AGENDA

CLEAR HILLS COUNTY

MUNICIPAL PLANNING COMMISSION MEETING

August 27, 2024

The regular meeting of the Municipal Planning Commission for the Clear Hills County will be held on Tuesday, August 27, 2024, 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 27, 2024
C)	ADOPTION OF THE PREVIOUS MINUTES A. REGULAR MEETING of August 13, 2024
D)	BUSINESS ARISING OUT OF THE MINUTES
E)	DELEGATION
F)	BY-LAW
G)	OLD BUSINESS
H)	NEW BUSINESS A. SUBDIVISION REFERRAL – D & S Wasylciw4
	B. DEVELOPMENT PERMIT APPLICATION – H. Friesen
I)	CORRESPONDENCE AND INFORMATION
J)	CONFIDENTIAL ITEMS
K)	ADJOURNMENT

MINUTES OF CLEAR HILLS COUNTY MUNICIPAL PLANNING COMMISSION COUNTY COUNCIL CHAMBERS TUESDAY, AUGUST 13, 2024

PRESENT	Susan Hansen Danae Walmsley Abram Giesbrecht	Member Deputy Chairperson Chairperson
ABSENT	David Janzen Jason Ruecker	Member Member
ATTENDING	Allan Rowe Bonnie Morgan Shelby Janzen Kelsey Lund	Chief Administrative Officer (CAO) Executive Assistant (EA) Corporate Services Clerk (CSC) Payroll Clerk (PC)
CALL TO ORDER	Chairperson Giesbrecht ca	alled the meeting to order at 9:00 a.m.
ACCEPTANCE OF AGENDA		
M35-24 (08-13-24)	<u> </u>	ty Chair Walmsley to adopt the agenda 13, 2024, Municipal Planning Commission CARRIED.
APPROVAL OF MINUTES Previous Regular Meeting Minutes	3 , 1	
M36-24 (08-13-24)	•	er Hansen to adopt the minutes of the July nning Commission Meeting, as presented. CARRIED.
NEW BUSINESS Subdivision Referral		
W Driedger	Municipal Services Agen	IK025 was received from the Mackenzie locy to subdivide 10 acres (4.05 ha) off a lot 1 block 1 plan 0928286) as an agricultural storage building.
M37-24 (08-13-24)	Commission recommen approve the agricultural	Giesbrecht that the Municipal Planning d Mackenzie Municipal Services Agency separation of Lot 1 Block 1 Plan 0928286 iedger, subject to the following conditions:

MUNICIPAL PLANNING COMMISSION TUESDAY, AUGUST 13, 2024

Page 2 of 2

- 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. Upon refusal from Alberta Transportation and Economic Corridors, an access easement agreement may be considered in lieu of a separate approach via the existing access to the balance.

 CARRIED.

ADJOURNMEN ^T	AD	JO	U	IR	N	N	ΙE	N	٦
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Chairperson Giesbrech Planning Commission M	t adjourned the August 13, 2024, Municipal leeting 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:

August 27, 2024

Originated By:

Shelby Janzen, Corporate Services Clerk

Title:

SUBDIVISION REFERRAL - DONALD AND SANDRA WASYLCIW

File:

61-02-02

DESCRIPTION:

Subdivision referral 24MK026 was received from the Mackenzie Municipal Services Agency to subdivide 14.90 acres (6.03 ha) off of SE 3-86-8-W6 (unsubdivided) as a farmstead separation.

BACKGROUND:

- Zoning: Agricultural District 1 (AG1)
- Road Access:
 - Existing approach to proposed lot via TWP RD 860.
 - Existing approach to the balance of the quarter via TWP RD 860.
- Topography: Flat
- Servicing:
 - The proposed lot is intended to be serviced with dugout supply, which does not meet the current rear yard setbacks. The proposed lot will be serviced with a lagoon for sewage disposal.
- Parcel Size: Proposed parcel may be 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.

RECOMMENDED ACTION:

RESOLUTION BY that the Municipal Planning Commission recommend Mackenzie Municipal Services Agency approve subdivision referral 24MK026, with the dugout rear yard setback variance, from Donald and Sandra Wasylciw for the farmstead separation of SE 3-86-8-W6 (14.90 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.







MACKENZIE MUNICIPAL SERVICES AGENCY

5109 - 51 Street P.O. Box 450 Berwyn, Alberta T0H 0E0

Phone: 780-338-3862 www.mmsa.ca

DATE:

August 8, 2024

FILE NO.:

24MK026

MUNICIPALITY: Clear Hills County

LEGAL: SE.3.86.8.W6M

OWNERS:

Donald and Sandra Wasylciw

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: Komiete Tetteh

Telus: Grande Prairie

ATCO Electric: Attn. Rita Klasson, Land Administration, Edmonton

ATCO Pipeline: HP.Circulations.com Gas Co-op: North Peace Gas Co-op Ltd.

Transportation and Economic Corridors: Peace Region

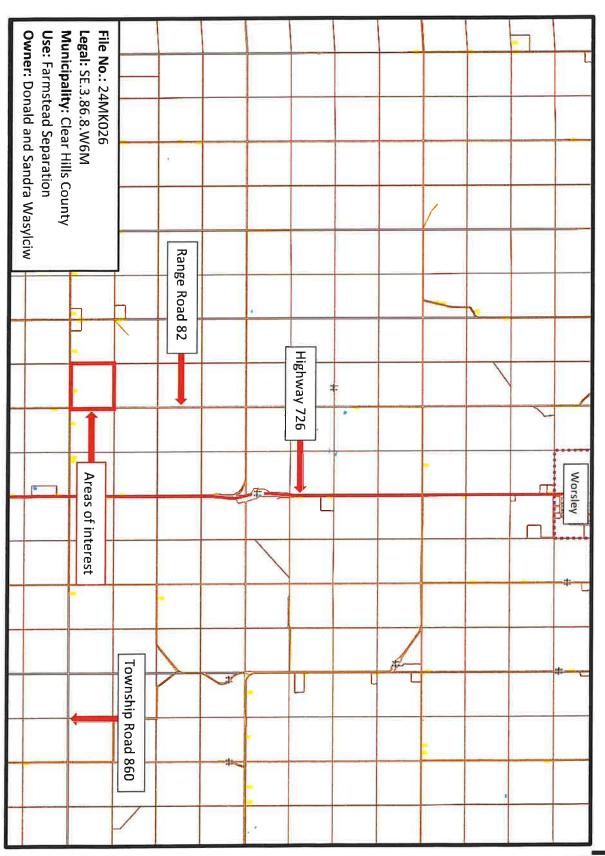
Municipality: Clear Hills County

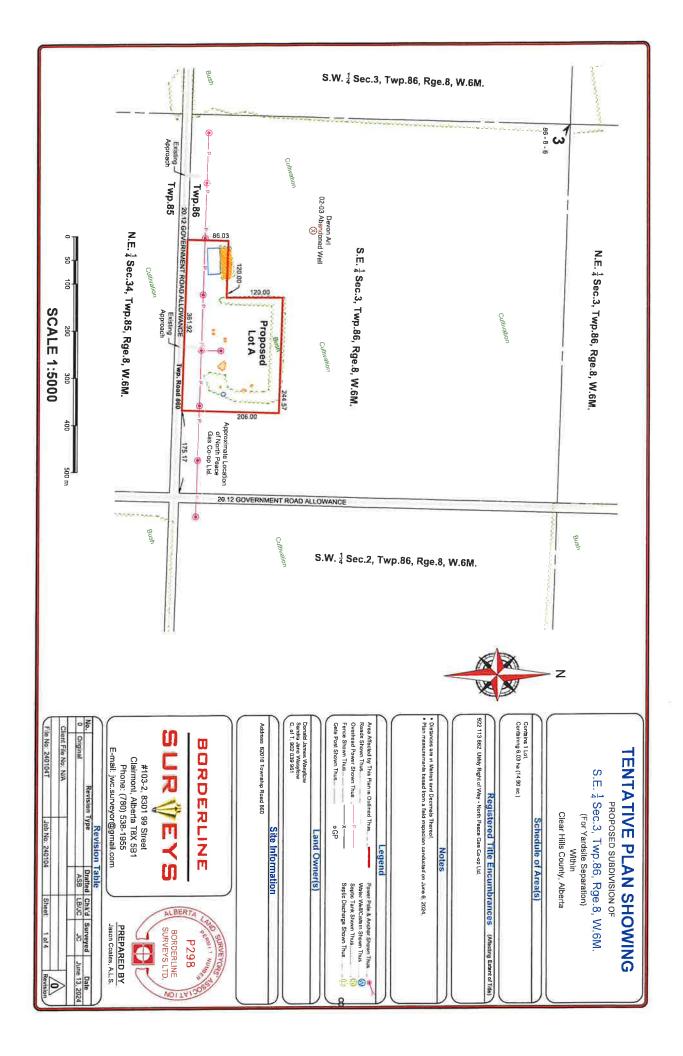
MACKENZIE MUNICIPAL SERVICES AGENCY Box 450 Berwyn AB T0H 0E0 - Phone: 780-338-3862 Fax: 780-338-3811 Email: info@mmsa.ca

FORM 1 APPLICATION FOR SUBDIVISION

	R OFFICE USE ONLY of Receipt for Completed Form: July 11, 2024	File No.: 24MK02	6 Fee Submitted: \$725.00
	STREET STREET		
THIS	THORIZED TO ACT ON THE REGISTERED OWNERS BEHALF	E BY THE REGISTERED OWI	IER OF THE LAND THAT IS THE SUBJECT OF THE APPLICATION OR BY A PER: Address and phone number:
15	Name of registered owner of land to be subdivided: Donald and Sandra Wasylciw		Box 89, Worsley, AB, T0H 3W0
	(Full Name in Block Capitals)		DOX 03. WOISICY, AB. 7017 0 170
2	Name of agent (person authorized to act on behalf of registered owner	er), if any:	Address and phone number:
	Borderline Surveys Ltd/Jason Coates (Full Name in Block Capitals)		PO Box 43, Clairmont, AB T8X 0T8 (780)538-195
3	LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED:		
	All/part of the SE	<u>86</u> Range	8 West of 6 Meridian
	Being all/parts of LotBlock		C.O.T. No. <u>902 039 9</u> 61
	Area of the above parcel of land to be subdivided 6.03	hectares14.9	O(acres)
	Municipal Address if applicable82016 TWP 860)	•
4.	LOCATION OF LAND TO BE SUBDIVIDED: a. The land is situated in the municipality ofCle	ear Hills County	
		n land Var	
	 b. Is the land situated immediately adjacent to the municipal If "yes", the adjoining municipality is		
			esNoX
	If "yes", the Highway is No		
	d Does the proposed parcel contain or is it bounded by a ri		
	e. Is the proposed parcel within 1.5 kilometres (0.932 miles	of a sour gas facility? Yes _	NoX
5.	EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED Describe:		
	a Existing use of the land <u>Agricultural</u>		
	b. Proposed use of the land Agricultural		
	c. The designated use of the land as classified under a land	d use bylaw	
6.	PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (W		lat
	a. Describe the nature of the topography of the land (flat, ro	illing, steep, mixed)	
		Clav	woodlots, etc – sloughs, creeks, etc)yard_site, bush
	 Describe the kind of soil on the land (sandy, loam, clay, e 	elc)	
7.	EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED Describe any buildings and any structures on the land and whether the	ey are to be demolished or mo	ved See Tentative plan
8.	WATER AND SEWER SERVICES If the proposed subdivision is to be served by other than a water distr Served by dugout and so	ibution system and a wastewa	er collection system, describe the manner of providing water and sewage disposal.
9	REGISTERED OWNER OR PERSON ACTING ON THE REGISTER!	FD OWNER'S BEHALF	
3.	Borderline Surveys Ltd/Jason Coates		hereby certify the
		Full Name in Block Capitals)	
	I am the registered owner, or		
	X: I am the agent authorized to act on behalf of the		to a state and of the facto relating to this application for subdivision
	and that the information given on this form is full and complete as is,		true statement of the racts relating to this application for subovivision.
	Address PO Box 43, Clairmont, AB T8X 0T8	Sig	nature:
	Phone No.: (780) 538-1955 / Cell (780) 330-9	939 _{Da}	June 20-2024

LOCATION MAP

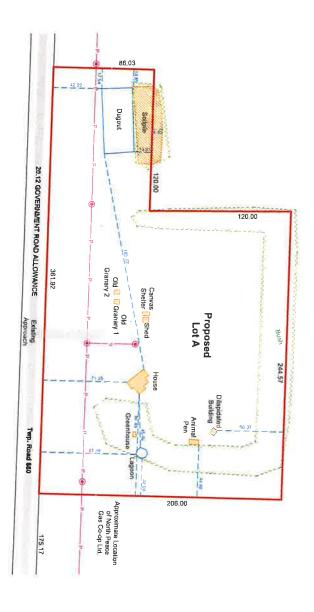




Devon Arl

O2-03 Abandoned Well

S.E. ¹/₄ Sec.3, Twp.86, Rge.8, W.6M.





Z

The house is served by a dugout and septic lagoon,
Water source is a dugout.
Some buildings may have been erected and others moved since the date of this photo.



N.E. \(\frac{1}{4}\) Sec.34, Twp.85, Rge.8, W.6M.

SCALE 1:2000

120

160



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

PREPARED BY
Jason Coates, A L S.

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					Client File No: N/A	П
June 13,	'n	LBIJC	ASB		Original	T
Date	Surveyed	ChK'd	Drafted	ion Type	No. Revision	Z
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TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF

S.E. $\frac{1}{4}$ Sec. 3, Twp. 86, Rge. 8, W.6M. (For Yardsite Separation) Within

Clear Hills County, Alberta







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TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF

S.E. $\frac{1}{4}$ Sec. 3, Twp. 86, Rge. 8, W.6M. (For Yardsite Separation) Within

Clear Hills County, Alberta



TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF S.E. \(\frac{1}{4}\) Sec.3, Twp.86, Rge.8, W.6M. (For Yardsite Separation)
Within
Clear Hills County, Alberta



SUR ()EYS BORDERLINE



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

PREPARED BY Jason Coates, A.L.S.

File No: 24010	Client File No: N/A	0 Original	No.	
1047	N/A		Revision Type	
Job No: 240104			ype	Kevision
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Sheet	П	LB/JC	Chk'd	
4 of 4		20	Drafted Chk'd Surveyed	
Revision	>	June 13, 2024	Date	

SCALE 1:2000

120

160

MACKENZIE MUNICIPAL SERVICES AGENCY SUBDIVISION COMMENTS

MUNICIPALITY: Clea		ar Hills County	DATE RECEIVED: June 26, 2024
FILE: 24MK026			DEEMED COMPLETE ON: July 11, 2024
LEGAL:	LEGAL: SE.3.86.8.W6M		EXPIRY DATE: September 9, 2024
APPLICANT/AGENT:		Borderline Surveys Ltd	

PROPOSAL: The proposal is to subdivide 14.9 acres from an unsubdivided quarter section to accommodate a

farmstead separation.

ACREAGE IN TITLE: 160 acres
RESERVE REQUIREMENT: N/A

PROXIMITY TO URBAN MUNIC: Approximately 5.04 miles southwest of Worsley (see location map).

PREVIOUS APPLICATIONS: N/A

SITE CHARACTERISTICS

C.L.I.: 50% 4s, 50% 3c

TOPOGRAPHY: The existing topography is described as flat.

EXISTING USE/DEVELOPMENT: The proposed lot contains a developed farmstead, comprised of a house, sheds, granaries, dugout, lagoon and several outbuildings, with associated servicing, including an overhead power line. The remainder of the lot is covered by bushes. The balance of the quarter section is largely cultivated, with an abandoned oil well site located northwest of the proposed lot. The quarter section is subject to two registered instruments, including a utility right of way caveated by North Peace Gas Co-op Ltd.

ROAD ACCESS: Access to the proposed lot is gained via an existing approach linked to Township Road 860 to the south. There is also a separate access to the balance via Township Road 860 to the south.

SERVICING: The proposed lot is serviced with a dugout for water supply, which does not meet current county setback regulations. The lot is serviced with a lagoon for sewage disposal, which meets current Provincial setback requirements.

PARCEL SIZE: The proposed parcel size of 14.9 acres may be deemed appropriate for the intended use.

LEGISLATION

LAND USE BYLAW: The proposed subdivision is located within the Agriculture District-1 (AG-1). The Land Use Bylaw indicates a maximum parcel of 10 acres for a farmstead separation. At the discretion of the Development Authority, a larger parcel size may be allowed based on the need to accommodate related farm buildings, improvements, existing and proposed services and site characteristics. site conditions, natural features or existing development (see section 10.3 (a)). The proposed parcel size of 14.9 acres may be allowed, considering the nature of the developments onsite and the need to comply with current sewer setback requirements. All the existing developments on the proposed lot meet the setback requirements of the Land Use Bylaw, except the dugout, which does not meet the required setback of 15.24 m from the rear yard property line. This setback deficit may either be accommodated through variance or required to be remedied.

MUNICIPAL DEVELOPMENT PLAN: May be allowed.

INTER MUNICIPAL DEV. PLAN: N/A

MATTERS RELATED TO SUBDIVISION AND DEVELOPMENT REGULATION: Section 7(6)(c) and (d) apply. Application will be referred to Transportation and Economic Corridors, as well as the appropriate utility companies, 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: August 27, 2024

Originated By: Shelby Janzen, Corporate Services Clerk

Title: DEVELOPMENT PERMIT APPLICATION – HEINRICH FRIESEN

File: 61-02-02

DESCRIPTION:

Development Permit Application W17-24 was received from Heinrich Friesen to develop a second vard site and residential cabin on SE 3-84-5-W6.

BACKGROUND:

Zoning: Agricultural District 1 (AG1)

- The second dwelling will be occupied by an immediate family member.
- The existing approach/driveway will be used as access to the proposed development
- There is an existing dugout for water supply and an existing lagoon for sewage disposal.

ATTACHMENTS:

- 1. Development Permit Application.
- 2. Aerial of proposed development.
- 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 W17-24 received from Heinrich Friesen to develop a second yard site and residential cabin on SE 3-84-5-W6, 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. Dugout
 - i. Front Yard, 40.8 m (134 ft) from the road right-of-way or 70 m (229.6 ft) from the center line, whichever is the greater.

Initials show support - Reviewed by: Development Officer:



- ii. Interior Side Yard, 15.24 m (50 ft) or as required by the Development Authority.
- iii. Rear Yard, 15.24 m (50 ft) or as required by the Development Authority.
- 5. Sewage setbacks:
 - a. Lagoon
 - i. 45 m (148 ft) from a dwelling
 - ii. 30.5 m (100 ft) from a property line
 - iii. 90 m (295 ft) from water feature or source
- 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:

CLEAR HILLS COUNTY

EAR HILLS

Box 240

Worsley AB T0H 3W0 Telephone: 780-685-3925

Fax: 780-685-3960

Email: info@clearhillscounty.ab.ca

APPLICATION FOR DEVELOPMENT PERMIT

FORM A

Page 1

FOR ADMINISTRATIVE USE ONLY

APPLICATION	NO.: 1	117-24	4	
DATE RECEIV	ED:			
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	NAME OF REGISTERED LAND OWNER				
teinvich friesen	Heinrich Friesa.				
ADDRESS	ADDRESS				
Box 328 Hines Creek	Box 328 Hines Creek				
Box 328 Hines Creek POSTAL CODE EMAIL SMail TOH 2 AO howarrior y jesus e com	POSTAL CODE EMAIL				
CONTACT NUMBERS	CONTACT NUMBERS				
Home	Home				
Business	Business				
Cell 907-899-1369	Cell 902-899-1369				
LAND INFORMATION					
Legal description of proposed development site					
QTR/L.S. SEC. TWP. RG. M.	OR REGISTERED PLAN NO. BLOCK LOT				
SE 3 84 5 W6					
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 + farmland	AUG 06 2024				
	Clear Hills County				

FORM A

Page 2

APPLICATION FOR DEVELOPMENT PERMIT

DEVELOPMENT INFORMATION							
Describe the proposed use of the land:							
Building a cabin							
Second residence							
Check (✓) any proposed use(s) not	identified above:		9				
Dwelling unit(s)	Accessory structu	ıre(s) / use(s)		Home Occupati	ion(s)		
Sign(s)	Commercial or in	dustrial structure(s) ,	/ use(s)				
Other (specify)							
Indicate the proposed setback from	the property line:			CIDE VARD (3)			
FRONT YARD m REA	AR YARD m	SIDE YARD (1)	m	SIDE YARD (2)	m		
210 1	2500 ®	60	(1)	2500	●		
470 - 4300							
Off street parking: Size of space Number of spaces							
Off street loading: Size of space Number of spaces							
Accessory use: PERCENTAGE OF LOT HEI	GHT OF ACCESSORY BLDG	SETBACK FROM :	SIDE LOT	SETBACK FROM	REAR		
OCCUPIED:	11 01	LINE:	01	LOT LINE:	Ĭ		
	16 47	60	† 1				
The land is adjacent to:	PRIMARY HIGHWAY	SECONDAR	RY HIGHWAY	RURA	L ROAD		
Estimate the Project:							
	COMPLETION DATE		CONSTRUC	TION COSTS			
COMMENCEMENT DATE COMPLETION DATE CONSTRUCTION COSTS							
September 2014 December 2014 Estimate \$40,000,00							
Attached is							
				N/-	N1/A		
(a) SITE PLAN Yes	No N/A	(b) FLOOR PLAN	Yes	No	N/A		
DECLARATION!							
DECLARATION I/WE hereby declare that the ab	pove information is, to the	ne best of my/our k	knowledge	, factual and corre	ect.		
1 and		11 -	. 1 -	1			
DATE: A US 5-34	SIGNATURE OF APPLICA	NT: Yeun	rek J				
DATE: Aug 5- 34	SIGNATURE OF REGISTE	RED LAND OWNER	Turn	int Fr			
DAIL MUS	1		a great and		J 15 (0 5 - 11)		

APPLICATION FOR DEVELOPMENT PERMIT

SITE MAP

LEGAL LAND DESCRIPTION: SF 3-84-5-W6
For industrial or commercial development, attach engineered drawings of proposed development.
For residential and agricultural development, draw a sketch plan of proposed development.
HOD THE WALL
++0ht >
589 kmy 514
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

Page 4

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.

DUGOUT WELL CISTERN & HAULING COUNTY SERVICE	Existing	Proposed	TYPE OF WATER SUPPLY	
CISTERN & HAULING COUNTY SERVICE			DUGOUT	
COUNTY SERVICE			WELL	
			CISTERN & HAULING	
OTHER (Disease on orific)			COUNTY SERVICE	
OTHER (Please specify)			OTHER (Please specify)	

Existing	Proposed	TYPE OF SEWAGE DISPOSAL
	1	OPEN DISCHARGE/SEPTIC TANK
		SUB-SURFACE DISPOSAL/SEPTIC TANK
		ABOVE GROUND/SEPTIC TANK
V		SEWAGE LAGOON
		OUTDOOR PRIVY
	1	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.

FORM A

Page 7

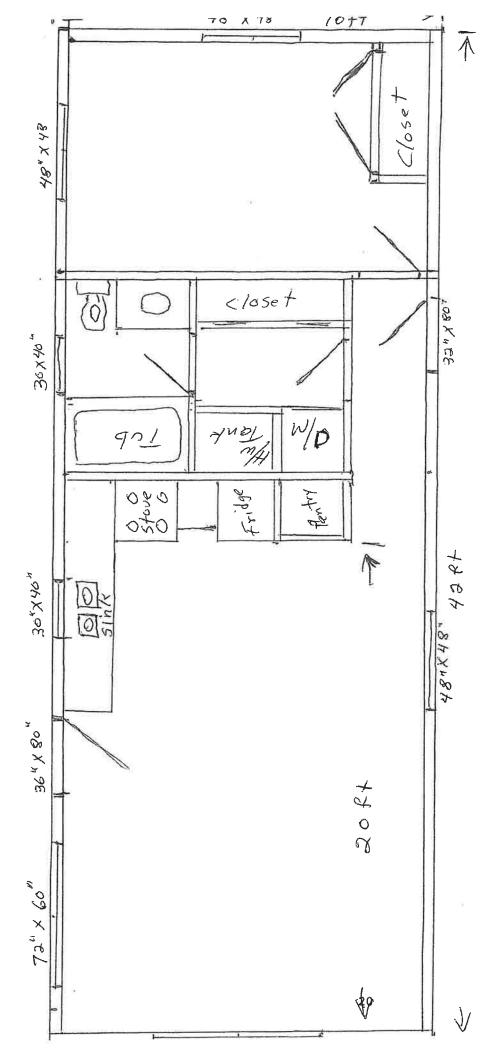
APPLICATION FOR DEVELOPMENT PERMIT

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).

, <u>HEINRICH</u> (Name in bl	FRIESEM, do grant consent for an authorized ock letters)
person of Clear Hills Count	y to enter upon subject land for the purpose of a site inspection.
Legal Land Description:	SE-3-84-5-W6
AUS5-24	Leiner Fr. SIGNATURE OF APPLICANT:



West Boundary Cabin Existing house Highway Septic 885 Dugout South 21

SE 3-84-5-W6 N ↑



Proposed development site

