AGENDA

CLEAR HILLS COUNTY

MUNICIPAL PLANNING COMMISSION MEETING

December 13, 2016

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, December 13, 2016, in the Council Chambers, Worsley, Alberta, at 9:00 a.m.

A) CALL TO ORDER

B) AGENDA

A. *REGULAR MEETING December 13, 2016* *1*

C) ADOPTION OF THE PREVIOUS MINUTES

A. *REGULAR MEETING OF September 13, 2016* *2*

D) BUSINESS ARISING OUT OF THE MINUTES

E) DELEGATION

F) BY-LAW

G) OLD BUSINESS

H) NEW BUSINESS

A. *DEVELOPMENT PERMIT – Many Islands Recreational Development Assc.* *5*

B. *SUBDIVISION REFERRAL – Don & Helen Bala* .....

I) 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
SEPTEMBER 13, 2016

PRESENT	Miron Croy	Chairperson
	Charlie Johnson	Member
	Lee Svederus	Member
	Peter Frixel	Member
	David Janzen	Councillor
ABSENT	Dallas Logan	Development Officer
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

M36-16

RESOLUTION by Member Svederus to adopt the agenda governing the September 13, 2016, Municipal Planning Commission Meeting, as presented. CARRIED.

APPROVAL OF MINUTES

Previous Regular Meeting Minutes

M37-16

RESOLUTION by Member Janzen to adopt the minutes of the August 17, 2016 Municipal Planning Commission Meeting, as presented. CARRIED.

NEW BUSINESS

Development Permit

Development Permit Application W33-16 was received from Henry Zacharias to replace a second Dwelling - Skid Shack and Addition at SW 7-85-9 W6M.

M38-16

RESOLUTION by Member Johnson that the Municipal Planning Commission approves Development Permit Application W33-16 from Henry Zacharias to develop replace a second Dwelling – Skid Shack and Addition at SW 7-85-9 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.

Development Permit

Development Permit Application W35-16 was received from Elias George Fehr to develop a Commercial/Trades Building – Tire/Mechanic Shop on Plan 1623058 Block 1 Lot 1 (SW 13-85-8 W6M).

M39-16

RESOLUTION by Member Svederus that the Municipal Planning Commission approves Development Permit Application W35-16 from Elias George Fehr to develop a, Commercial/Trades Building – Tire/Mechanic Shop on Plan 1623058 Block 1 Lot 1 (SW 13-85-8 W6M), subject to the following conditions:

1. **Minimum setbacks from the property lines:**
   a) **Front yard (from Hwy 64), 145m**
   b) **Front yard (from Hwy 726), 175m**
2. **All structures moved in and/or constructed on site shall conform to all building code standards.**
3. **All required conditions as stated in the Roadside Development Permit N. 2016-13-054 from Alberta Transportation must be adhered to.**
4. **All additional required Provincial/Federal Regulations/Conditions to be adhered to.**
5. **All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.**
6. **All further development/signage will require additional development permits issued from (but not limited to) Clear Hills County and Alberta Transportation.**

CARRIED.

ADJOURNMENT

Chair Croy adjourned the Municipal Planning Commission Meeting on September 13, 2016 at 9:03 a.m.

_____ _____
DATE CHAIRPERSON

_____ _____
DATE CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	December 13, 2016
Originated By:	Dallas Logan – Development Officer
Title:	**DEVELOPMENT PERMIT APPLICATION – Many Islands Recreation Development Assc.**
File:	61-02-02

DESCRIPTION:
Development Permit Application W40-16 was received from the Many Islands Recreation Development Assc. to develop a Stage/Storage Shed on NE 26-84-8 W6M.

BACKGROUND:
- Zoning: Crown Land Management District (CLM)
- Recreation Lease 880016
- Stage/Storage Shed has already been built

ATTACHMENTS:
1. Development Permit Application
2. Email of approval from Alberta Environment & Parks

OPTIONS:
A. Deny the application for the following reasons....
B. Approve the application with the conditions recommended
C. Approve the application with different conditions.

RECOMMENDED ACTION:

That the Municipal Planning Commission approves Development Permit Application W40-16 from the Many Islands Recreation Development Assc. To develop a Stage/Storage Shed on NE 26-84-9 W6M, subject to the following conditions:

1. Minimum setbacks from the Peace River:
   a) 30.5 m (100 feet)
2. All structures moved in and/or constructed on site shall conform to all building code standards.
3. All additional required Provincial/Federal Regulations/Conditions to be adhered to.

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

CLEAR HILLS COUNTY
Box 240
Worsley AB T0H 3W0
Telephone: 780-685-3925
Fax: 780-685-3960
Email: info@clearhillscounty.ab.ca

APPLICATION FOR DEVELOPMENT PERMIT

FORM A

RECEIVED
NOV 10 2016
CLEAR HILLS COUNTY

FOR ADMINISTRATIVE USE ONLY

APPLICATION NO.:	W 40-16
DATE RECEIVED:	Nov 10-16
FEES PAID: YES NO N/A	

I/We hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and forming 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 details for 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 Many Islands Recreational Development Society		NAME OF REGISTERED LAND OWNER	
ADDRESS Box 152, Worsley, AB.		ADDRESS	
POSTAL CODE T0H3W0	EMAIL	POSTAL CODE	EMAIL
CONTACT NUMBERS Home 780/685-3728		CONTACT NUMBERS Home	
Business		Business	
Cell 780/835-8780		Cell	

LAND INFORMATION

Legal description of proposed development site

QTR/L.S.	SEC.	TWP.	RG.	M.	OR	REGISTERED PLAN NO.	BLOCK	LOT
NE	26	84	8	6				

Size of the proposed development site:

LENGTH	WIDTH	NUMBER OF HECTARES	OR ACRES
30 m ft	14 m ft		

Lot type: INTERIOR CORNER THROUGH

LAND USE DISTRICT:

Describe the existing use of the land:

The land is open to the use of the public.

APPLICATION FOR DEVELOPMENT PERMIT

FORM A

DEVELOPMENT INFORMATION

Describe the proposed use of the land: Storage Facility / stage

Check (✓) any proposed use(s) not identified above:

Dwelling unit(s) | Accessory structure(s) / use(s) | Home Occupation(s)

Sign(s) | Commercial or industrial structure(s) / use(s)

Other (specify)

Indicate the proposed setback from the property line:

FRONT YARD	REAR YARD	SIDE YARD (1)	SIDE YARD (2)
500 m / ft	250 m / ft to river.	200 m / ft East	700 m / ft West to river

Off street parking: Size of space | Number of spaces

Off street loading: Size of space | Number of spaces

Accessory use:

PERCENTAGE OF LOT OCCUPIED:	HEIGHT OF ACCESSORY BLDG:	SETBACK FROM SIDE LOT LINE:	SETBACK FROM REAR LOT LINE:

The land is adjacent to: PRIMARY HIGHWAY | SECONDARY HIGHWAY | RURAL ROAD

Estimate the Project:

COMMENCEMENT DATE	COMPLETION DATE	CONSTRUCTION COSTS
May 26, 2016	July 18, 2016	$13,000

Attached is

(a) SITE PLAN	(b) FLOOR PLAN
✓ Yes No N/A	✓ Yes No N/A

DECLARATION

I/WE hereby declare that the above information is, to the best of my/our knowledge, factual and correct.

DATE: Nov 4 / 16	SIGNATURE OF APPLICANT: B Montpel
DATE:	SIGNATURE OF REGISTERED LAND OWNER:

APPLICATION FOR DEVELOPMENT PERMIT

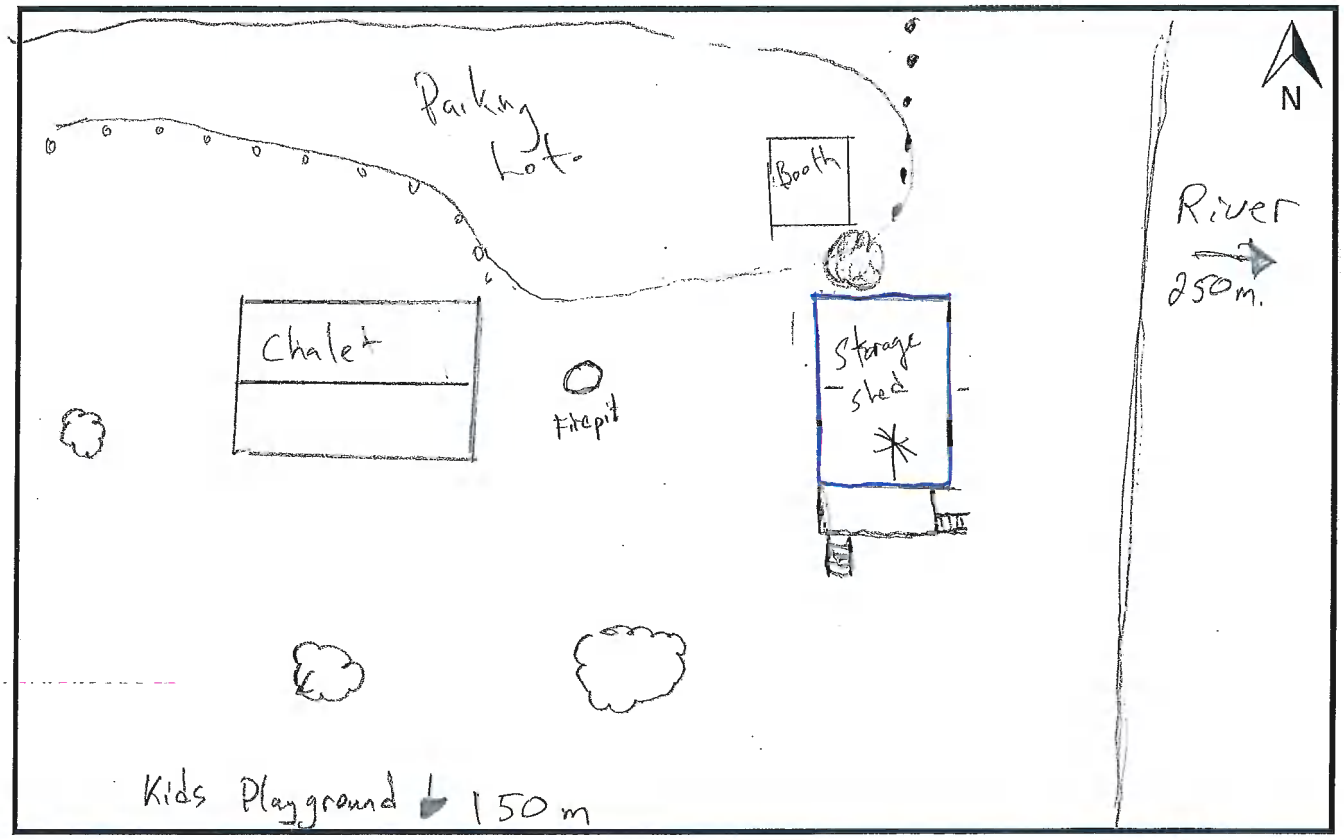
RECEIVED
NOV 10 2016
CLEAR HILLS COUNTY

SITE MAP

LEGAL LAND DESCRIPTION: NE 26 - 84 - 8 - W6

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

For residential and agricultural development, draw a sketch plan of proposed development.

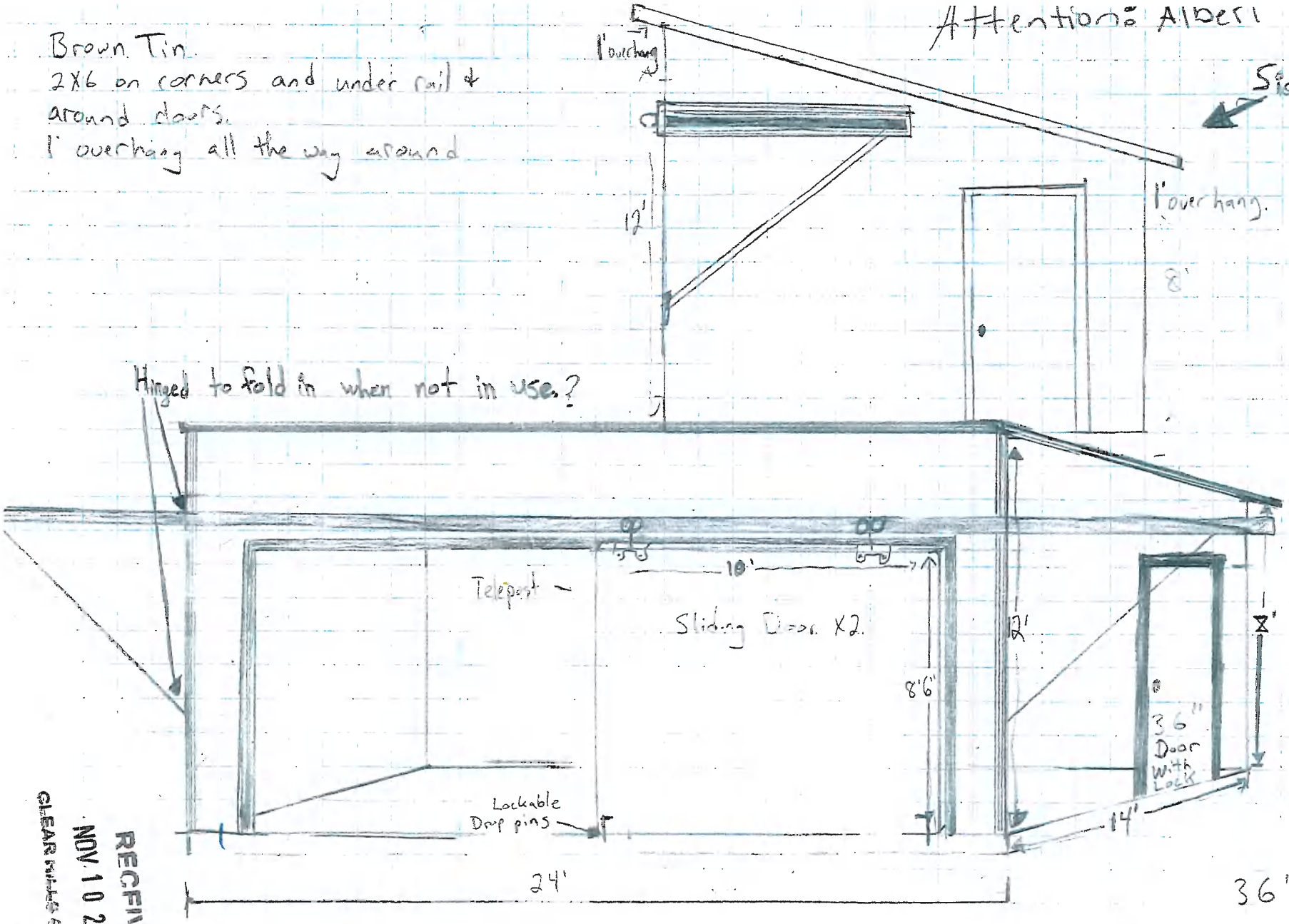


Please indicate the following if they apply to your proposed development:

- ☐ Location of water source & distance from property line and sewer system
- ☐ Location of sewer system & distance from water source and property line
- ☑ Access location(s)
- ☑ Location of existing or proposed buildings:
- ☐ Setbacks from the road allowance
- ☐ Location of roads in the area
- ☐ Location Shelterbelts
- ☐ Location of Treed Areas/ Sloughs/ Bush/ other vegetation
- ☑ Location of River/ Lakes/ other watercourses

Attention: Albert

Brown Tin
2X6 on corners and under rail & around doors.
1' overhang all the way around



36" Door.

Myles - 780-834-6148

Dallas Logan

From: Jeff Poeckens <Jeff.Poeckens@gov.ab.ca>
Sent: November-28-16 11:39 AM
To: Dallas Logan
Subject: FW: Message from "RNP002673641A14"
Attachments: 201611221032.pdf

Dallas,

I have reviewed your request to construct a stage/storage area with recreation lease REC 880016 located within NE26-84-8-W6M for Clear Hills County and find the proposal fits within the purpose of the approved recreation lease and as such requires no further approval. Proceed as proposed and follow your conditions of approval.

Note – Any improvements within the approved disposition REC 880016 must be proposed by request to myself (prior to development) to determine if it fits within the purpose and/or requires further approval.

Have a great day and any questions let me know.

Jeff Poeckens
Land Management Specialist
Operations Division, Alberta Environment and Parks
Peace Region, Peace River Office
Work: 780-624-6331
Cell: 780-618-1417
Jeff.poeckens@gov.ab.ca

From: Dallas Logan [mailto:Dallas@clearhillscounty.ab.ca]
Sent: Tuesday, November 22, 2016 10:48 AM
To: Jeff Poeckens
Subject: FW: Message from "RNP002673641A14"

Hi Jeff,
Attached is the development permit application for Many Islands Campground

Dallas Logan
Development & Community Services Officer
780-685-3925

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	December 13, 2016
Originated By:	Dallas Logan – Development Officer
Title:	**SUBDIVISION REFERRAL – Don & Helen Bala**
File:	61-02-02

DESCRIPTION:
Subdivision referral 16-MK042 (S07-16) was received from Mackenzie Municipal Services Agency regarding the application for subdivision from Don & Helen Bala for a Farmstead Separation on the SW 11-87-6 W6M (4.046 hectares – 10 acres).

BACKGROUND:

- Located in the Agricultural District (AG1). The proposal is to subdivide from the quarter section a 10 acre parcel to accommodate an existing farmstead. Although the parcel does not contain a residence, the other development on site would allow for this proposal to be defined as a farmstead.
- The subject land is described as flat.
- There is an existing farmstead on site, including a shop, dugout, outbuildings and associated servicing. The balance of the quarter is partially under cultivation with the east half of the quarter under bush cover.
- Access is gained via Range Road 63. An approach will be required for balance of quarter access.
- Water supply may use the existing dugout or well. If the well is not used it should be abandoned properly. There is an open discharge sewage disposal system on site.
- The parcel size is based on the location of the existing development and is deemed to be appropriate for the intended use. A residence will have to be sited carefully in order that all setbacks are met.

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 Don & Helen Bala for a Farmstead Separation on SW 11-87-6 W6M (4.046 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.

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

MACKENZIE MUNICIPAL SERVICES AGENCY
Box 450 Berwyn AB T0H 0E0 - Phone: 780-338-3862 Fax: 780-338-3811 Email: info@mmsa.ca

FORM 1
APPLICATION FOR SUBDIVISION

FOR OFFICE USE ONLY
Date of Receipt for Completed Form: Nov 18/16 File No.: 16MK042 Fee Submitted: $725.00

THIS FORM IS TO BE COMPLETED IN FULL WHEREEVER 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: DONNIE JOHN BALA AND HELEN JUITH BALA (Full Name in Block Capitals)
   Address and phone number: BOX 1426, FAIRVIEW, AB, T0H 1L0 250-402-8178

2. Name of agent (person authorized to act on behalf of registered owner), if any: BORDERLINE SURVEYS LTD.. (Full Name in Block Capitals)
   Address and phone number: BOX 2661, FAIRVIEW, AB. T0H 1L0 780-330-9939

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED:
   All/part of the SW ¼ Sec 11 TWP 87 Range 6 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 4.046 hectares 10.00 (acres).
   Municipal Address if applicable 871037 RGE ROAD 62

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 STORAGE / HAY FIELD
   b. Proposed use of the land RESIDENCE
   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) FLAT
   b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc – sloughs, creeks, etc) SHRUBS / HAY FIELD
   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 (1) SHOP IN GOOD ORDER, (2) GARAGE IN POOR CONDITION

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.
   SEWAGE BY OPEN DISCHARGE/SEPTIC TANK, DUG-OUT BEING CONSIDERED

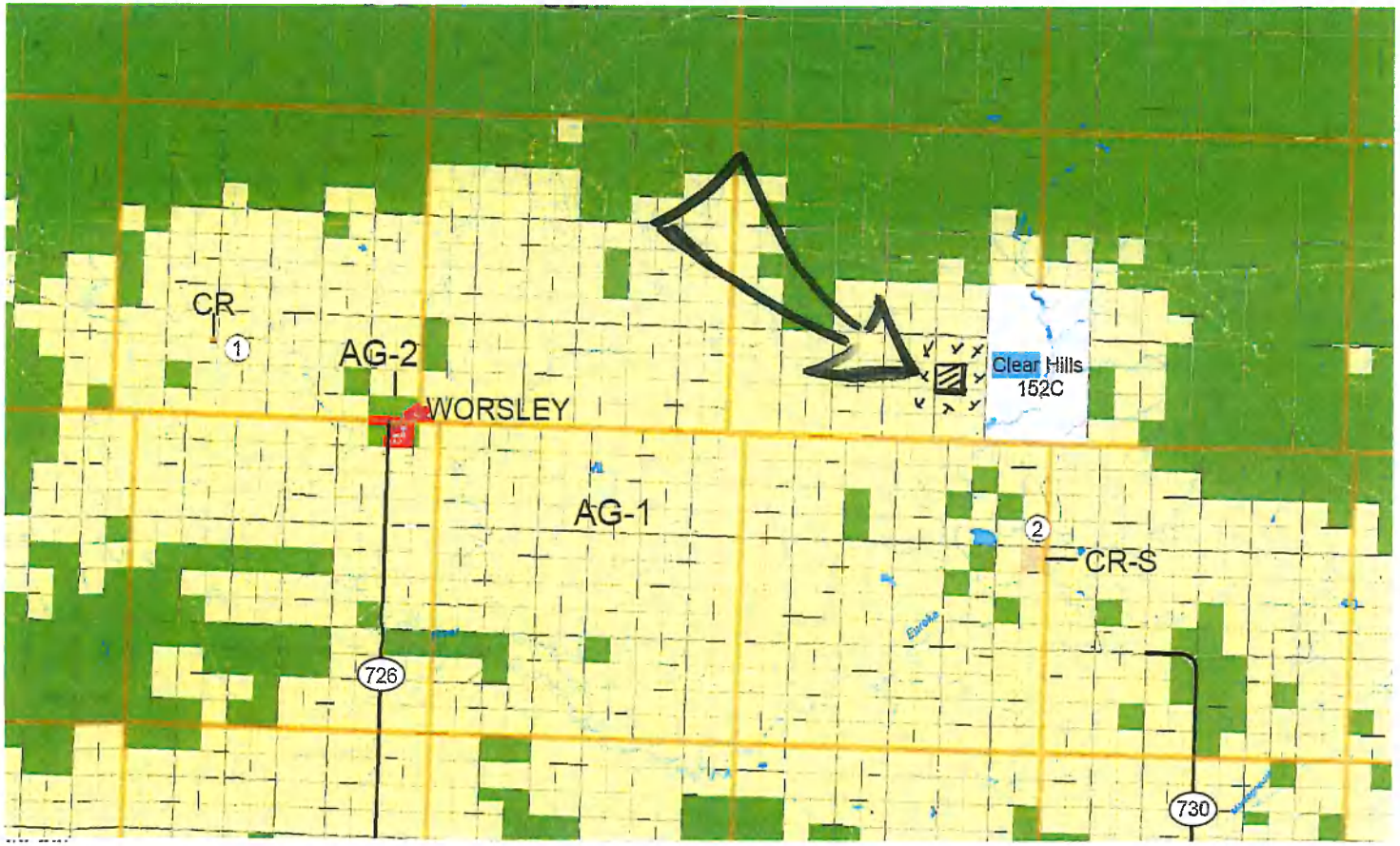
9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF
   I, JASON COATES - BORDERLINE SURVEYS (Full Name in Block Capitals) hereby certify that
   ☐ I am the registered owner, or
   ☑ I am the agent authorized to act on behalf of the registered owner

   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, FAIRVIEW, AB, T0H 1L0 Signature: Jason Coates
   Phone No.: 780-330-9939 Date: Nov 15, 2016

FURTHER INFORMATION MAY BE PROVIDED BY THE APPLICANT ON THE REVERSE SIDE OF THIS FORM

"LOCATION PLAN"



PROPOSED SUBDIVISION - FARMSTEAD SEPARATION
SW 11. 87.6.W6M
CLEAR HILLS COUNTY
16MK042

MACKENZIE MUNICIPAL SERVICES AGENCY
SUBDIVISION COMMENTS

MUNICIPALITY: Clear Hills County DATE RECEIVED: November 18, 2016

FILE: 16MK042 EXPIRY DATE: January 18, 2017

LEGAL: SW 11.87.6.W6M TIME EXTENSION

APPLICANT/AGENT: D. & H. Bala

PROPOSAL: The proposal is to subdivide from the quarter section, a 10.0 acre parcel to accommodate an existing farmstead. (Although the parcel does not contain a residence, the other development on site would allow for this proposal to be defined as a farmstead)

ACREAGE IN TITLE: 161 acres

RESERVE REQUIREMENTS: Reserve is not required.

PROXIMITY TO URBAN MUNIC: Approx. 10 miles north east of Worsley.

PREVIOUS APPLICATIONS:

SITE CHARACTERISTICS

C.L.I.: 50% 3s, 50% 5s,t

TOPOGRAPHY: The subject land is described as flat.

EXISTING USE/DEVELOPMENT: There is an existing farmstead on site, including a shop, dugout, outbuildings and associated servicing. The balance of the quarter is partially under cultivation with the east half of the quarter under bush cover.

ROAD ACCESS: Access is gained via the local road to the west. Access to the balance of the quarter may be required.

SERVICING: Water supply may use the existing dugout or well. If the well is not used it should be abandoned properly. There is an open discharge sewage disposal system on site.

PARCEL SIZE: The parcel size is based on the location of the existing development and is deemed to be appropriate for the intended use. The residence will have to be sited carefully in order that all setbacks are met.

LEGISLATION

LAND USE BYLAW: Located in the Agricultural District (AG-1) No conflicts. Parcel size is allowed.

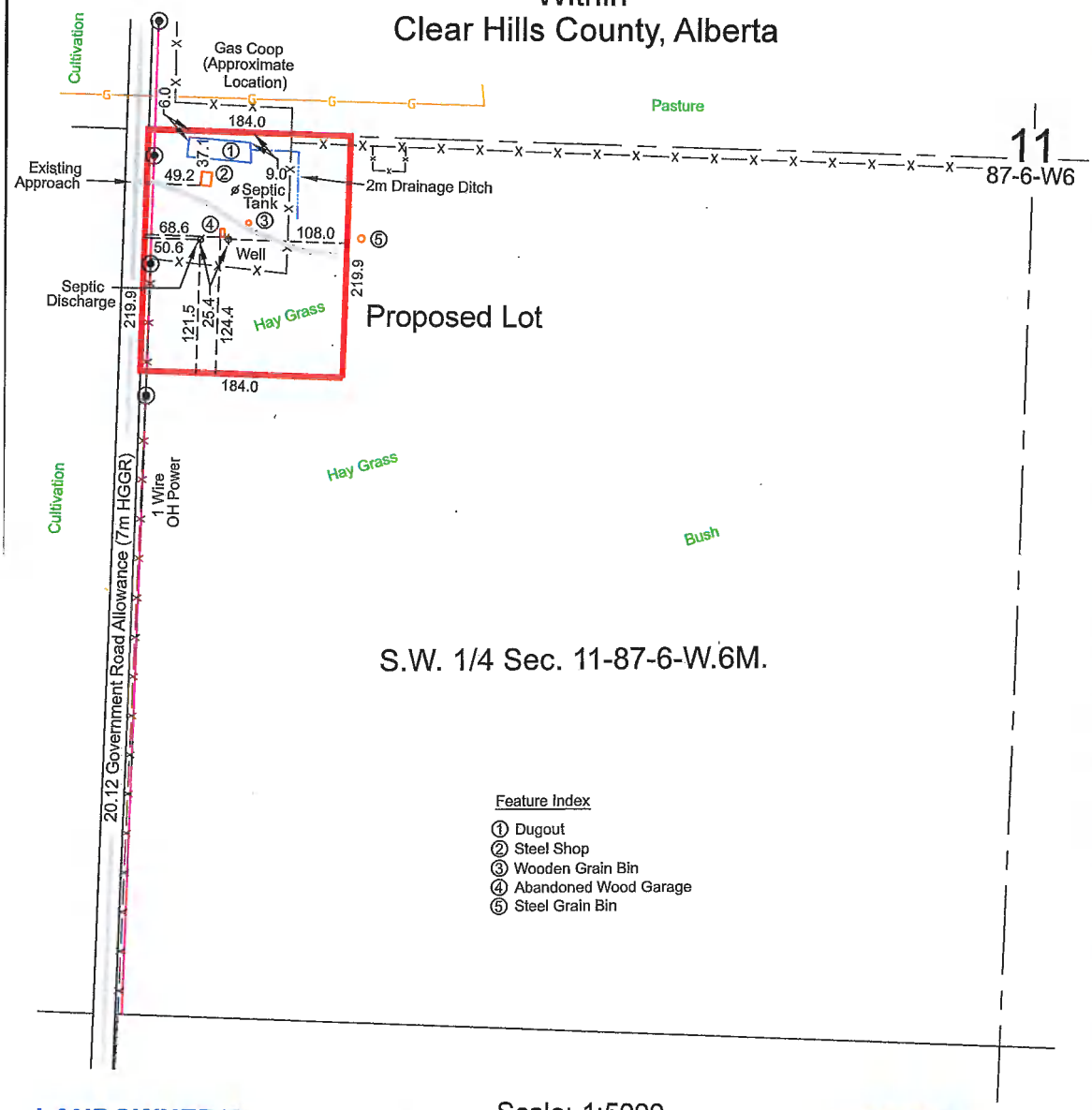
MUNICIPAL DEVELOPMENT PLAN: May be allowed.

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
SW. 1/4 Sec. 11, Twp. 87, Rge. 6 W.6M.
(For Farmyard Separation)
Within
Clear Hills County, Alberta



Feature Index

① Dugout
② Steel Shop
③ Wooden Grain Bin
④ Abandoned Wood Garage
⑤ Steel Grain Bin

LANDOWNER(S):

N.W. 1/4 11-87-6-W6:
Donnie John Bala
Helen Judith Bala
C. of T. 992 157 460+1

PROPOSED LOT AREA:

New Lot: 4.046 ha (10.00 Ac.)

REGISTERED TITLE ENCUMBERANCES

None

Scale: 1:5000

NORTH

ALBERTA LAND SURVEYORS' ASSOCIATION
PERMIT NUMBER
P 298
BORDERLINE SURVEYS LTD.

LEGEND

- Lands Dealt With
- Road
- Fence
- Overhead 1-Wire Power
- Gas Co-op Line
- Power Pole
- Water Well
- Septic Tank/Discharge

BORDERLINE SURVEYS

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

Page: 1 of 2

Date: Nov. 12th, 2016

Drawn by: JC

Job No.: 160062

Tentative Plan Showing
Proposed Subdivision of
SW. 1/4 Sec. 11, Twp. 87, Rge. 6 W.6M.

(For Farmyard Separation)
Within
Clear Hills County, Alberta

Photo
Scale: 1:5000

NORTH

Notes:

A Steel Grain Bin has been removed since the date of the photo.
There is no residence on the property.
The water well was not known or used by the current and prior owners.

Photo Date: 2012

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

Date: Nov. 12th, 2016
Drawn by: JC
Job No.: 160062