

MUNICIPAL PLANNING COMMISSION

AGENDA

May 12, 2022

8:30 A.M. – TOWN OFFICE – COUNCIL CHAMBERS

1. Call to Order
2. Additions to the Agenda
3. Approval of Agenda
4. Confirmation of the April 12, 2022 MPC Meeting Minutes
5. Business Arising from the Minutes
6. **Development Application:** 3358-2022
Applicant: Joel Kosa
Legal: Lot 1, Block 1, Plan 0325629
Municipal: 7007 – 50 Avenue
Proposed Development: Temporary Structure
7. **Development Application:** 3360-2022
Applicant: James Patko Contracting
Legal: Lot 9-32, Block 65, Plan 3049AT
Municipal: 4704 – 55 Street
Proposed Development: Accessory Buildings
8. **Development Application:** 3361-2022
Applicant: Nicole Doan
Legal: Lot 14-16, Block 23, Plan 925X
Municipal: 5003 – 47 Street
Proposed Development: Change of Use
9. **Development Application:** 3362-2022
Applicant: Interpipeline Ltd.
Legal: Lot 8, Block 1, Plan 1423887
Municipal: 4801 – 75 Street
Proposed Development: Temporary Structure
10. Adjournment

MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
April 12, 2022

Present:

Councillors Cheryl Barros, Gord Lawlor, Scott Pfeiffer and Kurt Baker, Director of Planning and Development Leann Graham and Planning & Operations Clerk Maddie Standage

1. **Call to Order:** Chairman Cheryl Barros called the meeting to order at 8:28 a.m.

2. **Additions to Agenda**

None.

3. **Approval of Agenda**

Moved by Councillor Kurt Baker to accept the agenda as presented.

MOTION CARRIED

Unanimous

4. **Confirmation of the April 7, 2022 MPC Meeting Minutes**

Moved by Councillor Gord Lawlor that the Minutes of the April 7, 2022 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

None.

6. **Development Application:** 3352-2022

Applicant: Big Game Source for Adventure

Legal: Lot 7, Block 1, Plan 1423887

Municipal: 4805 A & B – 75 Street

Proposed Development: Renovation and Change in Use – Recreation Facility

Director of Planning and Development read a report that follow:

General:

The applicant is proposing an interior renovation to their current location in the form of a second floor for additional storage and staff space as well as constructing new archery lanes, which will be open for use to the public. The addition of archery lanes to the current retail store is treated as a change of use.

Under the current zoning of C2: Commercial Highway District, the use of “Recreation Facility” is a Discretionary Use.

Development Review:

Land Use District: C2: Commercial Highway District

Existing Land Use: Retail Store

Proposed Use: Retail Store & Recreation Facility

DEFINITIONS:

“**RECREATION FACILITY**” means development that provides facilities for sports and active recreation. Typical facilities would include athletic clubs, bicycle/pedestrian trails, billiard or pool halls, bowling alleys, campsites, driving ranges, golf course, health and fitness clubs, curling, indoor golf facilities, indoor soccer facilities, roller-skating and hockey rinks, rifle and pistol ranges, sports fields, tennis courts and swimming pools. The intended application is for both private and public facilities.

Legislation and Policy:

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw 2060-15.

Recommendation:

That the Municipal Planning Commission approve this application subject to the following conditions:

1. The owner/applicant must comply with all provisions of the Town of Stettler Land Use Bylaw #2060-15;
2. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code;
3. Compliance with the provisions of the Land Use Bylaw #2060-15 does not exempt the application from compliance with any provincial, federal, or other municipal legislation;
4. The proposed development (Interior Renovation and Change of Use – Recreational Facility) shall be located in accordance with the approved plan; any changes to the plan must be approved by the Town of Stettler;
5. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
6. The owner/applicant must obtain a building permit for this development following the mandatory 21 day appeal period.

Alternatives:

- Approve the application with additional conditions.
- Defeat the application stating reasons.

Discussion

Discussion ensued around the supplied site plan noting that there will be a section of the store left with a high ceiling and there will be an exterior exit from the archery lanes at the back of the store as well as an access from within the store.

Moved by Councillor Scott Pfeiffer to approve the application as presented.

MOTION CARRIED

Unanimous

8. The meeting adjourned at 8:32 on a motion by Councillor Gord Lawlor.



Request For Decision

Issue:

Development Permit Application: 3358-2022
Applicant: Joel Kosa
Proposed Location: Lot 1, Block 1, Plan 0325629
Municipal: 7007 – 50 Avenue
Development: Temporary Structure

BACKGROUND

General:

The applicant is proposing the placement of cardlock Diesel Exhaust Fluid (DEF) pump in the form of an above ground, 5000 Liter tank, fully contained in an enclosed unit. The proposed development is an Accessory Use to the main use of the cardlock with the 75 square foot proposed structure falling under the definition of a Temporary Structure.

An Accessory Use is listed in the C2 District as a Permitted Use. A Temporary Structure is also Discretionary Use in the C2 District falling under “All Permitted Uses within the I District.”

The structure is proposed to sit at the end of one of the diesel cardlock islands and would sit on a low grade cement island.

Development Review:

Land Use District – C2: Commercial Highway
Existing Land Use – Commercial

Section 9: Definitions

“**ACCESSORY USE**” means a use customarily incidental and subordinate on the same parcel of land with such main use or building.

“**GAS BAR**” means a retail outlet that is limited to the sale of gasoline and related automotive products, and may include a “Convince Food Store”.

“**TEMPORARY STRUCTURE**” means a structure without any foundation or footings and which is removed when the designated time, activity or use for which the temporary structure was erected has ceased.

Section 19: Decision

Specifically 19.3 in regards to Discretionary Uses

Section 56: Temporary Structures

Section 85: C2 Commercial Highway District

Discretionary Use: “Accessory Use”

“All Permitted Uses within the I District”

Section 87: I Industrial District

Permitted Use: “Temporary Structure”

Section 95: OH Overlay highway Design Guidelines District

Legislation and Policy:

Staff has assessed this application against the provisions outlined in the Town of Stettler

Land Use Bylaw 2060-15.

RECOMMENDATION

Recommendation:

That the Municipal Planning Commission approve this application subject to the following conditions:

1. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;
2. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code;
3. Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
4. The proposed development (Temporary Structure) shall be located in accordance with the approved plan; any changes to this plan must be approved by the Town of Stettler;

Alternatives:

- Approve the application with additional conditions
- Defeat the application stating reasons.

Author:

Leann Graham, Director of Planning and Development

DEVELOPMENT PERMIT APPLICATION FORM
TOWN OF STETTLER LAND USE BYLAW NO. 2060-15

APPLICATION # _____ TAX ROLL # _____

APPLICATION TYPE: COMMERCIAL: INDUSTRIAL: _____ INSTITUTIONAL: _____ RESIDENTIAL: _____ OTHER: _____

PROJECT TYPE: NEW CONSTRUCTION: RENOVATION: _____ DEMOLITION: _____ CHANGE IN USE: _____ OTHER: _____

APPLICANT: Joel Kosa ADDRESS: Suite 700, 4838 Richard Road SW

CITY: Calgary PROV: Alberta POSTAL CODE: T3E 6L1

PHONE: 403-660-4668 FAX: _____ EMAIL: joel.kosa@ufa.com

REGISTERED OWNER: United Farmers of Alberta Cooperative Ltd. ADDRESS: Suite 700, 4838 Richard Road SW

ADDRESS OF PROPERTY TO BE DEVELOPED: 7007A Street, 50 Ave, Stettler, AB T0C 2L0

LOT: 1 BLOCK: 1 REGISTERED PLAN: 0325629

EXISTING USE: UFA Cardlock and Bulk fuel location LAND USE DISTRICT: C1: Commercial Central

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: _____

Existing: UFA Cardlock and Bulk fuel location

Proposed: Addition of enclosed diesel exhaust fluid unit (on-island unit with 5000L tank and dispenser)

BUILDING OCCUPANCY CLASSIFICATION NEW or CHANGE: _____

**See Reverse for Major Occupancy Classifications and STETTLER REGIONAL FIRE DEPARTMENT REVIEW FORM*

PARCEL TYPE: INTERIOR _____ CORNER _____ PARCEL AREA: _____

SETBACKS OF EITHER EXISTING OR PROPOSED BUILDINGS: _____

FRONT YARD: _____ SIDE YARDS: _____ and _____

**Refer to Alberta Building Code High Intensity Residential Fire Standards if applicable*

REAR YARD: _____ FLOOR AREA: _____ PARCEL COVERAGE: _____ %

HEIGHT OF MAIN BUILDING: _____ NO. OF OFF-STREET PARKING SPACES: _____

EXISTING: _____ PROPOSED: _____ SIZE OF OFF-STREET LOADING SPACE: _____

RTM OR MOBILE HOME MAKE OF UNIT _____ YEAR BUILT _____

PROPOSED ACCESSORY USE OF LAND AND OR BUILDINGS (garages, etc.): _____

Proposed: Addition of enclosed diesel exhaust fluid unit (on-island unit with 5000L tank and dispenser)

SIZE OF ACCESSORY BUILDING: _____ X _____ X _____ IN HEIGHT

DISTANCE FROM REAR PARCEL BOUNDARY: _____ DRIVEWAY LENGTH: _____

DISTANCE FROM SIDE PARCEL BOUNDARY: _____ PARCEL COVERAGE: _____ %

ESTIMATED COST OF THE PROJECT OR CONTRACT PRICE: \$99,000

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: Summer 2022

DATE OF APPLICATION: April 21, 2022 SIGNATURE OF APPLICANT: 

APPLICATIONS SHALL BE ACCOMPANIED BY THE FOLLOWING:

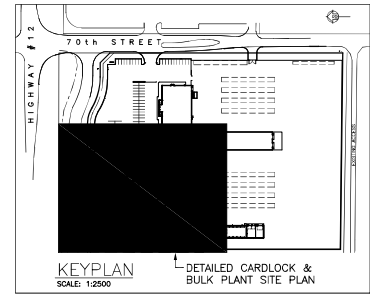
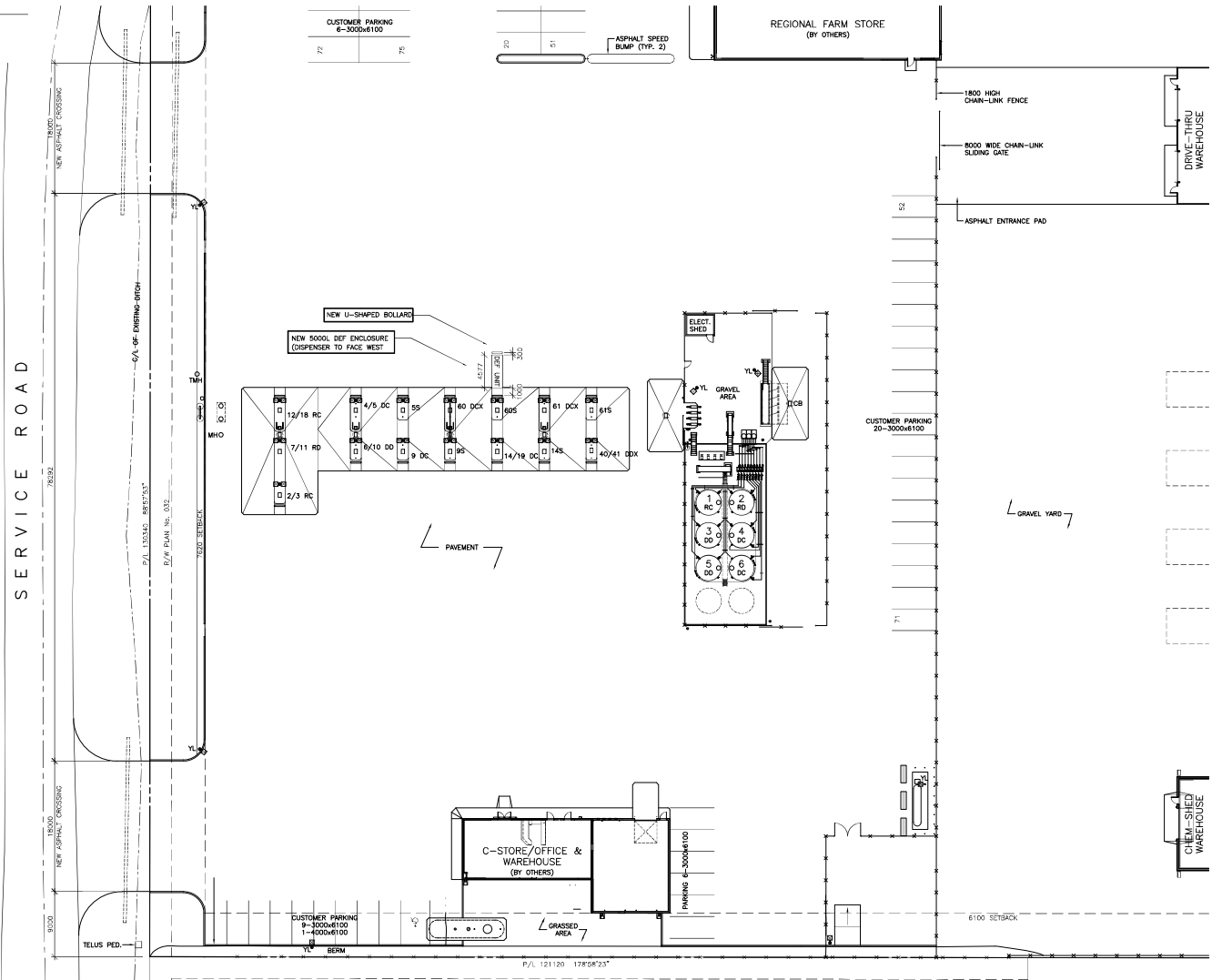
- (1) A **NON-RETURNABLE PROCESSING FEE** (SEE POLICY IV-1 – BUILDING AND DEVELOPMENT PERMIT FEE SCHEDULE)
- (2) A **SCALED SITE PLAN** IN DUPLICATE SHOWING THE TREATMENT OF LANDSCAPED AREAS, IF REQUIRED, THE LEGAL DESCRIPTION, THE FRONT, REAR AND SIDE YARDS, IF ANY, ANY PROVISION OF OFF-STREET LOADING AND VEHICLE PARKING, AND ACCESS AND EGRESS POINTS TO THE PARCEL.
- (3) **SCALED FLOOR PLANS, ELEVATIONS AND BUILDING SECTIONS** IN DUPLICATE.
- (4) FURTHER INFORMATION MAY ALSO BE REQUIRED.

NOTE:

- 1. THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE REQUIRED INFORMATION IS NOT SUPPLIED OR WHERE, IN HIS/HER OPINION, THE QUALITY OF THE MATERIAL SUPPLIED IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.
- 2. THE DEVELOPMENT OFFICER MAY DEAL WITH AN APPLICATION WITHOUT ALL OF THE INFORMATION REQUIRED, IF HE/SHE IS OF THE OPINION THAT A DECISION ON THE APPLICATION CAN BE PROPERLY MADE WITHOUT SUCH INFORMATION.

The personal information on this form is collected under the authority of Section 32 of the Alberta Freedom of Information and Protection of Privacy Act. The information will enable us to process your application and is necessary for municipal operations.

TOWN OF STETTLER OFFICE USE ONLY:	
Building Permit Required: _____	MPC Required: _____ MPC Date: _____ MPC Approval: _____
Business License Required: _____	Alberta Transportation Review (adjacent to Hwy 12 or 56): _____
County Referral Required: _____	Alberta Environment Review (adjacent to Red Willow Creek or Cold Lake): _____
Fire Department Review: _____	Advertisement Date: _____ Permit Issue Date: _____
Engineering Review: _____	Application Accepted By: _____
Water: _____ Transportation: _____	Application Approved By: _____



LEGAL DESCRIPTION
 LOT 1, BLOCK 1, PLAN No. 632
 S.E. 1/4 SEC. 1, TWP. 39, RGE. 20, W. 4th MER.
 COUNTY OF STETTLER, ALBERTA

SITE AREA
 53848.96 SQ.M. (5.38 Ha/13.31 Ac)

ZONING
 M3 - HEAVY INDUSTRIAL DISTRICT

LEGEND

○	MH
○	TMH
□	CB
—	20" x 12"

NOTES

- THIS SITE PLAN WAS BASED ON A SURVEY OBTAINED FROM "BETA SURVEYS LIMITED". THE SURVEY WAS COMPLETED ON OCTOBER 17, 2005. ADDITIONAL INFORMATION WAS COMPILED FROM A SITE PLAN PROVIDED BY "PARCHOMA & JONES DESIGN" DATED SEPTEMBER 2005.
- OVERALL SITE TO BE STAKED-OUT & DIMENSIONS VERIFIED PRIOR TO ANY EXCAVATION OR CONCRETE BEING POURED.

PARKING

REQUIRED:

C-STORE:	1 STALL PER 70m ² OF NET BUILDING AREA (274.46m ²)	= 4 STALLS
	1 STALL PER EMPLOYEE (3 STAFF ASSUMED)	= 3 STALLS
	*BASED ON LOCAL BYLAW C-1 REQUIREMENT	
FARM STORE:	1 STALL PER 70m ² OF NET BUILDING AREA (1548.37m ²)	= 23 STALLS
	1 STALL PER EMPLOYEE (3 STAFF ASSUMED)	= 5 STALLS
	*BASED ON LOCAL BYLAW C-1 REQUIREMENT	
WAREHOUSE:	1 STALL PER EMPLOYEE (5 STAFF ASSUMED)	= 5 STALLS
	*BASED ON LOCAL BYLAW M-3 REQUIREMENT	
TOTAL:		= 40 STALLS

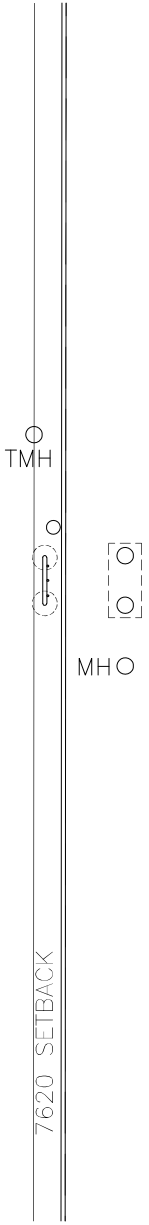
PROVIDED:

CAR:	89 STALLS
HANDICAPPED:	5 STALLS
TOTAL:	94 STALLS

CONSULTANT		REVISIONS		
<p>CTM DESIGN SERVICES LTD. 500 - 50th Street, Suite 200, Calgary, Alberta, T2C 1G8 Tel: (403) 243-1111 Fax: (403) 243-1112 www.ctmdesign.com</p>	NO.	DESCRIPTION	BY	DATE
	0	ISSUED TO CLIENT FOR REVIEW	CCR	2006-01-28
	0	ISSUED FOR TENDER	AK	2006-02-28
	0	ISSUED FOR CONSTRUCTION	CCR	2006-04-13

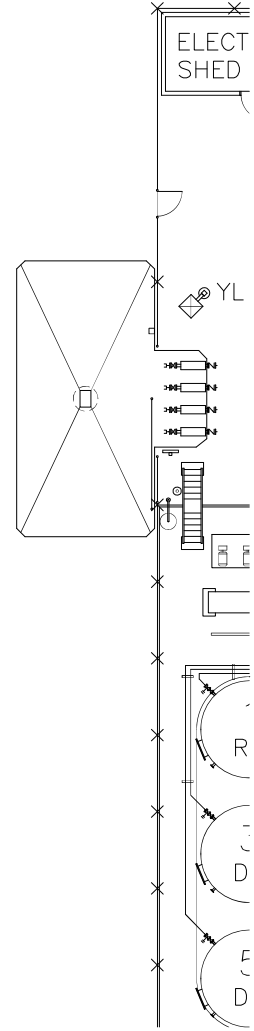
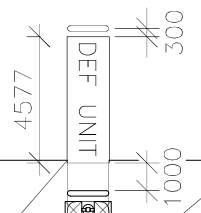
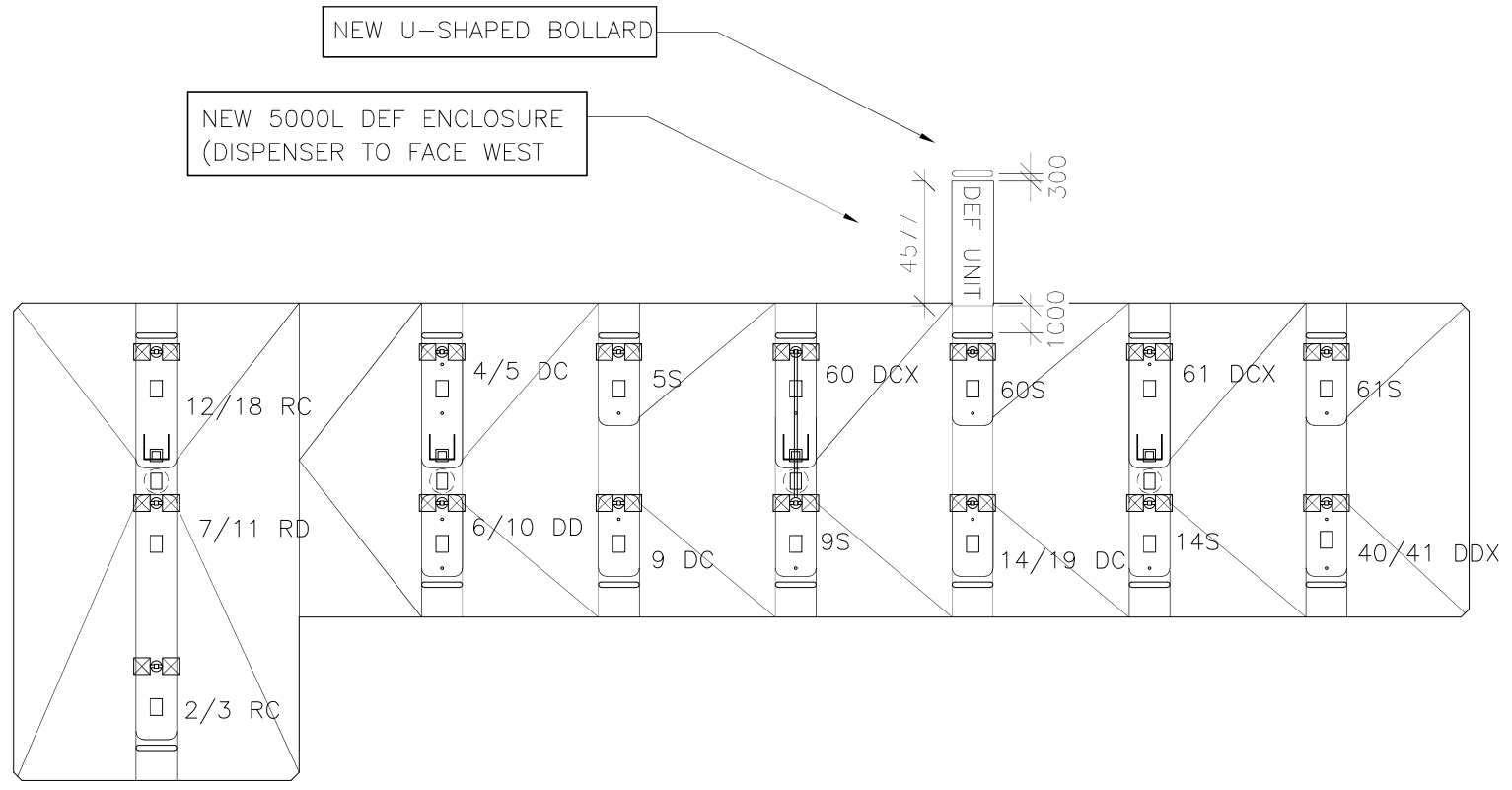
<p>UNITED FARMERS OF ALBERTA CO-OPERATIVE LIMITED</p>	<p>STETTLER, ALBERTA PROPOSED SITE PLAN BULK PLANT & CARDLOCK FACILITY</p>	<p>DATE: 2005-12-13 DRAWN BY: DMJ/AK CHECKED BY: SCALE: 1:300</p>	<p>OUTLET: -- SHEET NO.: 25120SP2 DRAWING NO.: SP2 REV.: 0</p>
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P/L 121120 1785823*



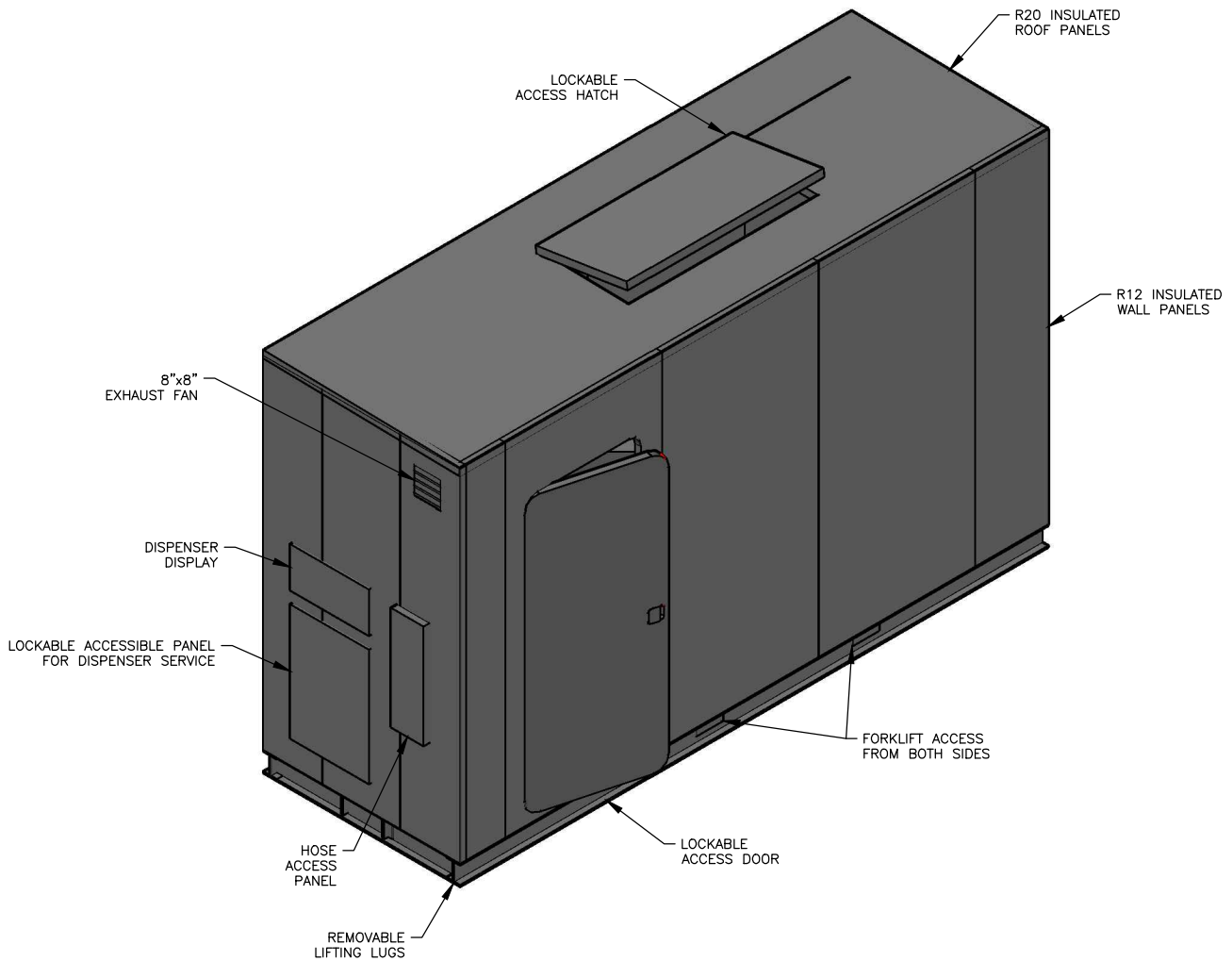
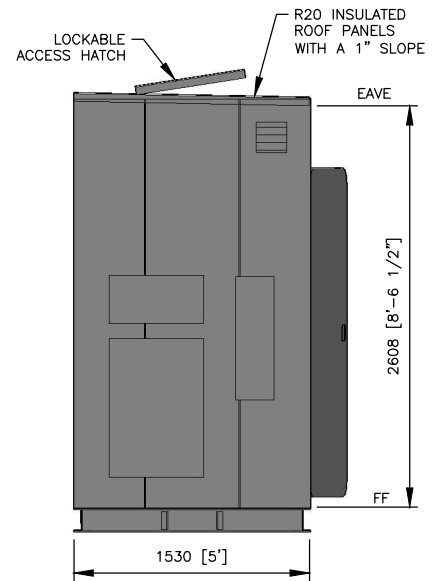
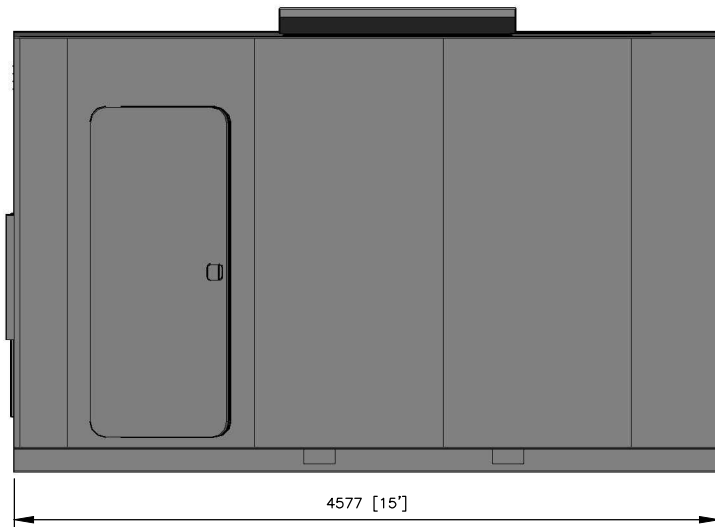
NEW U-SHAPED BOLLARD

NEW 5000L DEF ENCLOSURE
(DISPENSER TO FACE WEST)









RACELINE DESIGN

1320 US GALLONS (1100 IMP GAL, 5000L) DEF
MINI-BULK STORAGE BUILDING
EXTERIOR VIEWS

SIZE	SCALE	JOB NO.	DWG:	REV
A	NTS	211300	DEF-TANK-HV1300-01	A

1

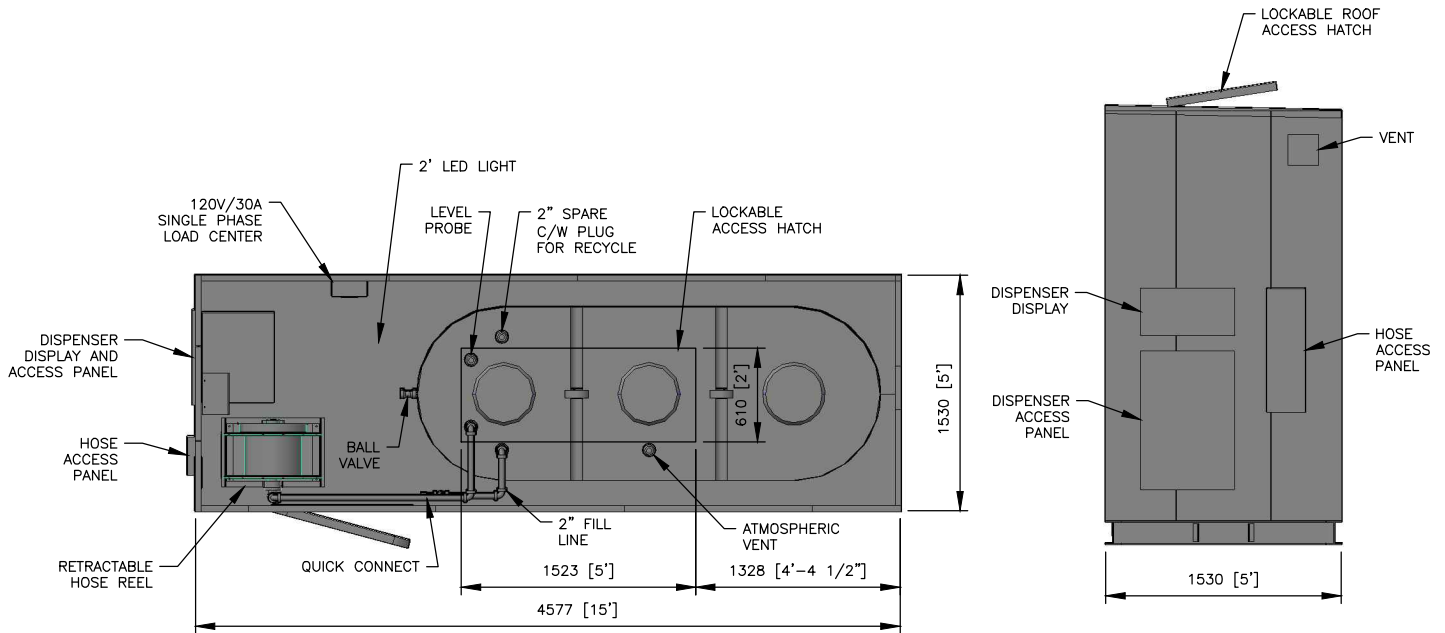
2

3

4

A

A

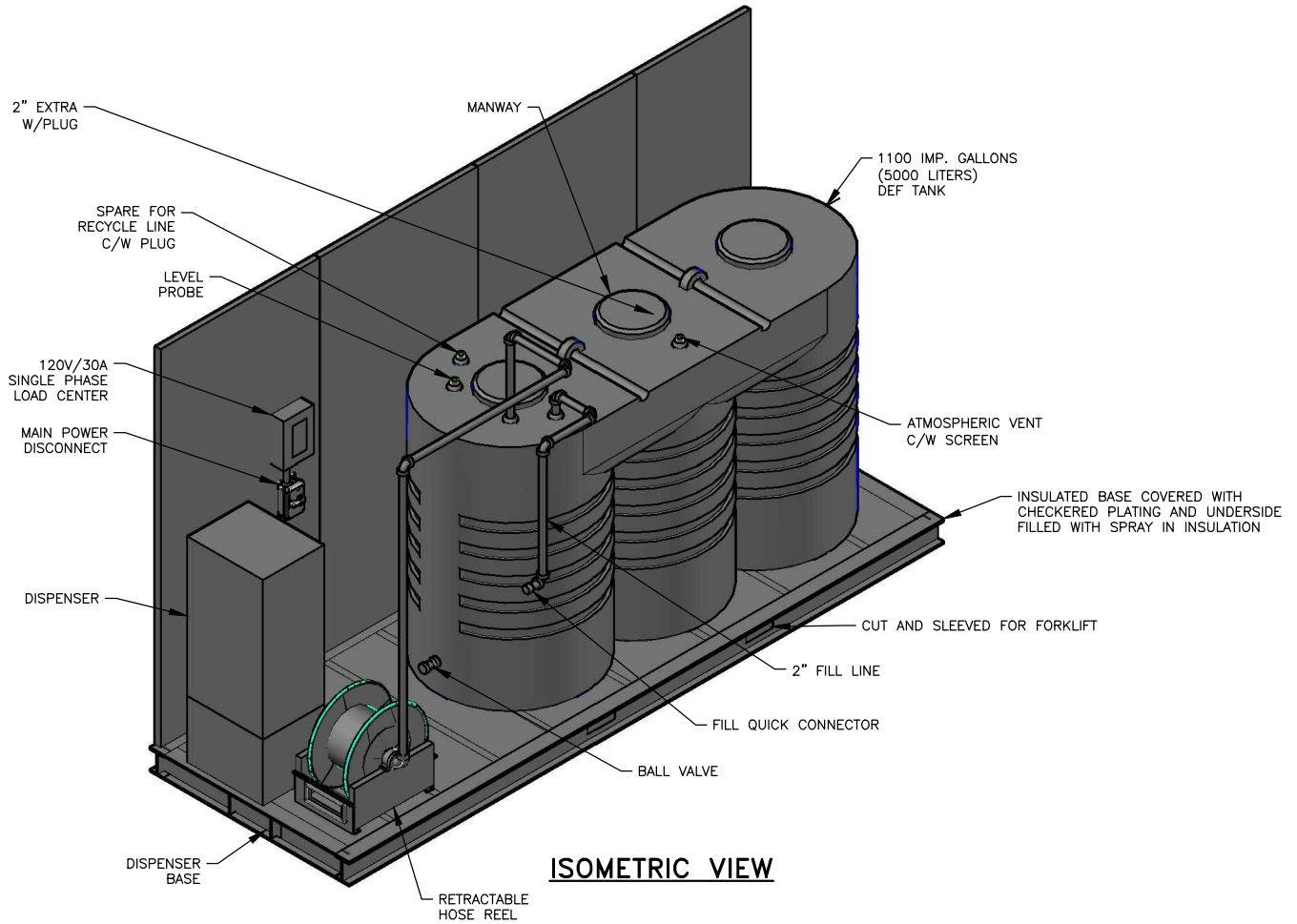


TOP VIEW

END VIEW

B

B



ISOMETRIC VIEW

D

D

RACELINE DESIGN

1320 US GALLONS (1100 IMP GAL, 5000L) DEF
MINI-BULK STORAGE BUILDING
INTERIOR VIEWS

SIZE	SCALE	JOB NO.	DWG:	REV
A	NTS	211300	DEF-TANK-HV1300-02	A



Request For Decision

Issue:

Development Permit Application: 3360-2022
Applicant: James Patko Contracting
Proposed Location: Lots 9-32, Block 65, Plan 3049AT
Municipal: 4704 – 55 Street
Development: Accessory Buildings

BACKGROUND

General:

The applicant is proposing the placement of two (2) sheds on the property for storage purposes. The sheds are proposed to be located on the south side of the property outside of the gymnasium. The applicant has shared that the sheds will be finished with a vinyl siding in a colour to best match the principle building exterior, which is finished in brick and stucco.

The Town of Stettler has previously enforced the removal of a sea can on the property that was being used for storage but did not conform to the Land Use Bylaw. Administration has had discussions with the owners regarding alternative storage structures and options that would conform with the Land Use Bylaw.

Under the current zoning of P: Public Use, the use of “Accessory Use” is a Discretionary Use.

Development Review:

Land Use District – P: Public Use
Existing Land Use – School

DEFINITIONS:

“**ACCESSORY USE**” means a use customarily incidental and subordinate to the main use or building and is located on the same parcel of land with such main use and building.

Legislation and Policy:

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw 2060-15.

RECOMMENDATION

Recommendation:

That the Municipal Planning Commission approve this application subject to the following conditions:

1. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;
2. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code;
3. Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the

applicant from compliance with any provincial, federal, or other municipal legislation;

4. The proposed development (Accessory Use) shall be located in accordance with the approved plan; any changes to this plan must be approved by the Town of Stettler;
5. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
6. The owner/applicant must obtain a building permit for this development following the mandatory 21 day appeal period.
- 7.

Alternatives:

- Approve the application with additional conditions
- Defeat the application stating reasons.

Author:

Leann Graham, Director of Planning and Development

DEVELOPMENT PERMIT APPLICATION FORM
TOWN OF STETTLER LAND USE BYLAW NO. 2060-15

APPLICATION # 3300-2022 TAX ROLL # 370350000

APPLICATION TYPE: COMMERCIAL: INDUSTRIAL: INSTITUTIONAL: RESIDENTIAL: OTHER: _____

PROJECT TYPE: NEW CONSTRUCTION: RENOVATION: DEMOLITION: CHANGE IN USE: OTHER: _____

APPLICANT: James Patko Contracting ADDRESS: Box 30

CITY: Erskine PROV: AB POSTAL CODE: T0C 1G0

PHONE: 403 742 7765 FAX: _____ EMAIL: _____

REGISTERED OWNER: East central AB Catholic ADDRESS: _____

ADDRESS OF PROPERTY TO BE DEVELOPED: 4704 - 55 Street

LOT: 9-32 BLOCK: 65 REGISTERED PLAN: 3049ATP

EXISTING USE: school LAND USE DISTRICT: Public Use

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: _____

BUILDING OCCUPANCY CLASSIFICATION **NEW or CHANGE:** _____
**See Reverse for Major Occupancy Classifications and STETTLER REGIONAL FIRE DEPARTMENT REVIEW FORM*

PARCEL TYPE: INTERIOR CORNER PARCEL AREA: _____

SETBACKS OF EITHER EXISTING OR PROPOSED BUILDINGS: _____

FRONT YARD: _____ SIDE YARDS: _____ and _____
**Refer to Alberta Building Code High Intensity Residential Fire Standards if applicable*

REAR YARD: _____ FLOOR AREA: _____ PARCEL COVERAGE: _____ %

HEIGHT OF MAIN BUILDING: _____ NO. OF OFF-STREET PARKING STALLS: _____

EXISTING: _____ PROPOSED: _____ SIZE OF OFF-STREET LOADING SPACE: _____

RTM OR MOBILE HOME MAKE OF UNIT _____ YEAR BUILT _____

PROPOSED ACCESSORY USE OF LAND AND OR BUILDINGS (garages, etc.): _____
two sheds.

SIZE OF ACCESSORY BUILDING: 12, 10 x 20, 12 x _____ IN HEIGHT

DISTANCE FROM REAR PARCEL BOUNDARY: _____ DRIVEWAY LENGTH: n/a

DISTANCE FROM SIDE PARCEL BOUNDARY: _____ PARCEL COVERAGE: _____ %

ESTIMATED COST OF THE PROJECT OR CONTRACT PRICE: 14,000.00

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: By June 1/2022

DATE OF APPLICATION: May 6-2022 SIGNATURE OF APPLICANT: [Signature]

- APPLICATIONS SHALL BE ACCOMPANIED BY THE FOLLOWING:
- (1) A **NON-RETURNABLE PROCESSING FEE** (SEE POLICY IV-1 – BUILDING AND DEVELOPMENT PERMIT FEE SCHEDULE)
 - (2) A **SCALED SITE PLAN** IN DUPLICATE SHOWING THE TREATMENT OF LANDSCAPED AREAS, IF REQUIRED, THE LEGAL DESCRIPTION, THE FRONT, REAR AND SIDE YARDS, IF ANY, ANY PROVISION OF OFF-STREET LOADING AND VEHICLE PARKING, AND ACCESS AND EGRESS POINTS TO THE PARCEL.
 - (3) **SCALED FLOOR PLANS, ELEVATIONS AND BUILDING SECTIONS** IN DUPLICATE.
 - (4) FURTHER INFORMATION MAY ALSO BE REQUIRED.

NOTE:

1. THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE REQUIRED INFORMATION IS NOT SUPPLIED OR WHERE, IN HIS/HER OPINION, THE QUALITY OF THE MATERIAL SUPPLIED IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.
2. THE DEVELOPMENT OFFICER MAY DEAL WITH AN APPLICATION WITHOUT ALL OF THE INFORMATION REQUIRED, IF HE/SHE IS OF THE OPINION THAT A DECISION ON THE APPLICATION CAN BE PROPERLY MADE WITHOUT SUCH INFORMATION.

The personal information on this form is collected under the authority of Section 32 of the Alberta Freedom of Information and Protection of Privacy Act. The information will enable us to process your application and is necessary for municipal operations.

TOWN OF STETTLER OFFICE USE ONLY:	
Building Permit Required: <input type="checkbox"/>	MPC Required: <input type="checkbox"/> MPC Date: _____ MPC Approval: _____
Business License Required: <input type="checkbox"/>	Alberta Transportation Review (adjacent to Hwy 12 or 56): <input type="checkbox"/>
County Referral Required: <input type="checkbox"/>	Alberta Environment Review (adjacent to Red Willow Creek or Cold Lake): <input type="checkbox"/>
Fire Department Review: <input type="checkbox"/>	Advertisement Date: _____ Permit Issue Date: _____
Engineering Review: <input type="checkbox"/>	Application Accepted By: _____
Water: <input type="checkbox"/> Transportation: <input type="checkbox"/>	Application Approved By: _____





Request For Decision

Issue:

Development Permit Application: 3361-2022

Applicant: Nicole Doan – Stettler Electric

Proposed Location: Lots 14, 15, 16, Block 23, Plan 925X

Municipal: 5003 – 47 Street

Development: Change in Use

BACKGROUND

General:

The applicant is proposing a change in use in order to operate their business, Stettler Electric, at this location.

Under the current zoning of C1A: Commercial Transitional District, the use of “Contracting Services, Major” is a Discretionary Use.

Development Review:

Land Use District – C1A: Commercial Transitional District

Existing Land Use – Office Use

Proposed Use – Contracting Services, Major – Electrical Services

DEFINITIONS:

“**CONTRACTING SERVICES, MAJOR**” means a development used for commercial and industrial support and construction. Typical uses include oilfield support services, laboratories, cleaning and maintenance, contractors, building construction, surveying, landscaping, concrete, electrical, excavation, drilling, heating, plumbing, paving, road construction, sewer or similar services of a construction nature which require on-site storage space for materials, mobile equipment or vehicles normally associated with the contract service. Any sales, display, office or technical support service areas shall be necessary to the principal general contractor use.

Legislation and Policy:

Staff has assessed this application against the provisions outlined in the Town of Stettler Land Use Bylaw 2060-15.

RECOMMENDATION

Recommendation:

That the Municipal Planning Commission approve this application subject to the following conditions:

1. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;
2. The owner/applicant is responsible for the cost and repair of any damage to public property or works located thereon that may occur as a result of undertaking work regulated by the Alberta Building Code;
3. Compliance with the provisions of Land Use Bylaw #2060-15 does not exempt the

applicant from compliance with any provincial, federal, or other municipal legislation;

4. The proposed development (Change In Use) shall be located in accordance with the approved plan; any changes to this plan must be approved by the Town of Stettler;
5. The owner/applicant must supply any sign details and obtain approval from the Town of Stettler's Development Authority prior to installation.

Alternatives:

- Approve the application with additional conditions
- Defeat the application stating reasons.

Author:

Leann Graham, Director of Planning and Development

DEVELOPMENT PERMIT APPLICATION FORM
TOWN OF STETTLER LAND USE BYLAW NO. 2060-15

APPLICATION # _____ TAX ROLL # _____

APPLICATION TYPE: COMMERCIAL: INDUSTRIAL: INSTITUTIONAL: RESIDENTIAL: OTHER: _____

PROJECT TYPE: NEW CONSTRUCTION: RENOVATION: DEMOLITION: CHANGE IN USE: OTHER: _____

APPLICANT: Nicole Doan ADDRESS: 39035 RR 19-3 Box 1551

CITY: Stettler PROV: AB POSTAL CODE: T0C 2L0

PHONE: 403-741-8690 FAX: N/A EMAIL: ndoan@stettlerelectnic.com

REGISTERED OWNER: Stettler Electric Inc. ADDRESS: 5003 47 St. / Box 238
Stettler, AB T0C 2L0

ADDRESS OF PROPERTY TO BE DEVELOPED: 5003 47 St.

LOT: 14, 15, 16 BLOCK: 23 REGISTERED PLAN: 925X

EXISTING USE: office LAND USE DISTRICT: _____

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: _____
office - office space
shop - electrical

BUILDING OCCUPANCY CLASSIFICATION NEW or CHANGE: change in use.
**See Reverse for Major Occupancy Classifications and STETTLER REGIONAL FIRE DEPARTMENT REVIEW FORM*

PARCEL TYPE: INTERIOR CORNER PARCEL AREA: _____

SETBACKS OF EITHER EXISTING OR PROPOSED BUILDINGS: _____

FRONT YARD: _____ SIDE YARDS: _____ and _____
**Refer to Alberta Building Code High Intensity Residential Fire Standards if applicable*

REAR YARD: _____ FLOOR AREA: _____ PARCEL COVERAGE: _____%

HEIGHT OF MAIN BUILDING: _____ NO. OF OFF-STREET PARKING STALLS: _____

EXISTING: _____ PROPOSED: _____ SIZE OF OFF-STREET LOADING SPACE: _____

RTM OR MOBILE HOME MAKE OF UNIT _____ YEAR BUILT _____

PROPOSED ACCESSORY USE OF LAND AND OR BUILDINGS (garages, etc.) _____

SIZE OF ACCESSORY BUILDING: _____ X _____ X _____ IN HEIGHT

DISTANCE FROM REAR PARCEL BOUNDARY: _____ DRIVEWAY LENGTH: _____

DISTANCE FROM SIDE PARCEL BOUNDARY: _____ PARCEL COVERAGE: _____%

ESTIMATED COST OF THE PROJECT OR CONTRACT PRICE: _____

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: _____

DATE OF APPLICATION: May 9, 2022 SIGNATURE OF APPLICANT: N Doan

- APPLICATIONS SHALL BE ACCOMPANIED BY THE FOLLOWING:
- (1) A **NON-RETURNABLE PROCESSING FEE** (SEE POLICY IV-1 – BUILDING AND DEVELOPMENT PERMIT FEE SCHEDULE)
 - (2) A **SCALED SITE PLAN** IN DUPLICATE SHOWING THE TREATMENT OF LANDSCAPED AREAS, IF REQUIRED, THE LEGAL DESCRIPTION, THE FRONT, REAR AND SIDE YARDS, IF ANY, ANY PROVISION OF OFF-STREET LOADING AND VEHICLE PARKING, AND ACCESS AND EGRESS POINTS TO THE PARCEL.
 - (3) **SCALED FLOOR PLANS, ELEVATIONS AND BUILDING SECTIONS** IN DUPLICATE.
 - (4) FURTHER INFORMATION MAY ALSO BE REQUIRED.

NOTE:
1. THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE REQUIRED INFORMATION IS NOT SUPPLIED OR WHERE IN HIS/HER OPINION, THE QUALITY OF THE MATERIAL SUPPLIED



Request For Decision

Issue:

Development Permit Application: 3362-2022

Applicant: Interpipeline Ltd.

Proposed Location: Lot 8, Block 1, Plan 1423887

Municipal: 4801 – 75 Street

Development: Temporary Structure – Metal Freight Container

BACKGROUND

General:

The applicant is proposing the placement of a 20' by 8' secure sea can for the purpose of storage. The applicant is proposing the sea can be placed at the south east corner of the principle building.

Under the current C2: Commercial Highway District, Temporary Structures would be considered a Discretionary Use: All Permitted Uses within the Industrial District. The Industrial District does list a Permitted Use for a Temporary Structure, however under Section 56.2 it states “Metal freight/cargo storage containers shall only be permitted in Industrial Land Use Districts.

When considering an application for discretionary use, MPC shall have regard to the “design, character and appearance of the proposed development and in particular whether it is compatible with the surrounding properties.”

When considering this proposed development, MPC must consider the Highway Commercial District and the intent of the Highway Commercial Design Guidelines.

Development Review:

See Attached Land Use Bylaw Review of the following sections:

Section 9: Definitions

Section 19: Decision specifically 19.3 Discretionary Uses

- 19.3.3 Shall refuse the application if the proposed development does not conform to this Bylaw

Section 21: Variance Authority

Section 56: Temporary Structures specifically 56.2:

- Metal freight/cargo storage containers shall only be permitted in Industrial Land Use Districts.

Section 85: C2 Commercial Highway District

- Discretionary Use: “All Permitted Uses within the Industrial District”

Section 87: I Industrial District

- Permitted Use: “Temporary Structure”

Section 95: OH Overlay Highway Design Guidelines District

Legislation and Policy:

Staff has assessed this application against the provisions outlined in the Town of Stettler

Land Use Bylaw.

Option1:

Refuse Development Permit Application 3263-2021 based on the following reasons:

- 1) As per Section 19 of the Land Use Bylaw 2060-15, the application is for a Discretionary Use (“All Permitted Uses in I District” - “Temporary Structure”) in the C2 Highway Commercial District;
- 2) The application does not meet the intent of the C2: Highway Commercial District.
- 3) The application does not meet the intent of the OH: Overlay Highway Design Guidelines District.

Option2:

Approve Development Permit Application 3263-2021 with the following conditions:

- 1) The applicant must remove the existing metal freight/cargo storage container on the South side of the building to bring it into compliance with the Land Use Bylaw 2060-15;
- 2) The applicant must ensure that the temporary structures are maintained in good repair and do not become in a state that constitutes a nuisance under the Town of Stettler Nuisance Bylaw 1945-07;
- 3) The Development Permit is valid for a 24 month period at which time the applicant can apply to renew;
- 4) The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
- 5) The owner/applicant must obtain a building permit for this development following the mandatory 21 day appeal period.

Author:

Leann Graham, Director of Planning and Development

DEVELOPMENT PERMIT APPLICATION FORM
TOWN OF STETTLER LAND USE BYLAW NO. 2060-15

APPLICATION # _____ TAX ROLL # _____

APPLICATION TYPE: COMMERCIAL: INDUSTRIAL: INSTITUTIONAL: RESIDENTIAL: OTHER: _____

PROJECT TYPE: NEW CONSTRUCTION: RENOVATION: DEMOLITION: CHANGE IN USE: OTHER: Storage

APPLICANT: Interpipeline Ltd ADDRESS: 4801-75th Street

CITY: Stettler PROV: AB POSTAL CODE: T0C 2L0

PHONE: 403-742-3272 FAX: _____ EMAIL: _____

REGISTERED OWNER: Dallas & Joanna Poel ADDRESS: _____

ADDRESS OF PROPERTY TO BE DEVELOPED: 4801-75th Street

LOT: 8 BLOCK: 1 REGISTERED PLAN: 1423887

EXISTING USE: OFFICE LAND USE DISTRICT: _____

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: OFFICE SPACE / Secured Storage Scacan

BUILDING OCCUPANCY CLASSIFICATION NEW or CHANGE: Group D
**See Reverse for Major Occupancy Classifications and STETTLER REGIONAL FIRE DEPARTMENT REVIEW FORM*

PARCEL TYPE: INTERIOR CORNER PARCEL AREA: _____

SETBACKS OF EITHER EXISTING OR PROPOSED BUILDINGS: Against south east corner of building

FRONT YARD: _____ SIDE YARDS: _____ and _____
**Refer to Alberta Building Code High Intensity Residential Fire Standards if applicable*

REAR YARD: _____ FLOOR AREA: _____ PARCEL COVERAGE: _____ %

HEIGHT OF MAIN BUILDING: 22 NO. OF OFF-STREET PARKING STALLS: 22

EXISTING: 22 PROPOSED: 22 SIZE OF OFF-STREET LOADING SPACE: 0

RTM OR MOBILE HOME MAKE OF UNIT: NA YEAR BUILT: NA

PROPOSED ACCESSORY USE OF LAND AND OR BUILDINGS (garages, etc.): Secured Storage Painted Scacan

SIZE OF ACCESSORY BUILDING: 20L X BW X 8.5 IN HEIGHT

DISTANCE FROM REAR PARCEL BOUNDARY: 120ft DRIVEWAY LENGTH: 16ft

DISTANCE FROM SIDE PARCEL BOUNDARY: 112 FT PARCEL COVERAGE: 0.0021 %

ESTIMATED COST OF THE PROJECT OR CONTRACT PRICE: \$4000

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: June 1, 2022

DATE OF APPLICATION: 5/10/2022 SIGNATURE OF APPLICANT: _____

- APPLICATIONS SHALL BE ACCOMPANIED BY THE FOLLOWING:
- (1) A NON-RETURNABLE PROCESSING FEE (SEE POLICY IV-1 -- BUILDING AND DEVELOPMENT PERMIT FEE SCHEDULE)
 - (2) A SCALED SITE PLAN IN DUPLICATE SHOWING THE TREATMENT OF LANDSCAPED AREAS, IF REQUIRED, THE LEGAL DESCRIPTION, THE FRONT, REAR AND SIDE YARDS, IF ANY, ANY PROVISION OF OFF-STREET LOADING AND VEHICLE PARKING, AND ACCESS AND EGRESS POINTS TO THE PARCEL.
 - (3) SCALED FLOOR PLANS, ELEVATIONS AND BUILDING SECTIONS IN DUPLICATE.
 - (4) FURTHER INFORMATION MAY ALSO BE REQUIRED.

- NOTE:**
1. THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE REQUIRED INFORMATION IS NOT SUPPLIED OR WHERE, IN HIS/HER OPINION, THE QUALITY OF THE MATERIAL SUPPLIED IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.
 2. THE DEVELOPMENT OFFICER MAY DEAL WITH AN APPLICATION WITHOUT ALL OF THE INFORMATION REQUIRED, IF HE/SHE IS OF THE OPINION THAT A DECISION ON THE APPLICATION CAN BE PROPERLY MADE WITHOUT SUCH INFORMATION.

The personal information on this form is collected under the authority of Section 32 of the Alberta Freedom of Information and Protection of Privacy Act. The information will enable us to process your application and is necessary for municipal operations.

TOWN OF STETTLER OFFICE USE ONLY:	
Building Permit Required: <input type="checkbox"/>	MPC Required: <input type="checkbox"/> MPC Date: _____ MPC Approval: _____
Business License Required: <input type="checkbox"/>	Alberta Transportation Review (adjacent to Hwy 12 or 56): <input type="checkbox"/>
County Referral Required: <input type="checkbox"/>	Alberta Environment Review (adjacent to Red Willow Creek or Cold Lake): <input type="checkbox"/>
Fire Department Review: <input type="checkbox"/>	Advertisement Date: _____ Permit Issue Date: _____
Engineering Review: <input type="checkbox"/>	Application Accepted By: _____
Water: <input type="checkbox"/> Transportation: <input type="checkbox"/>	Application Approved By: _____

Interpipeline Ltd Secured Storage for Lot Maintenance Equipment

