

AGENDA
CLEAR HILLS COUNTY
MUNICIPAL PLANNING COMMISSION MEETING
April 9, 2024

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, April 9, 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 April 9, 2024* 1
- C) ADOPTION OF THE PREVIOUS MINUTES**
 - A. *REGULAR MEETING of February 27, 2024* 2
- D) BUSINESS ARISING OUT OF THE MINUTES**
- E) DELEGATION**
- F) BY-LAW**
- G) OLD BUSINESS**
- H) NEW BUSINESS**
 - A. *DEVELOPMENT PERMIT- Mighty Peace Drilling Inc* 4
 - B. *DEVELOPMENT PERMIT- Worsley Chamber of Commerce* 12
- 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, FEBRUARY 27, 2024**

PRESENT

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

ABSENT

ATTENDING

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

CALL TO ORDER

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

**ACCEPTANCE OF
AGENDA**

M08-24 (02-27-24)

RESOLUTION by Member Hansen to adopt the agenda governing the February 27, 2024, Municipal Planning Commission Meeting, as presented. **CARRIED.**

**APPROVAL OF
MINUTES**

Previous Regular Meeting Minutes

M09-24 (02-27-24)

RESOLUTION by Deputy Chair Walmsley to adopt the minutes of the February 13, 2024, Municipal Planning Commission Meeting, as presented. **CARRIED.**

NEW BUSINESS

Development Permit Application
W Driedger

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.

M10-24 (02-27-24)

RESOLUTION by Member Janzen 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:**
 - 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 form 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. CARRIED.**

ADJOURNMENT

Chair Giesbrecht adjourned the February 27, 2024, Municipal Planning Commission Meeting at 9:11 a.m.

DATE

CHAIRPERSON

DATE

CHIEF ADMINISTRATIVE OFFICER

Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	April 9, 2024
Originated By:	Shelby Janzen, Corporate Services Clerk
Title:	DEVELOPMENT PERMIT APPLICATION – MIGHTY PEACE DRILLING INC
File:	61-02-02

DESCRIPTION:

Development Permit Application W04-24 was received from Mighty Peace Drilling to run a commercial business on Plan 2322060 Block 1 Lot 2. Included will be a shop building that will aid in the maintenance of equipment.

BACKGROUND:

- Zoning: Agricultural District 1 (AG1)
- Businesses 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 disposal and water supply.

ATTACHMENTS:

1. Development Permit Application
2. Aerial of land proposed to be developed.

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 W04-24 from Mighty Peace Drilling Inc to construct a shop and run a commercial business on Lot 2 Block 1 Plan 2322060, 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: 



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.:	W104-24
DATE RECEIVED:	03/27/24
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 <i>Mighty Peace Drilling Inc</i>				NAME OF REGISTERED LAND OWNER				
ADDRESS <i>Box 197 Cleardale AB T0H 3Y0</i>				ADDRESS				
POSTAL CODE <i>T0H 3Y0</i>	EMAIL <i>mpdrilling9571@gmail.com</i>	POSTAL CODE	EMAIL					
CONTACT NUMBERS				CONTACT NUMBERS				
Home				Home				
Business				Business				
Cell <i>780 835 9571</i>				Cell				
LAND INFORMATION								
Legal description of proposed development site								
QTR./L.S.	SEC.	TWP.	RG.	M.	OR	REGISTERED PLAN NO.	BLOCK	LOT
						<i>2322060</i>	<i>1</i>	<i>2</i>
Size of the proposed development site:								
LENGTH	m	WIDTH	m	NUMBER OF HECTARES		OR ACRES		
	ft		ft			<i>10</i>		
Lot type: INTERIOR CORNER THROUGH						LAND USE DISTRICT:		
Describe the existing use of the land: <i>farm land when purchased, turning into a business site</i>								

APPLICATION FOR DEVELOPMENT PERMIT

FORM A

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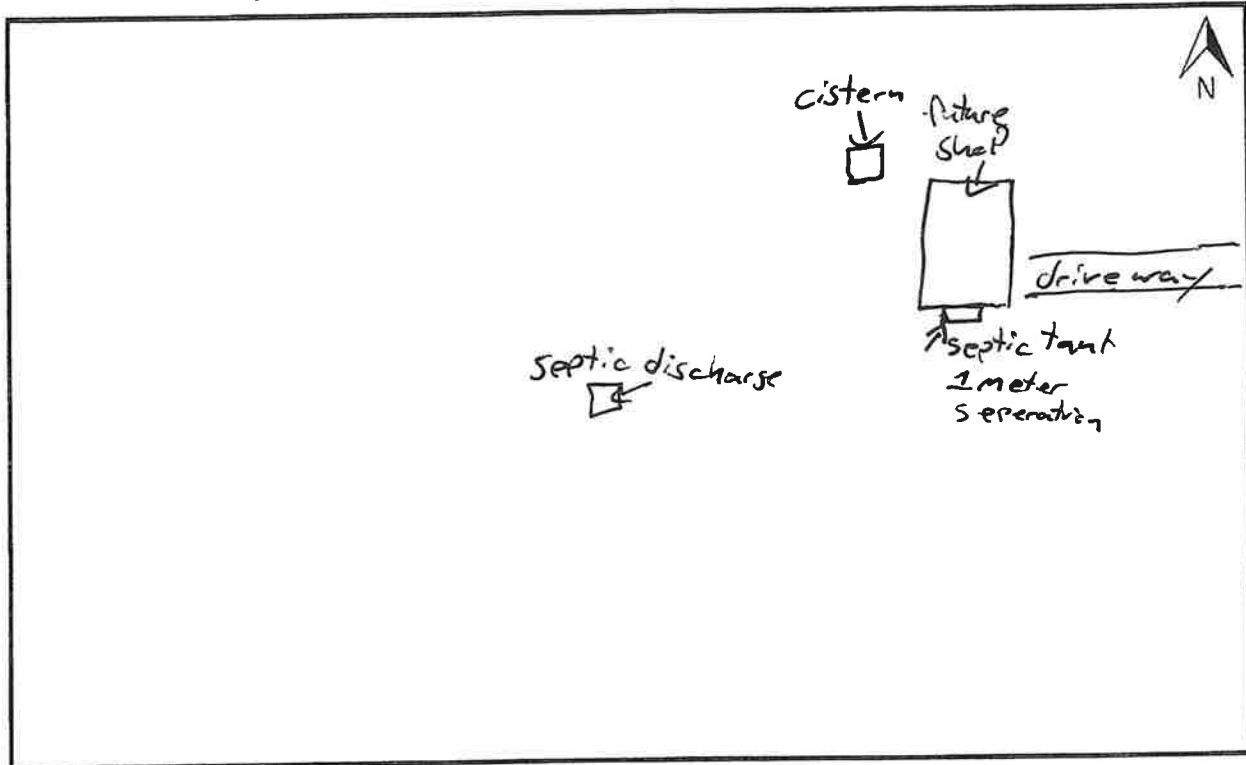
DEVELOPMENT INFORMATION			
Describe the proposed use of the land: <i>commercial Property, to run a business / maintain equipment future shop yard</i>			
Check (✓) any proposed use(s) not identified above:			
Dwelling unit(s)	Accessory structure(s) / use(s)	Home Occupation(s)	
Sign(s)	Commercial or industrial structure(s) / use(s)		
Other (specify)			
Indicate the proposed setback from the property line:			
FRONT YARD	m	REAR YARD	m
<i>150</i>	ft	<i>60</i>	ft
SIDE YARD (1)	m	SIDE YARD (2)	m
<i>60</i>	ft	<i>60</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:
The land is adjacent to:			
PRIMARY HIGHWAY <input checked="" type="checkbox"/>		SECONDARY HIGHWAY	
RURAL ROAD			
Estimate the Project:			
COMMENCEMENT DATE	COMPLETION DATE	CONSTRUCTION COSTS	
<i>Summer 2024</i>	<i>Summer 2024</i>	<i>18,327.53</i>	
Attached is			
(a) SITE PLAN	Yes <input checked="" type="checkbox"/>	No	N/A
(b) FLOOR PLAN	Yes	No <input checked="" type="checkbox"/>	N/A
DECLARATION			
I/WE hereby declare that the above information is, to the best of my/our knowledge, factual and correct.			
DATE: <i>March 26/2024</i>	SIGNATURE OF APPLICANT: <i>Paul Dredger</i>		
DATE: <i>March 26/2024</i>	SIGNATURE OF REGISTERED LAND OWNER: <i>Paul Dredger</i>		

APPLICATION FOR
DEVELOPMENT PERMIT

SITE MAP

LEGAL LAND DESCRIPTION: SE-9-85-10-WGM

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

FORM A

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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.

**APPLICATION FOR
DEVELOPMENT PERMIT**

FORM A

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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, Paul 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-W6M
2327060-1-2

March 27/24
DATE:

Paul Driedger
SIGNATURE OF APPLICANT:

Cleardale Store

Proposed
Development



Clear Hills County

Request For Decision (RFD)

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	April 9, 2024
Originated By:	Shelby Janzen, Corporate Services Clerk
Title:	DEVELOPMENT PERMIT APPLICATION – WORSLEY CHAMBER OF COMMERCE
File:	61-02-02

DESCRIPTION:

Development Permit Application W05-24 was received from the Worsley Chamber of Commerce to construct a 13x13 ft grainery gazebo on Lot P Plan 802KS, which is owned by the County.

BACKGROUND:

- Zoning: Hamlet Commercial (HC)
- Public/institutional buildings or uses are discretionary uses.
- Developers must apply to Alberta Transportation for appropriate permits.
- For the aesthetic integrity of the building, should the Municipal Planning Commission enter into a maintenance agreement with the Chamber of Commerce?

ATTACHMENTS:

1. Development Permit Application
2. Aerial of land proposed to be developed.

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 W05-24 from the Worsley Chamber of Commerce to construct a 13x13 ft grainery gazebo on Lot P Plan 802KS, subject to the following conditions:

1. Developer to obtain a Roadside Development Permit from Alberta Transportation.
2. Minimum setbacks from property lines:
 - a. Front yard, 7.6 m (25 ft)
 - b. Side yard (interior), 1.5 m (5 ft)
 - c. Side yard (exterior-corner lots), 3 m (10 ft)
 - d. Rear yard, 3 m (10 ft)

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.:	W05-24		
DATE RECEIVED:	03/28/24		
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 Worsley Chamber of Commerce.				NAME OF REGISTERED LAND OWNER Clear Hills County. / Highway.			
ADDRESS Box 293 Worsley.				ADDRESS Box 240 Worsley.			
POSTAL CODE T0H 3W0	EMAIL Kimberly.Sizer@gmail.com	POSTAL CODE T0H 3W0.	EMAIL CORPORATECLERK@clearhillscounty.ab.ca				
CONTACT NUMBERS Home 780-835-0448 Business 780-868-3049 Cell				CONTACT NUMBERS Home 780-685-3925 Business Cell			
LAND INFORMATION							
Legal description of proposed development site							
QTR./L.S.	SEC.	TWP.	RG.	M.	OR	REGISTERED PLAN NO. 802 KS	BLOCK LOT P.
Size of the proposed development site:							
LENGTH 13	m ft	WIDTH 13	m ft	NUMBER OF HECTARES	OR ACRES 1781.358m		
Lot type: INTERIOR CORNER THROUGH				LAND USE DISTRICT: 0.44 acres less			
Describe the existing use of the land: The existing land has a bonobo Christmas tree and fire pit for community gatherings, as well as signs for town.							

APPLICATION FOR DEVELOPMENT PERMIT

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DEVELOPMENT INFORMATION			
Describe the proposed use of the land: <i>The chamber would like to set up a grainery gazebo for community members / visitors to sit and enjoy waseys beauty and the hills during Spring / summer's fall.</i>			
Check (✓) any proposed use(s) not identified above:			
Dwelling unit(s)	Accessory structure(s) / use(s)	Home Occup. Unit(s)	
<input checked="" type="checkbox"/> Sign(s) <i>to include it is used for commercial</i>	Commercial or industrial structure(s) / use(s)		
Other (specify): <i>jubilee</i>			
Indicate the proposed setback from the property line: <i>(as close to street as we can)</i>			
FRONT YARD	m	REAR YARD	m
	ft		ft
SIDE YARD (1)		SIDE YARD (2)	
<i>bx</i>		<i>bx</i>	
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
The land is adjacent to:			
<input checked="" type="checkbox"/> PRIMARY HIGHWAY		<input checked="" type="checkbox"/> SECONDARY HIGHWAY	
RURAL ROAD			
Estimate the Project:			
COMMENCEMENT DATE	COMPLETION DATE	CONSTRUCTION COSTS	
<i>June 1 / 24</i>	<i>July 30 / 24</i>	<i>\$7000.00</i>	
Attached is			
(a) SITE PLAN	<input checked="" type="checkbox"/> Yes	No	N/A
(b) FLOOR PLAN	Yes	No	N/A
DECLARATION			
I/WE hereby declare that the above information is, to the best of my/our knowledge, factual and correct.			
DATE: <i>03/27/24</i>	SIGNATURE OF APPLICANT: <i>[Signature]</i>		
DATE: <i>04/03/24</i>	SIGNATURE OF REGISTERED LAND OWNER: <i>[Signature]</i>		

APPLICATION FOR DEVELOPMENT PERMIT

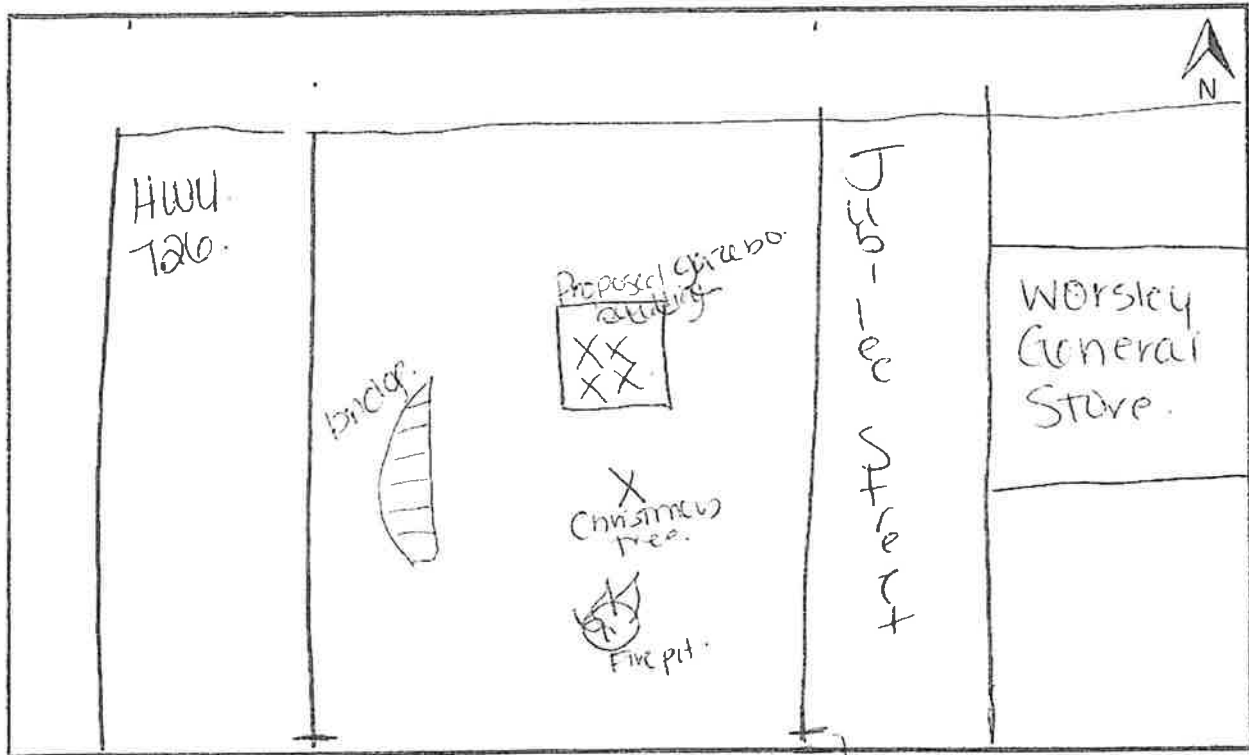
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SITE MAP

LEGAL LAND DESCRIPTION: _____

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- 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

access by end of
grass to
grave.

**APPLICATION FOR
DEVELOPMENT PERMIT**

FORM A

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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, Kimberly Sizer, 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.

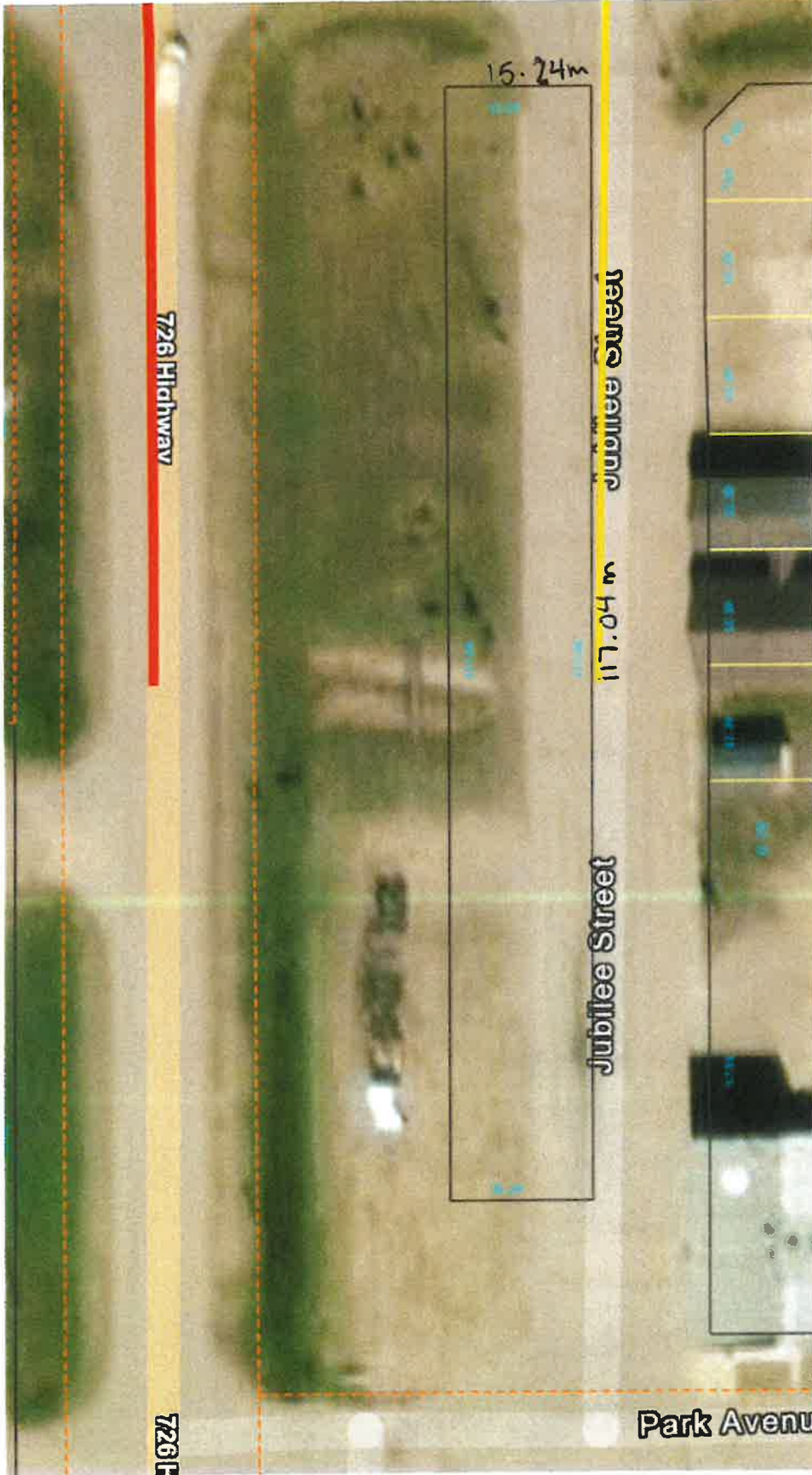
Legal Land Description: Plan 802 KS, Lot 4 P.

March 28/24.
DATE:

[Signature]
SIGNATURE OF APPLICANT:

802/5; P

N ↑



Setback Requirements:

Front yard:
7.6m/25ft

Side yard:
(interior) 1.5m/5ft

(Exterior)- Corners lots - 3m/10ft

Rear yard:
3m/10ft