AGENDA

CLEAR HILLS COUNTY

MUNICIPAL PLANNING COMMISSION MEETING

February 14, 2023

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, February 14, 2023, at 9:00 a.m. in the Council Chambers, 313 Alberta Avenue, Worsley Alberta.

A)	CALL TO ORDER
B)	AGENDA A. REGULAR MEETING of February 14, 2023
C)	ADOPTION OF THE PREVIOUS MINUTES A. REGULAR MEETING of January 24, 2023
D)	BUSINESS ARISING OUT OF THE MINUTES
E)	DELEGATION
F)	BY-LAW
G)	OLD BUSINESS
H)	NEW BUSINESS A. DEVELOPMENT PERMIT- C & A Wolfe, B & K Wolfe
	B. SUBDIVISION REFFERAL W & J Driedger
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, JANUARY 24, 2023

PRESENT

David Janzen

Member

Jason Ruecker

Member

Danae Walmsley

Chairperson

Abram Giesbrecht

Deputy Chairperson

ABSENT

Nathan Stevenson

Member

ATTENDING

Allan Rowe

Chief Administrative Officer (CAO)

Audrey Bjorklund

Community Development Manager (CDM)

Shelby Giesbrecht

Corporate Services Clerk (CSC) Executive Assistant (EA)

Bonnie Morgan

Chairperson Walmsley called the meeting to order at 9:00 a.m.

CALL TO ORDER

ACCEPTANCE OF

AGENDA

M05-23 (01-24-23)

RESOLUTION by Member Janzen to adopt the agenda governing the January 24, 2023, Municipal Planning Commission Meeting, as presented. CARRIED.

APPROVAL OF MINUTES

Previous Regular Meeting Minutes M06-23 (01-24-23)

RESOLUTION by Deputy Chair Giesbrecht to adopt the minutes of the January 10, 2023, Municipal Planning Commission Meeting, as presented. CARRIED.

NEW BUSINESS
Development Permit
Application
Jacob Wolfe

Development Permit Application W01-23 was received from Jacob Wolfe to set up a third dwelling yard site on SE-20-85-8-W6.

Member Ruecker entered the meeting at 9:02 a.m.

M07-23 (01-24-23)

RESOLUTION by Member Janzen that the Municipal Planning Commission approves Development Permit Application W01-23 that was received from Jacob Wolfe to set up a Third Dwelling yard site on SE 20-85-8-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)

MUNICIPAL PLANNING COMMISSION TUESDAY, JANUARY 24, 2023

- 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.
- 4. Water Supply Setbacks, Dugout:
 - a) Minimum distance from dwelling 45 m (150 ft) or dugout fence for safety.
- 5. 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 any dwelling is 45.72 m (150 ft).
 - d) Minimum distance from discharge to dugout is 45.72 m (150 ft).
- 6. Sewage disposal system must comply with the Alberta Private Sewage Treatment and Disposal Regulations.
- 7. 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.
 - 8. All required Municipal Land Use Bylaw and Provincial/Federal Regulations to be adhered to. CARRIED.

Development Permit Application David Thompson Bible Camp

Development Permit Application W02-23 was received from David Thompson Bible Camp to build a new dining room and kitchen facility on or close to present site of dining room and kitchen facility, within plan 1320248 block 1 lot 1.

M08-23 (01-24-23)

RESOLUTION by Chairperson Walmsley that the Municipal Planning Commission approves Development Permit Application W02-23 that was received from David Thompson Bible Camp to build a new dining room and kitchen facility on Plan 1320248 Block 1 Lot 1, 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)
 - d) Creek setbacks to be adhered to as per the Land Use Bylaw
- 3. Minimum spacing from existing buildings 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.

MUNICIPAL PLANNING COMMISSION TUESDAY, JANUARY 24, 2023

Page 3 of 3

- 4. Water Supply Setbacks, Dugout:
 - a) Minimum distance from building 45 m (150 ft) or dugout fence for safety.
 - b) Minimum distance from road right of way (front yard) 40.8 m (134 ft)
 - c) Minimum distance from other property lines (side & rear yards) 15.24 m (50 ft).
- 4. Water Supply Setbacks, Cistern
 - a) Minimum distance from road right of way (Front yard) 40.8 m (134 ft).
 - b) Minimum distance from other property lines (side & rear vards) 15.24 m (50 ft).
- 5. Sewage Setbacks, Septic Tank and Discharge:
 - a) Minimum distance from building 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 any building is 45.72 m (150 ft).
 - d) Minimum distance from discharge to dugout is 45.72 m (150 ft).
- 6. Sewage disposal system must comply with the Alberta Private Sewage Treatment and Disposal Regulations.
- 7. 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.
 - 8. All required Municipal Land Use Bylaw and Provincial/Federal Regulations to be adhered to. CARRIED.

AD.	JOL	JRI	NΝ	EΝ	IT

Chairperson Walmsley adjourned the January 24, 2023, Municipal Planning Commission Meeting at 9:21 a.m.

DATE	CHAIRPERSON
DATE	CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:

Municipal Planning Commission Meeting

Meeting Date: Originated By:

February 14, 2023 Shelby Giesbrecht

Title:

DEVELOPMENT PERMIT APPLICATION - CORNELIUS & ANNA WOLFE,

BENJAMIN & KATHARINA WOLFE

File:

61-02-02

DESCRIPTION:

Development Permit Application W04-23 was received from Cornelius & Anna Wolfe and Benjamin & Katharina Wolfe to set up a first and second dwelling and yard sites on the 20 acre parcel (Lot 1 Block 1 Plan 2121608) in SE-20-85-7-W6.

BACKGROUND:

- The owners have already set up both dwellings and have filed this application after this was done.
- Zoning: Agricultural (AG1)
- Section 8.7(3) Additional 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 dwellings are serviced with existing dugout and sewage lagoon.
- The landowners have signed 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.

RECOMMENDED ACTION:

That the Municipal Planning Commission approves Development Permit Application W04-23 from Cornelius & Anna Wolfe and Benjamin & Katharina Wolfe to construct a first and second dwelling and yard sites on Lot 1 Block 1 Plan 2121608 in SE-20-85-7-W6, 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 dwellings to the property lines:
 - a. Front yard, 40.8m (134 feet)
 - b. Side yard, 15.2m (50 feet)
 - c. Rear yard, 15.2m (50 feet)

Initials show support - Reviewed by: Development Officer:

Manager:

aby.

- 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.
- 4. Water Supply Setbacks, Dugout:
 - a. Minimum distance from dwelling 45 m (150 ft) or dugout fence for safety.
- 5. Sewage Setbacks, Sewage Lagoon:
 - a. Minimum distance from a dwelling 45 m (148 ft)
 - b. Minimum distance from water feature or source 90 m (295 ft).
 - c. Minimum distance from a property line 30.5 m (100 ft).
- 6. Sewage disposal system must comply with the Alberta Private Sewage Treatment and Disposal Regulations.
- 7. 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.
- 8. All required Municipal Land Use Bylaw and Provincial/Federal Regulations to be adhered to.

Manager: abj

FORM A

Page 1



CLEAR HILLS COUNTY
Box 240
Worsley AB T0H 3W0

Telephone: 780-685-3925

Fax: 780-685-3960

Email: info@clearhillscounty.ab.ca

APPLICATION FOR DEVELOPMENT PERMIT

FOR ADMINISTRATIVE USE ONLY

APPLICATION				
DATE RECEIVE	ED: Jan	26/	23	
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:

- (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						IF DIFFERENT		M APPLICA	ANT
NAME OF APPLICANT				NAME OF REGISTERED LAND OWNER					
Cornelius Anna Benjamin x Katharina ADDRESS Cleardale, AB				Cornel ADDRESS	us dA	nna Bonj Wolfe.	amı	n 2 Ka	Harina
Box 207	BOX 111								
	MAIL			POSTAL	CODE	EMAIL			
TOH-340				CONTAC	T NILLN 4D C	DC.			
CONTACT NUMBERS				CONTAC	T NUMBE	RS			
Home				Home					
Business				Business					
Cell 780 - 834 - 69/8	780.034	-6475		Cell					
LAND INFORMATION	,00 601	. 0 / 10							
Legal description of propo	sed developme	ent site							
QTR/L.S. SEC.	TWP.	RG.	M.	OR	REGISTE	RED PLAN NO.		BLOCK	LOT
SE 20	85	7	W6		212	1608		<u>l'</u>	
Size of the proposed deve	lopment site:	neu		1					
LENGTH 400	m WIDTH	204	m	NUM	BER OF H	ECTARES	595355	ACRES	
	ft		ft				2	0	
Lot type: INTERIOR	CORNER		THROUGH	l	LAND	USE DISTRICT:			
Describe the existing use o	of the land:	Vards	site :	t	4			1	

FORM A

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APPLICATION FOR DEVELOPMENT PERMIT

DEVELOPMENT INFORMATION	ON					
Describe the proposed use of the	ie land:					
Check () any proposed use(s)	cond not identifi	dwelling ed above:	10			
Dwelling unit(s)		Accessory structure	e(s) / use(s)		Home Occupatio	n(s)
Sign(s)		Commercial or ind	ustrial structure(s) /	use(s)		
Other (specify)						
Indicate the proposed setback t	rom the pr	operty line:	_			
FRONT YARD m	REAR YAR		SIDE YARD (1)	m	SIDE YARD (2)	m
ft		ft		ft		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 O	F ACCESSORY BLDG:	SETBACK FROM LINE:	SIDE LOT	SETBACK FROM LOT LINE:	1 REAR
The land is adjacent to:	PRIMA	ARY HIGHWAY	SECONDAR'	Y HIGHWAY	RURAL	ROAD
Estimate the Project:						
COMMENCEMENT DATE		COMPLETION DATE		CONSTRUC	TION COSTS	
Attack adia				*		
Attached is						
(a) SITE PLAN Yes	1	No N/A	(b) FLOOR PLAN	Yes	No	N/A
DECLARATION						
I/WE hereby declare that th	e above in	formation is, to the	e best of my/our k	nowledge, f	actual and correc	ct
DATE: Jan. 26 22	3 SIGI	NATURE OF APPLICAN	IT: Denjamin	& leh	offe	20
DATE: Jan. 26 20 DATE: Jan 26 2		NATURE OF REGISTER			n & Wolf	1

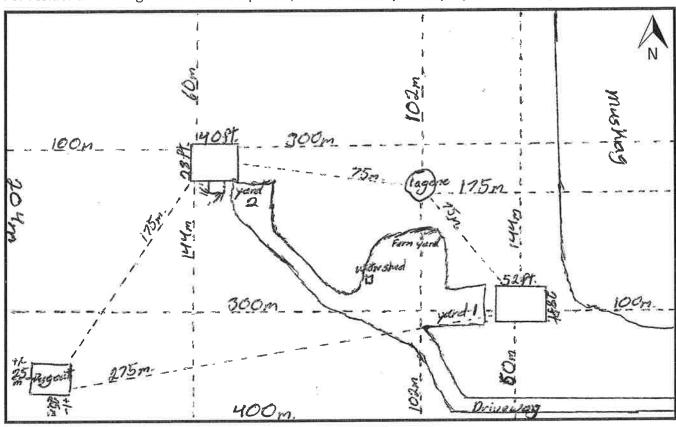
APPLICATION FOR DEVELOPMENT PERMIT

SITE MAP

LEGAL LAND DESCRIPTION:	SE	20	85	7	WE		

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

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
V	20	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
V		SEWAGE LAGOON
		OUTDOOR PRIVY
		COUNTY SERVICE
A)		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.

Clear Hills County

Request For Decision (RFD)

Meeting: Municipal Planning Commission Meeting

Meeting Date: February 14, 2023
Originated By: Shelby Giesbrecht

Title: SUBDIVISION REFERRAL –WILLIAM & JUSTINA DRIEDGER.

File: 61-02-02

DESCRIPTION:

Subdivision referral 23MK002 was received from Mackenzie Municipal Services Agency regarding the application for subdividing 10 acres from the existing parcel (Lot 1 Block 1 Plan 0928286) for country residential use.

BACKGROUND:

Zoning: Country Residential District-1 (CR-1)

- Road Access:
 - Existing approach to the balance via Highway 64
 - Approach to proposed subdivision via existing approach to RGE RD 103
- Topography: flat
- The proposed subdivision is largely cultivated with some treed area along the southern boundary. The remainder of the lot contains a farmstead.
- Parcel Size: Proposed parcel size may be deemed appropriate for the intended use.
- The quarter section is severed by Highway 64 and the proposed lot has just been rezoned as Country Residential.

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 country residential separation from William & Justina Driedger (Lot 1 Block 1 Plan 0928286), 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.

Initials show support - Reviewed by: Development Officer:

Manager: Abj

MACKENZIE MUNICIPAL SERVICES AGENCY SUBDIVISION COMMENTS

MUNICIPALI	ITY:	Clear Hills County	DATE RECEIVED: February 3, 2023
FILE:	23MK002		EXPIRY DATE: April 7, 2023
LEGAL:	LOT 1 BLC	OCK 1 PLAN 0928286	TIME EXTENSION:
APPLICANT/	'AGENT:	Borderline Surveys Ltd	

PROPOSAL: The proposal is to subdivide 10 acres from the existing parcel for a country residential use.

ACREAGE IN TITLE: 65.01 acres

RESERVE REQUIREMENT: Reserve may be required, subject to the reserve policies of the County's MDP.

PROXIMITY TO URBAN MUNIC: Approximately 1.75 km west of Cleardale

PREVIOUS APPLICATIONS: N/A

SITE CHARACTERISTICS

C.L.l.: 75% 4t 25% 0

TOPOGRAPHY: The subject land is described as flat.

EXISTING USE/DEVELOPMENT: The proposed lot is largely cultivated with no development, except an existing dilapidated corral located on the southwest portion. There is a treed area along the southern boundary of the proposed lot. The remainder of the lot contains a farmstead and some treed areas. The quarter section is severed by Highway 46, which abuts the southern boundary of the existing parcel. The parcel is subject to three registered instruments, including two utility right of ways.

ROAD ACCESS: Access to the proposed lot is gained via an existing approach linked to Range Road 103 at the east. The balance contains an existing approach via Highway 46 to the south.

SERVICING: There is currently no servicing onsite. The lot is proposed to be serviced with cistern and haulage for water supply and an open discharge septic tank for the sewage disposal system. The proposed sewage disposal system will need to comply with current regulations at the time of development.

PARCEL SIZE: The proposed parcel size may be deemed appropriate for the intended use.

LEGISLATION

LAND USE BYLAW: The proposed lot has been redistricted from Agricultural - 1 (AG-1) District to Country Residential District-1 (CR-1), to allow for additional residential subdivision on the quarter section, which is not allowed under the AG-1 District due to the parcel density regulations. The maximum parcel size for country residential lots with onsite servicing in the CR-1 District is 5 acres. However, parcels larger than the permitted size may be approved at the discretion of the Development Authority (see section 10.6(3)).

MUNICIPAL DEVELOPMENT PLAN: May be allowed.

INTER MUNICIPAL DEV. PLAN: N/A

MATTERS RELATED TO SUBDIVISION AND DEVLEOPMENT REGULATION: Sections 7(6)(d) applies. Application will be referred to Alberta Transportation and Economic Corridors for comments.

MUNICIPAL GOVERNMENT ACT: No conflicts.

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

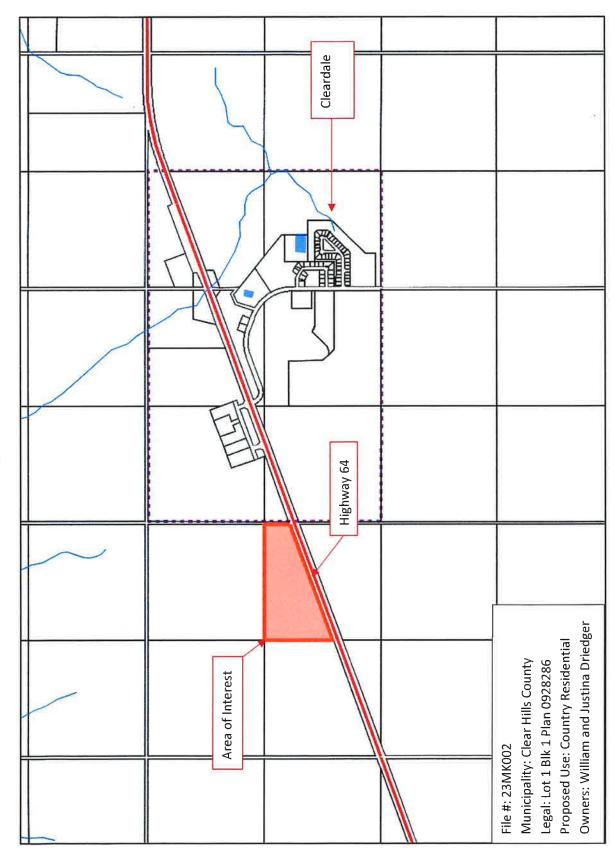
MACKENZIE MUNICIPAL SERVICES AGENCY Box 450 Berwyn AB T0H 0E0 - Phone: 780-338-3862 Fax: 780-338-3811 Email: info@mmsa.ca

FORM 1

APPLICATION FOR SUBDIVISION

Municipal Address if applicable 103024 Highway 64 LOCATION OF LAND TO BE SUBDIVIDED: a. The land is situated in the municipality of Clear Hill b. Is the land situated immediately adjacent to the munic If "yes", the adjoining municipality is c. Is the land situated within 1.6 kilometres (1.0 miles) of If "yes", the Highway is No. 64 d. Does the proposed parcel contain or is it bounded by Yes No. X If "y e. Is the proposed parcel within 1.5 kilometres (0.932 miles) EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED Describe: a. Existing use of the land C. The designated use of the land as classified under a land c. The designated use of the land as classified under a land c. The designated use of the land as classified under a land c. Describe the nature of the topography of the land (flat b. Describe the nature of the vegetation and water on the c. Describe the kind of soil on the land (sandy, loam, classified under a land to the land and whether the proposed subdivision is to be served by other than a water of the proposed subdivision is to be served by other than a water of the proposed subdivision is to be served by other than a water of the land surveys Ltd/Jason Coates I am the registered owner, or I am the registered owner, or	File No 23MK002	Fee Submitted: \$72	25
Name of registered owner of land to be subdivided: (Full Name in Block Capitals) Name of agent (person authorized to act on behalf of registered ow Borderline Surveys Ltd/Jason Coate (Full Name in Block Capitals) LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED All/part of the	LE BY THE REGISTERED OWNER OF	THE LAND THAT IS THE SUBJECT OF THE APPLIC	ATION OR BY A PERSO
Name of agent (person authorized to act on behalf of registered ow Borderline Surveys Ltd/Jason Coate (Full Name in Block Capitals) LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED All/part of the		14	
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Municipal Address if applicable 103024 Highway 64 LOCATION OF LAND TO BE SUBDIVIDED: a. The land is situated in the municipality of Clear Hill b. Is the land situated immediately adjacent to the munic If "yes", the adjoining municipality is	Registered Plan No. 092 8286	C.O.T. No. 102 244 889	
LOCATION OF LAND TO BE SUBDIVIDED: a. The land is situated in the municipality of Clear Hill b. Is the land situated immediately adjacent to the munic If "yes", the adjoining municipality is	hectares 10.0	_(acres).	
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If "yes", the adjoining municipality is	×		
c. Is the land situated within 1.6 kilometres (1.0 miles) of If "yes", the Highway is No_64 d. Does the proposed parcel contain or is it bounded by Yes			
If "yes", the Highway is No_64 d. Does the proposed parcel contain or is it bounded by Yes			
d. Does the proposed parcel contain or is it bounded by Yes			
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Describe: a Existing use of the land Agricultural b Proposed use of the land c The designated use of the land as classified under a land land land land land land land la	es) of a sour gas facility? Yes	NoX	
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I am the asset a theoret to act == Labolf			
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 s	alement of the facts relating to this application for subc	fivision
Address PO Box 43, Clairmont, AB T8X 0	T8 Signature	- Hason Conti	- +

LOCATION MAP



TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF Plan 092 8286, Block 1, Lot 1

S.E. ¹/₄ Sec. 9, Twp. 85, Rge. 10, W.6M. For New Parcel Within Clear Hills County, Alberta

N.E. 3 Sec.9, Twp.85, Rge.10, W.6M.







#103-2, 8301 99 Street Clairmont, Alberta TBX 5B1 Phone: (780) 538-1955 E-mail: jwc.surveyor@gmail.com

BORDERLINE SURVEYS LTD. P 298

PREPARED BY Jason Coates, A.L.S.

	Revision Table	anne			
	Revision Type	Drafted	Chkd	Drafted Chk'd Surveyed	Date
0 Original		MM	S,	20	Nov. 8, 2022
Client File No. WA					<
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File No: 2201797	Job No: 220178	78	Sheet:	Sheet: 4 of 4	Revision



Photo is current Bing Imagery

S.E. ‡ Sec.9, Twp.85, Rge.10, W.6W

