

AGENDA
CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION MEETING

February 27, 2024

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, February 27, 2024, at 9:00 a.m. in the Council Chambers, 327 Alberta Avenue, Worsley Alberta.

A) CALL TO ORDER

B) AGENDA

A. REGULAR MEETING of February 27, 2024 1

C) ADOPTION OF THE PREVIOUS MINUTES

A. REGULAR MEETING of February 13, 2024 2

D) BUSINESS ARISING OUT OF THE MINUTES

E) DELEGATION

F) BY-LAW

G) OLD BUSINESS

H) NEW BUSINESS

A. DEVELOPMENT PERMIT- W Driedger 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, FEBRUARY 13, 2024**

PRESENT

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

ABSENT

Jason Ruecker	Member
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ATTENDING

Allan Rowe	Chief Administrative Officer (CAO)
Natasha Gillett	Community Clerk (CC)
Shelby Janzen	Corporate Services Clerk (CSC)

CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA**

M04-24 (02-13-24)

RESOLUTION by Member Janzen to adopt the agenda governing the February 13, 2024, Municipal Planning Commission Meeting, as presented. CARRIED.

**APPROVAL OF
MINUTES**

Previous Regular
Meeting Minutes

M05-24 (02-13-24)

RESOLUTION by Member Hansen to adopt the minutes of the January 23, 2024, Municipal Planning Commission Meeting, as presented. CARRIED.

NEW BUSINESS

Subdivision Referral
I & M Peters

Subdivision referral 24MK002 was received from Mackenzie Municipal Services Agency regarding the new application for subdividing 12 acres (4.86 ha) from an unsubdivided quarter section (SE 27-84-9-W6M) as a farmstead separation.

M06-24 (02-13-24)

RESOLUTION by Member Janzen that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve the farmstead separation from Isaac and Martha Peters on SE 27-84-9-W6M (12 acres), with a side yard setback variance, 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.**

Development Permit
Application
ATCO Electric

Development Permit Application W01-24 was received from ATCO Electric Ltd to construct a telecommunications tower and a genset building on NW-5-89-12-W6M.

M07-24 (02-13-24)

RESOLUTION by Member Hansen that the Municipal Planning Commission approves Development Permit Application W01-24 from ATCO Electric Ltd to construct a telecommunications tower and a genset building on NW 5-89-12-W6M, subject to the following conditions:

- 1. Minimum setback from the property lines is the height of the tower plus 5 meters.**
- 2. The base of the tower is to be fenced and signed for safety.**
- 3. The site is to be kept weed free.**
- 4. Fee to be paid prior to any development.**
- 5. Site to be operated in compliance with Occupational Health and Safety Regulations.**
- 6. All Provincial/Federal regulations to be adhered to.**

CARRIED.

ADJOURNMENT

Chair Giesbrecht adjourned the February 13, 2024, Municipal Planning Commission Meeting at 9:13 a.m.

DATE

CHAIRPERSON

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	February 27, 2024
Originated By:	Shelby Janzen, Corporate Services Clerk
Title:	DEVELOPMENT PERMIT APPLICATION – WILLIE DRIEDGER
File:	61-02-02

DESCRIPTION:

Development Permit Application W02-24 was received from Willie Driedger to construct a building on Lot 1 Block 1 Plan 0928286 that will allow people to donate items for the less fortunate.

BACKGROUND:

- Zoning: Agricultural District 1 (AG1)
- Building or site storage facilities are discretionary uses.
- Developers must apply to Alberta Transportation for appropriate permits.
- The developers are proposing to install a septic system and cistern for sewage and water supply.

ATTACHMENTS:

1. Development Permit Application
2. Aerial of land proposed to be developed.
3. Location of the proposed development site with respect to the county.

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:

RESOLUTION by... That the Municipal Planning Commission approves Development Permit Application W02-24 from Willie Driedger to construct a building on Lot 1 Block 1 Plan 0928286 that will allow people to donate items for the less fortunate, subject to the following conditions:

1. Developer to obtain a Roadside Development Permit from Alberta Transportation.
2. Prior to construction, any outstanding property taxes to be paid in full on the land proposed to be developed.
3. Minimum setbacks from property lines:
 - a. Front yard, 40.8 m (134 ft)
 - b. Side yard, 15.2 m (50 ft)
 - c. Rear yard, 15.2 m (50 ft)
4. Water supply setbacks:

Initials show support - Reviewed by: Development Officer: 	Manager:
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- a. Cistern
 - i. Minimum distance from road right-of-way (front yard) 40.8 m (134 ft)
 - ii. Minimum distance from other property lines (side and rear yards) 15.24 m (50 ft)
- 5. Sewage setbacks:
 - a. Septic tank
 - i. Minimum distance from dwelling 1 m (3.25 ft)
 - b. Effluent discharge
 - i. Minimum distance from property line 91.4 m (300 ft)
 - ii. Minimum distance from dwelling 45.72 m (150 ft)
 - iii. Minimum distance from a water source 45.72 m (150 ft)
- 6. All sewage disposal systems 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 and code standards as set by Human Resources and Alberta Safety Codes Council.
- 8. All required County Land Use Bylaw and Provincial/Federal Regulations be adhered to.

Initials show support - Reviewed by: Development Officer:

Manager:



Initials show support - Reviewed by: Development Officer:

Manager:

A handwritten signature in black ink, appearing to be 'JC' or similar, written over a horizontal line.

**CLEAR HILLS COUNTY**

Box 240

Worsley AB T0H 3W0

Telephone: 780-685-3925

Fax: 780-685-3960

Email: info@clearhillscounty.ab.ca**FORM A**

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**APPLICATION FOR
DEVELOPMENT PERMIT**

FOR ADMINISTRATIVE USE ONLY

APPLICATION NO.:	W02-24		
DATE RECEIVED:	Feb 15/24		
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 Willie Driedger				NAME OF REGISTERED LAND OWNER Willie Driedger				
ADDRESS PO Box 87 Cleardale				ADDRESS PO Box 87 Cleardale				
POSTAL CODE T0H3Y0	EMAIL wjdriedger@gmail.com			POSTAL CODE T0H-3Y0	EMAIL wjdriedger@gmail.com			
CONTACT NUMBERS				CONTACT NUMBERS				
Home 780 685 2696				Home 780 685 2696				
Business				Business				
Cell 780 835 9163				Cell 780 835 9163				
LAND INFORMATION								
Legal description of proposed development site								
QTR/L.S. SE	SEC. 9	TWP. 85	RG. 10	M. 6	OR	REGISTERED PLAN NO. 0928286	BLOCK 1	LOT 1
Size of the proposed development site:								
LENGTH 225		(m) ft		WIDTH 185		(m) ft		NUMBER OF HECTARES OR ACRES 8
Lot type: INTERIOR CORNER THROUGH					LAND USE DISTRICT:			
Describe the existing use of the land: The existing use of the land is being farmed by a renter.								

APPLICATION FOR DEVELOPMENT PERMIT

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DEVELOPMENT INFORMATION

Describe the proposed use of the land:

Build a building to allow people to donate items for the less fortunate and allow volunteers to come and sort items to distribute.

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 90 <input checked="" type="radio"/> ft	REAR YARD 135 <input checked="" type="radio"/> ft	SIDE YARD (1) 91.4 <input checked="" type="radio"/> ft	SIDE YARD (2) 91.4 <input checked="" type="radio"/> ft
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Off street parking: Size of space N/A Number of spaces N/A

Off street loading: Size of space N/A Number of spaces N/A

Accessory use:

PERCENTAGE OF LOT OCCUPIED: 30% +/-	HEIGHT OF ACCESSORY BLDG: 9 ft	SETBACK FROM SIDE LOT LINE: 50 m	SETBACK FROM REAR LOT LINE: 120 m
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The land is adjacent to:

☒ PRIMARY HIGHWAY

☐ SECONDARY HIGHWAY

☐ RURAL ROAD

Estimate the Project:

COMMENCEMENT DATE April 1/2024	COMPLETION DATE Sept 30/2024	CONSTRUCTION COSTS \$ 600,000 +/-
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Attached is

(a) SITE PLAN <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A	(b) FLOOR PLAN <input type="radio"/> Yes <input checked="" type="radio"/> No <input type="radio"/> 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: Oct 23/2023	SIGNATURE OF APPLICANT: Willbur
DATE: Oct 23/2023	SIGNATURE OF REGISTERED LAND OWNER: Willbur

**APPLICATION FOR
DEVELOPMENT PERMIT**

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SITE MAP

LEGAL LAND DESCRIPTION: SE 9 85 10 6

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

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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
		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
		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.

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DEVELOPMENT PERMIT**

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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, Willie Driedger, do grant consent for an authorized
(Name in block letters)

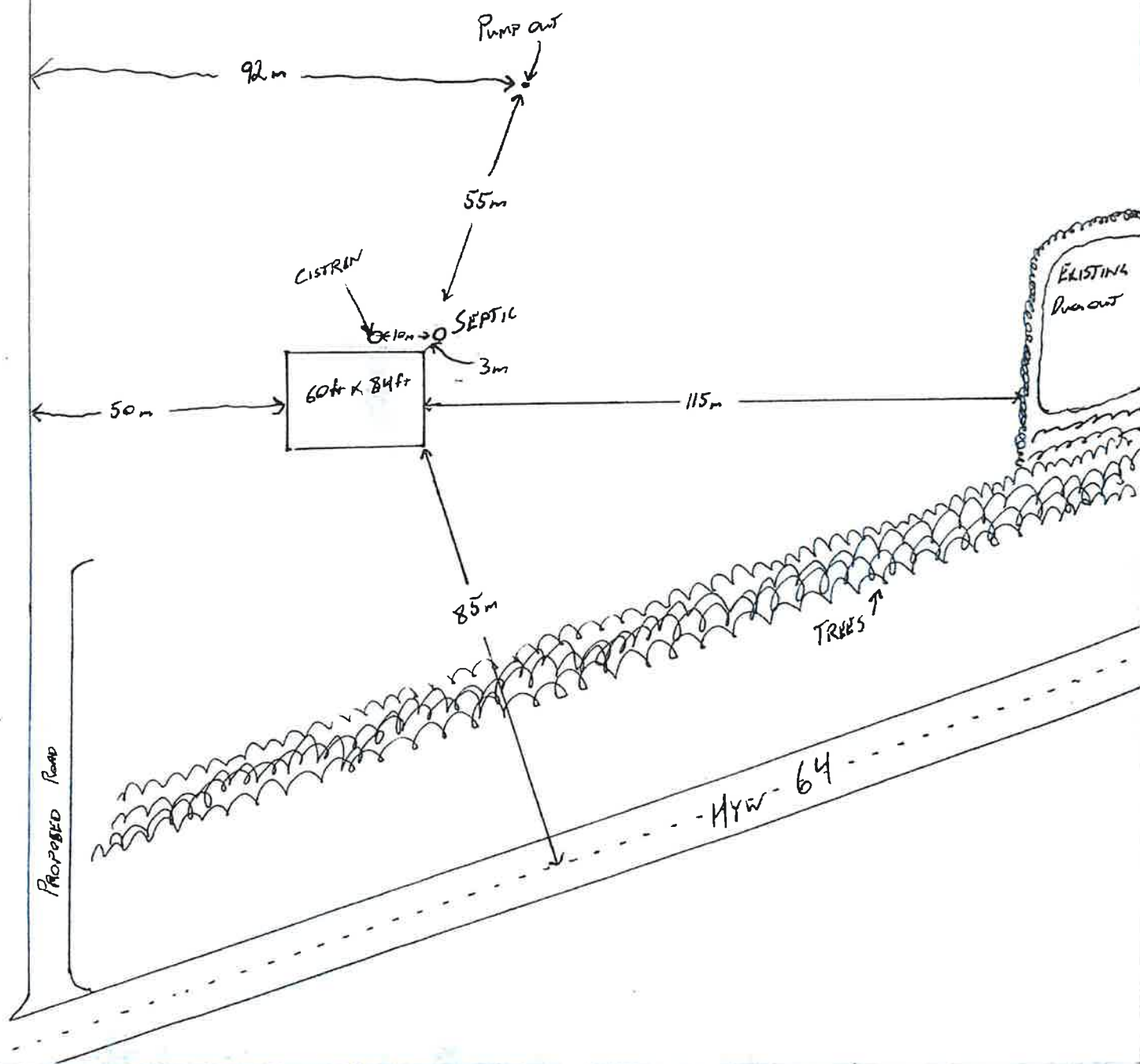
person of Clear Hills County to enter upon subject land for the purpose of a site inspection.

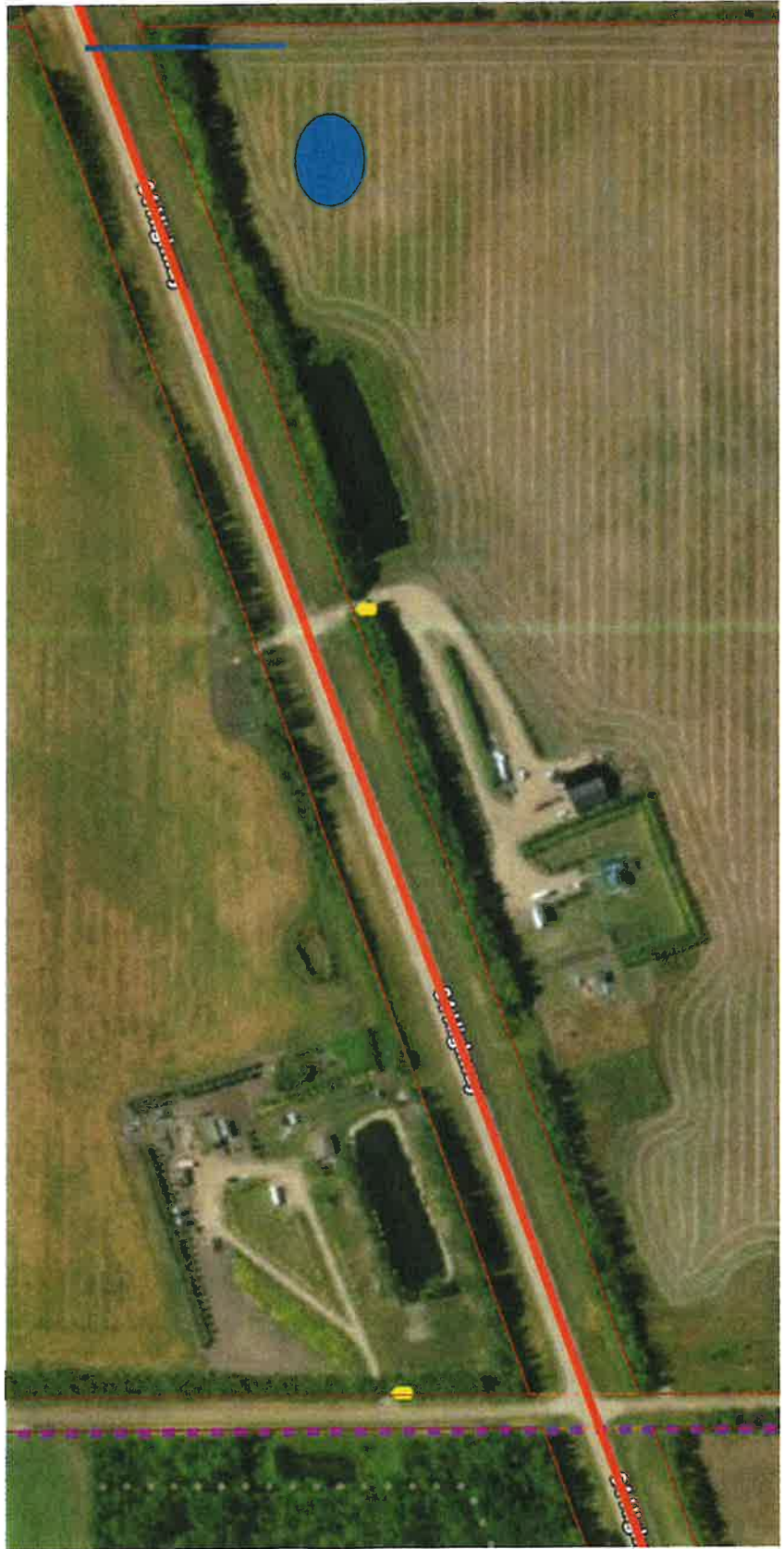
Legal Land Description: SE 9 85 10 6

Feb 15/2024
DATE:

Willie Driedger
SIGNATURE OF APPLICANT:

N





Plan 0928286 block 1 lot 1

→ Z



North