

AGENDA
CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION MEETING

June 13, 2017

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, June 13, 2017, in the Council Chambers, Worsley, Alberta, at 9:00 a.m.

- A) CALL TO ORDER**
- B) AGENDA**
 - A. REGULAR MEETING June 13, 2017.....1*
- C) ADOPTION OF THE PREVIOUS MINUTES**
 - A. REGULAR MEETING OF April 25, 2017.....2*
- D) BUSINESS ARISING OUT OF THE MINUTES**
- E) DELEGATION**
- F) BY-LAW**
- G) OLD BUSINESS**
- H) NEW BUSINESS**
 - A. SUBDIVISION REFERRAL – C & D Wiseman.....4*
- I) CORRESPONDENCE AND INFORMATION**
- J) CONFIDENTIAL ITEMS**
- K) ADJOURNMENT**

Initials show support - Reviewed by: Development Officer:

Manager:

ABj

**MINUTES OF CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION
COUNTY COUNCIL CHAMBERS
TUESDAY, April 25, 2017**

PRESENT

Miron Croy	Chairperson
Jason Ruecker	Member
Peter Frixel	Member
David Janzen	Member
Lee Svederus	Member

ABSENT

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**

M66-17

RESOLUTION by Member Svederus to adopt the agenda governing the April 25, 2017, Municipal Planning Commission Meeting as presented. CARRIED.

**APPROVAL OF
MINUTES**

Previous Regular Meeting Minutes

M67-17

RESOLUTION by Member Janzen to adopt the minutes of the April 11, 2017 Municipal Planning Commission Meeting, as presented. CARRIED.

NEW BUSINESS

Development Permit Application W05-17

Development Permit Application W06-17 was received from Abraham Zacharias to develop a second residence and yard site on SE 15-85-8-W6M subject to the following conditions:

M68-17

RESOLUTION by Member Janzen that the Municipal Planning Commission approves Development Permit Application W06-17 from Abraham Zacharias to develop a second residence (Dwelling, Manufactured Home) and yard site on SE 15-85-8-W6M with 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.**

Li

- 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.
- 5. Developer is responsible for obtaining all other permits such as building, plumbing, gas or electrical permits required for this development. Copies of these permits must be forwarded to the County prior to construction commencement. **CARRIED.**

Subdivision Size
Inquiry (Variance
Request)

David & Margaretha Fehr, the owners of NE 36-85-9-W6M are seeking approval in principal to proceed with a large farmstead separation subdivision. The proposed subdivision would be 24.88 ha (61.5 acres) and would include area for an airstrip as well as all bush on the north portion of the quarter.

M69-17

RESOLUTION by Member Frixel that the Municipal Planning Commission table consideration of the proposed 24.88 ha (61.5 acre) farmstead separation subdivision from NE 36-85-9-W6M farmstead and invite MMSA to attend a future meeting.

CARRIED.

Subdivision Size
Inquiry (Variance
Request)

Christopher & Denise Wiseman, the owners of NE 22-85-6-W6M are seeking approval in principal to proceed with a large farmstead separation subdivision. The proposed subdivision would be 7.61 ha (18.8 acres) to include the current farmstead, dugout and sewage lagoon.

M70-17

RESOLUTION by Member Svederus that the Municipal Planning Commission approve in principal 7.61 ha (18.8 acres) farmstead separation subdivision from NE 22-85-6-W6M to include the current farmstead, dugout and sewage lagoon.

CARRIED

ADJOURNMENT

Chair Croy adjourned the April 25, 2017 Municipal Planning Commission Meeting at 9:26 a.m.

DATE

CHAIRPERSON

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	June 13, 2017
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	SUBDIVISION REFERRAL – C & D Wiseman
File:	61-02-02

DESCRIPTION:

Subdivision referral S02-17 (17MK015) was received from Mackenzie Municipal Services Agency regarding the application for a Farmstead Separation subdivision from Chris & Denise Wiseman, NE 22-85-6-W6M (7.61 hectares – 18.08 acres).

BACKGROUND:

- Located in the Agricultural District (AG-1).
- The proposal is to subdivide from the quarter section a 7.61 hectare (18.-08 acre) existing yardsite parcel. The Board approved in principle this larger size parcel at the April 25, 2017 meeting, Resolution M70-17.
- The subject land is gently rolling and surrounded by poplar & cultivated farm land.
- There is an existing approach to the proposed parcel on RR62 and no approach to the balance of the quarter. (Policy 3203-the County will provide 1 approach per half mile for field access and 1 approach per residence).

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 Commissionrecommend Mackenzie Municipal Services Agency approve the Farmstead Separation subdivision application from Chris & Denise Wiseman, NE 22-85-6-W6M (7.61 hectares – 18.08 acres) subject to the following conditions:

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. Developer to fill in and plug drainage trench that extends west from the existing sewage lagoon.
4. Developer to provide proof that the existing sewage lagoon is in compliance with current standards or proof that a new sewage disposal system has been installed and the existing lagoon filled in.
5. All required Provincial/Federal Regulations to be adhered to.

Initials show support - Reviewed by: Development Officer:

Manager:

ABj

H.



RECEIVED

MAY 31 2017

CLEAR HILLS COUNTY

MACKENZIE MUNICIPAL SERVICES AGENCY

5109 - 51 Street P.O. Box 450
Berwyn, Alberta T0H 0E0
Phone: (780) 338.3862 Fax: (780) 338.3811
www.mmsa.ca

DATE: May 23, 2017

FILE: 17MK015

Our FILE S03-17.

MUNICIPALITY: Clear Hills County

LEGAL: NE 22-85-6-W6M

OWNER: C. & D. Wiseman

PROPOSED LAND USE: Farmstead Separation

DEVELOPER/AGENT/SURVEYOR: Borderline Surveys Ltd.

MAY WE HAVE YOUR COMMENTS ASAP INASFAR AS YOUR AGENCY IS CONCERNED.
PLEASE ATTACH ANY ADDITIONAL COMMENTS.

SIGNATURE: _____

Comments received may be deemed public information.

- Subdivision Planner: Phil Rough
- TELUS: Edmonton
- Atco Electric: Attn. Rita Klasson, Land Administration, Edmonton
- Atco Pipelines: Attn. Isabel Solis, Edmonton
- Gas Co op: North Peace Gas Co-op
- Municipality: Clear Hills County

FORM 1
APPLICATION FOR SUBDIVISION

FOR OFFICE USE ONLY
Date of Receipt for Completed Form: May 15, 2017 File No.: 17MK015 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: Chris & Denise Wiseman Address and phone number: Box 82, Hines Creek, T0H 2A0 phone: 780.494.291
(Full Name in Block Capitals)

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

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED:
All part of the NE 1/4 Sec 22 TWP 85 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 7.61 hectares 18.80 (acres).
Municipal Address if applicable #853052 Rg. Rd. 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 FARMYARD
b. Proposed use of the land FARMYARD - Acreage
c. The designated use of the land as classified under a land use bylaw AG

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

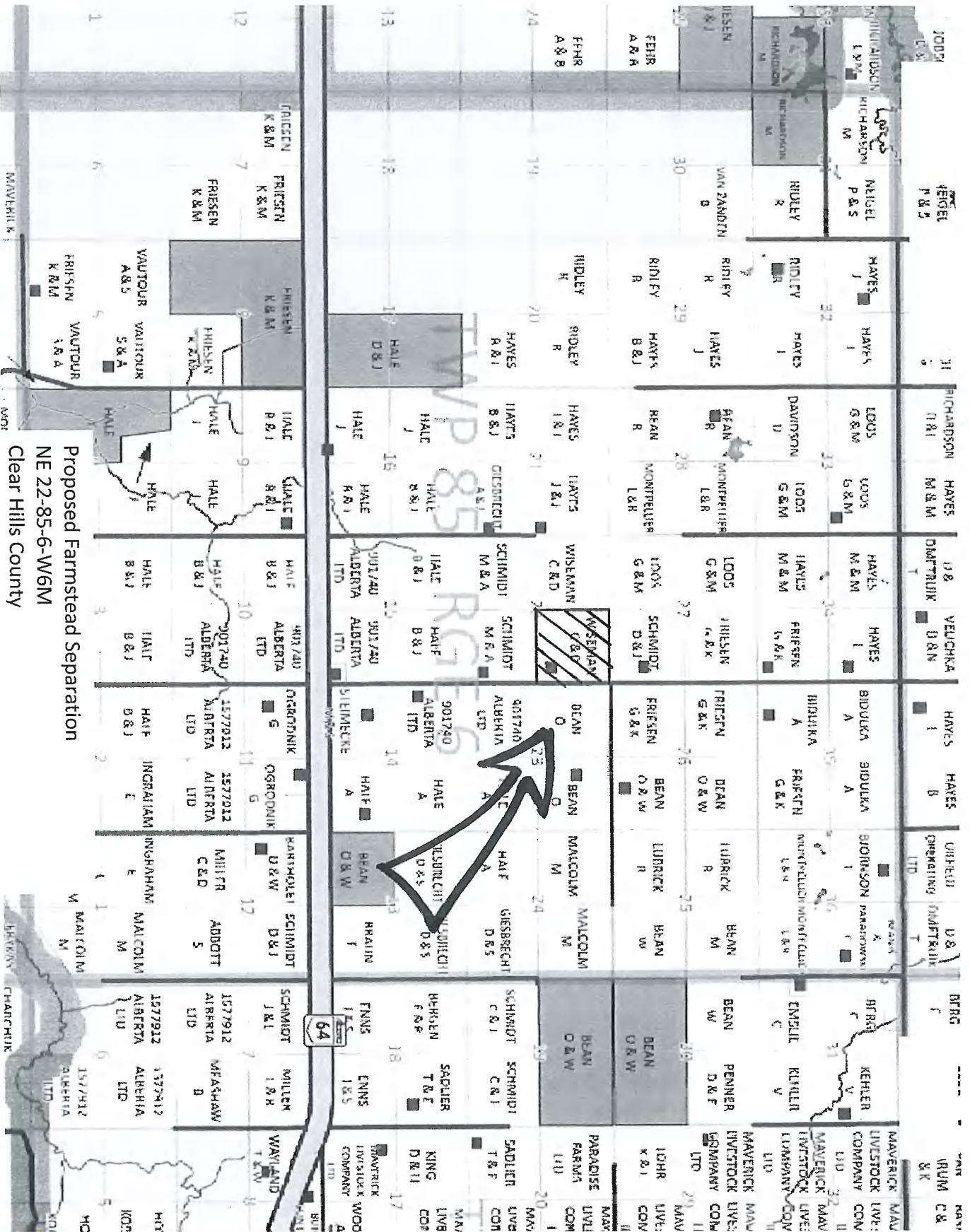
7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED
Describe any buildings and any structures on the land and whether they are to be demolished or moved SEE TENTATIVE Plan

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. WATER - Dugout, SEPTIC LABOON.

9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF
I, Jason Coates - Borderline Surveys hereby certify that
(Full Name in Block Capitals)
 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: April 17/17

"LOCATION PLAN"



Proposed Farmstead Separation
 NE 22-85-6-W6M
 Clear Hills County
 17MK015

MACKENZIE MUNICIPAL SERVICES AGENCY
SUBDIVISION COMMENTS

MUNICIPALITY: Clear Hills County DATE RECEIVED: May 15, 2017
FILE: 17MK015 EXPIRY DATE: July 15, 2017
LEGAL: NE 22-85-6-W6M TIME EXTENSION _____
APPLICANT/AGENT: C. & D. Wiseman

PROPOSAL: The proposal is to subdivide from the quarter section, a 18.8 acre parcel to accommodate an existing farmstead.

ACREAGE IN TITLE; 159.03 acres

RESERVE REQUIREMENTS: Municipal Reserves not required.

PROXIMITY TO URBAN MUNIC: Approximately 12.5 miles North West of Hines Creek

SITE CHARACTERISTICS

C.L.I.: 80% 4t, 20% O.

TOPOGRAPHY: The subject land is described as gently rolling.

EXISTING USE/DEVELOPMENT: There is an existing farmstead located on site, including a house, two shops, numerous farm buildings and associated servicing. The balance of the quarter section is primarily under cultivation.

ROAD ACCESS: The proposed parcel has access via an existing approach on to Range Road 62. There is currently no approach for the balance of the quarter.

SERVICING: The existing house is serviced by a dugout for water supply and by an lagoon for septic servicing. Confirmation that the existing lagoon is in conformance to the current standards or a new sewage disposal system installed. The drainage trench extended west from the existing lagoon will need to be filled in and plugged.

PARCEL SIZE: The parcel size is based on the location of existing development and required setbacks. The size is deemed to be appropriate for the intended use.

LEGISLATION

LAND USE BYLAW: Located in the Agricultural District (AG-1). Parcel size may be allowed under Section 10.4(3)(a)(i)(3).

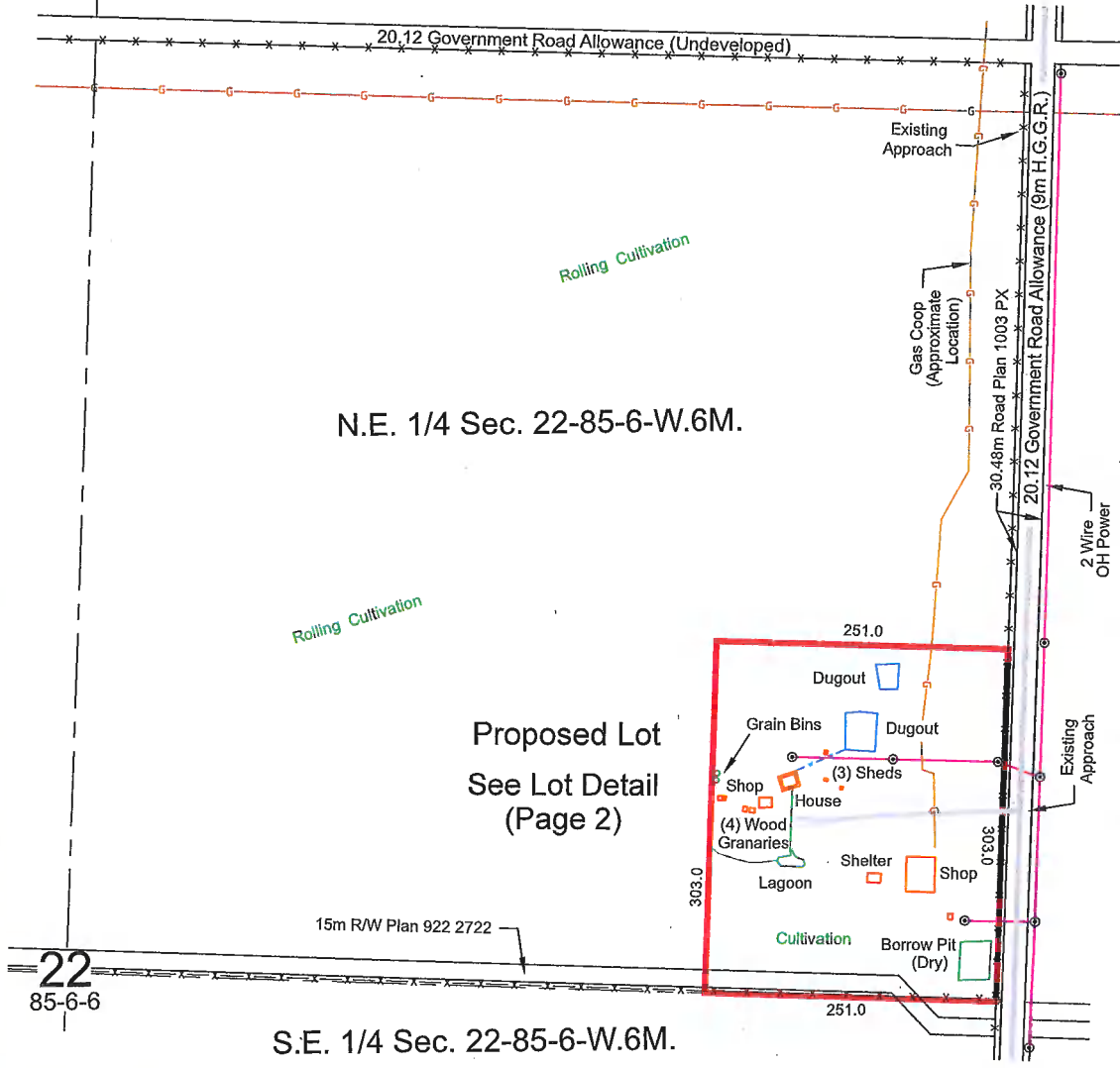
MUNICIPAL DEVELOPMENT PLAN: May be allowed

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
NE. 1/4 Sec. 22, Twp. 85, Rge. 6, W.6M.
(For Farmyard Separation)
Within
Clear Hills County, Alberta**



LANDOWNER:

N.E. 22-85-6-W6:

Christopher Gregory Wiseman
Denise Roxanne Wiseman
C. of T. 072 403 873

PROPOSED LOT AREA:

Lot: 7.61 ha (18.80 Ac.)

**REGISTERED TITLE
ENCUMBRANCES**

See page 3



Scale: 1:5000



LEGEND

- Lands Dealt With
- Road
- x-x- Fence
- Overhead 2-Wire Power
- w- (Private) Water Line
- g- Gas Co-op Line
- ⊙ Power Pole

**BORDERLINE
SURVEYS**

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

Page: 1 of 4

Date: April 12th, 2017

Drawn by: JC

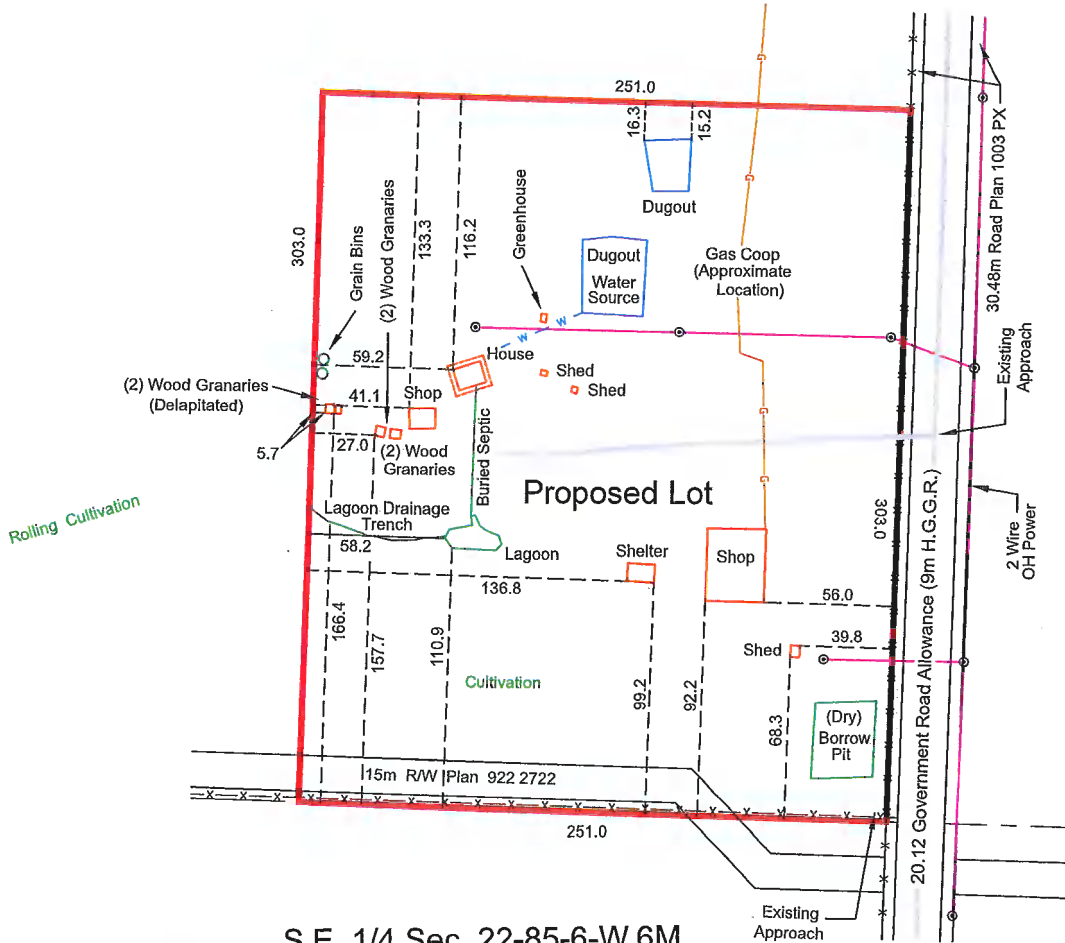
Job No.: 170036

9

**Tentative Plan Showing
Proposed Subdivision of
NE. 1/4 Sec. 22, Twp. 85, Rge. 6, W.6M.
(For Farmyard Separation)
Within
Clear Hills County, Alberta**

Rolling Cultivation

N.E. 1/4 Sec. 22-85-6-W.6M.



Rolling Cultivation

S.E. 1/4 Sec. 22-85-6-W.6M.



Lot Detail
Scale: 1:2500

Septic Proximity Ties:

Lagoon to House = 56m
Lagoon to Dugout = 100m

**BORDERLINE
SURVEYS**

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

Page: 2 of 4

Date: April 12th, 2017

Drawn by: JC

Job No.: 170036

10.

Tentative Plan Showing
Proposed Subdivision of
NE. 1/4 Sec. 22, Twp. 85, Rge. 6, W.6M.
(For Farmyard Separation)
Within
Clear Hills County, Alberta



Photo
 Scale: 1:5000

**REGISTERED TITLE
 ENCUMBRANCES
 (Affecting Extent Of Title)**

1. 822 187 325 U.R.W.: North Peace Gas Co-op
2. 922 261 363 U.R.W.: Delphi Energy Corp.
3. 922 371 024 Discharge of U.R.W. 922 261 363



Photo Date: 2012

**BORDERLINE
 SURVEYS**

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

Page: 3 of 4
Date: April 12th, 2017
Drawn by: JC
Job No.: 170036

11.

Tentative Plan Showing
Proposed Subdivision of
NE. 1/4 Sec. 22, Twp. 85, Rge. 6, W.6M.
(For Farmyard Separation)
Within
Clear Hills County, Alberta




Lot Photo Detail
 Scale: 1:2500



NOTE:

1. A building has been demolished since the date of the photo.

BORDERLINE SURVEYS  <small>10111 - 110th Street, Box 2661 Fairview, AB. 780 - 330 - 9939 www.borderlinesurveys.com</small>	Page: 4 of 4 Date: April 12th, 2017 Drawn by: JC Job No.: 170036
--	---

12.