIED.

NEW BUSINESS
Development Permit

Development Permit Application W33-15

Development Permit Application W33-15 was received from Clear Hills County for a non-potable water facility and truck fill on NW12-86-6-W6M, to be known as the Eureka River truck fill.

M47-15

RESOLUTION by Chairperson Croy that the Municipal Planning Commission approves Development Permit Application W33-15 from Clear Hills County for a non-potable water facility and truck fill on NW12-86-6-W6M subject to the following conditions:

- 1. Minimum setbacks from the property lines:
 - a) Front yard, 40.8meters (134 feet)
 - b) Side yard, 15.2 meters (50feet)
 - c) Rear yard, 15.2 meters (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.

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- 3. All required Provincial/Federal Regulations to be adhered to.
- 4. Developer is responsible for obtaining all other permits such as building, plumbing, and electrical permits as required for this development. CARRIED.

Subdivision Referral S10-15

Subdivision referral S10-15 was received from Mackenzie Municipal Services Agency regarding the application for subdivision from Ken & Gwen Berg for the public use subdivision to accommodate the Clear Hills County water supply truck fill on NW 12-86-6-W6M (1.96 hectares – 4.84 acres).

M48-15

RESOLUTION by Member Svederus that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the subdivision application from Ken & Gwen Berg for the public use subdivision to accommodate the Clear Hills County water supply truck fill on NW 12-86-6-W6M (1.96 hectares – 4.84 acres), subject to the following conditions:

1. All required Provincial/Federal Regulations to be adhered to. CARRIED.

Subdivision Referral S11-15

Subdivision referral S11-15 was received from Mackenzie Municipal Services Agency regarding the application for subdivision from Russel & Susan Fleming for a Country Residential Subdivision NW 18-85-11-W6M (4.05 hectares – 10 acres).

M49-15

RESOLUTION by Deputy Chairperson Klassen that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the subdivision application from Russel & Susan Fleming for a Country Residential Subdivision NW 18-85-11-W6M (4.05 hectares – 10 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.

ADJOURNMENT

Chair Croy adjourned the Municipal Planning Commission Meeting on July 21, 2015 at 9:06 a.m.

	•
DATE	CHAIRPERSON
DATE	CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting: Municipal Planning Commission Meeting

Meeting Date: August 18, 2015

Originated By: Audrey Bjorklund, Acting Development Officer

Title: DEVELOPMENT PERMIT APPLICATION – Cleardale Community

Enhancement Society

File: 61-02-02

DESCRIPTION:

Development Permit W38-15 was received from Cleardale Community Enhancement Society for accessory storage buildings on Plan 1220558 Block 4 Lot 3.

BACKGROUND

- Zoning Hamlet Public/Institutional (H-P)
- Council has waived development permit fees for this project
- 2 accessory storage buildings are proposed
 - 1 18x30 built on site on skids
 - 2 12x24 built and delivered to the site.

Both units will be moved to the rear of the lot once the dirt work is complete

ATTACHMENTS

- Application
- Hamlet Public/Institutional District

OPTIONS:

- A. Deny the application for the following reasons...
- B. Approve the application with the following, or different conditions.

RECOMMENDED ACTIONS:

RESOLUTION by_____that the Municipal Planning Commission approves Development Permit application W38-15 from Cleardale Community Enhancement Society for two storage buildings on Plan 1220558 Block 4 Lot 3, subject to the following Conditions:

- 1. Minimum setbacks from the property lines:
 - a. Front yard, 7.6 meters (25 feet)
 - b. Side yard, 12.6 meters (41 feet) (10% of width of site)
 - c. Rear Yard, 7.6 meters (25 feet)
- 2. Height of the storage buildings shall not exceed the height of the primary building.
- 3. Exterior of storage buildings to be finished with wood, metal or similar siding, brick or stucco so that the design and construction complement the primary building.
- 4. 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.
- 5. All required Provincial/Federal regulations to be adhered to.
- 6. Storage buildings to be moved behind the primary building once necessary dirt work has been completed, and before October 31, 2015.

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

CLEAR HILLS COUNTY

DEVELOPMENT PERMIT APPLICATION

 FOR ADMINISTRATIVE USE
APPLICATION NO. W 38-15.
DATE RECEIVED

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 				
Mails, etc.)				
NAME OF APPLICANT NAME OF REGISTERED LAND OWNER				
ADDRESS APPLICANT Community Enhancement Society Jame.				
Box 127				
POSTAL CODE TELEPHONE (Res) (Pur) POSTAL CODE TELEPHONE (R				
POSTAL CODE TELEPHONE (Res.) (Bus.) POSTAL CODE TELEPHONE (Res.) (Bus.)				
Dan.				
Legal description of proposed development site:				
QTR./L.S. SEC. TWP. RG. M. OR REGISTERED PLAN NO. BLOCK LOT				
1220558 4 3.				
Size of the proposed development site: LENGTHft				
m Number of: ACRES OR HECTARES				
Describe the existing use of the land: Senior's Ladge				
WINDENEYOF WENT MENT MENT MENT MENT MENT MENT MENT M				
Describe the proposed use of the land: Cold storage, will be moved to back mee				
Landscaping done Adding I built on site 4 I moved in Check (1) any proposed use(s) not identified above: 18 x 30 12 x 24				
Pill-Stand				
Sign(s) Culvert(s) / Road access point(s) Dwelling unit(s) Culvert(s) / Road access point(s) Accessory structure(s) / use(s) Other (specify)				
Home Occupation(s) Commercial or industrial structure(s) / use(s)				
Indicate the proposed setback from the property line: FRONT YARD ft REAR YARD ft CIDE YARD (4)				
SIDE YARD (1)ft SIDE YARD (2)ftm				
The land is adjacent to: A Primary Highway A Secondary Highway A County Road				
Estimate the Project: A. COMMENCEMENT DATE B. COMPLETION DATE C. CONSTRUCTION COSTS \$ 18,000				
Attached is: (a) Site Plan: Yes No N/A; (b) Floor Plan: Yes No N/A				
MINISTERICA DE MAIENTANTE CHEMMANTACION MAION MA				
IWE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT.				
Same.				
Quey 29/5 SIGNATURE OF APPLICANT				
DATE SIGNATURE OF REGISTERED LAND OWNER				
FOR ADMINISTRATIVE USE ONLY				
LAND USE CLASSIFICATION:				
FEE ENCLOSED: Yes No AMOUNT: \$ RECEIPT No				

SECTION 78 HAMLET PUBLIC/INSTITUTIONAL DISTRICT (H-P)

(1) PURPOSE

The general purpose of this District is to permit the development of land for uses of either a public or private nature providing services to the community.

(2) USES

- (1) Permitted Uses: None
- (2) Discretionary Uses:
 - ♦ Church
 - ♦ Community club or organization
 - Fire hall
 - Post office
 - School
 - ♦ Sign a curling rink
 - Public utility building or use to serve this district
 - Public or quasi-public use
 - ♦ Teacherage
 - ♦ 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 (minimum): As required by the Development Authority
- (2) Setback Requirements (minimum):
- (i) Front Yard: 25 feet (7.6 m) or as required by the Development Authority.

- (ii) Side Yard: 10% of the width of site or as required by the Development Authority.
- (iii) Rear Yard: 25 feet (7.6 m) or as required by the Development Authority.
 - (3) Total Floor Area: As required by the Development Authority.

(4) DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS

All Development shall be of new construction only. Exterior finish to be wood, metal or similar siding, brick or stucco and built to the standards and satisfaction of the Development Authority.

(5) OFF-STREET PARKING

As required by the Development Authority.

Clear Hills County

Request For Decision (RFD)

Meeting: Municipal Planning Commission Meeting

Meeting Date: August 18, 2015

Originated By: Audrey Bjorklund, Acting Development Officer

Title: DEVELOPMENT PERMIT APPLICATION – Canadian Forest Products

Ltd.

File: 61-02-02

DESCRIPTION:

Development Permit W39-15 was received from Canadian Forest Products Ltd. for an individual campsite at NW-7-88-3-W6M & SW-18-88-3-W6M.

BACKGROUND:

• Zoning: Crown Land Management – Forest District (F)

Applicant has applied for a Surface Disposition from Public Lands for this campsite.

ATTACHEMENTS:

- Application
- Crown Land Management Forestry District

OPTIONS:

- A. Deny the application for the following reasons...
- B. Approve the application with the following, or different conditions.

RECOMMENDED ACTION:

RESOLUTION by that the Municipal Planning Commission approves Development Permit Application W39-15 from Canadian Forest Products Ltd. for an individual campsite on NW-7-88-3-W6M & SW-18-88-3-W6M, subject to the following conditions:

- 1. Minimum setbacks from the property lines:
 - a. Front yard, 40.8 meters (134 feet)
 - b. Side yard, 15.2 meters (50 feet)
 - c. Rear yard, 15.2 meters (50 feet)
- 2. Approval of this development permit in no way obligates Clear Hills County to upgrade or provide road access to the development.
- 3. Site must be approved by Alberta Environment Protection Board and operated to their standards.
- 4. All required Provincial/Federal Regulations to be adhered to.
- 5. All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.
- 6. 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.
- 7. Developer is responsible for weed control on the site for as long a period as any weed infestation, attributable to the operator, remains uncontrolled.

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

CLEAR HILLS COUNTY

DEVELOPMENT PERMIT APPLICATION

	FOR ADMINISTRATIVE USE				
	APPLICATION NO. W 39-15				
	DATE RECEIVED				
I/We hereby make application under the provisions of the Land Use Ord					
supporting information submitted herewith and form part of this application. We understand that this application will not be accepted without the following the following the following the properties of the pro					
(a) application fee;					
and existing structure, property lines,	rant detail to the proposed development (e.g.: proposed , creeks/ravines, parking and vehicle access, building				
plans, etc.) APPLICANT INFORMATION	COMPLETE IF DIFFERENT FROM APPLICANT				
NAME OF APPLICANT	NAME OF REGISTERED LAND OWNER				
Canadian Forest Products Ltd. ADDRESS	ADDRESS				
PO Bag 100	MUDICOS				
Grande Prairie, AB					
POSTAL CODE TELEPHONE (Res.) (Bus.) 780.897.3416	POSTAL CODE TELEPHONE (Res.) (Bus.)				
LAND AVEDIMATION					
Legal description of proposed development site:					
QTR./L,S. SEC, TWP. RG. M.	OR REGISTERED PLAN NO. BLOCK LOT				
NW7 SW 18 88 3 6					
Size of the proposed development site:					
LENGTHfi WIDTHft 214mm 164mm	Number of: AGRES OR HECTARES 3,51ha				
Describe the existing use of the land: The site is within forested la	nd, adjacent to an industrial road. The site has				
previously been cleared under a Temporary Field Authoriza	ntion for the purpose of a campsite.				
DEVELOPMENT INFORMATION					
Describe the proposed use of the land: <u>Industrial Campsite.</u>					
Check (✓) any proposed use(s) not identified above:					
Sign(s) Culveri(s) / Road access po					
Dwelling unit(s) Accessory structure(s) / use					
Home Occupation(s) X Commercial or industrial str	ucture(s) / use(s)				
Indicate the proposed setback from the property line;					
	DE YARD (1)ft SIDE YARD (2)ft m				
	PLETION DATE C. CONSTRUCTION COSTS				
July 2015 Ju	ly 2025 \$ \$50,000				
Attached is: (a) Site Pian: X Yes No N/A; (b) F	Floor Plan: Yes No N/A				
DEVELOPMENT INFORMATION					
WE HEREBY DECLARE THAT THE ABOVE INFORMATION (S, TO THE CORRECT.	E BEST OF MY/OUR KNOWLEDGE, FACTUAL AND				
July 21/15 Andrew Aller					
DATE	SIGNATURE OF APPLICANT				
DATE	SIGNATURE OF REGISTERED LAND OWNER				
	I/Or ONIX				
FOR ADMINISTRATIVE	UOC UNITARE				
AND USE CLASSIFICATION:					
EE ENGLOSED: Z Yes I No AMOUNT \$	C REGEIPTNO.				
EECHOLOGIC SECTION CONSOLITA	The state of the s				



Application for Surface Dispositions

Confirmation Number: 2015011603 Department File Number First Nations Consultation Number: FNC201503756-001 DML150273 Submission Date: 2015-05-27 EFR attached? X Yes ☐ No Water Act Approval Number If No, Reason: Type of Application: Miscellaneous Lease Applicant: CANADIAN FOREST PRODUCTS LTD. Client ID: 0018718001 Address: ALBERTA OPERATIONS PO BAG 100 9401 108 ST SUITE 100 Tel: (780)897-3416 City/Town: GRANDE PRAIRIE Province: Alberta Postal Code: T8V 3A3 Fax: Applicant File Number: Applicant Email: Andrew.Allison@canfor.com Program/Project Name: Hunt Road Camp Contact/Agent: Gorman, Emery File Number: **Hunt Road Camp** Organization: FRONTIER RESOURCE SERVICES LTD. Address: 8715 109 ST SUITE 103 Tel: (780)539-7592 City/Town: Province: Alberta GRANDE PRAIRIE Postal Code: T8V 8H7 Fax: (780)539-7792 Email: emery@frs.ab.ca Contact Alternate Email: emery@frs.ab.ca Purpose: Work Camp - Industrial Occupant's Consent Attached Not Required Is there any Existing Development? ☐ No If Yes, include details in the EFR. Are you an employee of the Government of Alberta or member of the Legislative Assembly? Yes Yes ☐ No ☐ No Yes [Dept/Agency/Board] Lands being applied: Subdivision Plan Blk Lot Subdivision Blk Subdivision Blk Plan Lot Plan Lot Qtr/LS Qtr/LS Twp Rge Mer Sec Twp Rge Mer Qtr/LS Sec Mer Twp Rge NW 88 SW 18 88 6 Consent - N; EFR - Y; Code of Practice - N; Application Supplement - N; Mitigation Document - N; LAT Report - N; Site Plan Attachments: For Internal Use Only Remarks: Authorization is hereby granted to enter upon and immediately occupy public land as described on this application and in accordance with the plan/sketch submitted to the issuing regulatory body subject to conditions specified in schedule "A":

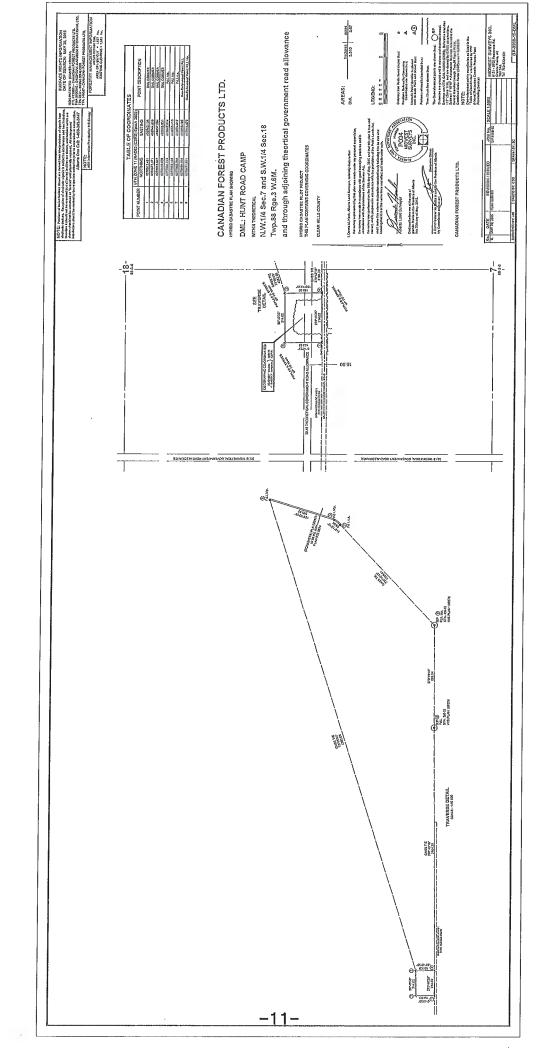
Personal information required for this form is collected in accordance with Section 33(a)(c) of the Freedom of Information and Protection of Privacy Act (FOIP Act) and Section 8 of the Public Lands Act and Section 6 of the Public Lands Administration Regulation. The personal information collected will be used to correspond with the applicant regarding their application. Should you require further information about the collection or use of your personal information, contact Environment and Sustainable

Authorizer, Public Lands Act

Date

Documents or information provided to Environment and Sustainable Resource Development pursuant to Section 15(1)(a) of the Water (Ministerial) Regulation are public records which are accessible by the public.

The Crown claims ownership of the bed and shore of all permanent and naturally occurring bodies under Section 3(1) of the Public Lands Act. A License of Occupation under the Public Lands Act is required for permanent occupation of public land.



SECTION 63 CROWN LAND MANAGEMENT – FORESTRY DISTRICT (F)

(1) PURPOSE:

The general purpose of this District is to regulate land use on Crown Land within the Clear Hills County.

(2) USES

No person shall use any lot or erect, alter or use any building or structure for any purpose except one or more of the following:

(a) Permitted Uses

- An accessory building or structure
- Communication tower with building
- Public use
- Public utilities
- Signage
- ♦ Trappers Cabin

(b) Discretionary Uses

- Accessory building or structure
- ♦ Caretaker's residence
- ♦ Cemetery
- Church
- Commercial forest operation
- ♦ Community pasture
- Country store
- ♦ CFO
- Extensive agriculture use
- ♦ Extensive recreational use
- Farm building
- ♦ Fire suppression building
- ♦ Forestry building
- ♦ Historic site
- Home occupation
- Industrial camp
- ♦ Intensive livestock operation

CLEAR HILLS COUNTY DRAFT FINAL

- Intensive recreational use
- Landfill
- Market garden use
- Natural resource extraction industry
- Oil and gas servicing
- Park
- Public campsite
- Sawmill and/or planer mill
- Small woodlot management
- Sand and Gravel stockpiling and processing
- Water reservoir
- Water treatment facility
- ♦ Other similar uses deemed appropriate by the Development Authority.

(3) SITE PROVISIONS

In addition to the General and Special Land Use Provisions contained in PART 6, the following regulations shall apply to every development in this district.

a. Minimum Lot Areas:

As Required by the Development Authority based on the nature of the proposed use, servicing requirements, and impacts on surrounding land uses and the environment.

(4) LANDSCAPING

In addition to other provisions of this Bylaw, the Development Authority may require any use to be screened from view with a vegetated buffer strip and/or other screening of a visually pleasing nature satisfactory to the Development Authority.

(5) ADDITIONAL REQUIREMENTS

(a) A Development Permit may be issued for development on Crown Land subject to a disposition (lease, license, disposition leading to a patent, etc.) being obtained from the Public Lands Division of either Alberta Agriculture, Food and Rural Development for lands located in the White Area, or Alberta Environmental Protection for lands in the Green Area.

- (b) The Site Provisions and General Requirements that apply to a development in any District may be referred to in evaluating a development in the Crown Land Management District.
- (c) Any Crown Land sold or otherwise disposed of to private ownership shall, immediately upon transfer from the Crown, be designated as a land use district that, in the opinion of the Development Authority, is compatible with surrounding land uses.
- (d) Applications submitted for Confined Feeding Operations must satisfy all of the requirements listed under supplementary regulations Part 6, Section 61 for Confined Feeding Operations.
- (e) A caretaker's 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.