

**AGENDA**  
**CLEAR HILLS COUNTY**  
**MUNICIPAL PLANNING COMMISSION MEETING**

**May 14, 2019**

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The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, May 14, 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 May 14, 2019*..... 1
- C) ADOPTION OF THE PREVIOUS MINUTES**
  - A. *REGULAR MEETING OF April 23, 2019* ..... 2
- D) BUSINESS ARISING OUT OF THE MINUTES**
- E) DELEGATION**
- F) BY-LAW**
- G) OLD BUSINESS**
- H) NEW BUSINESS**
  - A. *DEVELOPMENT APPLICATION – Julius Peters*.....5
  - B. *DEVELOPMENT APPLICATION – Lisa Driedger*.....11
- I) CORRESPONDENCE AND INFORMATION**
- J) CONFIDENTIAL ITEMS**
- K) ADJOURNMENT**

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

**MINUTES OF CLEAR HILLS COUNTY  
MUNICIPAL PLANNING COMMISSION  
COUNTY COUNCIL CHAMBERS  
TUESDAY, April 23, 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**

**M18-19**

**RESOLUTION** by Deputy Chair Janzen to adopt the agenda governing the April 23, 2019, Municipal Planning Commission Meeting as presented. **CARRIED.**

**APPROVAL OF  
MINUTES**

Previous Regular Meeting Minutes

**M19-19**

**RESOLUTION** by Member Wetmore to adopt the minutes of the March 26, 2019 Municipal Planning Commission Meeting, as presented. **CARRIED.**

**NEW BUSINESS**

Development Permit Application –  
Worsley Reinland  
Mennonite Church

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).

**M20-19**

**RESOLUTION** by Deputy Chair Janzen that the Municipal Planning Commission approves Development Permit Application W10-19 from the Worsley Reinland Mennonite Church to develop a Church Expansion at Plan 1821596 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.**

**CARRIED.**

Development Permit  
Application –  
Peter Janzen

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

Deputy Chair Janzen left the meeting due to pecuniary interest on this item.

**M21-19**

**RESOLUTION by Chairman Croy 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.**

**CARRIED.**

ADJOURNMENT

Chairperson Croy adjourned the April 23, 2019 Municipal Planning Commission Meeting at 9:05 a.m.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE

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

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	May 14, 2019
Originated By:	Dallas Logan – Development Officer
Title:	<b>DEVELOPMENT PERMIT APPLICATION – Julius Peters</b>
File:	61-02-02

### DESCRIPTION:

Development Permit Application W12-19 was received from Julius Peters to construct a Second Dwelling – Single Detached at NE 4-85-9 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. The dwelling is for a family member.
- Existing yardsite is located on the southeast corner of the quarter. New development will be located on the northeast corner of the quarter.

### 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 W12-19 from Julius Peters to construct a Second Dwelling – Single Detached at NE 4-85-9 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 Municipal Land Use Bylaw and Provincial/Federal Regulations to be adhered to.
5. 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.:	W12-19		
DATE RECEIVED:	May 6/19		
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 Julius Peters				NAME OF REGISTERED LAND OWNER				
ADDRESS Box 180 Cleardale				ADDRESS				
POSTAL CODE T0H 3Y0	EMAIL			POSTAL CODE	EMAIL			
CONTACT NUMBERS Home 780 685 2419				CONTACT NUMBERS Home				
Business				Business				
Cell 780 834 6714				Cell				
LAND INFORMATION								
Legal description of proposed development site								
QTR/L.S. NE	SEC. 4	TWP. 85	RG. 9	M. W6	OR	REGISTERED PLAN NO.	BLOCK	LOT
Size of the proposed development site:								
LENGTH	m	WIDTH	m	NUMBER OF HECTARES		OR ACRES		
	ft		ft					
Lot type: INTERIOR      CORNER      THROUGH				LAND USE DISTRICT:				
Describe the existing use of the land:  Farm      2nd yardsite on quarter. - daughter + husband								

# 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.

# APPLICATION FOR DEVELOPMENT PERMIT

**DEVELOPMENT INFORMATION**

Describe the proposed use of the land:

Dwelling 24x44 stick built house.

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	<input type="checkbox"/> m	REAR YARD	<input type="checkbox"/> m	SIDE YARD (1)	<input type="checkbox"/> m	SIDE YARD (2)	<input type="checkbox"/> m
<del>100</del> 170	ft	200	ft	20	ft	100	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

SECONDARY HIGHWAY

RURAL ROAD  
RR. 93

Estimate the Project:

COMMENCEMENT DATE	COMPLETION DATE	CONSTRUCTION COSTS
June 1 2019	Aug 30 2019	\$ 60,000.00

Attached is

(a) SITE PLAN	<input checked="" type="radio"/> Yes	No	N/A	(b) FLOOR PLAN	<input type="radio"/> Yes	<input checked="" type="radio"/> No	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:	SIGNATURE OF APPLICANT:
May 6/19	
DATE:	SIGNATURE OF REGISTERED LAND OWNER:
May 6/19	

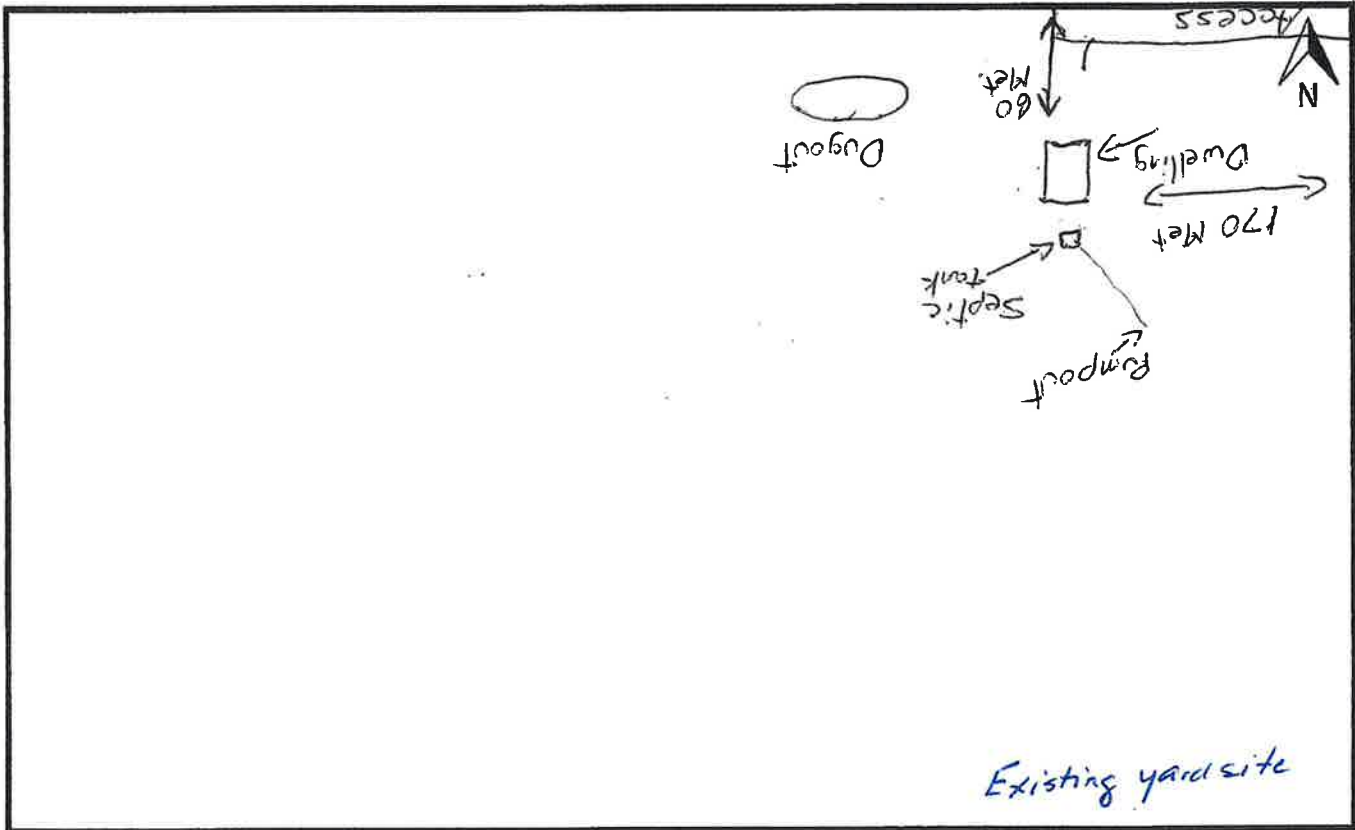


APPLICATION FOR  
DEVELOPMENT PERMIT

SITE MAP

LEGAL LAND DESCRIPTION: NE 4 85 9 W 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:

- 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

# Clear Hills County

## Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	May 14, 2019
Originated By:	Dallas Logan – Development Officer
Title:	<b>DEVELOPMENT PERMIT APPLICATION – Lisa Driedger</b>
File:	61-02-02

### DESCRIPTION:

Development Permit Application W14-19 was received from Lisa Driedger to construct a Dwelling – Mobile Home (Caretakers Residence) at Plan 8720504, Block 1, Lot 1.

### BACKGROUND:

- Zoning: Highway Development District (HD)
- Current business at this location is the L & N Open Camp (Cleardale).
- Caretakers Residence is listed as a discretionary in this zone.

### 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 W14-19 from Lisa Driedger to construct a Dwelling – Mobile Home (Caretakers Residence) at Plan 8720504, Block 1, Lot 1, 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, as specified by Alberta Transportation but in no case less than 40.8m (134 feet) from road right of way
  - b) Internal Front yard, 7.6m (25 feet)
  - c) Side yard, 6.1m (20 feet)
  - d) Rear yard 6.1m (20 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)

**RECEIVED**

**MAY 08 2019**

**FORM A**

Page 1

**APPLICATION FOR  
 CLEAR HILLS COUNTY  
 DEVELOPMENT PERMIT**

FOR ADMINISTRATIVE USE ONLY

APPLICATION NO.:	W14-19		
DATE RECEIVED:	May 9-19		
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 Lisa Driedger				NAME OF REGISTERED LAND OWNER Sarah Braun				
ADDRESS Box 203 Cleardale, AB				ADDRESS Box 84 Cleardale, AB T0H 3Y0				
POSTAL CODE T0H-3Y0	EMAIL 4807@telus.net	POSTAL CODE T0H-3Y0	EMAIL					
CONTACT NUMBERS Home				CONTACT NUMBERS Home 780-835-9500				
Business 780-841-8223				Business				
Cell				Cell				
LAND INFORMATION								
Legal description of proposed development site								
QTR/L.S.	SEC.	TWP.	RG.	M.	OR	REGISTERED PLAN NO.	BLOCK	LOT
						872 0504	1	1
Size of the proposed development site:								
LENGTH	m	WIDTH	m	NUMBER OF HECTARES		OR ACRES		
64	ft	14	ft			3.73		
Lot type: INTERIOR      CORNER      THROUGH				LAND USE DISTRICT:				
Describe the existing use of the land: Open Camp on existing Lot.								

# APPLICATION FOR DEVELOPMENT PERMIT

**FORM A**

Page 2

**DEVELOPMENT INFORMATION**

Describe the proposed use of the land:  
*Dwelling for Caretaker*

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	REAR YARD	SIDE YARD (1)	SIDE YARD (2)
<i>35</i> (m) ft	<i>100</i> (m) ft	<i>35</i> (m) ft	<i>20</i> (m) 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: <i>1/4</i>	HEIGHT OF ACCESSORY BLDG: <i>10 FT</i>	SETBACK FROM SIDE LOT LINE: <i>35 m</i>	SETBACK FROM REAR LOT LINE: <i>20 m</i>
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The land is adjacent to:

PRIMARY HIGHWAY	SECONDARY HIGHWAY	RURAL ROAD
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Estimate the Project:

COMMENCEMENT DATE <i>May 10<sup>th</sup> 2019</i>	COMPLETION DATE <i>May 20<sup>th</sup> 2019</i>	CONSTRUCTION COSTS <i>15,000</i>
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Attached is

(a) SITE PLAN	(b) FLOOR PLAN
<input checked="" type="checkbox"/> Yes    No    N/A	<input type="checkbox"/> 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: <i>May 7 2019</i>	SIGNATURE OF APPLICANT: <i>[Signature]</i>
DATE: <i>May 7 2019</i>	SIGNATURE OF REGISTERED LAND OWNER: <i>[Signature]</i>

**APPLICATION FOR  
DEVELOPMENT PERMIT**

**FORM A**

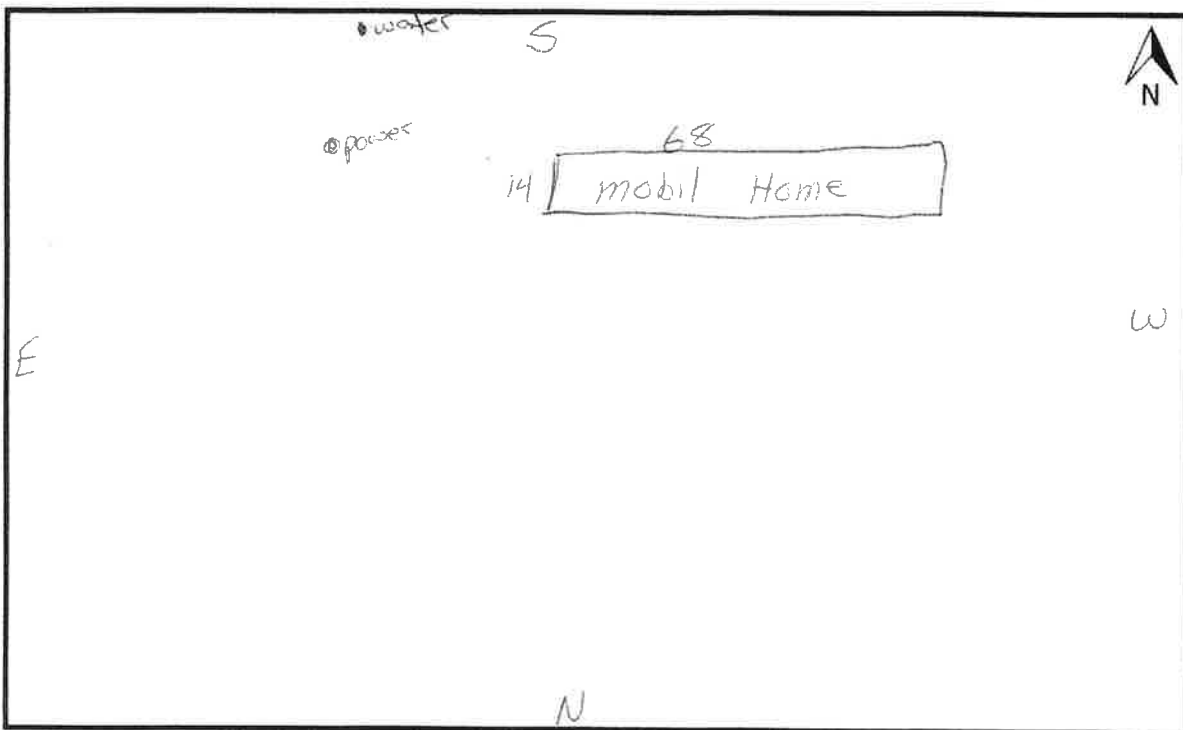
Page 3

**SITE MAP**

LEGAL LAND DESCRIPTION: Plan 879-0504 Block 1 Lot 1

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.

