AGENDA

CLEAR HILLS COUNTY

MUNICIPAL PLANNING COMMISSION MEETING

August 11, 2020

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, August 11, 2020, in the Council Chambers, 313 Alberta Avenue, Worsley Alberta, at 9:00 a.m.

A)	CALL TO ORDER
B)	AGENDA A. REGULAR MEETING of August 11, 2020
C)	ADOPTION OF THE PREVIOUS MINUTES A. REGULAR MEETING of July 14, 2020
D)	BUSINESS ARISING OUT OF THE MINUTES
E)	DELEGATION
F)	BY-LAW
G)	OLD BUSINESS
Нλ	NEW BUSINESS
•••	A. SUBDIVISION REFERRAL – L. Jobson
	B. SUBDIVISION REFERRAL – F & G Zacharias11
l)	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, JULY 14, 2020

PRESENT	Miron Croy Amber Bean Raymond Wetmore Peter Frixel	Chair Member Member Deputy Chair	
ATTENDING	Allan Rowe Audrey Bjorklund Bonnie Morgan	Chief Administrative Officer (CAO) Community Development Manager (CDM) Executive Assistant (EA)	
ABSENT	David Janzen	Member	
CALL TO ORDER	Chairperson Croy called the meeting to order at a.m.		
ACCEPTANCE OF AGENDA M17-20		uty Chair Bean to adopt the agenda governing Municipal Planning Commission Meeting as CARRIED	
APPROVAL OF MINUTES Previous Regular Meeting Minutes M18-20		iber Wetmore to adopt the minutes of the May nning Commission Meeting, as presented. CARRIED.	
NEW BUSINESS Development Permit Application – Reece Basnett		plication W21-20 was received from Reece Basnet rock guarding and under-coating business in ar	
M19-20	P-20 RESOLUTION by Member Frixel that the Municipal Planning Commission approved Development Permit Application W21-20 from Reece Basnett to set up a spray on rock guarding and under-coating business in an existing shop on NE 20-83-4-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. All required Municipal Land Use Bylaw and Provincial/Federal Regulations to be adhered to. CARRIED.		
<u>ADJOURNMENT</u>	Chairperson Croy adj Commission Meeting at	ourned the July 14, 2020 Municipal Planning 9:02 a.m.	
	DATE	CHAIRPERSON	
	DATE	CHIEF ADMINISTRATIVE OFFICER	

Clear Hills County

Request For Decision (RFD)

Meeting: Municipal Planning Commission Meeting

Meeting Date: August 11, 2020

Originated By: Audrey Bjorklund, CLGM –Development Officer Title: SUBDIVISION REFERRAL – Lori Ann Jobson

File: 61-02-02

DESCRIPTION:

Subdivision referral S04-20 (20-1MK015) was received from Mackenzie Municipal Services Agency regarding the application for a Farmstead separation, first parcel out subdivision from Lori Ann Jobson for SW 11-86-7-W6M (4.05 hectares – 10 acres).

BACKGROUND:

- Zoning: Agricultural (AG1)
- The proposal is to subdivide a 10 acre farmstead separation parcel from the quarter.
- The parcel size is in compliance with Section 10.4 Land Use Bylaw: AG 1 Farmstead Separation: 1.2 ha (3 ac) minimum, 4 ha (10 ac) maximum.
- This would be the first parcel out of the quarter.
- There is sufficient approaches to access the balance of the quarter.

ATTACHMENTS:

Subdivision application

OPTIONS:

- A. Deny the request
- B. Approve the subdivision request with conditions listed, or other conditions

RECOMMENDED ACTION:

RESOLUTION BYthat the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the Farmstead separation, first parcel out subdivision from Lori Ann Jobson for SW 11-86-7-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.

Manager:

MACKENZIE MUNICIPAL SERVICES AGENCY SUBDIVISION COMMENTS

MUNICIPALITY: Clear Hills County	DATE RECEIVED: July 14, 2020			
FILE: 20-1MK015	EXPIRY DATE: September 12, 2020			
LEGAL:SW 11.86.7.W6	TIME EXTENSION:			
APPLICANT/AGENT: Lori Ann Jobson				
PROPOSAL: The proposal is to subdivide from the quarter sectopm, a 10 ac parcel to accommodate an existing farmstead. ACREAGE IN TITLE: 160 acres RESERVE REQUIREMENT: Reserve is not required PROXIMITY TO URBAN MUNIC: Approximately 6.0 miles southeast of Worsley PREVIOUS APPLICATIONS: None				

SITE CHARACTERISTICS

C.L.1.: 50% 3c, 50% 5w2c

TOPOGRAPHY: The majority of the subject land is described as flat, with a minor draw bisecting the quarter.

EXISTING USE/DEVELOPMENT: The site has a house, with 3 sheds, a corral and a green house. The balance of the quarter have tree stands and shrubs. Some parts are under cultivation.

ROAD ACCESS: Access is gained via Range Road 72 to the west.

SERVICING: The existing development is serviced with a cistern for water supply and a holding tank for sewage disposal.

PARCEL SIZE: The proposed parcel size is deemed appropriate for the intended proposed used.

LEGISLATION

LAND USE BYLAW: Located in the Agricultural District -1 (AG-1). No conflicts. Section 10.4 allows for a maximum of 10 ac for a farmstead separation.

MUNICIPAL DEVELOPMENT PLAN: May be allowed.

INTER MUNICIPAL DEV. PLAN: N/A

SUBDIVISION REGULATIONS: No conflicts
MUNICIPAL GOVERNMENT ACT: No conflicts

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

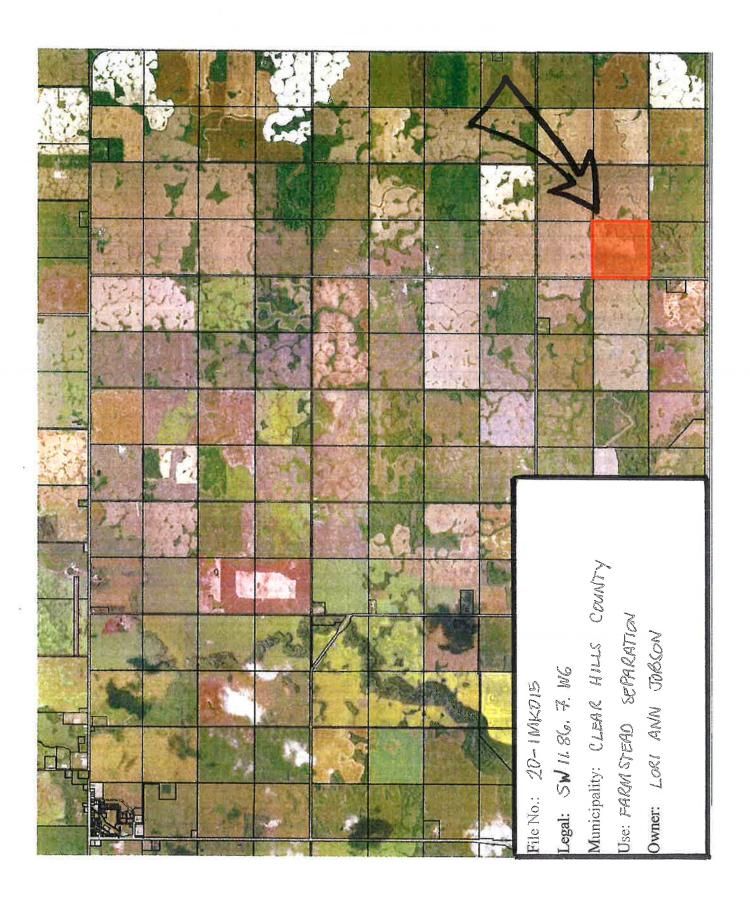
MACKENZIE MUNICIPAL SERVICES AGENCY Box 450 Berwyn AB T0H 0E0 - Phone: 780-338-3862 Fax: 780-338-3811 Email: info@mmsa.ca

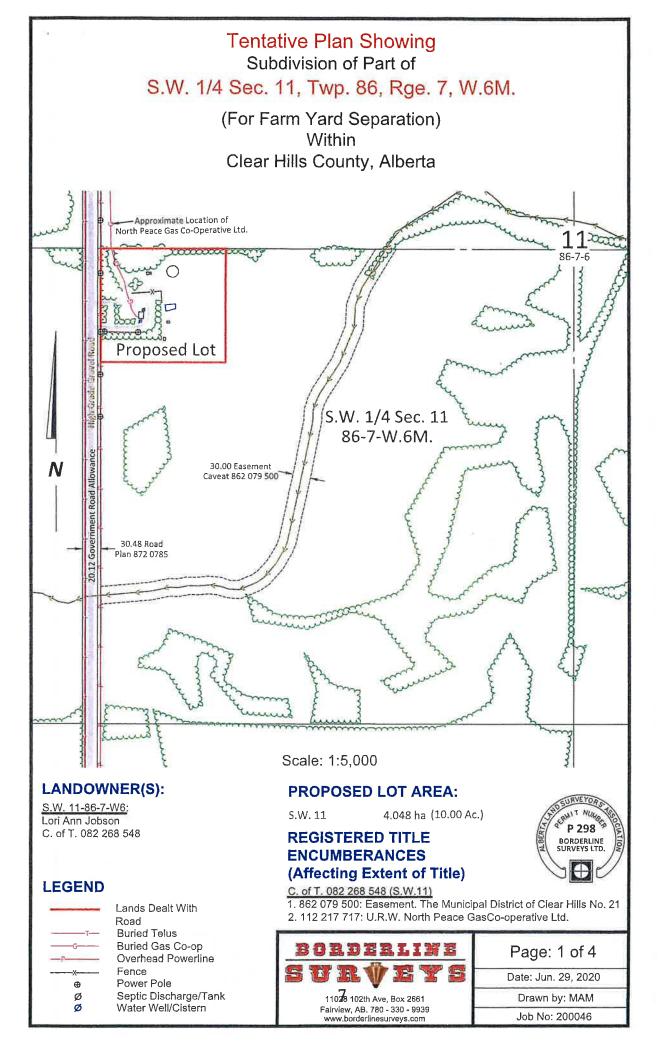
FORM 1

APPLICATION FOR SUBDIVISION

Date	Date of Receipt for Completed Form: JULY 14, 2020 File No. 20-1MK015	Fee Submitted \$725		
THIS	THIS FORM IS TO BE COMPLETED IN FULL WHEREEVER APPLICABLE BY THE REGISTERED OWNER OF TH AUTHORIZED TO ACT ON THE REGISTERED OWNERS BEHALF.	IE LAND THAT IS THE SUBJECT OF THE APPLICATION OR BY A PERSON		
1	Name of registered owner of land to be subdivided: Add	ress and phone number:		
		379, Worsley, AB T0H 3W0 780-834-8295		
	(Full Name in Block Capitals)			
2.	3 11	ress and phone number:		
	Borderline Surveys Ltd./Jason Coates Box (Fut Name in Block Capitals)	2661, Fairview, AB T0H 1L0 780-835-4618		
3.		6		
	All/part of the SW ASec 11 TWP 86 Range 7	West of Meridian		
	Being all/parts of LotBlockRegistered Plan No,	C.O.T. No. U82 268 548		
	Area of the above parcel of land to be subdivided 4.048 ha hectares 10.0	(acres).		
	Municipal Address if applicable 861033 Rge Rd 72			
4.	4 LOCATION OF LAND TO BE SUBDIVIDED: a The land is situated in the municipality of Clear Hills County			
		No. X		
	 Is the land situated immediately adjacent to the municipal boundary? Yes if 'yes', the adjoining municipality is 			
	If "yes", the Highway is Nothe Secondary Road is No			
	d. Does the proposed parcel contain or is it bounded by a river, stream, take or other body of water. 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 No		
5				
	Describe: a. Existing use of the land Agriculture			
	Posidential			
	A.C.			
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	s, etc – sloughs, creeks, etc) Tree stands, shrubs and cultivation		
	c, Describe the kind of soil on the land (sandy, loam, clay, etc)			
H				
7.	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.	ee tentative plan		
8.	8. WATER AND SEWER SERVICES			
	If the proposed subdivision is to be served by other than a water distribution system and a wastewater collecti	on system, describe the manner of providing water and sewage disposal		
	water is cistorn, septic holding tank extr	alange involischarge installed		
9.				
	Borderline Surveys Ltd./Jason Coates	hereby certify lhat		
	(Full Name in Block Capita's)			
	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 state	ment of the facts relating to this application for subdivision.		
	Address: Box 2661, Fairview, AB T0H 1L0 Signature:	goson (auto		
	Phone No.: 780-835-4618/cell 780-330-9939	Jun. 19120		
	Vale:	110		

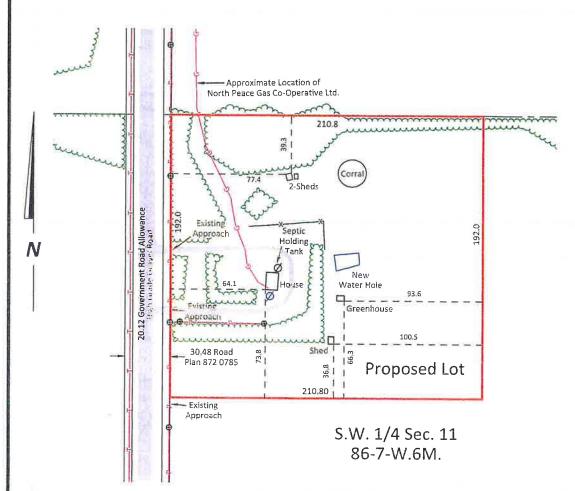
FURTHER INFORMATION MAY BE PROVIDED BY THE APPLICANT ON THE REVERSE SIDE OF THIS FORM





Tentative Plan Showing Subdivision of Part of S.W. 1/4 Sec. 11, Twp. 86, Rge. 7, W.6M.

(For Farm Yard Separation) Within Clear Hills County, Alberta



Scale: 1:2,000



LEGEND

Lands Dealt With Road Buried Telus Buried Gas Co-op Overhead Powerline Fence

Power Pole
Septic Discharge/Tank
Water Well/Cistern

Borderline Surveys

1102 102th Ave, Box 2661 Fairview, AB. 780 - 330 - 9939 www.borderlinesurveys.com Page: 2 of 4

Date: Jun. 29, 2020

Tentative Plan Showing Subdivision of Part of S.W. 1/4 Sec. 11, Twp. 86, Rge. 7, W.6M.

(For Farm Yard Separation)
Within
Clear Hills County, Alberta



Lot Photo Detail Scale: 1:2,000 Photo: Bing Imagery





11028 102th Ave, Box 2561 Fairview, AB. 780 - 330 - 9939 www.borderlinesurveys.com Page: 3 of 4

Date: Jun. 29, 2020

Tentative Plan Showing Subdivision of Part of S.W. 1/4 Sec. 11, Twp. 86, Rge. 7, W.6M.

(For Farm Yard Separation)
Within
Clear Hills County, Alberta



Photo Scale: 1:5,000 Photo : Bing Imagery





11121102th Ave, Box 2661 Fairview, AB. 780 - 330 - 9939 www.borderlinesurveys.com Page: 4 of 4

Date: Jun. 29, 2020

Clear Hills County

Request For Decision (RFD)

Meeting: Municipal Planning Commission Meeting

Meeting Date: August 11, 2020

Originated By: Audrey Bjorklund, CLGM - Development Officer

Title: SUBDIVISION REFERRAL - Frank & Gertruda Zacharias

File: 61-02-02

DESCRIPTION:

Subdivision referral S05-20 (20-1MK019) was received from Mackenzie Municipal Services Agency regarding the application from Frank and Gertruda Zacharias to subdivide from the previously subdivided quarter section SW16-85-8-W6M two parcels, one for building a place of worship, the second for a cemetery, (4.044 hectares – 9.99 acres).

BACKGROUND:

- Zoning: Agricultural (AG1)
- 2nd and 3rd subdivisions from the quarter section.
- Previous Subdivisions 92/93MK014 1st parcel out farmstead separation.
- Road access via Township Road 852 North of Highway 64.
- Municipal Reserve (MR) as these are the second and third subdivisions out of the quarter section MR is listed as required. MR would be 1 acre (10%). MR is typically used for green space, parks, schools.

MPC has three options:

- 1. Recommend MR not be required due to the nature of the development.
- 2. Require money-in-lieu of MR. This is not to exceed 10% of the appraised market value of the proposed subdivision. The funds need to be held in a Money-in-lieu of Reserve account until used for a MR project.
- 3. Defer the MR to the balance of the quarter by caveat. This means any additional subdivisions out of this quarter must include sufficient MR for this lot plus MR for the lot(s) being proposed for the new subdivision.

ATTACHMENTS:

Subdivision application

OPTIONS:

- C. Deny the request
- D. Approve the subdivision request with conditions listed, or other conditions

RECOMMENDED ACTION:

RESOLUTION BYthat the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the application from Frank and Gertruda Zacharias to subdivide from the previously subdivided quarter section SW 16-85-8-W6M two parcels, one for building a place of worship, the second for a cemetery, (4.044 hectares – 9.99 acres) subject to the following conditions:

Initials show support - Reviewed by: Development Officer:

abj

Manager:

- 1. Waive the requirement for Municipal Reserve due to the location and nature of the development.
- 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 a 15 meter access easement out of Lot 1, Church, to the proposed lot 2, Cemetery.
- 4. Developer to enter into a Developers Agreement with Clear Hills County and agree to provide an access approach to the proposed lot at the Developer's expense and built to the County standards. The Developer will contact the Public Works Manager prior to construction to determine exact location and current County standards.
- 5. All required County, Provincial and Federal Regulations to be adhered to.

abj

Manager:

MACKENZIE MUNICIPAL SERVICES AGENCY SUBDIVISION COMMENTS

MUNICIPALITY:	Clear Hills County	DATE RECEIVED: July 29, 2020
FILE: 20-1MK	019	EXPIRY DATE: September 27, 2020
LEGAL: SW 16.8	5.8.W6M	TIME EXTENSION:
APPLICANT/AGENT	Frank & Getruda Zacharias	

PROPOSAL: The proposal is to subdivide from the previously subdivided quarter section; 2 lots for a church and cemetery respectively

ACREAGE IN TITLE: 145.95 acres

RESERVE REQUIREMENT: Municipal Reserve is required. May be provided by money-in-lieu or deferred to the

balance by caveat.

PROXIMITY TO URBAN MUNIC: Approximately 10 miles east of Cleardale

PREVIOUS APPLICATIONS: File Number 92/93MK014 (Farmyard Separation)

SITE CHARACTERISTICS

C.L.I.: 70% 2c4w, 25% O, 5% 7t6t

TOPOGRAPHY: The subject land is described as flat

EXISTING USE/DEVELOPMENT: The subject land is cultivated as is the majority of the balance of the quarter. There is a farmstead located on the subdivided lot.

ROAD ACCESS: Proposed access is via Township Road 852. There will be a 15m access easement created for the cemetery.

SERVICING: The lot proposed for the church will be serviced with a cistern for water supply and a holding tank for sewage disposal.

PARCEL SIZE: The proposed parcel sizes may be deemed appropriate for the intended proposed uses.

LEGISLATION

LAND USE BYLAW: Located in the Agricultural District -1 (AG-1). No conflicts. Parcel size and density per quarter section for uses other than residential is determined by the Development Authority.

MUNICIPAL DEVELOPMENT PLAN: May be allowed. Deemed to be a public use under the LUB.

INTER MUNICIPAL DEV. PLAN: N/A

SUBDIVISION REGULATIONS: Referred to AB Trans. as per section 5 (5)(d). Section 14 & 15 applicable.

MUNICIPAL GOVERNMENT ACT: No conflicts

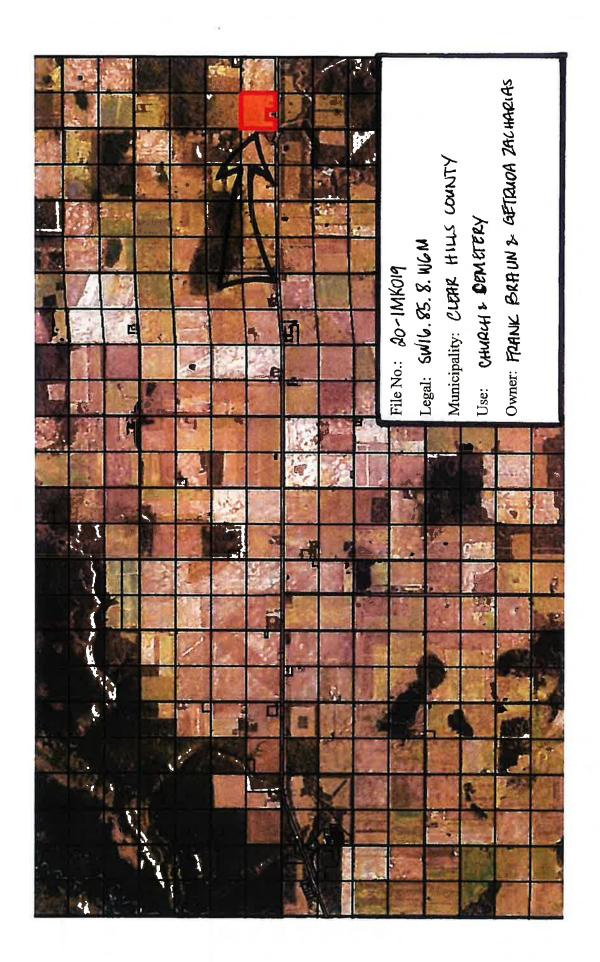
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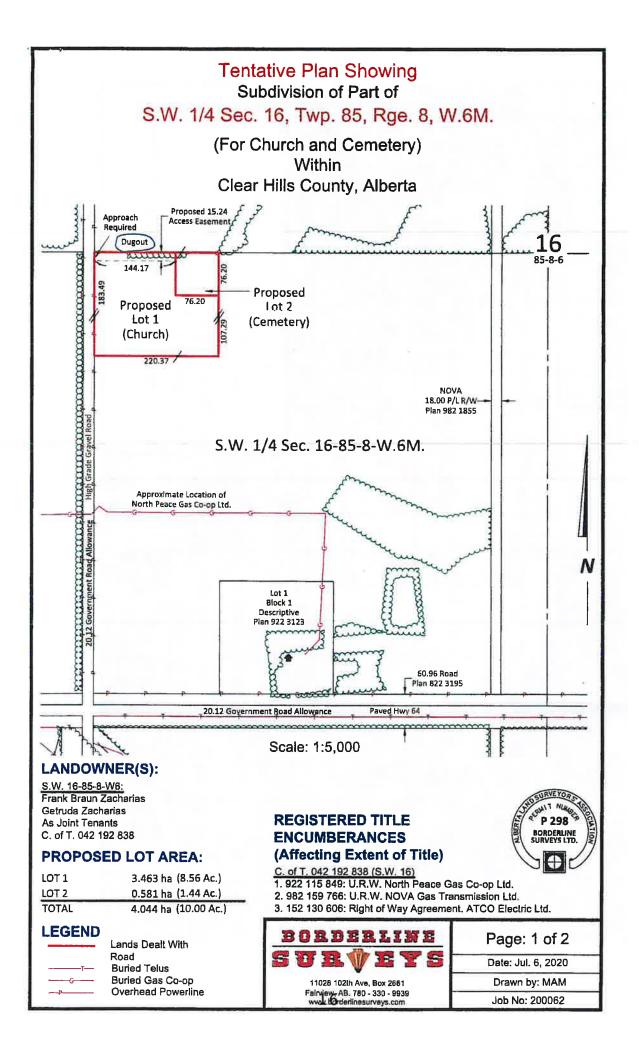
MACKENZIE MUNICIPAL SERVICES AGENCY Box 450 Berwyn AB T0H 0E0 - Phone: 780-338-3862 Fax: 780-338-3811 Email: info@mmsa.ca

FORM 1 APPLICATION FOR SUBDIVISION

FO	R OFFICE USE ONLY le of Receipt for Completed Form: July 29, 2020 File No.: 20-1MKO19 Fee Submitted: \$825
	IS 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 THORIZED TO ACT ON THE REGISTERED OWNERS BEHALF.
1.	Name of registered owner of land to be subdivided Frank Braun Zacharias and Getruda Zacharias (Full Name in Block Capitals) Guil Name in Block Capitals) Address and phone number: Box 42, Cleardale, AB TOH 3Y0 (Frank and Getruda) Jacob Peters 780-835-1335 - applicant
2	Name of agent (person authorized to act on behalf of registered owner), if enty: Address and phone number
3.	LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED All/part of the SV
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
	If "yes", the Highway Is No. Hwy 64the Secondary Road is No. Twp RD 852 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? YesNo X If "yes", state its name: e. Is the proposed parcel within 1.5 killometres (0.932 miles) of a sour gas facility? YesNo XNo X
5	EXISTING AND PROPOSED USE OF LAND TO BE SUSDIVIDED Describe: a. Existing use of the land Agriculture b. Proposed use of the land Cernetary 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) Flat b Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc – sloughs, creeks, etc) Cultivated farmland c Describe the kind of soll on the land (sandy, loam, clay, etc)
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 - none to be moved or demolished.
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. Cistern and Septic Holding Tank
9	REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF Borderline Surveys Ltd./Jason Coates
	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 or subdivision. Address Box 2661, Fairview, AB TOH 1L0 Signature
	Phone No. 780-835-4618/cell 780-330-9939 Daile July 3 2020

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





Tentative Plan Showing Subdivision of Part of S.W. 1/4 Sec. 16, Twp. 85, Rge. 8, W.6M.

(For Church and Cemetery)
Within
Clear Hills County, Alberta



Photo Scale: 1:5,000 Photo : Bing Imagery



BORDERLINE SURVEYS

> 11028 102th Ave, Box 2681 Fairview, AB. 780 - 330 - 9939 www.bo/derlinesurveys.com

Page: 2 of 2

Date: Jul. 6, 2020