AGENDA

CLEAR HILLS COUNTY

MUNICIPAL PLANNING COMMISSION MEETING

November 1, 2022

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, November 1, 2022, at 9:00 a.m. in the Council Chambers, 313 Alberta Avenue, Worsley Alberta.

A) CALL TO ORDER	
B) AGENDA A. REGULAR MEETING of November 1, 2022	1
C) ADOPTION OF THE PREVIOUS MINUTES A. REGULAR MEETING of October 11, 2022	2
D) BUSINESS ARISING OUT OF THE MINUTES	
E) DELEGATION	
F) BY-LAW	
G) OLD BUSINESS	
H) NEW BUSINESS A. SUBDIVISION REFERRAL – J & D Conrad	3
B. DEVELOPMENT PERMIT- W Zacharias	
I) 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, OCTOBER 11, 2022

PRESENT	David Janzen Jason Ruecker Danae Walmsley Abram Giesbrecht	Chairperson Deputy Chairperson Member (telephone) Member
ABSENT	Nathan Stevenson	Member
ATTENDING	Allan Rowe Audrey Bjorklund Shelby Giesbrecht Bonnie Morgan	Chief Administrative Officer (CAO) Community Development Manager (CDM) Corporate Services Clerk (CSC) Executive Assistant (EA)
CALL TO ORDER	Chairperson Janzen call	ed the meeting to order at 9:00 a.m.
ACCEPTANCE OF AGENDA M38-22 (10-11-22)		ber Giesbrecht to adopt the agenda governing , Municipal Planning Commission Meeting, as CARRIED
APPROVAL OF MINUTES Previous Regular Meeting Minutes M39-22 (10-11-22)	RESOLUTION by Cha September 13, 2022, presented.	irperson Janzen to adopt the minutes of the Municipal Planning Commission Meeting, as CARRIED
NEW BUSINESS Subdivision Proposal Abe Peters Friesen	W6M, prior to incurring proposal is to divide this two parcels (east and was to be seen to be with the price of the control of the control of the was to be with the control of the control of the was to be with the control of the control of the was to be with the control of th	support in principle for subdividing SE 24-85-9 ag survey and application costs. Mr. Friesen's quarter section in half from north to south, forming vest) of approximately 80 acres each. One would be agricultural use.
M40-22 (10-11-22)	proposal from the lan	airperson Janzen to support in principle the downer to subdivide SE 24-85-9-W6M into two parcels, with the property line running north and rter creating an east lot and west lot. CARRIED.
<u>ADJOURNMENT</u>	Chairperson Janzen ad Commission Meeting a	djourned the October 11, 2022, Municipal Planning t 9:19 a.m.
	DATE	CHAIRPERSON
	DATE	CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting: Municipal Planning Commission Meeting

Meeting Date: November 1, 2022
Originated By: Audrey Bjorklund

Title: SUBDIVISION PROPOSAL – J Conrad & D Conrad.

File: 61-02-02

DESCRIPTION:

Subdivision referral 22MK034 was received from Mackenzie Municipal Services Agency regarding the application for a farmstead separation, first parcel out subdivision from Joan Therese Conrad & Darin Gordon Conrad for NE 15-84-12-W6M (6.99 hectares – 17.3 acres).

BACKGROUND:

- Zoning: Agricultural District 1 (AG1)
- Road Access:
 - 4 Existing approaches to the balance of the quarter via Twp Rd 843
- Topography: flat
- Servicing: the dugout will be used for water supply while an open discharge system is used for sewage disposal.
- Parcel Size: Proposed parcel size is deemed appropriate for the intended use.

ATTACHMENTS:

Subdivision application

OPTIONS:

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

RECOMMENDED ACTION:

RESOLUTION BYthat the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the farmstead separation, first parcel out subdivision from Joan Therese Conrad & Darin Gordon Conrad for NE 15-84-12-W6M (6.99 hectares – 17.3 acres).

- 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.

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

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

FOR OFFICE USE ONLY Date of Receipt for Completed Form:

THIS 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 AUTHORIZED TO ACT ON THE REGISTERED OWNERS BEHALF.

	Name of registered owner of land to be subdivided: Address and phone number:
	•
	Joan Therese Conrad & Darin Gordon Conrad Bear Canyon, Alberta, T0H 0B0 (Full Name to Block Capitals)
	Name of agent (person authorized to act on behalf of registered owner), if any: Address and phone number:
	Borderline Surveys Ltd/Jason Coates PO Box 43, Clairmont, AB T8X 0T8 (780)538-1955 (Full Name in Block Capitals)
L	LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED:
	All/part of the <u>NE</u> ½ Sec. <u>15</u> TWP <u>84</u> Range <u>12</u> West of <u>6</u> Meridian
	Being all/parts of Lot Block Registered Plan No. C.O.T. No. 222 079 282
	Area of the above parcel of land tobe subdivided 6.99 hectares 17.3 (acres)
	Municipal Address if applicable 122021 Twp. Rd. 843
ď	LOCATION OF LAND TO BE SUBDIVIDED:
	a. The land is situated in the municipality of <u>Clear Hills County</u>
	b. Is the land situated immediately adjacent to the municipal boundary? YesNoX
	If "yes", the adjoining municipality is
	c. Is the land situated within 1.6 kilometres (1.0 miles) of the right-of-way of a highway? YesNo X
	d. If "yes", the Highway is No the Secondary Road is No_TWP 843
	e. 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?
	YesNoXIf 'yes', stale its name:
	f. Is the proposed parcel within 1.5 kilometres (0,932 miles) of a sour gas facility? YesNoX
i.	EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED
	Describe: a Existing use of the land Agriculture
	b. Proposed use of the land Residential / Agriculture
	c. The designated use of the land as classified under a land use bylaw <u>Agriculture</u>
	S. The designated date of the same decision at the constraint of the decision of the same dec
à.	PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)
	a. Describe the nature of the lopography of the land (flat, rolling, sleep, mixed) Flat
	b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc – sloughs, creeks, etc) Brush, Tree
	c. Describe the kind of soil on the land (sandy, loam, clay, etc) Clay
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
_	
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.
	Pumpout to be relocated, Water source is the dugout
9	REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF
	Borderline Surveys Ltd/Jason Coates hereby certify that
	(Fut Name is Slock Capitals)
	I am the registered owner, or
	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 statement of the facts relating to this application for subdivision.
	Address: PO Box 43, Clairmont, AB T8X 0T8 Signature Association
	Phone No.: (780) 538-1955 / Cell (780) 330-9939
	Phone No.: (1700) 333-1333 7 Gen (1700) 335-3333 Date: October 12, 2022

MACKENZIE MUNICIPAL SERVICES AGENCY SUBDIVISION COMMENTS

MUNICIPALITY: Clear Hills County	DATE RECEIVED: October 18, 2022
FILE: 22MK034	EXPIRY DATE: December 20, 2022
LEGAL: NE 15.84.12.W6M	TIME EXTENSION:
APPLICANT/AGENT: Borderline Surveys	
PROPOSAL: The proposal is to subdivide 17 acres from an unsubdivident farmstead. ACREAGE IN TITLE: 160 acres RESERVE REQUIREMENT: N/A PROXIMITY TO URBAN MUNIC: Approximately 11 miles south we PREVIOUS APPLICATIONS: None	

SITE CHARACTERISTICS

C.L.I.: 100% 4s

TOPOGRAPHY: The subject land is described as flat.

EXISTING USE/DEVELOPMENT: The existing development within the proposed subdivision consists of a house, three shops, a quonset, sheds, fuel tanks, a chicken coop, horse shelters and a dug-out. There is a wellsite to the south of the proposed subdivision. There are some treed areas in the southern and western parts of the quarter section while the eastern part of the quarter section is currently under cultivation.

ROAD ACCESS: Access is gained via Township Road 843 to the north. There are existing approaches (4) which provide access to the proposed subdivision.

SERVICING: The dugout will be used for water supply while an open discharge system is used for sewage disposal.

PARCEL SIZE: The parcel size for this subdivision can be appropriate to accommodate related servicing and site characteristics.

LEGISLATION

LAND USE BYLAW: Located in the Agricultural District -1 (AG-1). The minimum and maximum parcel sizes for a farmstead separation are 3 acres and 10 acres, respectively. In the case of parcels larger than the permitted parcel size, the approval is at the discretion of the Development Authority, based on the need to accommodate related farm buildings, improvements, existing and proposed services and site characteristics.

MUNICIPAL DEVELOPMENT PLAN: May be allowed.

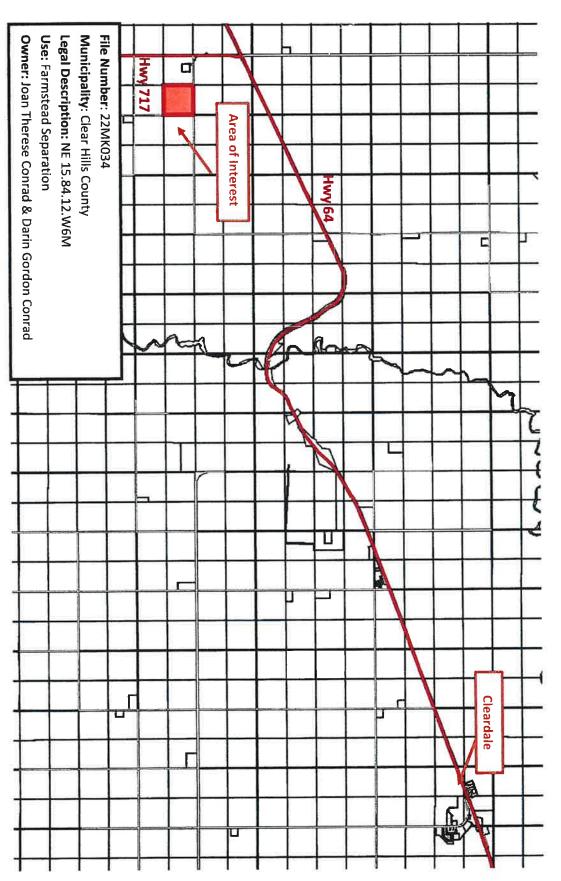
INTER MUNICIPAL DEV. PLAN: N/A

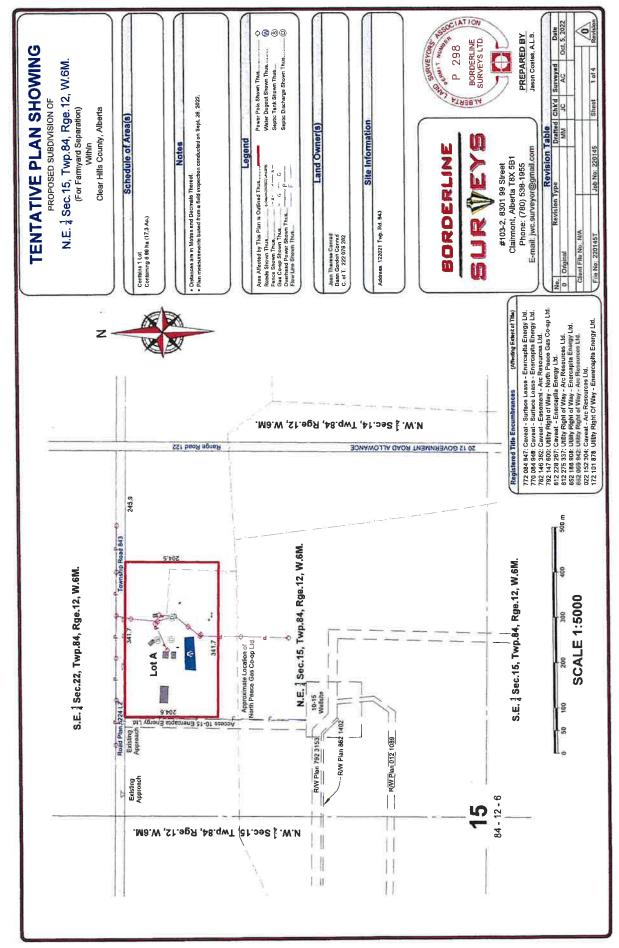
MATTERS RELATED TO SUBDIVISION AND DEVLEOPMENT REGULATION: Section 18 may apply. Referred to Alberta Transportation for comments/feedback.

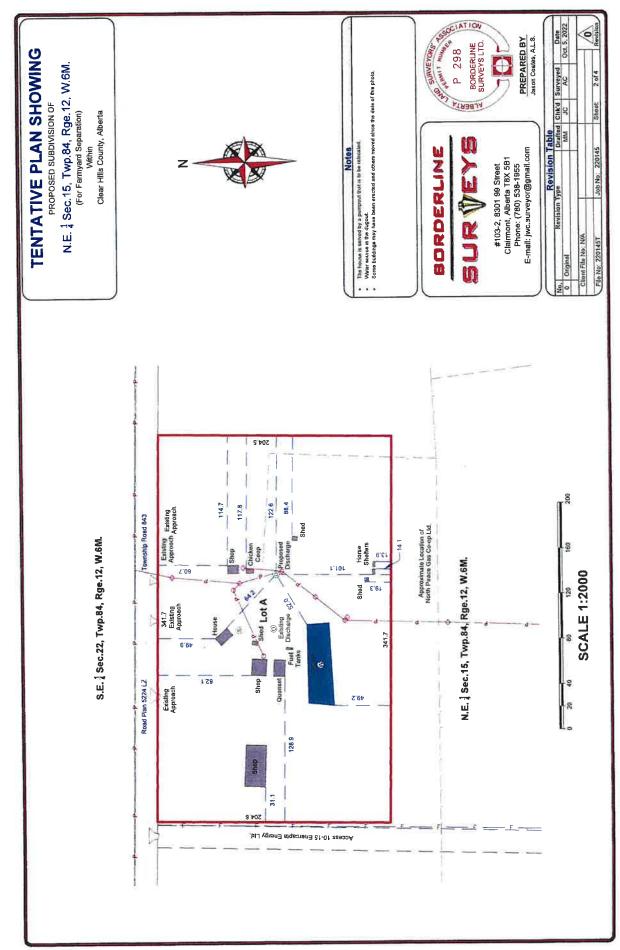
MUNICIPAL GOVERNMENT ACT: No conflicts.

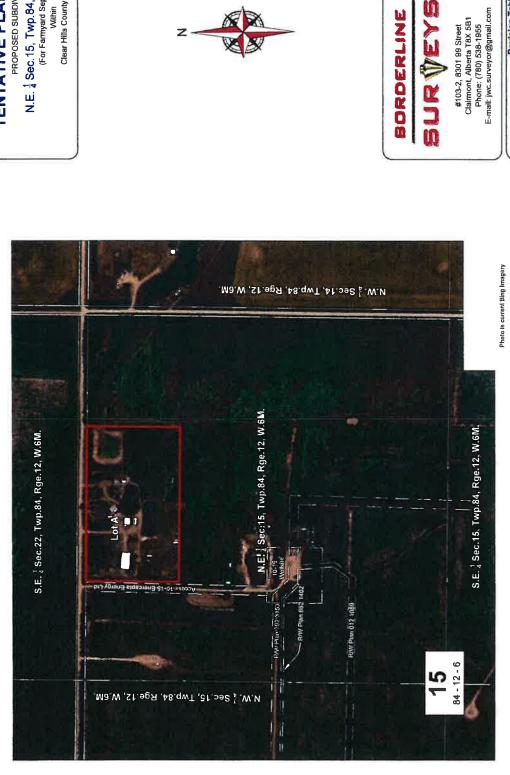
(These comments are subject to change based on additional information that may be received).

LOCATION MAP









TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF

N.E. 4 Sec.15, Twp.84, Rge.12, W.6M. (For Farmyard Separation)
Within
Clear Hills County, Alberta





#103-2, 8301 89 Street Clairmont, Alberta TBX 5B1 Phone: (780) 538-1955 E-mail: jwc.surveyor@gmail.com

BORDERLINE SURVEYS LTD. P 298

ED BY	- Mercel and	Date	Oct. 5, 2022
PREPARED BY Jason Coates, A.L.S.		Surveyed	AC
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PROPOSED SUBDIVISION OF

N.E. ½ Sec.15, Twp.84, Rge.12, W.6M. (For Farmyard Separation)
Within Clear Hills County, Alberta

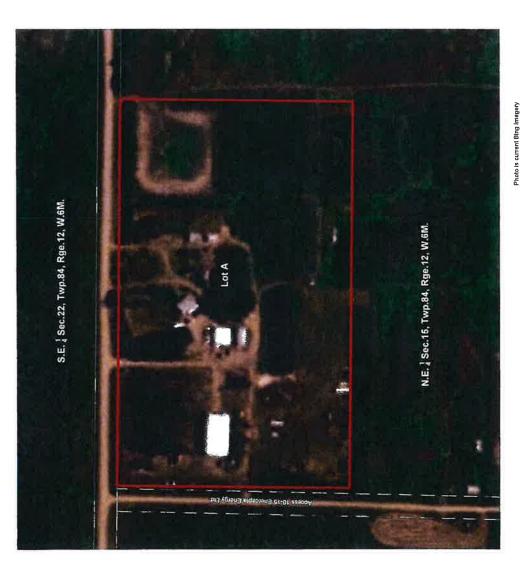




#103-2, 8301 99 Street Clairmont, Alberta T8X 591 Phone: (780) 538-1955 E-mail: jwc.surveyor@gmail.com

PREPARED BY
Jason Coates, A.L.S.

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Clear Hills County

Request For Decision (RFD)

Meeting: Municipal Planning Commission Meeting

Meeting Date: October 12, 2021
Originated By: Audrey Biorklund

Title: DEVELOPMENT PERMIT APPLICATION – WILLIAM ZACHARIAS

File: 61-02-02

DESCRIPTION

Development Permit Application W32-22 was received from William Zacharias to set up a 14'x64' manufactured home as a replacement Third Dwelling on SW 17-85-7-W6M.

BACKGROUND:

- Zoning: Agricultural (AG1)
- The landowners have signed the Development Permit application.
- Section 8.7(3) –Third 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.
- The dwelling will be serviced with existing dugout and septic tank with open discharge.
- Development approval from Alberta Transportation has been received.

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 Abraham Peters to construct a Second Dwelling - Bunkhouse 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. Minimum spacing from existing dwellings shall be not less than 4.5 meters (15 feet). Any additions or attachments shall be regarded as part of the residence for spacing purposes.

Initials show support	Reviewed by: Development Officer:	Manager:

- 4. 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.
- 5. Water Supply Setbacks, Dugout:
 - a. Minimum distance from dwelling 45 m (150 ft) or dugout fence for safety.
- 6. Sewage Setbacks, Septic Tank and Discharge:
 - a. Minimum distance from dwelling 1.0 m (3.25 ft)
 - b. Minimum distance between dugout and septic tank 9.14 m (30 ft).
 - c. Minimum distance from discharge to dwelling is 45.72 m (150 ft),
 - d. Minimum distance from discharge to dugout is 45.72 m (150 ft).
- 7. Sewage disposal system must comply with the Alberta Private Sewage Treatment and Disposal Regulations.
- 8. 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.
- 9. 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

APPLICATION FOR DEVELOPMENT PERMIT

FORM A

Page 1

Fax: 780-685-3960 Email: info@clearhillscounty.ab.ca

RECEIVED
0CT 19 2022

APPLICATION NO.: W\$2-22.

DATE RECEIVED: Oct 19/22

FEES PAID: YES NO (N/A)

FOR ADMINISTRATIVE USE ONLY

CLEAR MILES COUNTY

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.).

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NAME OF APP					NAME O	REGISTERED LAND OW	NER		
ADDRESS	am Z	acha	rias		Cornelius J Wolfe				
116 C	learc	lale	AB		Bo	× 145 W	orgley	B	
The second second	3Y0	MAIL				1-300			
CONTACT NU	MBERS		W.		CONTAC	TNUMBERS			
Home			8-		Home]	180-685-22	.74		
Business			¥.4		Business	ď			
Cell 780	- 712	-7488	ζ		Cell 7	80-834-62	49		
LAND INFO			被导致的					2 3 2 O. A.	
Legal descript	tion of propos	ed developm	nent site						
QTR/L.S.	SEC.	TWP.	RG.	M.	OR	REGISTERED PLAN NO.	BLOCK	LOT	
5W-17	85-7	47	W-6						
Size of the pr	oposed devel	opment site:			SOMHIN-				
LENGTH	4	m WIDTH		m	NUM	BER OF HECTARES	OR ACRES		
		ft		ft		N			
Lot type:	ITERIOR	CORNER		THROUG	н	LAND USE DISTRICT	:	3	
Describe the	existing use o	f the land:							
						(8)			
						Ti .			

APPLICATION FOR DEVELOPMENT PERMIT

FORM A

Page 2

DEVELOPMENT INFORMAT	ON PAG	CACO E	w in the			12 76	Partie 1	A Maria Maria
Describe the proposed use of t	he land:	replac	cement	3rd	d d	welling	in ya	rdsite
Yard :	site				10			
Check (✓) any proposed use(s)	not identi	ified above	9;					
Dwelling unit(s)	5	Access	ory structu	ıre(s) / use(s	}		Home Occ	upation(s)
Sign(s)		Comm	ercial or in	dustrial stru	cture(s	s) / use(s)		
Other (specify)								
Indicate the proposed setback	from the p	property li	ne:					
FRONT YARD m	REAR YAS	RD	ITT	SIDE YARD	(1)	m	SIDE YARD (2)	
ft	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		ft			ft		ft
Off street parking: Size	of space			. Nu	ımber	of spaces		
Off street loading: Size	of space			Nı	ımber	of spaces	×1	
Accessory use:								
PERCENTAGE OF LOT OCCUPIED:	HEIGHT	OF ACCESS	SORY BLDG	: SETBAC	K FRON	VI SIDE LOT	SETBACK F	ROM REAR
The land is adjacent to:	PRIN	1ARY HIGH	WAY	SE	COND	ARY HIGHWA	Y F	LURAL ROAD
Estimate the Project:)(*							
COMMENCEMENT DATE		COMPLE	TAO NOIT	É	*	CONSTRUC	CTION COSTS	
Attached is								
1		×		2000				19
(a) SITE PLAN Yes		No	N/A	(b) FLOOR	PLAN	Yes	No	N/A
DECLARATION		764.54	NA MAGNI					
I/WE hereby declare that t	he above	informati	ion is, to t	he best of	ny/ou	r knowledge	, factual and	correct.
DATE: Oct. 17/22	\$16	SNATURE (OF APPLICA	ANT: 2	1:06	2 3 de		
DATE: Oct. 17/22	SIG	SNATURE (OF REGISTE	ERED LAND	WNER	: 4/		i i
				(* S	d.	11		

Rival Address 74062 Awy 64. Need A&B tos.

FORM A

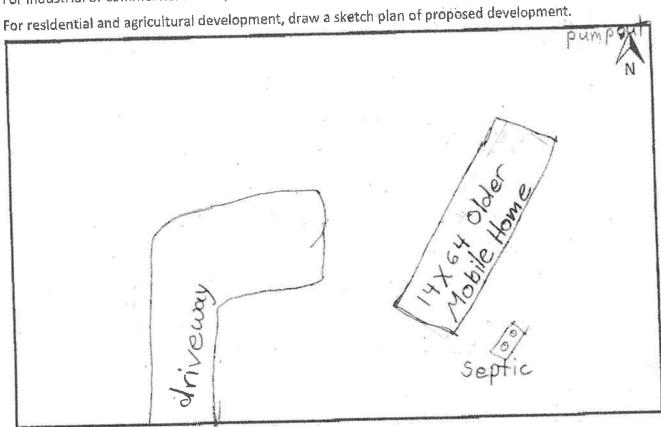
APPLICATION FOR DEVELOPMENT PERMIT

Page 3

SITE MAP

LEGAL LAND DESCRIPTION: 5 W-17-85-7-W6

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



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

6#2G	Indicate the tangents and the second
	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	
1		DUGOUT	
		WELL	
		CISTERN & HAULING	
		COUNTY SERVICE	
		OTHER (Please specify)	

Existing	Proposed	TYPE OF SEWAGE DISPOSAL		
1		OPEN DISCHARGE/SEPTIC TANK		
	1	SUB-SURFACE DISPOSAL/SEPTIC TANK		
		ABOVE GROUND/SEPTIC TANK		
		SEWAGE LAGOON		
	 	OUTDOOR PRIVY		
		COUNTY SERVICE		
		OTHER (Please Specify)		
		2 5 E		

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.

Development Permit Application

William Zacharias/Cornelius Wolfe

SW 17-85-7-W6M

Access Hwy 64

N↑



FORM A

07/08

PAGE

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RELOCATED BUILDINGS

APPLICATION FOR

DEVELOPMENT PERMIT

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.

Colour photographs of the building(s)						
Canadian Safety	nadian Safety Association Identification Number (CSA)					
Present location	of the building	r e				
			· · · · · · · · · · · · · · · · · · ·	it.		
¥:		2	1.			
Proposed reloca	tion route			*		
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	1					

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.