

AGENDA
CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION MEETING
September 8, 2020

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, September 8, 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 September 8, 2020* 1

C) ADOPTION OF THE PREVIOUS MINUTES

A. *REGULAR MEETING of August 11, 2020* 2

D) BUSINESS ARISING OUT OF THE MINUTES

E) DELEGATION

F) BY-LAW

G) OLD BUSINESS

H) NEW BUSINESS

A. *DEVELOPMENT PERMIT APPLICATION – Anchor of Life Fellowship* 4

I) CORRESPONDENCE AND INFORMATION

J) CONFIDENTIAL ITEMS

K) ADJOURNMENT

Initials show support - Reviewed by: Development Officer:

Manager:

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 - A. DEVELOPMENT PERMIT APPLICATION – Anchor of Life Fellowship 4*
- I) CORRESPONDENCE AND INFORMATION**
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Initials show support - Reviewed by: Development Officer:
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Manager:

**MINUTES OF CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION
COUNTY COUNCIL CHAMBERS
TUESDAY, August 11, 2020**

PRESENT	Miron Croy Amber Bean Raymond Wetmore Peter Frixel David Janzen	Chair Member Member Deputy Chair Member
ATTENDING	Allan Rowe Audrey Bjorklund Bonnie Morgan	Chief Administrative Officer (CAO) Community Development Manager (CDM) Executive Assistant (EA)
CALL TO ORDER	Chairperson Croy called the meeting to order at 9a.m.	
<u>ACCEPTANCE OF AGENDA</u> M20-20	RESOLUTION by Member Janzen to adopt the agenda governing the August 11, 2020, Municipal Planning Commission Meeting as presented. CARRIED.	
<u>APPROVAL OF MINUTES</u> Previous Regular Meeting Minutes M21-20	RESOLUTION by Member Wetmore to adopt the minutes of the July 14, 2020 Municipal Planning Commission Meeting, as presented. CARRIED.	
<u>NEW BUSINESS</u> Subdivision Referral – Lori Ann Jobson	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).	
M-22-20	RESOLUTION by Chairperson Croy that 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: <ol style="list-style-type: none"> 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. CARRIED.	
Subdivision Referral – Frank & Gertruda Zacharias	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 SW 16-85-8-W6M two parcels, one for building a place of worship, the second for a cemetery, (4.004 hectares – 9.99 acres).	

M23-20

RESOLUTION by Member Janzen that 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, and the second for a cemetery, (4.044 hectares – 9.99 acres) subject to the following conditions:

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. **CARRIED.**

ADJOURNMENT

Chairperson Croy adjourned the August 11, 2020 Municipal Planning Commission Meeting at 9:07 a.m.

DATE

CHAIRPERSON

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	September 8, 2020
Originated By:	Audrey Bjorklund
Title:	DEVELOPMENT PERMIT APPLICATION – ANCHOR OF LIFE FELLOWSHIP
File:	61-02-02

DESCRIPTION:

Development Permit Application W29-20 was received from the Anchor of Life Fellowship for a church on SW 16-85-08-W6M.

BACKGROUND:

- Subdivision application has been started for this parcel. This will be the second and third parcel out as there is already a farmstead separation out of the quarter.
- Application is within 800 meters of a Provincial Highway so the Developer will require a Roadside Development Permit from Alberta Transportation.
- Zoning: Agricultural District 1 (AG1)
- A development permit may only be issued for the Church.
- The proposed cemetery requires the subdivision be completed and title be transferred to the Church. Once that is done the Church must complete the provincial registration process and receive a Final Certificate of Approval for burials to take place.

Note – the Director of Cemeteries MAY require that the Church have an approved development permit before the Final Certificate of Approval is issued.

- The structure will be a moved in building with an addition.
- The group is seeking to move forward before the subdivision is finalized as they need to move a part of the proposed church structure from its current location.

The landowner has signed off on the development permit application.

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.

Initials show support - Reviewed by: Development Officer:

Manager:



RECOMMENDED ACTION:

That the Municipal Planning Commission approves Development Permit Application W29-20 from the Anchor of Life Fellowship for a church on SW 16-85-08-W6M.

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 sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.
6. All required Municipal Land Use Bylaw and Provincial/Federal Regulations to be adhered to.

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

FORM A

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APPLICATION FOR DEVELOPMENT PERMIT

RECEIVED**SEP 02 2020**

FOR ADMINISTRATIVE USE ONLY

APPLICATION NO.:	W 29-20.		
DATE RECEIVED:	Sept 2/20		
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:

- application fee;
- 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>Anchor of Life Fellowship</i>				NAME OF REGISTERED LAND OWNER <i>Frank Letruda Zacharias</i>			
ADDRESS <i>Box 332 Hines Creek AB</i>				ADDRESS <i>Box 42 Cardale AB T0H 3Y0</i>			
POSTAL CODE <i>T0H 2A0</i>	EMAIL			POSTAL CODE <i>T0H 3Y0</i>	EMAIL		
CONTACT NUMBERS				CONTACT NUMBERS			
Home <i>Isaac Peters 780-834-7072</i>				Home <i>780 685 3833</i>			
Business <i>Sarob Peters 780 835-1335</i>				Business			
Cell				Cell <i>780 772 7770</i>			
LAND INFORMATION							
Legal description of proposed development site							
QTR/L.S. <i>SW</i>	SEC. <i>16</i>	TWP. <i>85</i>	RG. <i>08</i>	M. <i>W6</i>	OR	REGISTERED PLAN NO.	BLOCK LOT
Size of the proposed development site:							
LENGTH <i>723</i>	m <i>(ft)</i>	WIDTH <i>601</i>	m <i>(ft)</i>	NUMBER OF HECTARES		OR ACRES <i>10</i>	
Lot type: INTERIOR CORNER THROUGH					LAND USE DISTRICT: <i>AG1.</i>		
Describe the existing use of the land: <i>Field</i>							

APPLICATION FOR DEVELOPMENT PERMIT

FORM A

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DEVELOPMENT INFORMATION							
Describe the proposed use of the land: <i>Church</i>							
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	m	REAR YARD	m	SIDE YARD (1)	m	SIDE YARD (2)	m
<i>240</i>	(ft)	<i>421</i>	(ft)	<i>146</i>	(ft)	<i>351</i>	(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:							
<i>within 800m of</i>		PRIMARY HIGHWAY		SECONDARY HIGHWAY		<i>RR 84</i> RURAL ROAD	
Estimate the Project:							
COMMENCEMENT DATE		COMPLETION DATE		CONSTRUCTION COSTS			
<i>Sept 14/20</i>		<i>Nov 30/20</i>		<i>\$60,000.00</i>			
Attached is							
(a) SITE PLAN		Yes		No		N/A	
(b) FLOOR PLAN		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>18. Aug Sept 1/20</i>	SIGNATURE OF APPLICANT: <i>[Signature]</i>
DATE: <i>Sept 1/20</i> X	SIGNATURE OF REGISTERED LAND OWNER: <i>[Signature]</i>

APPLICATION FOR DEVELOPMENT PERMIT

FORM A

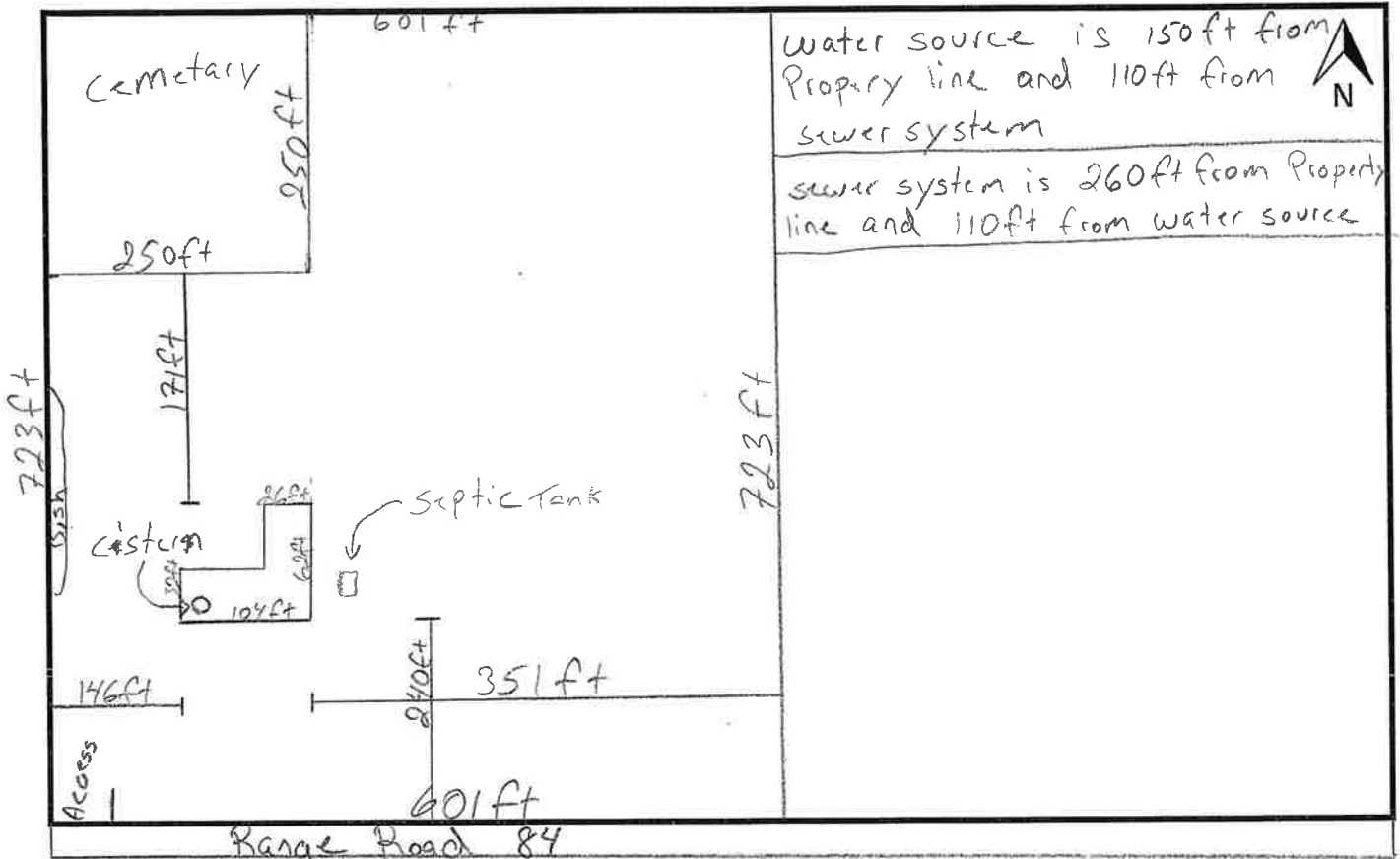
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SITE MAP

LEGAL LAND DESCRIPTION: SW-16-85-08-W6

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

FORM A

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ADDITIONAL INFORMATION REQUIRED

ABANDONED WELLS

If the building/addition is greater than 47m² (505.9 ft²) 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 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) OR A LICENSED PERMITTING AGENCY.

