

**AGENDA**  
**CLEAR HILLS COUNTY**  
**MUNICIPAL PLANNING COMMISSION MEETING**  
**April 23, 2019**

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The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, April 23, 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 April 23, 2019 ..... 1*
- C) ADOPTION OF THE PREVIOUS MINUTES**
  - A. REGULAR MEETING OF March 26, 2019..... 2*
- D) BUSINESS ARISING OUT OF THE MINUTES**
- E) DELEGATION**
- F) BY-LAW**
- G) OLD BUSINESS**
- H) NEW BUSINESS**
  - A. DEVELOPMENT APPLICATION – Worsley Reinland Mennonite Church.....4*
  - B. DEVELOPMENT APPLICATION – Peter Janzen.....9*
- I) CORRESPONDENCE AND INFORMATION**
- J) CONFIDENTIAL ITEMS**
- K) ADJOURNMENT**

<b>Initials show support - Reviewed by: Development Officer:</b>	<b>Manager:</b>
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**MINUTES OF CLEAR HILLS COUNTY  
MUNICIPAL PLANNING COMMISSION  
Worsley Fire Hall Community Room  
337 Alberta Avenue, Worsley, AB  
TUESDAY, March 26, 2019**

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**PRESENT**

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

**M15-19**

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

**APPROVAL OF  
MINUTES**

Previous Regular  
Meeting Minutes

**M16-19**

**RESOLUTION by Deputy Chair Janzen to adopt the minutes of the February 12, 2019 Municipal Planning Commission Meeting, as presented. CARRIED.**

**NEW BUSINESS**

Development Permit  
Application –  
Bear Canyon Farms  
Holdings Ltd.

Development Permit Application W06-19 was received from Bear Canyon Farms Holdings Ltd. (also known as the Bear Canyon Hutterite Colony) to develop an additional Dwelling – Mobile Home at SE 14-83-13-W6M.

**M17-19**

**RESOLUTION by Member Wetmore that the Municipal Planning Commission approves the Development Permit Application W06-19 received from Bear Canyon Farms Holdings Ltd. (also known as the Bear Canyon Hutterite Colony) to develop an additional Dwelling – Mobile Home at SE 14-83-13-W6M, subject to the following conditions:**

- 1. Developer to obtain a Roadside Development Permit from Alberta Transportation.**

2. Prior to start of construction, any outstanding property taxes to be paid in full on the land(s) proposed for development.
3. 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)
4. 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.
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. The under-covering of the dwelling 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 required County, Provincial and Federal Regulations to be adhered to.
8. All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.

**CARRIED.**

ADJOURNMENT

Chairperson Croy adjourned the March 26, 2019 Municipal Planning Commission Meeting 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:	April 23, 2019
Originated By:	Dallas Logan – Development Officer
Title:	<b>DEVELOPMENT PERMIT APPLICATION – Worsley Reinland Mennonite Church</b>
File:	61-02-02

### DESCRIPTION:

Development Permit Application W10-19 was received from the Worsley Reinland Mennonite Church to develop a Church Expansion at Plan 1821596 Block 1 Lot 2 (SW 14-85-8 W6M).

### BACKGROUND:

- Zoning: Agricultural (AG1)
- A Place of Worship is a discretionary use.
- The original development was approved on September 13, 2005. One expansion was previously approved on April 8, 2014. The plan is to remove original part of the structure and expand with a larger development.
- Property is adjacent to Hwy 64
- Developer has applied for the Roadside Development Permit from Alberta Transportation.

### ATTACHMENTS:

1. Development Permit Application

### 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 W10-19 from the Worsley Reinland Mennonite Church to develop a Church Expansion at Plan 1928596 Block 1 Lot 2 (SW 14-85-8 W6M), subject to the following conditions:

1. Developer to obtain a Roadside Development Permit from Alberta Transportation.
2. Prior to start of construction, any outstanding property taxes to be paid in full on the land(s) proposed for development.
3. 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)
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 Municipal Land Use Bylaw and Provincial/Federal Regulations to be adhered to.
6. All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.

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](mailto:info@clearhillscounty.ab.ca)

**APPLICATION FOR  
 DEVELOPMENT PERMIT**

FOR ADMINISTRATIVE USE ONLY

APPLICATION NO.:	W10-19		
DATE RECEIVED:	April 4/19		
FEE 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 <i>Worsley Reinland Mennonite Church</i>				NAME OF REGISTERED LAND OWNER				
ADDRESS <i>Box 105 Cleardale AB</i>				ADDRESS				
POSTAL CODE <i>T0H 3Y0</i>	EMAIL <i>fmzacharias@gmail.com</i>	POSTAL CODE	EMAIL					
CONTACT NUMBERS Home <i>780 835 8528 Frank</i>				CONTACT NUMBERS Home				
Business				Business				
Cell				Cell				
LAND INFORMATION								
Legal description of proposed development site								
QTR./L.S.	SEC.	TWP.	RG.	M.	OR	REGISTERED PLAN NO.	BLOCK	LOT
	<i>SW 14</i>	<i>85</i>	<i>8</i>	<i>6</i>		<i>1821596</i>	<i>1</i>	<i>2</i>
Size of the proposed development site:								
LENGTH	<i>317.88</i>	m	WIDTH	<i>126.80</i>	m	NUMBER OF HECTARES	OR ACRES	
		ft			ft	<i>4.03</i>		
Lot type: INTERIOR <u>CORNER</u> THROUGH						LAND USE DISTRICT:		
Describe the existing use of the land: <i>Church</i>								

# APPLICATION FOR DEVELOPMENT PERMIT

<b>DEVELOPMENT INFORMATION</b>							
Describe the proposed use of the land: <div style="text-align: center; font-size: 1.2em; margin-top: 10px;">Church Buildings expansion</div>							
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) <u>Church</u>							
Indicate the proposed setback from the property line:							
FRONT YARD	m	REAR YARD	m	SIDE YARD (1)	m	SIDE YARD (2)	m
206'	ft	60'	ft	432	ft	436	ft
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		<u>SECONDARY HIGHWAY</u>		RURAL ROAD	
Estimate the Project:							
COMMENCEMENT DATE		COMPLETION DATE		CONSTRUCTION COSTS			
May 10 2019?		June 1 2020?		\$ 375 000.00			
Attached is							
(a) SITE PLAN		Yes <input checked="" type="checkbox"/>		No <input type="checkbox"/>		N/A <input type="checkbox"/>	
(b) FLOOR PLAN		Yes <input checked="" type="checkbox"/>		No <input type="checkbox"/>		N/A <input type="checkbox"/>	
<b>DECLARATION</b>							
I/WE hereby declare that the above information is, to the best of my/our knowledge, factual and correct.							
DATE: <u>April 2 2019</u>		SIGNATURE OF APPLICANT:					
DATE: <u>April 2 2019</u>		SIGNATURE OF REGISTERED LAND OWNER:					

# APPLICATION FOR DEVELOPMENT PERMIT

**FORM A**

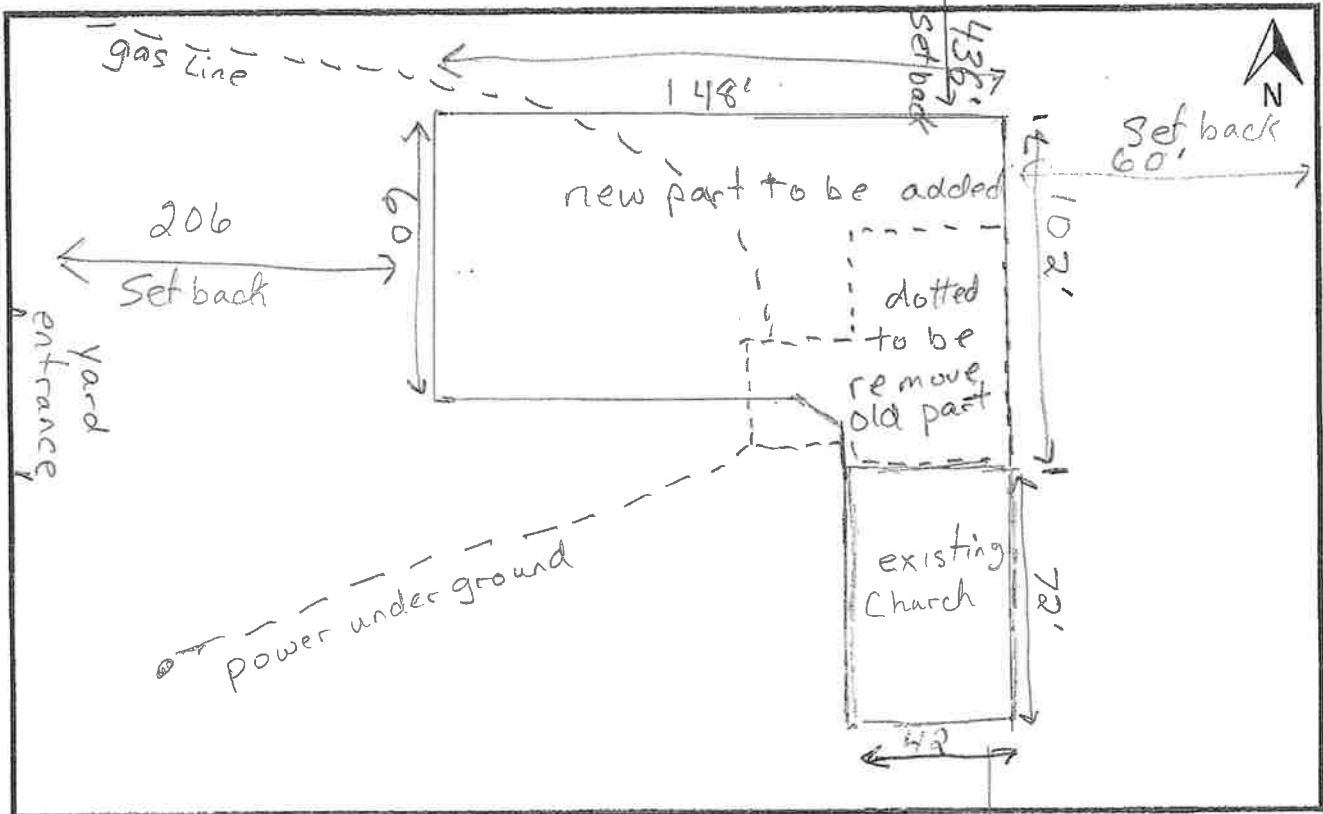
Page 3

## SITE MAP

LEGAL LAND DESCRIPTION: Block 1 Lot 2 plan 1821596 of SW14 85 8wb

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

# APPLICATION FOR DEVELOPMENT PERMIT

## ADDITIONAL INFORMATION REQUIRED

### ABANDONED WELLS

If the building/addition is greater than 47m<sup>2</sup> (505.9 ft<sup>2</sup>) a map from the Alberta Energy Regulator (AER) identifying the locations of, or confirming the absence of, any abandoned oil or gas wells on or within 25m (82 ft) of the site boundary is to be included. Go to [www.geodiscover.alberta.ca](http://www.geodiscover.alberta.ca) for abandoned well location and status information.

### WATER AND SEWAGE

Indicate below the type of water supply and sewage disposal to be used by your development proposal and if it is existing or proposed.

Existing	Proposed	TYPE OF WATER SUPPLY
		DUGOUT
		WELL
	✓	CISTERN & HAULING
		COUNTY SERVICE
		OTHER (Please specify)

Existing	Proposed	TYPE OF SEWAGE DISPOSAL
		OPEN DISCHARGE/SEPTIC TANK
	✓	SUB-SURFACE DISPOSAL/SEPTIC TANK
		ABOVE GROUND/SEPTIC TANK
		SEWAGE LAGOON
		OUTDOOR PRIVY
		COUNTY SERVICE
		OTHER (Please Specify)

FOR ADDITIONAL INFORMATION CONTACT ALBERTA MUNICIPAL AFFAIRS – CODES AND PERMITS AT 1-866-421-6929 (EMAIL [safety.services@gov.ab.ca](mailto:safety.services@gov.ab.ca)) OR A LICENSED PERMITTING AGENCY.



# Clear Hills County

## Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	April 23, 2019
Originated By:	Dallas Logan – Development Officer
Title:	<b>DEVELOPMENT PERMIT APPLICATION – Peter Janzen</b>
File:	61-02-02

### DESCRIPTION:

Development Permit Application W11-19 was received from Peter Janzen to construct a Second Dwelling – Mobile Home at SE 24-85-10 W6M.

### BACKGROUND:

- Zoning: Agricultural (AG1)
- Section 42(3) –Second dwelling approval considerations: suitability, access, proper water/sewer, existing & future surrounding use, necessary for operation of existing farm, and human relationship such as a family member or relative.
- Landowner is David Janzen.

### ATTACHMENTS:

1. Development Permit Application

### 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 W11-19 from Peter Janzen to construct a Second Dwelling – Mobile Home at SE 24-85-10 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. Prior to start of dwelling setup, a picture of dwelling and Canadian Safety Association Identification Number to be forwarded to the County office.
3. 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)
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. All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.

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



**CLEAR HILLS COUNTY**  
 Box 240  
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**APPLICATION FOR  
 DEVELOPMENT PERMIT**

FOR ADMINISTRATIVE USE ONLY

APPLICATION NO.:	W 11-19		
DATE RECEIVED:	April 16-19		
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 <i>Peter D. Janzen</i>				NAME OF REGISTERED LAND OWNER <i>David Janzen</i>			
ADDRESS <i>Box 98 Cleardale AB.</i>				ADDRESS <i>Box 179 Cleardale</i>			
POSTAL CODE <i>T0H 3Y0</i>	EMAIL			POSTAL CODE <i>T0H-3Y0</i>	EMAIL <i>denovember@gmail.com</i>		
CONTACT NUMBERS				CONTACT NUMBERS			
Home				Home <i>780 834-0197</i>			
Business				Business			
Cell <i>780-772-0403</i>				Cell			
LAND INFORMATION							
Legal description of proposed development site							
QTR/L.S. <i>SE</i>	SEC. <i>24</i>	TWP. <i>85</i>	RG. <i>10</i>	M. <i>6</i>	OR	REGISTERED PLAN NO.	BLOCK LOT
Size of the proposed development site:							
LENGTH <i>100</i>	m	WIDTH <i>100</i>	m	NUMBER OF HECTARES		OR ACRES	
Lot type: INTERIOR      CORNER      THROUGH				LAND USE DISTRICT:			
Describe the existing use of the land:  <i>Existing yard site # 853030 RR100</i>							

# APPLICATION FOR DEVELOPMENT PERMIT

**DEVELOPMENT INFORMATION**

Describe the proposed use of the land:

*Residential - mobile home*

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

- |  |  |                    |
|--|--|--------------------|
| <input checked="" type="checkbox"/> 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 <i>300</i> m	REAR YARD <i>200</i> m	SIDE YARD (1) m	SIDE YARD (2) m
ft	ft	ft	ft

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:
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The land is adjacent to:

PRIMARY HIGHWAY     
  SECONDARY HIGHWAY     
  RURAL ROAD

Estimate the Project:

COMMENCEMENT DATE <i>April 23-19</i>	COMPLETION DATE <i>April 22-20</i>	CONSTRUCTION COSTS <i>\$200,000.00</i>
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Attached is

(a) SITE PLAN <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A	(b) FLOOR PLAN <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
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**DECLARATION**

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

DATE: <i>Apr 12/19</i>	SIGNATURE OF APPLICANT:
DATE: <i>April 12/2019</i>	SIGNATURE OF REGISTERED LAND OWNER:

# APPLICATION FOR DEVELOPMENT PERMIT

FORM A

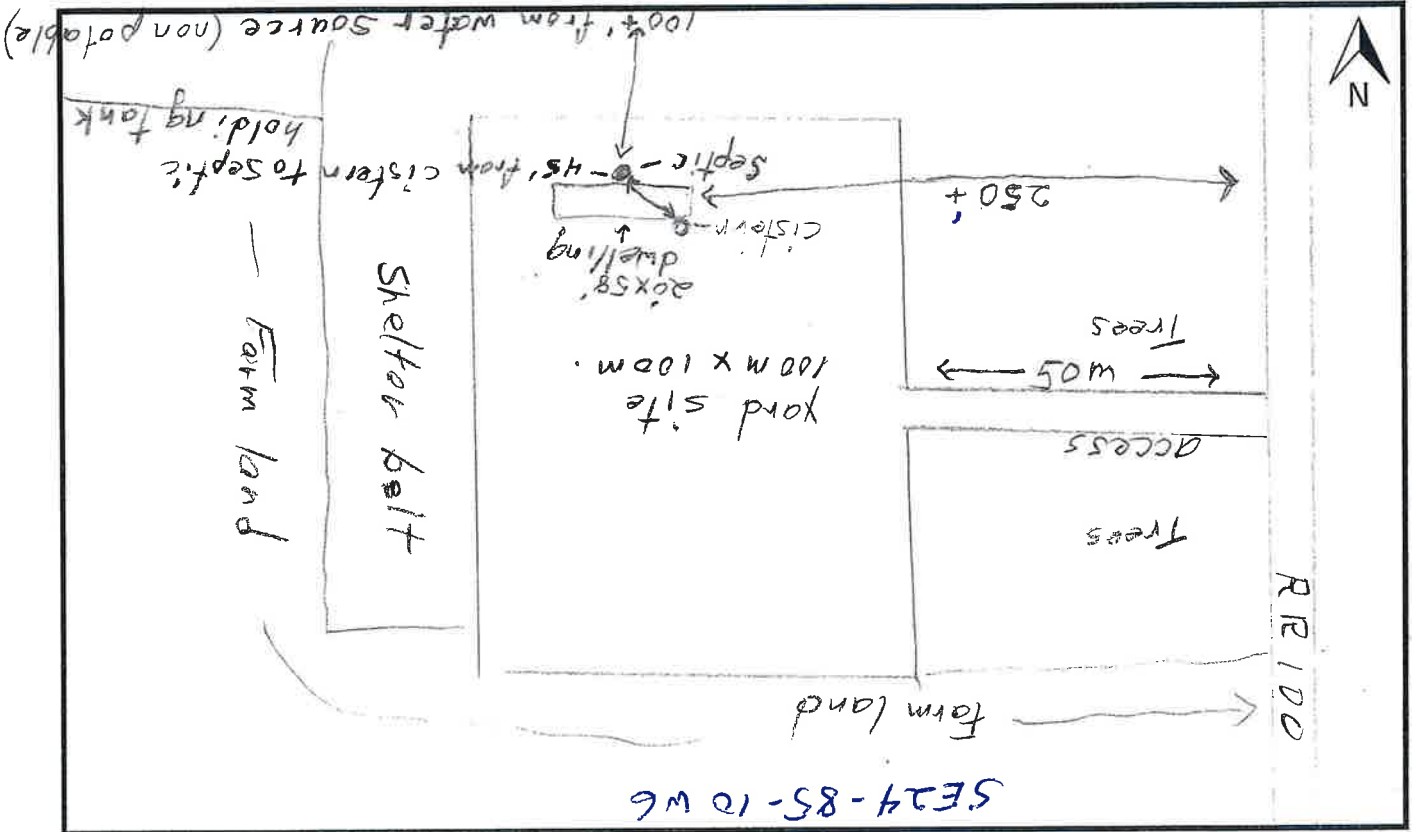
Page 3

## SITE MAP

LEGAL LAND DESCRIPTION: SE 24-85-10. w of 6.

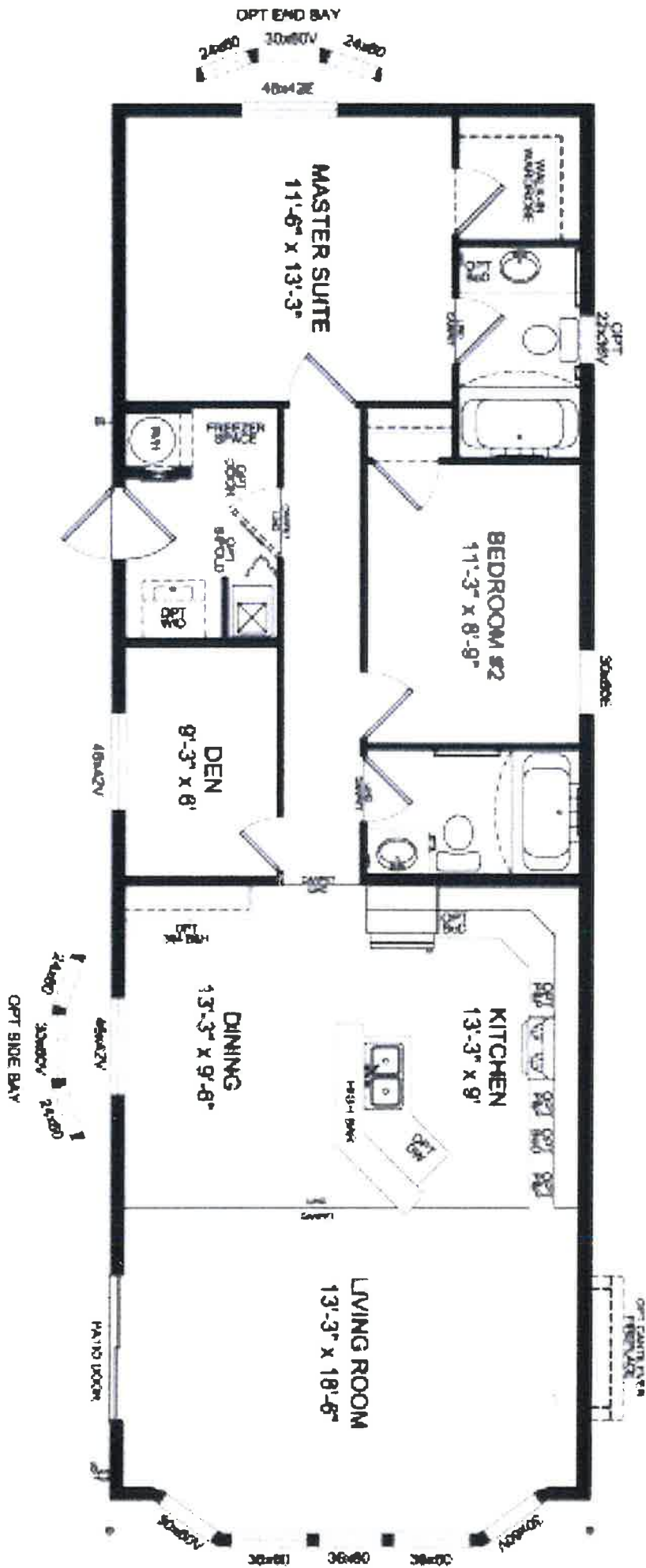
For industrial or commercial development, attach engineered drawings of proposed development.

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



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

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- 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



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# APPLICATION FOR DEVELOPMENT PERMIT

## ADDITIONAL INFORMATION REQUIRED

### ABANDONED WELLS

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### WATER AND SEWAGE

Indicate below the type of water supply and sewage disposal to be used by your development proposal and if it is existing or proposed.

Existing	Proposed	TYPE OF WATER SUPPLY
		DUGOUT
		WELL
	✓	CISTERN & HAULING
		COUNTY SERVICE
		OTHER (Please specify)

Existing	Proposed	TYPE OF SEWAGE DISPOSAL
	✗	OPEN DISCHARGE/SEPTIC TANK
	✓	SUB-SURFACE DISPOSAL/SEPTIC TANK
		ABOVE GROUND/SEPTIC TANK
		SEWAGE LAGOON
		OUTDOOR PRIVY
		COUNTY SERVICE
		OTHER (Please Specify)

FOR ADDITIONAL INFORMATION CONTACT ALBERTA MUNICIPAL AFFAIRS – CODES AND PERMITS AT 1-866-421-6929 (EMAIL [safety.services@gov.ab.ca](mailto:safety.services@gov.ab.ca)) OR A LICENSED PERMITTING AGENCY.

**APPLICATION FOR  
DEVELOPMENT PERMIT**

**RELOCATED BUILDINGS**

If any of the buildings pertaining to the development permit are being moved-in (relocated) from another location please complete this form and return with the completed development permit and application fee.

- a) Colour photographs of the building(s) *majestic brick*
- b) Canadian Safety Association Identification Number (CSA) *not available at this time.*
- c) Present location of the building *—*

*— Manufacturer*

- d) Proposed relocation route

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**Please note:**

1. Any building to be moved-in (relocated) and placed on a parcel within any district established by this Bylaw, other than a farm building in an Agricultural District must be approved by the Municipal Planning Commission.
2. The moved-in (relocated) building shall conform to Alberta Safety Codes Act and Regulations and the current Alberta Building Code Regulation.