

AGENDA
CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION MEETING
November 28, 2023

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, November 28, 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 November 28, 2023* 1
- C) ADOPTION OF THE PREVIOUS MINUTES**
 - A. REGULAR MEETING of November 14, 2023* 2
- D) BUSINESS ARISING OUT OF THE MINUTES**
- E) DELEGATION**
- F) BY-LAW**
- G) OLD BUSINESS**
- H) NEW BUSINESS**
 - A. SUBDIVISION REFERRAL- M Zacharias* 5
 - B. SUBDIVISION SUPPORT PROPOSAL- C Klassen* 15
- 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, NOVEMBER 14, 2023**

PRESENT

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

ABSENT

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

M46-23 (11-14-23)

RESOLUTION by Member Janzen to adopt the agenda governing the November 14, 2023, Municipal Planning Commission Meeting, as presented. CARRIED.

APPROVAL OF
MINUTES

Previous Regular
Meeting Minutes

M47-23 (11-14-23)

RESOLUTION by Member Ruecker to adopt the minutes of the September 26, 2023, Municipal Planning Commission Meeting, as presented. CARRIED.

NEW BUSINESS

Development Permit
Application

H & A Banman

Development Permit Application W32-23 was received from Henry and Annie Banman to keep poultry on Plan 1444KS Block 4 Lot 7 in the Hamlet of Worsley.

M48-23 (11-14-23)

RESOLUTION by Member Ruecker that the Municipal Planning Commission approves Development Permit Application W32-23 from Henry and Annie Banman to keep poultry on Plan 1444KS Block 4 Lot 7 in the Hamlet of Worsley, subject to the following conditions:

- 1. The coop and outdoor enclosure must be located within the rear yard of the property:**
- 2. Minimum setbacks for the coop and outdoor enclosure:**
 - a. Side and rear yard property lines 0.9 meters (3 feet)**
 - b. Dwelling 1.8 meters (6 feet)**

3. **Maximum capacity is six (6) Hens.**
4. **No Roosters may be kept or raised.**
5. **Minimum coop and outdoor enclosure requirements:**
 - a. **have an interior floor area of 0.37 m² (or 4 ft²) per hen.**
 - b. **include at least one (1) nesting box and one (1) perch at least 15 cm (or 6 in.) long per hen.**
 - c. **have an outdoor enclosure with an area of 0.92m² (or 10ft²) per hen.**
 - d. **have feed and water containers, which are fully enclosed and airtight.**
 - e. **have adequate ventilation.**
 - f. **be built to be weatherproof and predator proof.**
 - g. **be kept in good and sanitary condition at all times.**
6. **The coop and outdoor enclosure shall be cleaned at least once annually.**
7. **Manure and bedding will be composted.**
8. **The Hens will be secured within the coop and outdoor enclosure at all times.**
9. **The keeping of Hens is for personal use only. Any sale of eggs, meat and manure from the poultry is prohibited.**
10. **Disposal or slaughter of hens is prohibited within a residential property. Owners are required to deliver the poultry to a farm, abattoir or veterinary clinic for proper disposal or slaughter.**

CARRIED.

NEW BUSINESS

Subdivision Referral
D Murphy

Subdivision referral 23MK030 was received from Mackenzie Municipal Services Agency regarding the application for an 11.58 acres (4.69 ha) farmstead separation, first parcel out subdivision from David Murphy for SW-1-86-8-W6M.

M49-23 (11-14-23)

RESOLUTION by Deputy Chair Giesbrecht that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the farmstead separation, first parcel out subdivision with an interior side yard setback variance from David Murphy for SW-1-86-8-W6M (11.58 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.**

3. The landowner address the sewage setback issue either by moving the pump-out location or by applying to the province for variance. **CARRIED.**

ADJOURNMENT

Chair Walmsley adjourned the November 14, 2023, Municipal Planning Commission Meeting at 9:17 a.m.

DATE

CHAIRPERSON

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	November 28, 2023
Originated By:	Shelby Janzen, Corporate Services Clerk
Title:	SUBDIVISION REFERRAL – MARGARET ZACHARIAS
File:	61-02-02

DESCRIPTION:

Subdivision referral 23MK032 was received from Mackenzie Municipal Services Agency regarding the application for subdividing 3.5 acres (1.40 ha) from an unsubdivided quarter section (NW-1-85-11-W6M) as a farmstead separation.

BACKGROUND:

- Zoning: Agricultural District 1 (AG1)
- Road Access:
 - Existing approach to the balance of the quarter via RGE RD 111
 - Existing approach to proposed subdivision via RGE RD 111
 - *The application incorrectly shows the RGE RD is 44
- Topography: flat
- The proposed lot has a developed farmstead with the remainder of the lot being partly cleared and partly treed/bushy.
- The quarter is subject to one registered utility right of way caveated by North Peace Gas Co-op.
- Servicing: The proposed lot is serviced with a lagoon. The lot is proposed to be serviced with the dugout located on the balance of the quarter; therefore, there would have to be an easement agreement.
- The lagoon on the balance adjacent to the proposed lot does not meet the setback requirements. The lagoon is to be abandoned and the mobile home directly under the proposed lot is to be moved.
- There are two sheds on the balance located immediately south of the proposed lot that do not meet the minimum side yard setback requirement of 15.3m from the (newly created) property line and may be accommodated through variance.
- 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.
- C. Approve the subdivision request with the conditions listed and the side yard setback variance.

Initials show support - Reviewed by: Development Officer: 

Manager: 

RECOMMENDED ACTION:

RESOLUTION BY ... that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the farmstead separation from Margaret Zacharias on NW-1-85-11-W6M (3.5 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.
3. An easement agreement created to allow for the use of the dugout on the balance of the quarter as the water source for the subdivision.

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

Manager:





MACKENZIE MUNICIPAL SERVICES AGENCY

5109 – 51 Street P.O. Box 450
Berwyn, Alberta T0H 0E0
Phone: 780-338-3862
www.mmsa.ca

DATE: November 20, 2023
FILE NO.: 23MK032

MUNICIPALITY: Clear Hills County

LEGAL: NW1.85.11.W6M

OWNER: Margaret Zacharias

PROPOSED LAND USE: Farmstead Separation

DEVELOPER/AGENT/SURVEYOR: Borderline Surveys Ltd

MAY WE HAVE YOUR COMMENTS ASAP IN AS FAR AS YOUR AGENCY IS CONCERNED.
PLEASE ATTACH ANY ADDITIONAL COMMENTS.

SIGNATURE: _____

Comments received may be deemed public information.

Area Planner: Taofeek Oladipo
Telus: Grande Prairie
ATCO Electric: Attn. Rita Klasson, Land Administration, Edmonton
ATCO Pipeline: HP.Circulations.com
North Peace Gas Co-op
Alberta Transportation and Economic Corridors: Peace Region
Alberta Environment and Protected Areas
Clear Hills County

FORM 1
APPLICATION FOR SUBDIVISION

FOR OFFICE USE ONLY
Date of Receipt for Completed Form: November 20, 2023 File No. 23MK032 Fee Submitted: 725

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.

1. Name of registered owner of land to be subdivided: Margaret Zacharias Address and phone number: Box 100, Cleardale Alberta, T0H 3Y0, 780-685-2343

2. Name of agent (person authorized to act on behalf of registered owner), if any: Borderline Survey Ltd / Jason Coates Address and phone number: Box 43, Clairmont, AB, T8X 0T8, 780-538-1955
(Full Name in Block Capitals) Peter Zacharias

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED:
All/part of the NW $\frac{1}{4}$ Sec 1 TWP 85 Range 11 West of 6 Meridian
Being all/parts of Lot _____ Block _____ Registered Plan No. _____ C.O.T. No. 222 023 539+1
Area of the above parcel of land to be subdivided 1.40 hectares 3.5 (acres).
Municipal Address if applicable 850057 Range Road 111

4. LOCATION OF LAND TO BE SUBDIVIDED: Clear Hills County
a. The land is situated in the municipality of _____
b. Is the land situated immediately adjacent to the municipal boundary? Yes _____ No X
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? Yes X No _____
If "yes", the Highway is No 64 the Secondary Road is No _____
d. 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?
Yes X No _____ If "yes", state its name: Lagoon
e. Is the proposed parcel within 1.5 kilometres (0.932 miles) of a sour gas facility? Yes _____ No X

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED
Describe:
a. Existing use of the land Agriculture
b. Proposed use of the land Agriculture
c. The designated use of the land as classified under a land use bylaw _____

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)
a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) Flat
b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc - sloughs, creeks, etc) Trees, Farm yard
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.
The House is served by a septic lagoon, water source is a shared dugout.

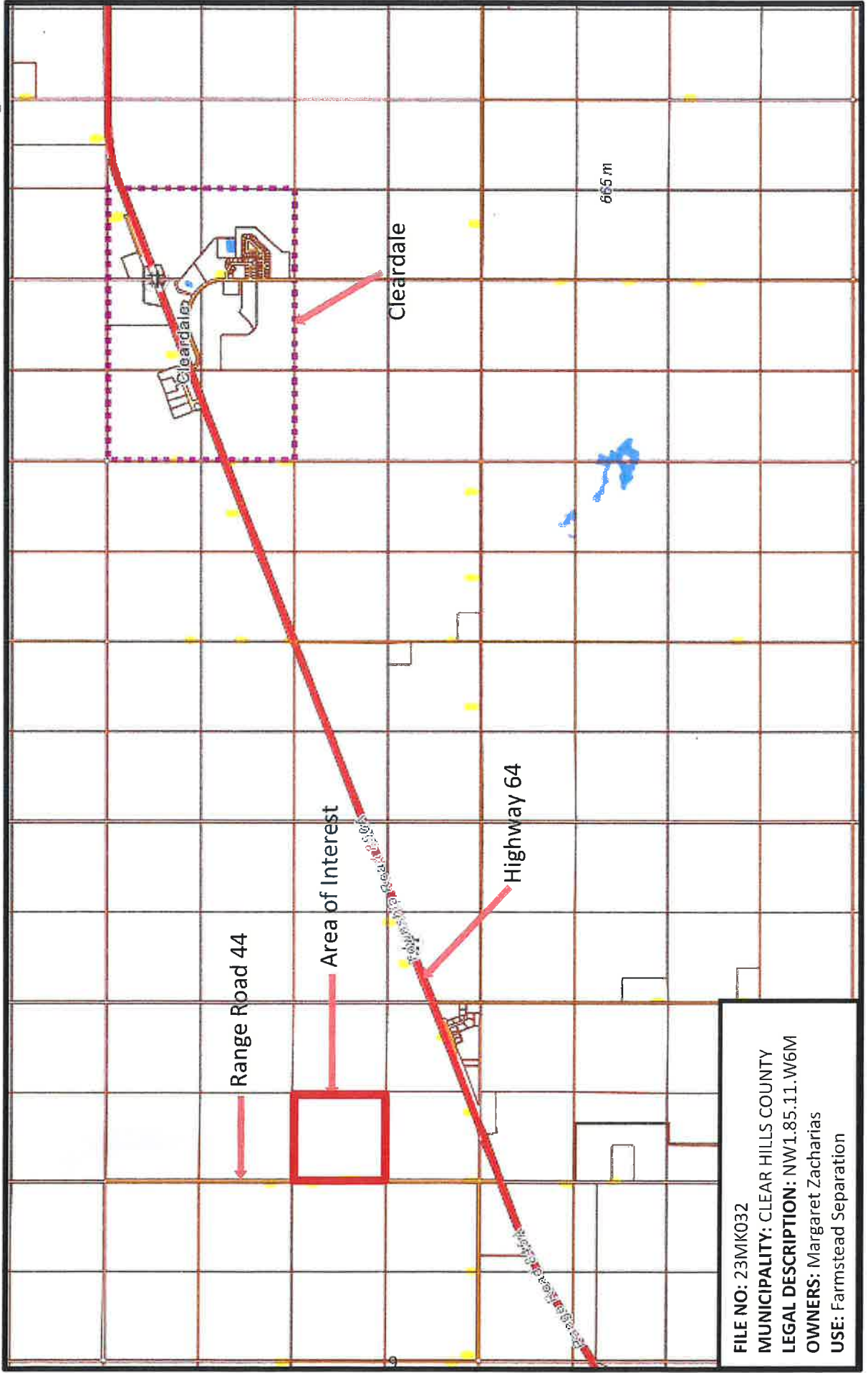
9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF
I, Borderline Surveys / Jason Coates hereby certify that
 I am the registered owner, or
 I am the agent authorized to act on behalf of the registered owner

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: Box 43, Clairmont, AB, T8X 0T8 Signature: Jason Coates
Phone No.: 780-538-1955 Date: Oct 24, 2023

FURTHER INFORMATION MAY BE PROVIDED BY THE APPLICANT ON THE REVERSE SIDE OF THIS FORM

Clients have been notified that the second lagoon and second trailer will have to be moved or abandoned. Due to the set backs do not meet County standards. Clients have explained that the second trailer is to be moved and the lagoon is to be abandoned.

LOCATION MAP



FILE NO: 23MK032
MUNICIPALITY: CLEAR HILLS COUNTY
LEGAL DESCRIPTION: NW1.85.11.W6M
OWNERS: Margaret Zacharias
USE: Farmstead Separation

TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF
N.W. 1/4 Sec. 1, Twp. 85, Rge. 11, W. 6M.
 (For Farmyard Separation)
 Within
 Clear Hills County, Alberta

Schedule of Areas

Contains 1 Lot,
 Containing 1.40 ha (3.5 Ac.)

Registered Title Encumbrances (Affecting Extent of Title)

922 217 180 Utility Right of Way - North Peace Gas Co-op Ltd

Notes

- Distances are in Metres and Decimals Thereof
- Plan measurements based from a field inspection conducted on June 5th and Oct 5, 2023

Legend

- Area Affected by This Plan is Outlined Thus —
- Fence Shown Thus —
- Gas Co-op Shown Thus —
- Overhead Power Shown Thus —
- Power Pole Shown Thus ○
- Water Well/Cistern Shown Thus ○
- Septic Tank Shown Thus ○
- Holding Tank Shown Thus ○

Land Owner(s)

Margaret Zacharias
 C. of T. 222 023 539 +1

Site Information

Address: 80057-RR111

BORDERLINE SURVEYS

#103-2, 8301 99 Street
 Clairmont, Alberta T8X 5B1
 Phone: (780) 538-1955
 E-mail: jwc.surveyor@gmail.com



PREPARED BY
 Jason Coates, A.L.S.

Revision Table

No.	Revision Type	Drafted	Chk'd	Surveyed	Date
0	Original	DN	MM	JC	June 7, 2023
Client File No: N/A					
File No: 230087T					
Job No: 230087					
Sheet: 1 of 4					
Revision: 0					



TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF

N.W. ¼ Sec. 1, Twp. 85, Rge. 11, W. 6M.
(For Farmyard Separation)
Within

Clear Hills County, Alberta



SCALE 1:1,500

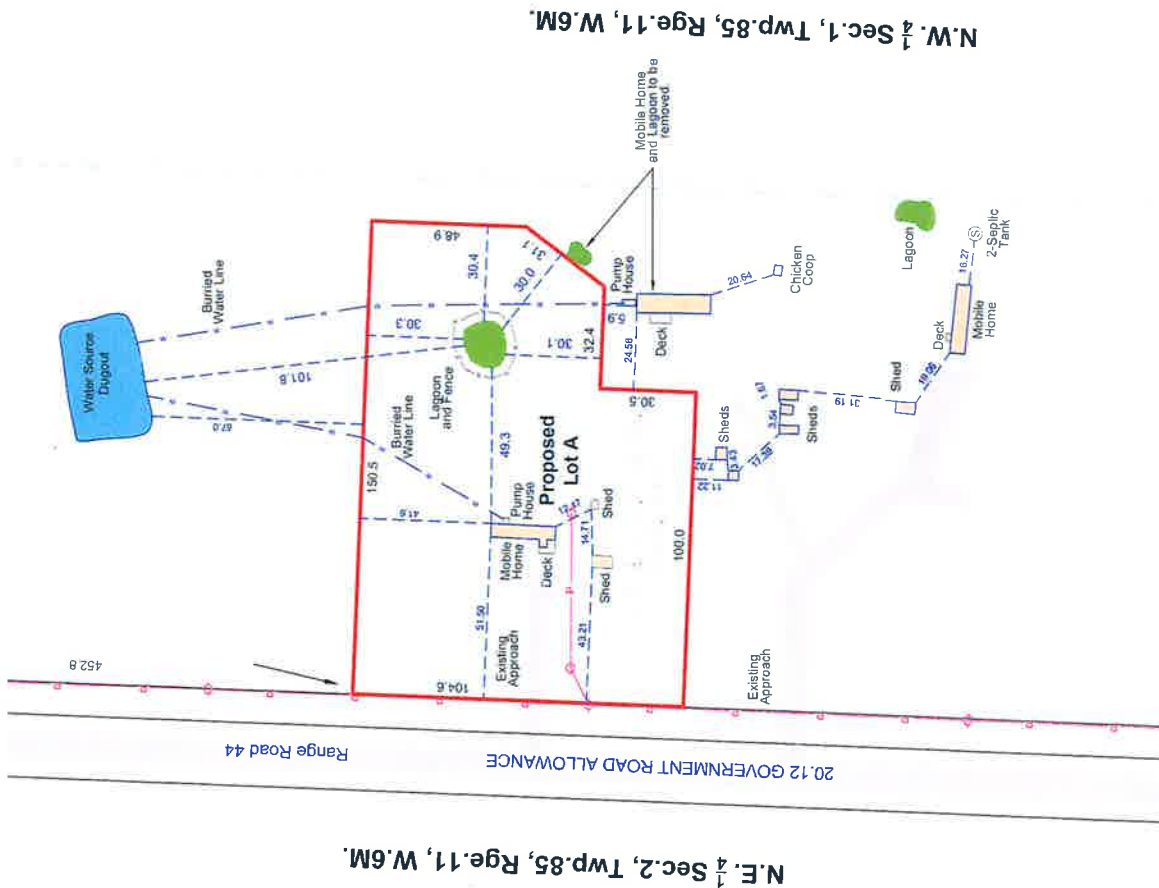
Notes

- The house is served by a septic lagoon.
- Water source is a shared dugout.
- Some buildings may have been erected and others moved since the date of this photo.
- Mobile home and lagoon on balance of quarter to be removed.
- Water source to be covered by proposed easement.
- Variance requested for areas along south boundary of proposed lot.

BORDERLINE SURVEYS

#103-2, 8301 99 Street
Clairmont, Alberta T8X 5B1
Phone: (780) 538-1955
E-mail: jwc.surveyor@gmail.com

PREPARED BY
Jason Coates, A.L.S.



N.W. ¼ Sec. 1, Twp. 85, Rge. 11, W. 6M.

N.E. ¼ Sec. 2, Twp. 85, Rge. 11, W. 6M.

No.	Revision Type	Drafted	Chk'd	Surveyed	Date
0	Original	DN	MM	JC	June 7, 2023

Client File No: N/A
Job No: 230087T
Sheet: 2 of 4
Revision: 0

TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF

N.W. ¼ Sec. 1, Twp. 85, Rge. 11, W. 6M.
(For Family Separation)

Within

Clear Hills County, Alberta



Blended Drone Image and Photo is current Bing Imagery



BORDERLINE SURVEYS

#103-2, 8301 99 Street
Clairmont, Alberta T8X 5B1
Phone: (780) 538-1955
E-mail: jwc.surveyor@gmail.com

PREPARED BY
Jason Coates, A.L.S.

Revision Table		No.	Revision Type	Drafted	CHK'd	Surveyed	Date
0	Original	UN	MM	JC		June 7, 2023	
Client File No: N/A		Job No: 230087T		Sheet		3 of 4	
File No: 230087T		Job No: 230087		Sheet		3 of 4	
							0
							Revision

TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF

N.W. $\frac{1}{4}$ Sec. 1, Twp. 85, Rge. 11, W. 6M.
(For Farmyard Separation)

Within
Clear Hills County, Alberta



Photo is current. Drone Imagery



SCALE 1:1,500

BORDERLINE SURVEYS

#103-2, 8301 99 Street
Clairmont, Alberta T8X 5B1
Phone: (780) 538-1955
E-mail: jwc-surveyor@gmail.com



PREPARED BY
Jason Coates, A.L.S.

Revision Table			
No.	Revision Type	Checked By	Date
0	Original	JWC	June 7, 2023
Client File No: N/A			
File No: 230087T		Job No: 200087	Sheet: 2 of 4
			Revision: 0

**MACKENZIE MUNICIPAL SERVICES AGENCY
SUBDIVISION COMMENTS**

MUNICIPALITY:	<u>Clear Hills County</u>	DATE RECEIVED:	<u>November 1, 2023</u>
FILE:	<u>23MK032</u>	DEEMED COMPLETE ON:	<u>November 20, 2023</u>
LEGAL:	<u>NW1.85.11.W6M</u>	EXPIRY DATE:	<u>January 19, 2024</u>
APPLICANT/AGENT:	<u>Borderline Surveys Ltd</u>		

PROPOSAL: The proposal is to subdivide 3.5 acres from an unsubdivided quarter section to accommodate a farmstead separation.

ACREAGE IN TITLE: 157.94 acres

RESERVE REQUIREMENT: Not required

PROXIMITY TO URBAN MUNIC: Approximately 3.62 miles southwest of Cleardale.

PREVIOUS APPLICATIONS: N/A

SITE CHARACTERISTICS

C.L.I.: 85% 4s5w, 15% 7t6t

TOPOGRAPHY: The topography of the land is described as flat.

EXISTING USE/DEVELOPMENT: The proposed lot contains a developed farmstead, comprised of a manufactured home with deck, sheds and sewer lagoon, with associated servicing. The remainder of the lot is partly cleared and partly treed/bushy. The balance of quarter section contains two manufactured homes, sheds, chicken coop, dugout, two septic tanks and two sewer lagoons, one of which straddles the southeastern property line of the proposed lot. The quarter section is subject to a utility right of way caveated by North Peace Gas Co-op.

ROAD ACCESS: There is an existing approach to the proposed lot via Range Road 44 to the west. The balance of the quarter section also has an existing approach via Range Road 44 to the west, south of the proposed lot.

SERVICING: The proposed lot is serviced with the sewer lagoon onsite, which meets current regulations. However, the lagoon on the balance adjacent to the proposed lot does not meet the setback requirements, and is proposed to be removed from the parcel, along with one of the manufactured homes. The lot is also proposed to be serviced with the dugout located on the balance, north of the proposed lot, as the source of water supply. Given the fact that the dugout is located outside the proposed lot, there has to be a corresponding easement agreement in order to allow the use of the dugout on the balance as water source for the subdivision, from a legal standpoint. This must be a condition of approval.

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

LEGISLATION

LAND USE BYLAW: The proposed subdivision is located within the Agricultural District – 1 (AG-1). The parcel size for a farmstead separation is a minimum of 3 acres and a maximum of 10 acres, in the AG-1 District. The proposed parcel size, thus, meets the minimum parcel size requirement. All the existing developments on the lot also meet the setback requirements of the Land Use Bylaw. However, the lagoon on the balance adjacent to the proposed subdivision does not meet the minimum setback of 30m from the property line and 45m setback from the dwelling (manufactured home) at the southeast. That manufactured home also does not meet the side yard setback of 15.2m from the proposed subdivision property line and is proposed to be removed from the balance, with the lagoon abandoned. The two sheds on the balance located immediately south of the proposed subdivision also do not meet the minimum side yard setback requirement of 15.3m from the (newly created) property line, and may either be required to be relocated to meet the setback requirement or accommodated through variance.

MUNICIPAL DEVELOPMENT PLAN: May be allowed.

INTERMUNICIPAL DEV. PLAN: N/A

MATTERS RELATED TO SUBDIVISION AND DEVELOPMENT REGULATION: Section 7(6)(c) and (d) apply. Application will be referred to Alberta Transportation and Economic corridors, and the appropriate utility agencies, for comments.

MUNICIPAL GOVERNMENT ACT: No conflicts.

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

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	November 28, 2023
Originated By:	Shelby Janzen, Corporate Services Clerk
Title:	SUBDIVISION PROPOSAL – CORNELIUS L KLASSEN
File:	61-02-02

DESCRIPTION:

Mackenzie Municipal Services Agency received an application for a 20.3 acre (8.21 ha) farmstead separation, first parcel out subdivision from Cornelius Klassen and would like the Municipal Planning Commission to review it before further processing is done. The largest concerns with this subdivision are the size of the proposed lot and the driveway access to the yard site on the balance of the quarter.

BACKGROUND:

- SW-28-84-9-W6M
- Zoning: Agricultural District 1 (AG1)
- Road Access:
 - Existing approach to the proposed lot via TWP RD 844- also used as the approach to the dwelling outside the proposed lot.
 - Existing approach to the balance of the quarter via RGE RD 94 west side of the quarter section.
- Topography: flat
- Servicing: The proposed lot is serviced with a septic discharge system. Water is supplied by a dugout south of the home- this could be the reason why the proposal size is so large.
- The dugout does not meet the front yard setback requirement of 40.8 meters minimum (4.8 m). Will probably need to be approved through variance if the application comes back to MPC.

ATTACHMENTS:

- Subdivision application

OPTIONS:

- A. Not support the proposal in principle.
- B. Support the proposal in principle.

RECOMMENDED ACTION:

RESOLUTION BY

Initials show support - Reviewed by: Development Officer: 

Manager: 

TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF

S.W. 1/4 Sec.28, Twp.84, Rge.9, W.6M.
(For Farmyard Separation)

Within
Clear Hills County, Alberta

Schedule of Areas(s)

Contains 1 Lot,
Containing 821 ha (20.3 Ac.)

Registered Title Encumbrances (Affecting Extent of This)

962 084 958: Utility Right of Way - Canadian Natural Resources Limited

Notes

- Distances are in Metres and Decimals Thereof
- Plan measurements based from a field inspection conducted on Oct. 27, 2023

Legend

- Area Affected by This Plan is Outlined Thus
- Road Shown Thus
- Fence Shown Thus
- Gas Co-op Shown Thus
- Overhead Power Shown Thus
- Power Pole Shown Thus
- Water Well/Cistern Shown Thus
- Septic Tank Shown Thus
- Septic Discharge Shown Thus

Land Owner(s)

Camellia L. Klassen
C of T: T22271 190

Site Information

Address 83054 A&B Twp Road 844



BORDERLINE SURVEYS

#103-2, 8301 99 Street
Clairmont, Alberta T8X 5B1
Phone: (780) 538-1955
E-mail: jwc.surveyor@gmail.com



PREPARED BY
Jason Coates, A.L.S.

Revision Table

No.	Revision Type	Drafted	Chk'd	Surveyed	Date
0	Original	MM	JC	JC	Oct 30 2023
Client File No. N/A					
File No. 230195T					
Job No. 230195					Sheet. 1 of 4
Revision					0



TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF
 S.W. ¼ Sec. 28, Twp. 84, Rge. 9, W. 6M.
 (For Farmyard Separation)
 Within

Clear Hills County, Alberta



Notes

- The house is served by a septic discharge
- Water source is a dugout
- Some buildings may have been erected and others moved since the date of this photo.
- Yardstix was burned in fire (2023) so aerial imagery is not reflective of current quarter section.

BORDERLINE SURVEYS

#103-2, 8301 99 Street
 Claimont, Alberta T8X 5B1
 Phone: (780) 538-1955
 E-mail: jwc.surveyor@gmail.com

ALBERTA LAND SURVEYORS' ASSOCIATION
 P 298
 BORDERLINE SURVEYS LTD.

PREPARED BY
 Jaeph Coates, A.L.S.

No.	Revision Type	Drafted	Chk'd	Surveyed	Date
0	Original	MM	JC	JC	Oct. 30, 2023

Client File No: N/A
 File No: 230195T
 Job No: 230195
 Sheet: 2 of 4
 Revision: 0



TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF

S.W. ¼ Sec.28, Twp.84, Rge.9, W.6M.
(For Family Separation)
Within

Clear Hills County, Alberta



SCALE 1:5000

BORDERLINE SURVEYS

#103-2, 8301 99 Street
Clairmont, Alberta T8X 5B1
Phone: (780) 538-1955
E-mail: jvc.surveyor@gmail.com



PREPARED BY
Jason Coates, A.L.S.

No.	Revision Type	Drafted	Chk'd	Surveyed	Date
0	Original	NM	JC	JC	Oct.30, 2023
Client File No: N/A					
File No: 230195T					
Job No: 230195					Sheet: 3 of 4
Revision					0

TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF

S.W. 1/4 Sec.28, Twp.84, Rge.9, W.6M.
(For Farmyard Separation)

Within

Clear Hills County, Alberta



PREPARED BY
Jason Coates, A.L.S.

BORDERLINE SURVEYS

#103-2, 8301 99 Street
Clairmont, Alberta T8X 5B1
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Revision Table

No.	Original	Revision Type	Drafted	Chk'd	Surveyed	Date
0			JC	JC		Oct 30, 2023
Client File No: N/A						
File No: 230195T						
Job No: 230195						Sheet: 4 of 4
Revision						0



SCALE 1:2000

FORM 1
APPLICATION FOR SUBDIVISION

FOR OFFICE USE ONLY
Date of Receipt for Completed Form: _____ File No: _____ Fee Submitted: _____

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.

1. Name of registered owner of land to be subdivided: Comelius L Klassen Address and phone number: Box 85, Cleardale, Ab, T0H 3Y0, 780-835-6910
(Full Name in Block Capitals)
2. Name of agent (person authorized to act on behalf of registered owner), if any: Borderline Surveys Ltd/Jason Coates Address and phone number: PO Box 43, Clairmont, AB T8X 0T8 (780)538-1955
(Full Name in Block Capitals)

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED:
All/part of the SW $\frac{1}{4}$ Sec 28 TWP 84 Range 9 West of 6 Meridian
Being all/parts of Lot _____ Block _____ Registered Plan No. _____ C.O.T. No. _____
Area of the above parcel of land to be subdivided 8.21 hectares 20.3 (acres) 1 Lot
Municipal Address if applicable: _____

4. LOCATION OF LAND TO BE SUBDIVIDED:
a. The land is situated in the municipality of Clear Hills County
b. Is the land situated immediately adjacent to the municipal boundary? Yes _____ No X
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? Yes _____ No X
If "yes", the Highway is No _____ the Secondary Road is No _____
d. 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?
Yes X No _____ If "yes", state its name: dug out
e. Is the proposed parcel within 1.5 kilometres (0.932 miles) of a sour gas facility? Yes _____ No X

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED
Describe:
a. Existing use of the land Agriculture
b. Proposed use of the land Agriculture
c. The designated use of the land as classified under a land use bylaw _____

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (WHERE APPROPRIATE)
a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) Flat
b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc - sloughs, creeks, etc) Brush / Fire destroyed trees
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.
The house is served by a septic discharge, water source is a dugout.

9. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF
I, Borderline Surveys Ltd/Jason Coates hereby certify that
(Full Name in Block 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: Jason Coates
Phone No.: (780) 538-1955 Date: November 6, 2023



Schedule of Subdivision Fees

EFFECTIVE MAY 1, 2014, THE SCHEDULE OF FEES FOR SUBDIVISION APPLICATIONS is as follows

INITIAL APPLICATION*:	Three (3) Lots or less \$625.00 plus \$100 per lot created
	Four (4) to Twenty (20) Lots \$775.00 plus \$100.00 per lot created More than 20 Lots add \$50.00 per lot
	Minor Boundary Adjustment or Separation of Title \$625.00
	* For those applications located in the following municipalities, there is a \$100.00 additional surcharge per application: Town of Fairview, Village of Hines Creek, Village of Donnelly, Village of Girouxville and the Town of McLennan.
ENDORSEMENT FEE:	\$100.00 per lot created.

NOTE: There is no charge for municipal reserve lots, public utility lots or the balance of the title other than the basic application fee.



Right of Entry Form

As a site inspection of land that is the subject of a subdivision application may be required, we request that you complete the following authorization and submit it with your application for subdivision 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, Borderline Surveys Ltd/Jason Coates, do grant consent for an
(Name in Block Letters)

authorized person of the Mackenzie Municipal Services Agency to enter upon the subject land for the purpose of a site inspection.

SW 1/4 Sec. 28, TWP. 84, Rge. 9, W6M

(Legal Land Description)

(Signature)

Nov 6, 2023

(Date)



Water Supply and Sewage Disposal Form

Please indicate the type of sewage disposal and water supply to be used on the newly created lot(s).

TYPE OF WATER SUPPLY

- DUGOUT
- WELL
- CISTERN & HAULING
- MUNICIPAL SERVICE
- OTHER (Please Specify): _____

PLEASE INDICATE IF THE ABOVE IS: A) EXISTING
 B) PROPOSED

TYPE OF SEWAGE DISPOSAL

- OPEN DISCHARGE/SEPTIC TANK
- SUB-SURFACE DISPOSAL/SEPTIC TANK
- ABOVE GROUND/SEPTIC TANK
- SEWAGE LAGOON
- OUTDOOR PRIVY
- MUNICIPAL SERVICE
- OTHER (Please Specify): _____

PLEASE INDICATE IF THE ABOVE IS: A) EXISTING
 B) PROPOSED

(If unsure, please check with a licensed Permitting Agency)
(See attached pamphlet for the appropriate setback)



Abandoned Oil Well Confirmation Process

1. Search the subject property using the **AER Abandoned Well Viewer** at:
<https://extmapviewer.aer.ca/AERAbandonedWells/Index.html>
Does the AER Abandoned Well Viewer identify any abandoned wells in the subject area?

No If no, print a map of the subject area from the Abandoned Well Viewer and submit with the subdivision application.

Yes If yes, complete the remainder of the Abandoned Oil Well Confirmation Process.
2. Using the AER Abandoned Well Viewer, identify the Licensee Name of the abandoned well. The Licensee must be contacted to confirm the exact well location of the well.
3. To locate the Licensee contact information on the AER website:
<https://extmapviewer.aer.ca/AERAbandonedWells/Index.html>

Under **Locate Abandoned Well** search fill in Well Licence Number and click find. This will provide you with the contact information for the licence holder.
4. Submit the **Abandoned Oil Well Confirmation Form** to the Licensee and request that they return the completed form prior to submitting the completed subdivision application.
5. Submit the completed **Abandoned Oil Well Confirmation Form** as a part the subdivision application.

Note: The sketch of the proposed development must include the abandoned oil well and identify necessary setbacks. If the development will result in construction activity within the setback area, a statement confirming that the abandoned wells will be temporarily marked with on-site identification during construction must be included with the subdivision application.



Abandoned Oil Well Confirmation Form

TO BE COMPLETED BY THE SUBDIVISION APPLICANT.

A subdivision application is being made for:

LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED:

All/part of the _____ ¼ Sec _____ TWP _____ Range _____ West of _____ Meridian

Being all/parts of Lot ___ Block _____ Registered Plan No. _____ C.O.T. No. _____

Area of the above parcel of land to be subdivided _____ hectares _____ (acres).

Municipal Address if applicable _____

Abandoned Oil Well Number _____ has been identified on the subject property.

TO BE COMPLETED BY THE ABANDONED WELL LICENSEE.

Subject to the Alberta Energy Regulator Directive 079 the subdivision applicant is required to obtain confirmation of the exact location of the abandoned well and required setbacks from well from the Well Licensee. Please confirm the exact location of the abandoned well and required setbacks from well.

Please return this form to:

Name of Applicant:

Address:

Phone No.:

e-mail: