

AGENDA
CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION MEETING
August 10, 2021

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, August 10, 2021, 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 10, 2021 1*
- C) ADOPTION OF THE PREVIOUS MINUTES**
 - A. REGULAR MEETING of July 13, 2021 2*
- D) BUSINESS ARISING OUT OF THE MINUTES**
- E) DELEGATION**
- F) BY-LAW**
- G) OLD BUSINESS**
- H) NEW BUSINESS**
 - A. DEVELOPMENT PERMIT – Lisa Driedger 4*
- I) CORRESPONDENCE AND INFORMATION**
- J) CONFIDENTIAL ITEMS**
- K) ADJOURNMENT**

Initials show support - Reviewed by: Development Officer:  Manager:
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**MINUTES OF CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION
COUNTY COUNCIL CHAMBERS
TUESDAY, July 13, 2021**

PRESENT	Miron Croy Abe Giesbrecht Raymond Wetmore David Janzen	Chairperson Member Member Deputy Chairperson
ABSENT	Peter Frixel	Member
ATTENDING	Allan Rowe Audrey Bjorklund	Chief Administrative Officer (CAO) Community Development Manager (CDM)
CALL TO ORDER	Chairperson Croy called the meeting to order at 9:00 a.m.	
<u>ACCEPTANCE OF AGENDA</u> M23-21(07/13/21)	RESOLUTION by Deputy Chairperson Janzen to adopt the agenda governing the July 13, 2021, Municipal Planning Commission Meeting. CARRIED.	
<u>APPROVAL OF MINUTES</u> Previous Regular Meeting Minutes M24-21(07/13/21)	RESOLUTION by Member Giesbrecht to adopt the minutes of the June 22, 2021, Municipal Planning Commission Meeting, as presented. CARRIED.	
<u>NEW BUSINESS</u> Development Permit Worsley Reinland Mennonite Church M25-21(07/13/21)	<p>Worsley Reinland Mennonite Church got a development permit in 2019 to develop a Church Expansion at Plan 1821596 Block 1 Lot 2 (SW 14-85-8 W6M), no work has started on the expansion, so that permit has expired, and the Church is applying for a new permit for the church expansion.</p> <p>RESOLUTION by Member Wetmore that the Municipal Planning Commission approves Development Permit Application W16-21 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:</p> <ol style="list-style-type: none"> 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.**

ADJOURNMENT

Chairperson Croy adjourned the July 13, 2021 Municipal Planning Commission Meeting at 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 10, 2021
Originated By:	Audrey Bjorklund
Title:	DEVELOPMENT PERMIT APPLICATION - Lisa Driedger
File:	61-02-02

DESCRIPTION:

Development Permit Application W20-21 was received from Lisa Driedger to place a second a Dwelling – Mobile Home and operate a homebased accounting business at Plan 8720504, Block 1, Lot 1 in the hamlet of Cleardale.

BACKGROUND:

- Zoning: Highway Development District (HD)
- The Open Camp that was on this site has been sold and removed.
- The existing residence was approved as a caretaker residence for the camp, Development Permit W14-19.
- Additional Dwelling units per parcel are at the discretion of the Development Authority (MPC)
 - The parcel is large enough to accommodate both dwellings and meet all setbacks from property lines and adjacent dwellings/structures.
 - The parcel has adequate room to provide parking for the two businesses/dwellings.
 - A family relationship can also be considered when additional dwelling units on a parcel are requested. The developer will be living in the second dwelling and her daughter lives in the existing dwelling.
- The applicant is seeking to operate an accounting business out of the second dwelling, there is a doggy day-care operating out of the first dwelling.
 - There is an existing fence yard/dog run for the dogs on the rear side of the first residence.
 - Tenant provides doggy day-care for up to 5 dogs at a time.
 - Dogs are in the house most of the time.

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:

Initials show support - Reviewed by: Development Officer: 	Manager:
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That the Municipal Planning Commission approves Development Permit Application W20-21 from Lisa Driedger to place a second dwelling (manufactured home) at Plan 8720504, Block 1, Lot 1 to operate a homebased accounting business.

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 to the second dwelling:
 - 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) from street/service road
 - c. Side yard, 6.1m (20 feet)
 - d. Rear yard 6.1m (20 feet)
4. The second dwelling shall be placed no closer than 4.5 meters (15 feet) from the existing dwelling.
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, this includes but is not limited to obtaining electrical, plumbing and gas permits.
6. Dwelling to be connected to the Cleardale water and sewer system, and the cost of connection to be borne by the developer.
7. Signage:
 - a. No more than one sign per dwelling advertising the home occupation.
 - b. Size of sign not to exceed 1.1 square meters (12 square feet) in area.
8. 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
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FORM A

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APPLICATION FOR DEVELOPMENT PERMIT

FOR ADMINISTRATIVE USE ONLY

APPLICATION NO.:	W20-21	
DATE RECEIVED:	July 13/21	
FEES PAID:	YES	NO <u>N/A</u>

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 <u>Lisa Driedger</u>					NAME OF REGISTERED LAND OWNER <u>Sarah Braun</u>				
ADDRESS <u>Box 84 Cleardale</u>					ADDRESS <u>Box 84 Cleardale</u>				
POSTAL CODE <u>T0H 3Y0</u>		EMAIL <u>4807@telus.net</u>			POSTAL CODE <u>T0H 3Y0</u>		EMAIL		
CONTACT NUMBERS					CONTACT NUMBERS				
Home					Home <u>780 685 2205</u>				
Business					Business				
Cell <u>780 841 8223</u>					Cell				
LAND INFORMATION									
Legal description of proposed development site									
QTR/L.S.	SEC.	TWP.	RG.	M.	OR	REGISTERED PLAN NO.	BLOCK	LOT	
						<u>8720504</u>	<u>1</u>	<u>1</u>	
Size of the proposed development site:									
LENGTH <u>165</u> <u>m</u>		WIDTH <u>91.44</u> <u>m</u>		NUMBER OF HECTARES <u>1.5</u>		OR ACRES <u>3.9</u>			
ft		ft							
Lot type: INTERIOR <u>CORNER</u> THROUGH					LAND USE DISTRICT:				
Describe the existing use of the land: <u>Book Keeping, accounting & Doggie Day Care</u>									

APPLICATION FOR DEVELOPMENT PERMIT

FORM A

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DEVELOPMENT INFORMATION			
Describe the proposed use of the land: Book Keeping + accounting + Doggie Day Care.			
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
150	(ft)	250	(ft)
SIDE YARD (1)		m	SIDE YARD (2)
70		(ft)	100
		(ft)	
Off street parking: Size of space 100 ft x 100 ft Number of spaces			
Off street loading: Size of space Number of spaces			
Accessory use:			
PERCENTAGE OF LOT OCCUPIED: 50%	HEIGHT OF ACCESSORY BLDG: 14 feet	SETBACK FROM SIDE LOT LINE:	SETBACK FROM REAR LOT LINE:
The land is adjacent to:			
PRIMARY HIGHWAY		SECONDARY HIGHWAY	RURAL ROAD
Estimate the Project:			
COMMENCEMENT DATE July 30 th '2021	COMPLETION DATE August 15 '2021	CONSTRUCTION COSTS 30,000.00	
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: July 13 '2021	SIGNATURE OF APPLICANT: Lisa		
DATE: July 13 '2021	SIGNATURE OF REGISTERED LAND OWNER: [Signature]		

APPLICATION FOR DEVELOPMENT PERMIT

FORM A

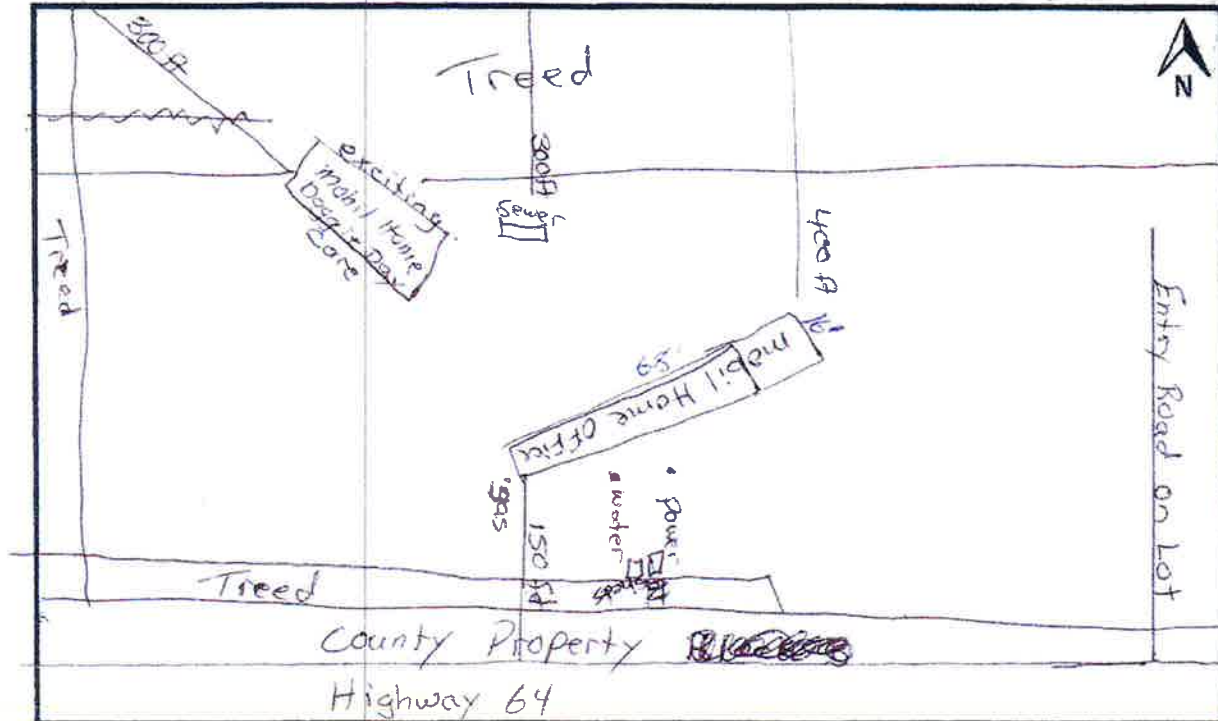
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SITE MAP

LEGAL LAND DESCRIPTION: Plan 8720504 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