

AGENDA
CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION MEETING

August 15, 2023

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, August 15, 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 August 15, 2023* 1
- C) ADOPTION OF THE PREVIOUS MINUTES**
 - A. REGULAR MEETING of July 11, 2023*..... 2
- D) BUSINESS ARISING OUT OF THE MINUTES**
- E) DELEGATION**
- F) BY-LAW**
- G) OLD BUSINESS**
- H) NEW BUSINESS**
 - A. DEVELOPMENT PERMIT- A Lovmo*..... 5
- 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 11, 2023**

PRESENT

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

ABSENT

Nathan Stevenson	Member
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ATTENDING

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

CALL TO ORDER

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

ACCEPTANCE OF
AGENDA

M31-23 (07-11-23)

RESOLUTION by Member Janzen to adopt the agenda governing the July 11, 2023, Municipal Planning Commission Meeting, as presented. CARRIED.

APPROVAL OF
MINUTES

Previous Regular Meeting Minutes

M32-23 (07-11-23)

RESOLUTION by Deputy Chair Giesbrecht to adopt the minutes of the June 27, 2023, Municipal Planning Commission Meeting, as presented. CARRIED.

NEW BUSINESS

Subdivision Referral
H & G Mason

Subdivision referral 23MK016 was received from Mackenzie Municipal Services Agency regarding the application for a farmstead separation, first parcel out subdivision from Hjalmar & Gloria Mason for SE 25-86-5-W6 (13.92 acres).

M33-23 (07-11-23)

RESOLUTION by Member Janzen that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the farmstead separation, first parcel out subdivision from Hjalmar & Gloria Mason for SE-25-86-5-W6 (13.92 acres) 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.

CARRIED.

NEW BUSINESS

Subdivision Referral
M Hiebert

Subdivision referral 23MK017 was received from Mackenzie Municipal Services Agency regarding the application for a farmstead separation, first parcel out subdivision from Maria Hiebert for NE 21-84-9-W6 (19.8 acres).

M34-23 (07-11-23)

RESOLUTION by Deputy Chair Giesbrecht that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the farmstead separation, first parcel out subdivision from Maria Hiebert for NE-21-84-9-W6 (19.8 acres) 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. **CARRIED.**

NEW BUSINESS

Development Permit
Application
N & K Sizer

Development Permit Application W26-23 was received from Nick and Kimberly Sizer to set up a new ATB bank in Worsley (Plan 1444KS Block 4 Lot 3).

M35-23 (07-11-23)

RESOLUTION by Member Ruecker that the Municipal Planning Commission approves Development Permit Application W26-23, received from Nick & Kimberly Sizer to set up a new ATB bank on Plan 1444KS Block 4 Lot 3, 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. **CARRIED.**

MUNICIPAL PLANNING COMMISSION
TUESDAY, JULY 11, 2023

ADJOURNMENT

Chair Walmsley adjourned the July 11, 2023, Municipal Planning Commission Meeting at 9:14 a.m.

DATE

CHAIRPERSON

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	August 15, 2023
Originated By:	Shelby Janzen
Title:	DEVELOPMENT PERMIT APPLICATION – ADA LOVMO
File:	61-02-02

DESCRIPTION:

Development Permit Application W25-23 was received from Ada Lovmo to move a second dwelling unit onto acreage (Plan 2122559 Block 1 Lot 1) for family and/or Home Support Clients.

BACKGROUND:

- Zoning: AG1
- The acreage is serviced with an existing dugout and proposed cistern and hauling for the water supply. Owners will be replacing the septic tank and discharge system for sewage disposal.

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 W25-23, received from Ada Lovmo to move a second dwelling unit onto Plan 2122559 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)
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:
 - a. Dugout

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
 Page 1

**APPLICATION FOR
 DEVELOPMENT PERMIT**

FOR ADMINISTRATIVE USE ONLY

APPLICATION NO.:	W25-23		
DATE RECEIVED:	July 12/23		
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 Ada Lovmo				NAME OF REGISTERED LAND OWNER Erik Lovmo				
ADDRESS General Delivery Hines Creek				ADDRESS 1888 Paul's Pt Qualicum Beach, BC				
POSTAL CODE T0H 2A0	EMAIL adazarte@yahoo.ca			POSTAL CODE V9K 7S3	EMAIL Eriklovmo@hotmail.com			
CONTACT NUMBERS Home 587-298-3334 Business 587-298-3334 Cell ✓ ✓ ✓				CONTACT NUMBERS Home 780 834 7026 Business Cell 780 834 7026				
LAND INFORMATION								
Legal description of proposed development site								
QTR./LS. SW 1/4	SEC. 27	TWP. 83	RG. 6	M. 6	OR	REGISTERED PLAN NO. 2122559	BLOCK 1	LOT 1
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: Residential								

APPLICATION FOR DEVELOPMENT PERMIT

FORM A
Page 2

-2nd Dwelling

DEVELOPMENT INFORMATION

Describe the proposed use of the land: Same - residential. I plan on living out my life here. My daughter has recently moved home, so need to have spare room options for grandchildren a possibly a terrace room for home support clients.

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		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 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 <u>July 15</u>	COMPLETION DATE <u>July 30</u>	CONSTRUCTION COSTS <u>20,000.00</u>
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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: July 1/23 SIGNATURE OF APPLICANT: [Signature]

DATE: July 1/23 SIGNATURE OF REGISTERED LAND OWNER: [Signature]

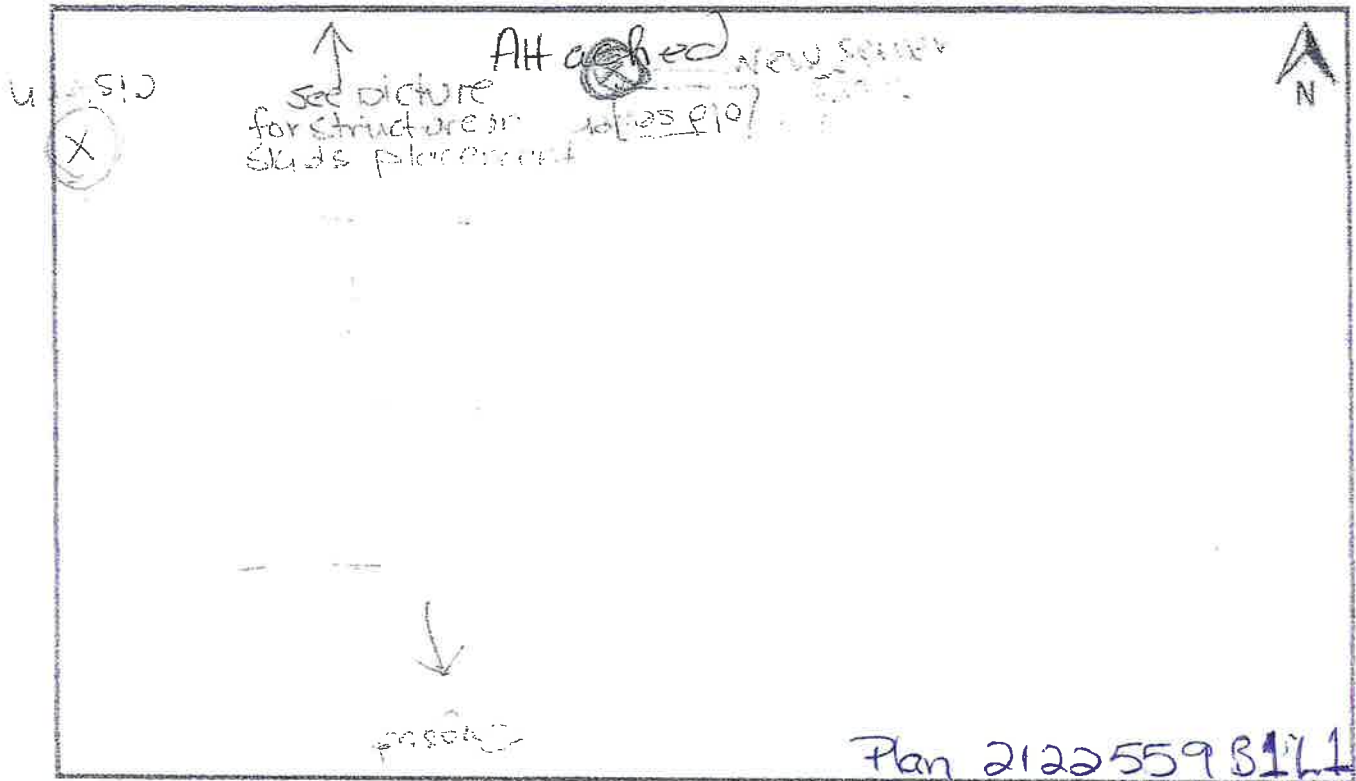
APPLICATION FOR
DEVELOPMENT PERMIT

SITE MAP

LEGAL LAND DESCRIPTION: SW^{1/4} 27 83 6 W6

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

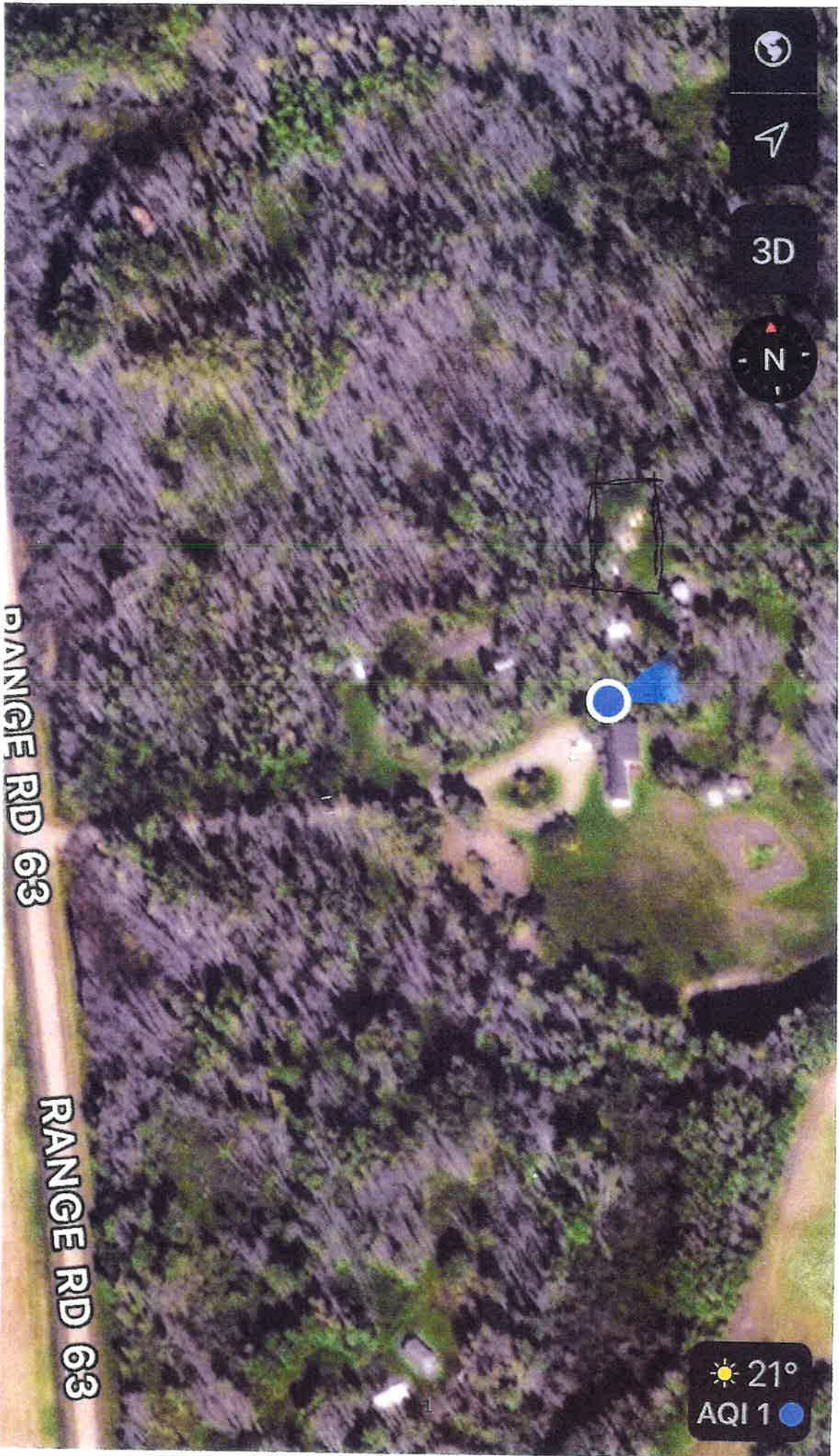
For residential and agricultural development, draw a sketch plan of proposed development.



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





14

Site Map.

**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
		COUNTY SERVICE
		OTHER (Please specify)

Existing	Proposed	TYPE OF SEWAGE DISPOSAL
✓		OPEN DISCHARGE/SEPTIC TANK <i>Replacing.</i>
		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.

APPLICATION FOR
DEVELOPMENT PERMIT

FORM A

Page 7

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, Ada Lovmo, 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: SW¹/₄ 27 83 6W6

July 1/23
DATE:

Ada Lovmo
SIGNATURE OF APPLICANT:

APPLICATION FOR
DEVELOPMENT PERMIT

FORM A

Page 6

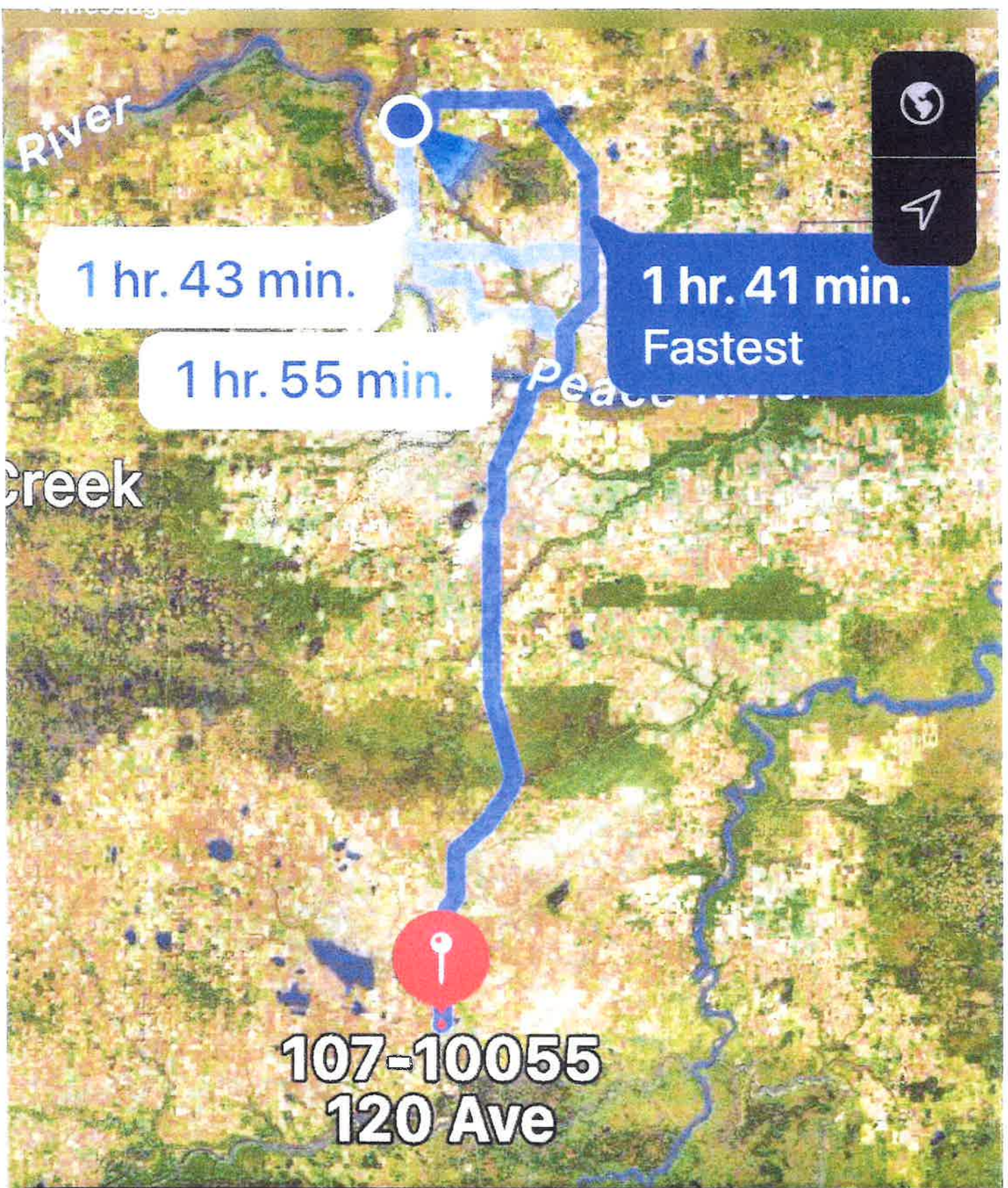
RELOCATED BUILDINGS

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.

- a) Colour photographs of the building(s) attached
- b) Canadian Safety Association Identification Number (CSA) _____
- c) Present location of the building
~~Debolt~~ Twp 762 Rng Rd 31A
Wanham Birch Hills County
- d) Proposed relocation route
Attached

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.



1 hr. 43 min.

1 hr. 55 min.

1 hr. 41 min.
Fastest



107-10055
120 Ave

To 107-10055 120 Ave ×
From [My Location](#) [Leaving Now](#)

Plan 2122559 Block 1 Lot 1

N ↑

