

AGENDA
CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION MEETING
MAY 16, 2023

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, May 16, 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 May 16, 2023*..... 1
- C) ADOPTION OF THE PREVIOUS MINUTES**
 - A. *REGULAR MEETING of April 25, 2023* 2
- D) BUSINESS ARISING OUT OF THE MINUTES**
- E) DELEGATION**
- F) BY-LAW**
- G) OLD BUSINESS**
- H) NEW BUSINESS**
 - A. *DEVELOPMENT PERMIT- WORSLEY BAPTIST CHURCH*..... 4
- 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, APRIL 25, 2023**

PRESENT

David Janzen	Member
Jason Ruecker	Member
Danae Walmsley	Chairperson
Abram Giesbrecht	Deputy Chairperson
Nathan Stevenson	Member

ABSENT

ATTENDING

Allan Rowe	Chief Administrative Officer (CAO)
Shelby Giesbrecht	Corporate Services Clerk (CSC)
Bonnie Morgan	Executive Assistant (EA)

CALL TO ORDER

Deputy Chair Giesbrecht called the meeting to order at 9:00 a.m.

**ACCEPTANCE OF
AGENDA**

M16-23 (04-25-23)

RESOLUTION by Chair Walmsley to adopt the agenda governing the April 25, 2023, Municipal Planning Commission Meeting, as presented. CARRIED.

**APPROVAL OF
MINUTES**

Previous Regular
Meeting Minutes

M17-23 (04-25-23)

RESOLUTION by Member Janzen to adopt the minutes of the April 11, 2023, Municipal Planning Commission Meeting, as presented. CARRIED.

NEW BUSINESS

Development
Application
H & A Banman

Development Permit Application W17-23 was received to reinstall a fence around a residential property in the hamlet of Worsley. This is being brought to the MPC because the applicants are requesting a variance to install a two-meter fence past the front of the dwelling on the side yards of the property.

M18-23 (04-25-23)

RESOLUTION by Member Janzen that the Municipal Planning Commission approves Development Permit Application W17-23 from Heinrich and Annie Banman to construct a fence around Plan 1444KS Block 4 Lots 6 & 7, with a side yard variance allowing a two meter high side fence to extend past the front of the residence to the municipal sidewalk; the fence on the west side of the property (front yard) to be a maximum of one meter high.

CARRIED.

ADJOURNMENT

Deputy Chair Giesbrecht adjourned the April 25, 2023, Municipal Planning Commission Meeting at 9:12 a.m.

DATE

CHAIRPERSON

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	May 16, 2023
Originated By:	Allan Rowe
Title:	DEVELOPMENT PERMIT APPLICATION – WORSLEY BAPTIST CHURCH
File:	61-02-02

DESCRIPTION:

Development Permit Application W18-23 was received from Worsley Baptist Church to replace the existing fellowship center with a fellowship hall/gymnasium 12 feet from the existing church.

BACKGROUND:

- Zoning: Hamlet Public/Institutional District
- A Place of Worship is a discretionary use.

ATTACHMENTS:

1. Development Permit Application
2. Ariel of Lot

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 W18-23, received from Worsley Baptist Church to replace the existing fellowship center with a fellowship hall/gymnasium at Plan 113865 Block 5 Lot 2A, 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, 7.6m (25 feet)
 - b) Side yard, 10% of the width of site
 - c) Rear yard, 7.6m (25 feet)
3. 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.
4. All required Municipal Land Use Bylaw and Provincial/Federal Regulations to be adhered to.
5. All sewage disposal systems must comply with the Alberta Private Sewage Treatment and Disposal Regulations.

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

**APPLICATION FOR
 DEVELOPMENT PERMIT**

FOR ADMINISTRATIVE USE ONLY

APPLICATION NO.:	W18-23		
DATE RECEIVED:	5/2/23		
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					COMPLETE IF DIFFERENT FROM APPLICANT				
NAME OF APPLICANT Worsley Baptist Church					NAME OF REGISTERED LAND OWNER Worsley Baptist Church				
ADDRESS Box 233 Worsley AB					ADDRESS				
POSTAL CODE T0H 3W0		EMAIL			POSTAL CODE		EMAIL		
CONTACT NUMBERS Home 780-685-3930					CONTACT NUMBERS Home 780-685-3930				
Business					Business				
Cell 780-835-8694 (Dan Rossborn)					Cell				
LAND INFORMATION									
Legal description of proposed development site									
QTR/L.S.	SEC.	TWP.	RG.	M.	OR	REGISTERED PLAN NO.	BLOCK	LOT	
						1123865	5	2A	
Size of the proposed development site:									
LENGTH		m	WIDTH		m	NUMBER OF HECTARES		OR ACRES	
		ft			ft				
Lot type: INTERIOR CORNER THROUGH						LAND USE DISTRICT:			
Describe the existing use of the land: Church building									

APPLICATION FOR DEVELOPMENT PERMIT

DEVELOPMENT INFORMATION

Describe the proposed use of the land: *Replacement of old Fellowship Centre Fellowship Hall / Gymnasium*

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
	ft		ft	<i>≈ 300 ft?</i>	ft	<i>≈ 560 ft?</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:
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The land is adjacent to:

PRIMARY HIGHWAY SECONDARY HIGHWAY RURAL ROAD

Estimate the Project:

COMMENCEMENT DATE <i>June 2023</i>	COMPLETION DATE	CONSTRUCTION COSTS
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Attached is

(a) SITE PLAN <input checked="" type="radio"/> Yes No N/A	(b) FLOOR PLAN Yes No N/A
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DECLARATION

I/WE hereby declare that the above information is, to the best of my/our knowledge, factual and correct.

DATE: <i>5/2/23</i>	SIGNATURE OF APPLICANT:
DATE: <i>5/2/23</i>	SIGNATURE OF REGISTERED LAND OWNER:

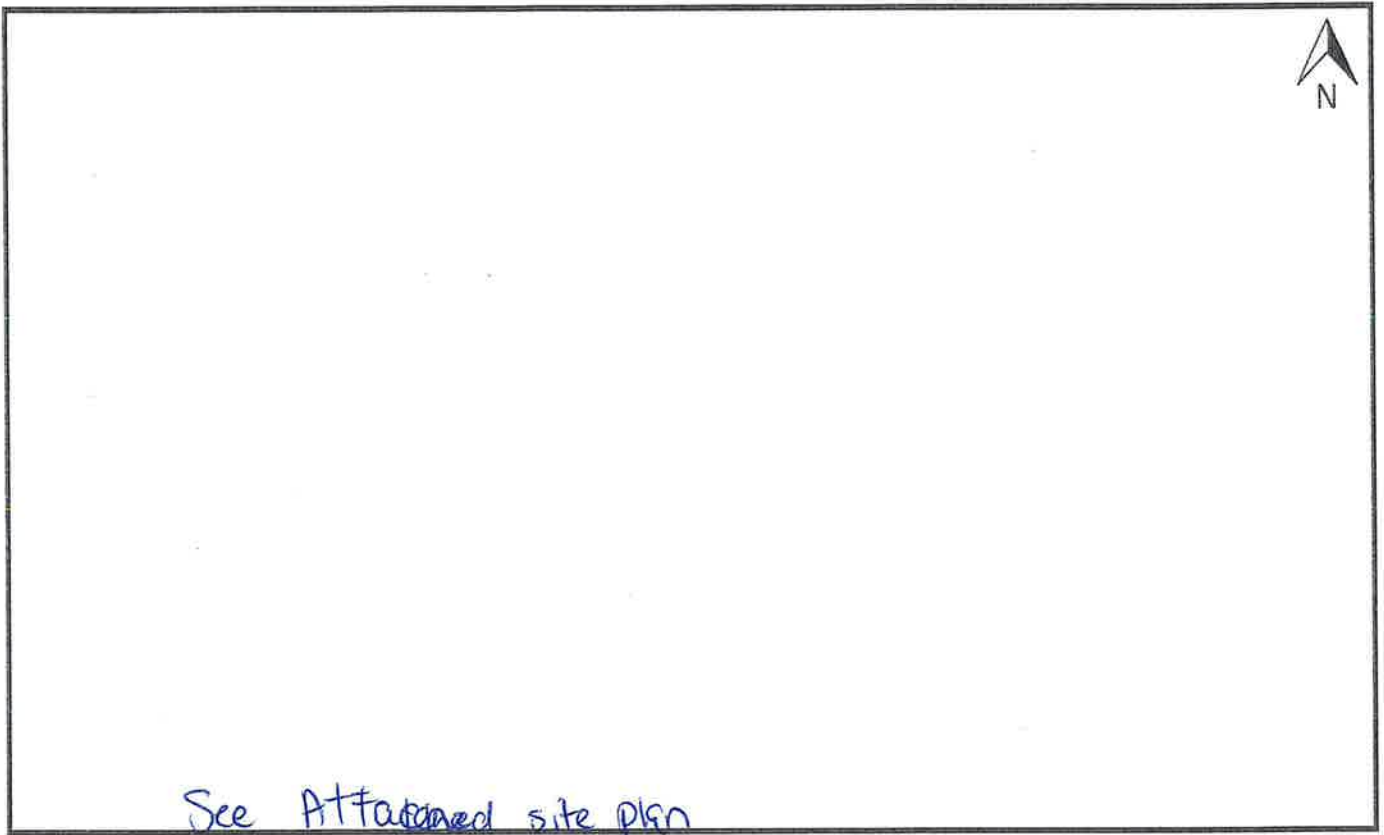
APPLICATION FOR
DEVELOPMENT PERMIT

SITE MAP

LEGAL LAND DESCRIPTION: Plan 1123865 Block 5 Lot 2A

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

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
<input checked="" type="checkbox"/>		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
<input checked="" type="checkbox"/>		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.

APPLICATION FOR
DEVELOPMENT PERMIT

RIGHT OF ENTRY FORM

As a site inspection of land that is the subject of a development permit application may be required, we request that you complete the following authorization and submit it with your application for Development Permit approval.

Section 653(2) of the Municipal Government Act indicates that if consent is given by this form, a notice of inspection is not required to be given under Section 542(1).

I, DAW ROSSWART, do grant consent for an authorized
(Name in block letters)

person of Clear Hills County to enter upon subject land for the purpose of a site inspection.

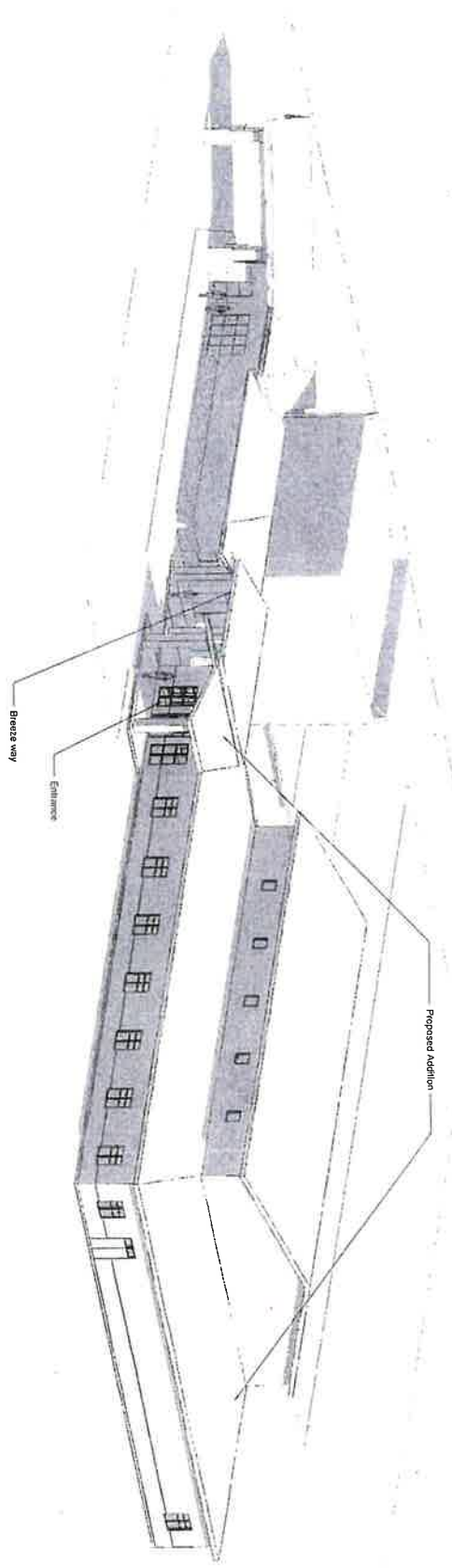
Legal Land Description: Plan 1123865 Block 5 Lot 2A

5/2/23
DATE:

[Signature]
SIGNATURE OF APPLICANT:



12 ft between existing church & new building



1 Axo View from Southeast

Axometric View Worsley Baptist Church Addition

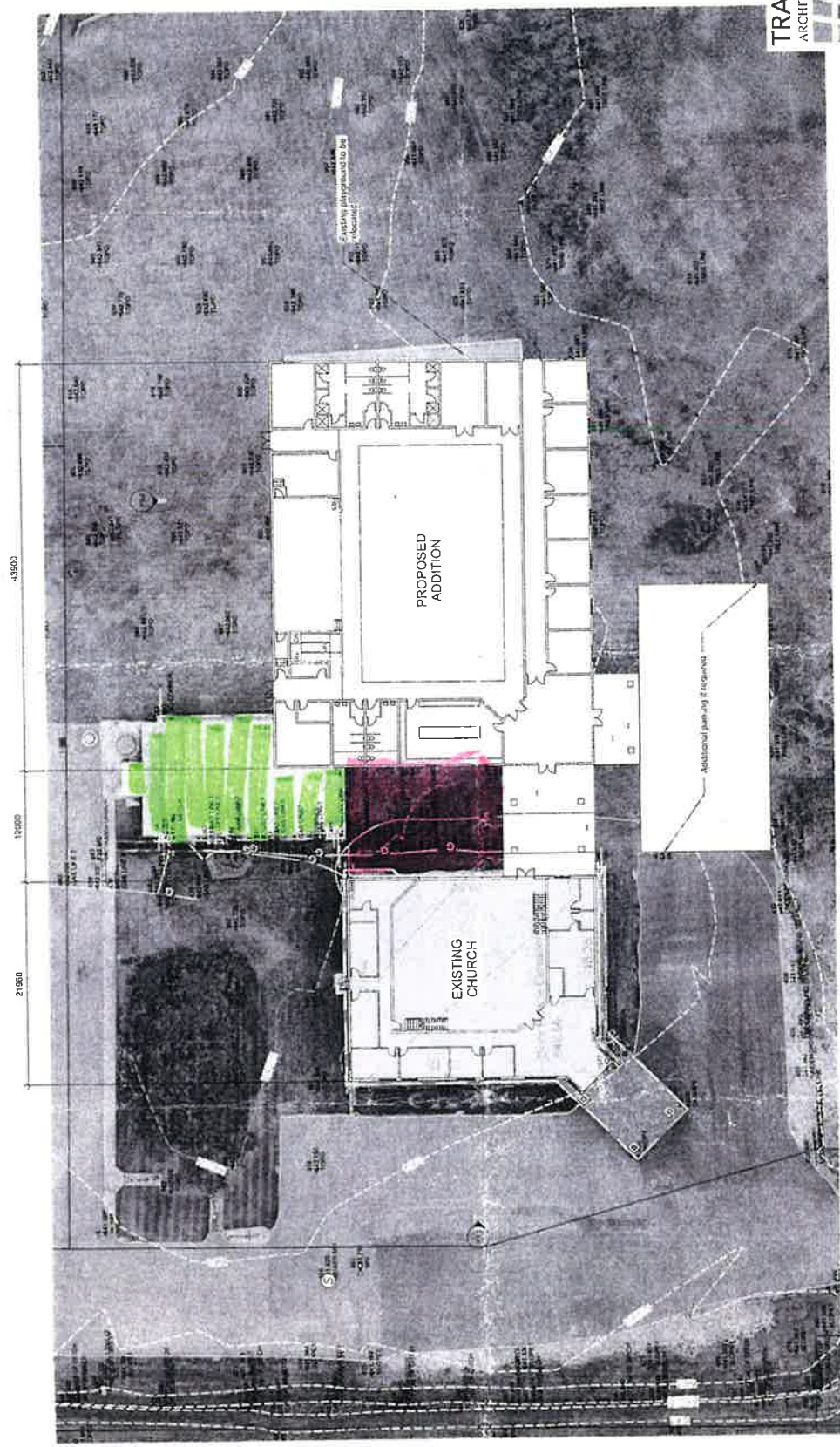
Worsley, AB

December 1, 2022
P4.1
22-111



Existing Fellowship Centre will be removed

Area will be covered



December 1, 2022
P1.0
 22-111

Site Plan
Worsley Baptist Church Addition
 Worsley, AB

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