

**AGENDA**  
**CLEAR HILLS COUNTY**  
**MUNICIPAL PLANNING COMMISSION MEETING**  
**March 12, 2019**

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The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, March 12, 2019, in the Council Chambers, Worsley, Alberta, at 9:00 a.m.

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- A) CALL TO ORDER**
- B) AGENDA**
  - A. REGULAR MEETING March 12, 2019 ..... 1*
- C) ADOPTION OF THE PREVIOUS MINUTES**
  - A. REGULAR MEETING OF February 12, 2019 ..... 2*
- D) BUSINESS ARISING OUT OF THE MINUTES**
- E) DELEGATION**
- F) BY-LAW**
- G) OLD BUSINESS**
- H) NEW BUSINESS**
  - A. SUBDIVISION REFERRAL – Franz & Marie Zacharias ..... 5*
- 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, February 12, 2019**

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**PRESENT**

Miron Croy	Chair
Amber Bean	Deputy Chair
Peter Frixel	Member
Raymond Wetmore	Member
David Janzen	Member

**ATTENDING**

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

**CALL TO ORDER**

Chairperson Croy called the meeting to order at 9.00 a.m.

**ACCEPTANCE OF  
AGENDA**

**M01-19**

**RESOLUTION by Member Janzen to adopt the agenda governing the February 12, 2019, Municipal Planning Commission Meeting as presented. CARRIED.**

**APPROVAL OF  
MINUTES**

Previous Regular  
Meeting Minutes

**M02-19**

**RESOLUTION by Member Wetmore to adopt the minutes of the November 13, 2018 Municipal Planning Commission Meeting, as presented. CARRIED.**

**NEW BUSINESS**

Development Permit  
Application –  
Hines Creek Hutterian  
Brethren

Development Permit Application W01-19 was received from the Hines Creek Hutterian Brethren (also known as the Hines Creek Hutterite Colony) to develop Farm Buildings (Shop, Barn, Electrical Building & Pump House) at NE 4-85-5 W6M.

**M03-19**

**RESOLUTION by Chairperson Croy that the Municipal Planning Commission approves Development Permit Application W01-19 from the Hines Creek Hutterian Brethren to develop Farm Buildings (Shop, Old McDonald Barn , Electrical Building, & Pump House, the building locations highlighted on the diagram provided by the developer and attached to the development permit application) at NE 4-85-5 W6M, subject to the following conditions:**

- 1. Prior to start of construction, any outstanding property taxes to be paid in full on the land(s) proposed for development.**
- 2. 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)

3. 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.
  4. All required Provincial/Federal Regulations and Municipal land use Bylaw to be adhered to.
  5. All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.
  6. Developer is responsible for obtaining all other permits such as building, plumbing, gas or electrical permits as required for this development. Copies of these permits must be forwarded to the County prior to construction commencement.
- CARRIED.**

Development Permit  
Application –  
Tri-S Concrete

Development Permit Application W02-19 was received from Tri-S Concrete to develop and expand an existing Gravel Pit located at SW 7-83-1 W6M.

**M04-19**

**RESOLUTION** by Member Frixel that the Municipal Planning Commission approves Development Permit Application W02-19 from Tri-S Concrete to develop and expand an existing Gravel Pit located at SW 7-83-1 W6M, subject to the following conditions:

1. This development permit to be issued to current developer only.
2. Minimum setbacks from the property lines: 3 meters (10 feet) on all sides.
3. Approval of this development in no way obligates Clear Hills County to upgrade or provide access to the development.
4. The pit size is to be no larger than 9.013 hectares (22.50 acres). The pit size includes all excavation areas where aggregate is being removed, areas where reclamation material has been salvaged and stock piled, and areas determined to be infrastructure (e.g., access, stockpiles, processing equipment, weigh scales).
5. Developer will be required to enter into a Master Road Use Agreement with Clear Hills County. Contact the Public Works Manager regarding the agreement.
6. Prior to development, the site must be approved by Alberta Environment and a copy of the approval forwarded to the County office.
7. Site to be operated in compliance with Occupational Health and Safety Regulations.

- 8. **Top soil to be stock piled and conserved for site reclamation purposes.**
- 9. **Pit to be bermed to prevent surface water from accumulating in pit.**
- 10. **Site must be signed and fenced for safety.**
- 11. **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. A separate development permit may be required for these structures. Contact the Development Officer for clarification.**
- 12. **Developer is responsible for weed control on site.**

**CARRIED.**

SUBDIVISION  
REFERRAL –  
Daniel & Norma  
Velichka

Subdivision referral S01-19 (19MK002) was received from Mackenzie Municipal Services Agency regarding the application for a Farmstead Separation subdivision from Daniel & Norma Velichka for SE 3-86-6 W6M (7.956 hectares – 19.66 acres).

**M05-19**

**RESOLUTION by Member Wetmore that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the Farmstead Separation subdivision from Daniel & Norma Velichka for SE 3-86-6 W6M (7.956 hectares – 19.66 acres), subject to the following conditions:**

- 1. **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.**
- 2. **All required Provincial and Federal Regulations to be adhered to.**

**CARRIED.**

ADJOURNMENT

Chairperson Croy adjourned the February 12, 2019 Municipal Planning Commission Meeting at 9:20 a.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	March 12, 2019
Originated By:	Dallas Logan – Development Officer
Title:	<b>SUBDIVISION REFERRAL – Franz &amp; Marie Zacharias</b>
File:	61-02-02

### DESCRIPTION:

Subdivision referral S02-19 (19MK004) was received from Mackenzie Municipal Services Agency regarding the application for a Country Residential subdivision from Franz & Marie Zacharias for SE 5-85-10 W6M (4.05 hectares – 10 acres).

### BACKGROUND:

- The proposal is to subdivide from the quarter section a 4.05 hectare (10 ac) parcel for country residential use.
- The subject land is flat.
- There are no buildings on the proposed site. There are some remnants of a sawmill (sawdust pile, lumber) which will eventually be cleared off. The balance contains shop, residence, dugout, also to the south of the subdivision is a wellsite.
- Access to the subdivision can be gained via Range Rd 104 to the east. Access to the balance of the quarter may be required and is currently gained via Township Rd 850.
- Water supply is proposed via a cistern and an open discharge sewage disposal system. Future development will have to be sited carefully in order that required setbacks are met.
- 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 from Franz & Marie Zacharias for SE 5-85-10 W6M (4.05 hectares – 10 acres), subject to the following conditions:

1. 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.
2. All required County, Provincial and Federal Regulations to be adhered to.

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

202-19

FORM 1  
APPLICATION FOR SUBDIVISION

FOR OFFICE USE ONLY  
Date of Receipt for Completed Form: FEB 25 / 19 File No: 19MK004 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: Franz & Marie Zacharias Address and phone number: Po Box 43, Cleardale, AB T0H 1L0 780-835-8528  
(Full Name in Block Capitals)

2. Name of agent (person authorized to act on behalf of registered owner), if any: Explore Surveys Inc. (Tricia Forsyth) Address and phone number: 18941-111 Ave NW, Edmonton AB, T5S 2X4  
(Full Name in Block Capitals) 780-455-5598 office, 780-221-6880 cell, 780-800-1927 fax

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED:  
All/part of the S.E. Sec 5 TWP 85 Range 10 West of 6 Meridian  
Being all/parts of Lot \_\_\_\_\_ Block \_\_\_\_\_ Registered Plan No. \_\_\_\_\_ C.O.T. No. 982 256 340  
Area of the above parcel of land to be subdivided 64.7 hectares 160 (acres).  
Municipal Address if applicable: 10-0-01.

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 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 X No \_\_\_\_\_  
If "yes", the Highway is No. 64 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 Country Residential/ Agricultural  
b. Proposed use of the land Country Residential/ Agricultural  
c. The designated use of the land as classified under a land use bylaw AG-1

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) cultivated field, bush, dugouts  
c. Describe the kind of soil on the land (sandy, loam, clay, etc) Class 4,S, 80% and Class 5,W, 20% (Canada Land Inventory)

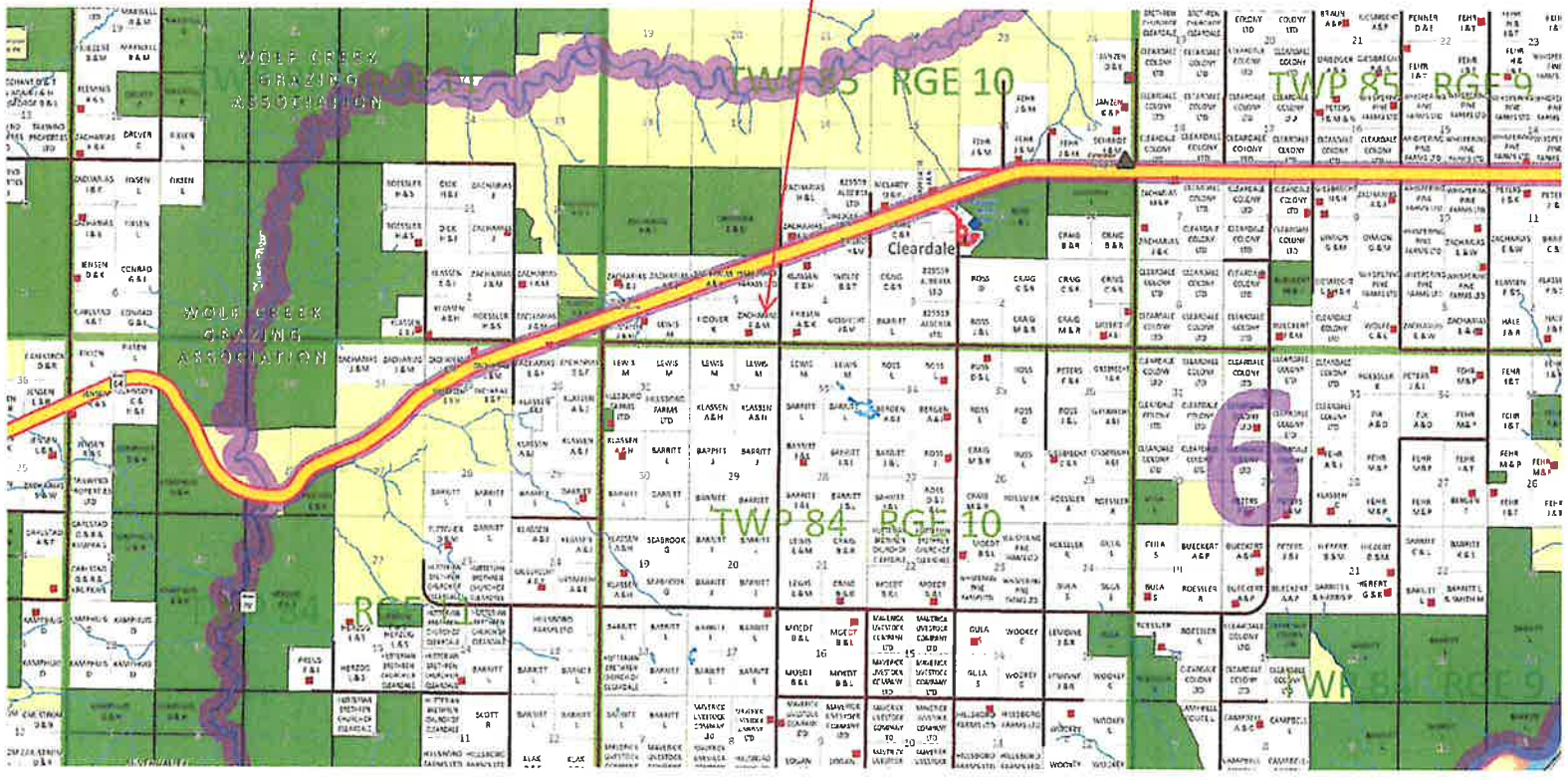
7. EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED  
Describe any buildings and any structures on the land and whether they are to be demolished or moved No buildings are on the proposed subdivision.  
Mobile home (to be moved), Shop and shed are on the remnant portion.

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.  
No services exist on the proposed subdivision. Cistern and pumpout will be installed to standard setbacks.

9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF  
I, Explore Surveys Inc. (Tricia Forsyth) 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: 18941-111 Ave NW, Edmonton AB, T5S 2X4 Signature: [Signature]  
Phone No.: 780-455-5598 office, 780-800-1927 fax Date: February 19, 2019

area of interest



MACKENZIE MUNICIPAL SERVICES AGENCY  
SUBDIVISION COMMENTS

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MUNICIPALITY: Clear Hills County      DATE RECEIVED: February 25, 2019  
FILE: 19MK004      EXPIRY DATE: April 25, 2019  
LEGAL: SE 5.85.10.W6M      TIME EXTENSION \_\_\_\_\_  
APPLICANT/AGENT: F & M Zacharias

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PROPOSAL: The proposal is to subdivide from the quarter section, a 10 acre parcel for country residential use.

ACREAGE IN TITLE: 160 acres

RESERVE REQUIREMENTS: Reserve is not required.

PROXIMITY TO URBAN MUNIC: Approx. 3 miles south west of Cleardale.

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SITE CHARACTERISTICS

C.L.I.: 100% 45w

TOPOGRAPHY: The subject land is described as flat.

EXISTING USE/DEVELOPMENT: There are no buildings on the proposed site. There are some remnants of the sawmill (sawdust pile, lumber) which will eventually be cleared off. The balance contains shop, residence, dugout, also to the south of the subdivision is a wellsite.

ROAD ACCESS: Access to the subdivision can be gained via Range Rd 104 to the east. Access to the balance of the quarter may be required is currently gained via Township Rd 850 to the south.

SERVICING: Water supply is proposed via the cistern and an open discharge sewage disposal. Future development will have to be sited carefully in other that required setbacks are met.

PARCEL SIZE: The parcel size is deemed to be appropriate for the intended use.

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LEGISLATION

LAND USE BYLAW: Located in Agriculture District- 1 (AG-1). No conflicts

MUNICIPAL DEVELOPMENT PLAN: May be allowed

SUBDIVISION REGULATIONS: No conflicts

MUNICIPAL GOVERNMENT ACT: No conflicts

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

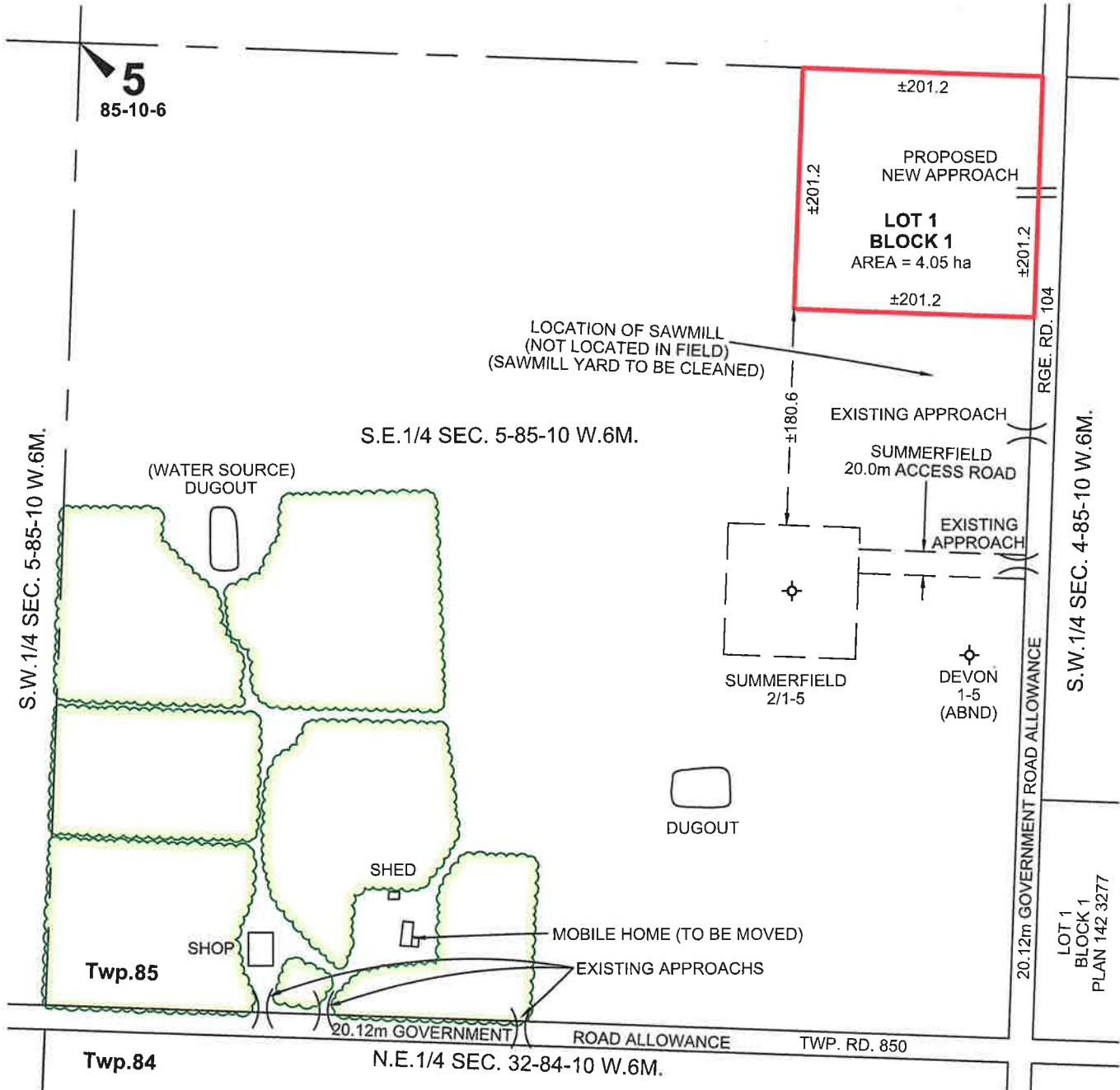


# TENTATIVE PLAN

## SHOWING PROPOSED SUBDIVISION WITHIN

### S.E.1/4 Sec.5 Twp.85 Rge.10 W.6M.

### CLEAR HILLS COUNTY



**LEGEND:**

Proposed Parcel shown as:

Distances are in metres and decimals thereof.  
All buildings and structures are approximate and are not field located.



Plan Prepared by:  
Explore Surveys Inc.  
Edmonton, Alberta  
Toll Free 1-866-936-1805  
Fax No. 780-800-1927



REV. NO.	DESCRIPTION	DATE
0	PLAN ISSUED	DEC. 10, 2018

Job X176418

Rev. 0

SURVEYED BY: --

CALC'D BY: K.H.

DRAWN BY: T.F.

# TENTATIVE PLAN

## SHOWING PROPOSED SUBDIVISION WITHIN S.E. 1/4 Sec.5 Twp.85 Rge.10 W.6M. CLEAR HILLS COUNTY



**LEGEND:**

Proposed Parcel shown as:

Distances are in metres and decimals thereof.  
All buildings and structures are approximate and are not field located.



Plan Prepared by:  
Explore Surveys Inc.  
Edmonton, Alberta  
Toll Free 1-866-936-1805  
Fax No. 780-800-1927



REV. NO.	DESCRIPTION	DATE
0	PLAN ISSUED	DEC. 10, 2018

Job X000018

Rev. 0

SURVEYED BY: [Signature]

CALC'D BY: K.H.

DRAWN BY: T.F.