

AGENDA
CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION MEETING
September 12, 2017

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, September 12, 2017, in the Council Chambers, Worsley, Alberta, at 9:00 a.m.

- A) CALL TO ORDER
- B) AGENDA
 - A. REGULAR MEETING September 12, 2017 1
- C) ADOPTION OF THE PREVIOUS MINUTES
 - A. REGULAR MEETING OF August 8, 2017..... 2
- D) BUSINESS ARISING OUT OF THE MINUTES
- E) DELEGATION
- F) BY-LAW
- G) OLD BUSINESS
- H) NEW BUSINESS
 - A. SUBDIVISION REFERRAL –J. & R. Hale – Country Residential 7
- I) CORRESPONDENCE AND INFORMATION
- J) CONFIDENTIAL ITEMS
- K) ADJOURNMENT

Initials show support - Reviewed by: Development Officer:

Manager:



**MINUTES OF CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION
COUNTY COUNCIL CHAMBERS
TUESDAY, AUGUST 8, 2017**

PRESENT	Miron Croy Peter Frixel David Janzen Lee Svederus Jason Ruecker	Chairperson Member Member Member Member
ATTENDING	Allan Rowe Audrey Bjorklund Bonnie Morgan	Chief Administrative Officer (CAO) Community Development Officer (CDM) Executive Assistant (EA)
CALL TO ORDER	Chairperson Croy called the meeting to order at 9:00 a.m.	
<u>ACCEPTANCE OF AGENDA</u>		
M79-17	RESOLUTION by Member Svederus to adopt the agenda governing the August 8, 2017, Municipal Planning Commission Meeting as presented. CARRIED.	
<u>APPROVAL OF MINUTES</u> Previous Regular Meeting Minutes		
M80-17	RESOLUTION by Member Ruecker to adopt the minutes of the July 18, 2017 Municipal Planning Commission Meeting, as presented. CARRIED.	
<u>NEW BUSINESS</u> Subdivision Referral H. Lubeck, Farmstead Separation	Subdivision referral S05-17 (17MK022) was received from Mackenzie Municipal Services Agency regarding the application for a Farmstead Separation subdivision from Hazel Lubeck for NE 3-86-7-W6M (5.087 hectares – 12.57 acres).	
M81-17	RESOLUTION by Member Janzen that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the Farmstead Separation subdivision application from Hazel Lubeck NE 3-86-7-W6M (5.087 hectares – 12.57 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. All required Provincial/Federal Regulations to be adhered to. **CARRIED.**

Subdivision Referral
H. Lubeck, Country
Residential

Subdivision referral S06-17 (17MK023) was received from Mackenzie Municipal Services Agency regarding the application for a Country Residential subdivision from Hazel Lubeck for SE 3-86-7-W6M (4.048 hectares – 10 acres).

W82-17

RESOLUTION by Member Frixel that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the Country Residential subdivision application from Hazel Lubeck for SE 3-86-7-W6M (4.048 hectares – 10 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. All required Provincial/Federal Regulations to be adhered to. **CARRIED.**

Subdivision Referral
D & M Fehr

Subdivision referral S057-17 (17MK025) was received from Mackenzie Municipal Services Agency regarding the application for a Farmstead Separation subdivision from David & Margaretha Fehr for NE 36-85-9-W6M (24.88hectares – 61.5 acres).

W83-17

RESOLUTION by Chairman Croy that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the Farmstead Separation subdivision from David & Margaretha Fehr for NE 36-85-9-W6M (24.88hectares – 61.5 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 provide confirmation that one of the dwellings has been removed.
4. Developer to provide confirmation that the sewage lagoon (Septic Lagoon 1 on the Tentative Plan prepared by Borderline Surveys) has been reclaimed.

5. **Development of the private airplane landing strip be in compliance with the *Aeronautics Act*.**
6. **All other required Provincial/Federal Regulations to be adhered to. CARRIED.**

Development Permit
Application
D. J. Friesen

Development Permit Application W17-17 was received from David James Friesen to develop a second residence on NE 2-86-7-W6M

M84-17

RESOLUTION by Member Ruecker that the Municipal Planning Commission approves Development Permit Application W17-17 from David James Friesen to develop a second residence (Dwelling, Manufactured Home) and yard site on NE 2-86-7-W6M with 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. **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. **The exterior walls of the dwelling (manufactured home) shall be finished with vinyl, metal or similar siding.**
5. **The under-covering of the dwelling (manufactured home) shall be completely screened from view by foundation or by skirting and shall be compatible in condition and aesthetic appearance with the dwelling.**
6. **All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.**
7. **Developer is responsible for obtaining all other permits such as building, plumbing, gas or electrical permits required for this development. CARRIED.**

Development Permit
Application
Bear Canyon Farms
Holdings Ltd.

Development Permit Application W18-17 was received from Bear Canyon Farms Holdings Ltd. to replace an older house with a new manufactured home on SE 14-83-13-W6M.

M85-17

RESOLUTION by Member Janzen that the Municipal Planning Commission approves Development Permit Application W18-17 from Bear Canyon Farms Holdings Ltd. to replace an older

house with a new manufactured home on SE 14-83-13-W6M subject to the following conditions:

1. Developer to obtain a Roadside Development Permit from Alberta Transportation.
 - a. Minimum setbacks from the property lines:
 - b. Front yard, 40.8 meters (134 feet)
 - c. Side yard, 15.2 meters (50 feet)
2. Rear yard, 15.2 meters (50 feet)
3. Minimum spacing from adjacent dwelling(s) shall not be less than 4.5 meters (15 feet). Any additions or attachments shall be regarded as part of the residence for spacing purposes.
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. The under-covering of the dwelling (manufactured home) shall be completely screened from view by foundation or by skirting and shall be compatible in condition and aesthetic appearance with the dwelling.
7. All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.
8. Developer is responsible for obtaining all other permits such as building, plumbing, gas or electrical permits required for this development. **CARRIED.**

Development Permit
Application
Worsley Early
Childhood Education
Foundation

Development Permit Application W19-17 was received from the Worsley Early Childhood Education Foundation for an accessory building (storage shed) on Plan 112 3865 Block 5 Lot 2A, Worsley Baptist Church lot.

M86-17

RESOLUTION by Member Svederus that the Municipal Planning Commission approves Development Permit Application W19-17 from Worsley Early Childhood Education Foundation for an accessory building (storage shed) on the Worsley Baptist Church lot in Worsley Plan 112 3865 Block 5 Lot 2A, subject to the following conditions:

1. Minimum setbacks from the property lines:
 - a. Front yard, 7.6 meters (25 feet)
 - b. Side yards, 7.6 meters (25 feet)
 - c. Rear yard, 7.6 meters (25 feet)

2. The accessory building (storage shed) is to be located a minimum of 1.8 meters (6 feet) from the principal buildings (Church and Fellowship Centre).
3. Height of the accessory building (storage shed) shall be no more than 6.1 meters (20 feet) in height, and shall not exceed the height of the principal buildings (Church and Fellowship Centre).
4. The exterior walls of the accessory building (storage shed) shall be finished with vinyl, metal or similar siding in keeping with the aesthetics of the principal buildings (Church and Fellowship Centre) to provide a consistent appearance on the lot.
5. 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.
6. All required Provincial/Federal Regulations to be adhered to. **CARRIED.**

ADJOURNMENT

Chairperson Croy adjourned the August 8, 2017 Municipal Planning Commission Meeting at 9:13 a.m.

DATE

CHAIRPERSON

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	September 12, 2017
Originated By:	Audrey Bjorklund, Community Development Manager
Title:	SUBDIVISION REFERRAL – J & R Hale – Country Residential
File:	61-02-02

DESCRIPTION:

Subdivision referral S08-17 (17MK028) was received from Mackenzie Municipal Services Agency regarding the application for a Country Residential subdivision from Jerry & Rosie Hale for SE 2-85-9-W6M (4.04 hectares – 9.99 acres).

BACKGROUND:

- Located in the Agricultural District (AG-1).
- The proposal is to subdivide from the quarter section a 4.04 hectare (9.99 acre) parcel for residential use.
- The land is flat with a farming operation located on the west portion of the quarter.
- A mobile home used to be located on the proposed parcel.
- Proposed servicing will be to hook into the County Regional waterline that runs from Worsley to Cleardale and an existing septic lagoon for sewage disposal that meets current regulations.
- The proposed parcel has access via an existing approach and driveway onto Range Road 91.
- Access to the balance of the quarter is provided by existing approaches onto Range Road 91 and Township Road 850.
- The parcel size is deemed to be 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:

RESOLUTION BY ...That the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the Country Residential subdivision application Jerry & Rosie Hale for SE 2-85-9-W6M (4.04 hectares – 9.99 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. 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: Aug 25, 2017 File No.: 17M6028 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: JERRY + ROSIE HALE Address and phone number: 780-685-3840
(Full Name in Block Capitals) Box 1027 Fairview AB T0H1L0

2. Name of agent (person authorized to act on behalf of registered owner), if any: BORDERLINE SURVEYS Address and phone number: 780-330-9939
(Full Name in Block Capitals) Box 2661 Fairview AB T0H1L0

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED:
All/part of the 5C 1/4 Sec 2 TWP 8S Range 9 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 4.04 hectares 9.99 (acres).
Municipal Address if applicable NA

4. LOCATION OF LAND TO BE SUBDIVIDED:
a. The land is situated in the municipality of Clear Hills
b. Is the land situated immediately adjacent to the municipal boundary? Yes _____ No X
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 X
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 X If "yes", state its name: _____
e. Is the proposed parcel within 1.5 kilometres (0.932 miles) of a sour gas facility? Yes _____ No X

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED
Describe:
a. Existing use of the land Pasture
b. Proposed use of the land Country 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) flat
b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc - sloughs, creeks, etc) grass, trees
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.
Septic lagoon existing + water co-op line

9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF
I, JASON COATES 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 far as to the best of my knowledge, a true statement of the facts relating to this application for subdivision.
Address: Box 2161 Fairview, AB T0H 1L0 Signature: Jason Coates
Phone No.: 780 330 9939 Date: July, 21 2017

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

MACKENZIE MUNICIPAL SERVICES AGENCY
SUBDIVISION COMMENTS

MUNICIPALITY: Clear Hills County DATE RECEIVED: August 25, 2017
FILE: 17MK028 EXPIRY DATE: October 25, 2017
LEGAL: SE 2-85-9-W6M TIME EXTENSION _____
APPLICANT/AGENT: J. & R. Hale

PROPOSAL: The proposal is to subdivide from the quarter section, a 9.99 acre parcel for country residential use.

ACREAGE IN TITLE; 159.75 acres

RESERVE REQUIREMENTS: Municipal Reserves not required.

PROXIMITY TO URBAN MUNIC: Approximately 6.5 miles South East of Cleardale

SITE CHARACTERISTICS

C.L.I.: 80% 2c, 20 4w

TOPOGRAPHY: The subject land is described as flat.

EXISTING USE/DEVELOPMENT: There are currently no structures on the proposed parcel. A mobile home used to be located on the proposed parcel. There is a farming operation located along the western portion of the quarter.

ROAD ACCESS: The proposed parcel has access via an existing approach onto Range Road 91. There are currently approaches onto Range Road 91 and Township Road 850 that provide access to the balance of the quarter.

SERVICING: Proposed servicing is via the local water co-op for water supply and an existing septic lagoon for sewage disposal that currently meets regulations

PARCEL SIZE: The parcel 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 3.9(1).

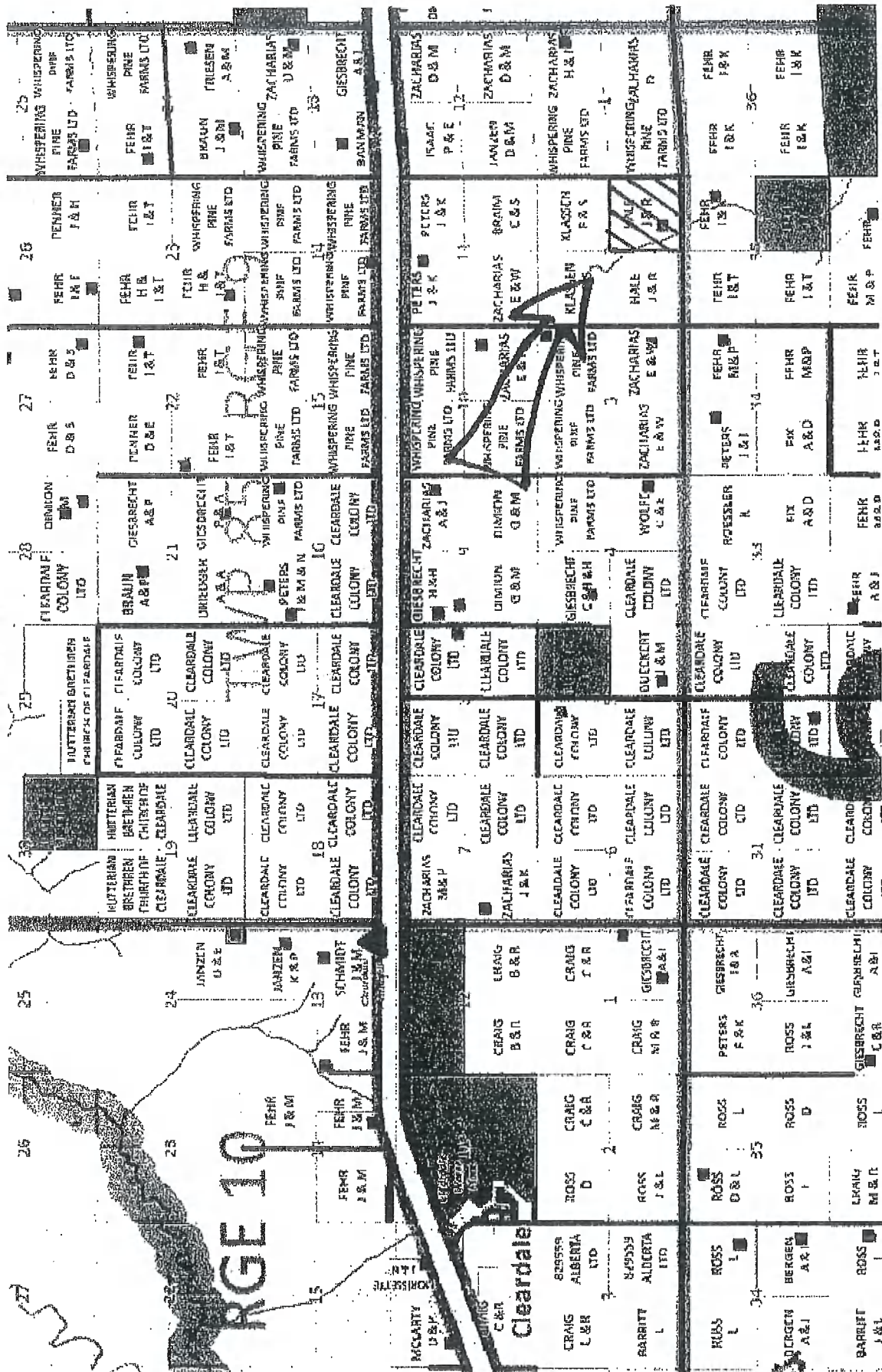
MUNICIPAL DEVELOPMENT PLAN: May be allowed.

SUBDIVISION REGULATIONS: No conflicts

MUNICIPAL GOVERNMENT ACT: No conflicts.

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

"LOCATION PLAN"



Proposed Country Residential
SE 2-85-9-W6M
Clear Hills County
17MK028

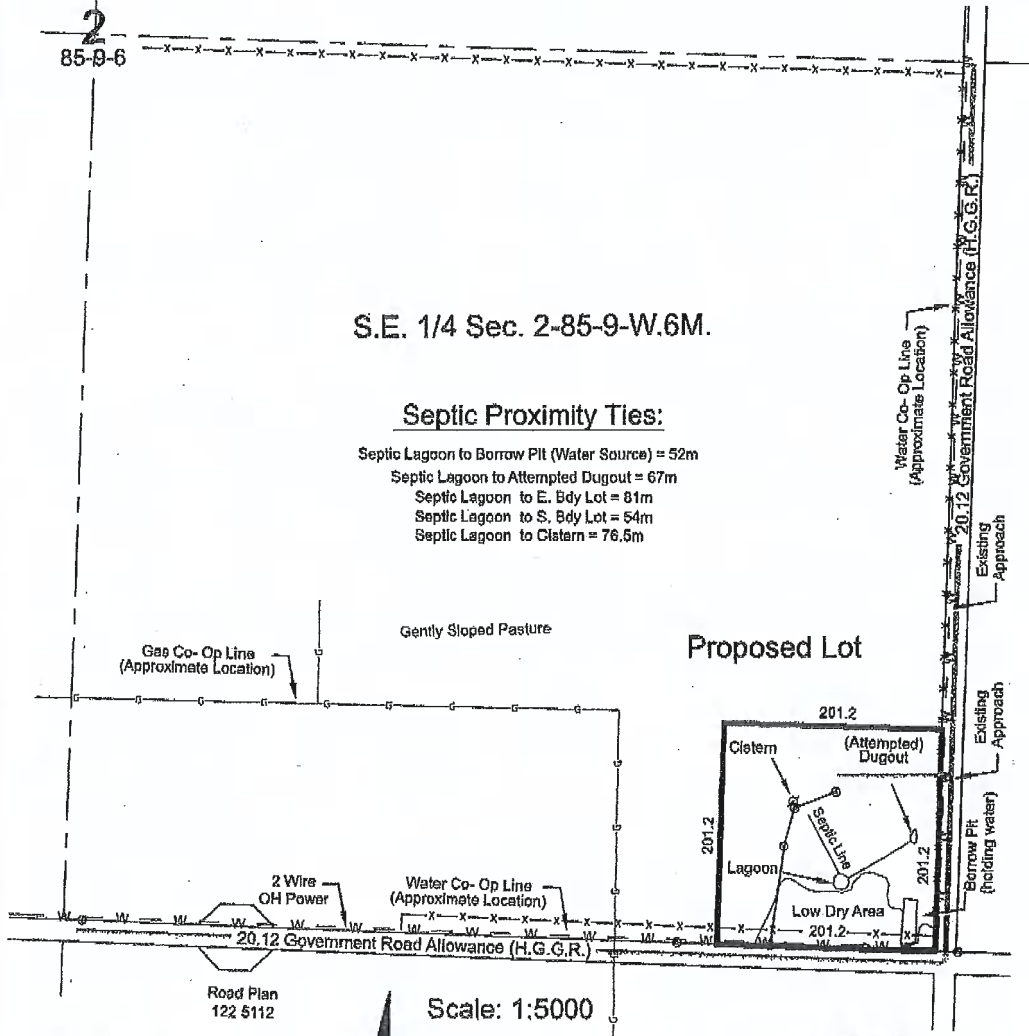
Tentative Plan Showing
Proposed Subdivision of
SE. 1/4 Sec. 2, Twp. 85, Rge. 9, W.6M.
(For New Parcel)
Within
Clear Hills County, Alberta

2
85-9-6

S.E. 1/4 Sec. 2-85-9-W.6M.

Septic Proximity Ties:

- Septic Lagoon to Borrow Pit (Water Source) = 52m
- Septic Lagoon to Attempted Dugout = 67m
- Septic Lagoon to E. Bdy Lot = 81m
- Septic Lagoon to S. Bdy Lot = 54m
- Septic Lagoon to Cistern = 76.5m



LANDOWNER:

S.E. 2-85-9-W6:

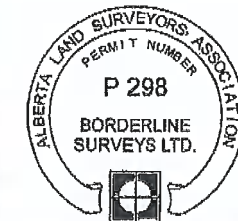
Jerry Hale
Rosie Hale
C. of T.122 420 827

PROPOSED LOT AREA:

Lot: 4.04ha (9.99 Ac.)

REGISTERED TITLE ENCUMBERANCES

922 127 007; U.R.W. North Peace Gas Coop Ltd.



LEGEND

- Lands Dealt With
- Road
- x-x- Fence
- Overhead 2-Wire Power
- w- Water Co-op Line
- g- Gas Co-op
- o Power Pole
- o Proposed Septic Discharge
- o Existing Cistern

BORDERLINE SURVEYS

10111 - 110th Street, Box 2661
Fairview, AB, T80 - 330 - 9939
www.borderlinesurveys.com

Page: 1 of 2

Date: July 20th, 2017

Drawn by: JC

Job No.: 170076

Clear Hills County

Layers

Find Parcel

PID, Tax Roll, Title or LINC
Plan, Block and Lot

Meridian, Range, Township

Meridian: Range:

Township: Section:

Quarter S: Legal Sub:

Find

Owner Name

388 W. Section of 9 second Parcel
S. 8598551 SE

Buffer Search



*Building in Area
Removal of Waste
Waste Water
Takers*