

MUNICIPAL PLANNING COMMISSION

AGENDA

JULY 14, 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 July 7, 2022 MPC Meeting Minutes
5. Business Arising from the Minutes
6. **Development Application:** 3382-2022
Applicant: Kneeland and Sons Construction Ltd.
Legal: Lot 22-24, Block 4, Plan RN54
Municipal: 5009, 5011, 5013 – 49 Street
Proposed Development: Rowhouse and Duplex
7. Adjournment

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
JULY 7, 2022**

Present:

Councillors Gord Lawlor, Scott Pfeiffer, and Travis Randell, Director of Planning and Development Leann Graham and Planning & Operations Clerks Angela Stormeom and Maddie Standage

1. **Call to Order:** Chairman Gord Lawlor called the meeting to order at 8:34 a.m.

2. **Additions to Agenda**

Planning and Operations Clerk Angela Stormeom advised that Development Permit 3382-2022 has been pulled from the agenda as administration was waiting for the submission of additional information from the applicant which was not received in time to process the application.

3. **Approval of Agenda**

Moved by Councillor Scott Pfeiffer to accept the agenda as presented.

MOTION CARRIED
Unanimous

4. **Confirmation of the June 2, 2022 MPC Meeting Minutes**

Moved by Councillor Travis Randell that the Minutes of the June 2, 2022 MPC meeting be approved as presented.

MOTION CARRIED
Unanimous

5. **Business Arising**

None.

6. **Development Application:** 3380-2022

Applicant: Brooker Blundon

Legal: Lot 6, Block 35A, Plan 5299HW

Municipal: 6012 – 51 Avenue

Proposed Development: Relocation of Single Family Dwelling & Basement Suite – Dwelling, Single Detached Only

Planning and Operations Clerk, Angela Stormoen, acting as Director of Planning and Development read report as follows:

General:

The applicant is proposing to relocate a single-family dwelling from the County of Stettler to 6012 - 51 Avenue

The lot presently contains an aged single-family dwelling and two sheds which are planned to be demolished once the appeal period for the Demolition Permit is complete.

The proposed dwelling was originally constructed in 1964 with an addition in 2000. The applicant is proposing to leave the exterior as is with the addition of a landing to the front door where the deck currently exists. (pictures attached)

Furthermore, the proposed single-family dwelling will be placed on a new foundation containing a basement suite. The basement suite will have a separate entrance and the applicant is required to provide 4 off street parking stalls to accommodate 2 stalls for the single family dwelling and 1 stall per bedroom for the basement suite as required by the Town of Stettler's Land Use Bylaw.

The basement suite is required to meet all current Alberta Building Code standards, including proper fire separation between units, hard wired fire alarms, separate heating systems, proper egress from basement windows, etc.

The proposed development is located in Land Use District R2: General Residential and as such the basement suite is considered a discretionary use. Though single family dwelling is permitted in this district, the unique situation of relocating a dwelling has been referred to Municipal Planning Commission for decision.

Development Review:

Land Use District – R2 – Residential General

Existing Land Use – Dwelling, Single Detached

Proposed Land Use – Relocation of Single Family Dwelling & Basement Suite – Dwelling, Single Detached Only

Definition – Basement Suite: means a basement developed as a dwelling unit within a Single Family Dwelling and approved by the Development Authority all dwelling units must adhere to the provisions of the Alberta Safety Codes Act.

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 shall provide the Town of Stettler with Security in the amount of \$2,500 in accordance with Land Use Bylaw 2060-15 for the Relocation of the Single Family Dwelling and the following conditions;
2. The owner/applicant ensure that any damage to the exterior finishes of the dwelling as a result of relocation be replaced/repaired;
3. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15.
4. 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.
5. 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;
6. The owner/applicant must provide four off street parking stalls to accommodate each dwelling unit;
7. The owner/applicant shall ensure every off-street parking space provided, and the access thereto shall be hard surfaced if the access is from a street or lane that is hard surfaced;
8. Landscaping must be completed by the end of the first growing season following the date of approval;
9. The proposed development (Relocation of Single Family Dwelling & Basement Suite – Dwelling, Single Detached Only) shall be located in accordance with the approved plan;
10. The owner/applicant shall ensure that all water, sanitary, and storm connections are approved by the Town of Stettler's Director of Operational Services;
11. It is the owner/applicant's responsibility to ensure that lot grading and drainage are compliant with Section 51 of the Town of Stettler Land Use Bylaw #2060-15;
12. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
13. The owner/applicant must obtain a building permit for this development following the mandatory 21 day appeal period. (In order to obtain a building permit all proper documentation, plans, and fees must be in place). If construction commences prior to a building permit being obtained the building permit fee shall be doubled in accordance with Town of Stettler Policy IV-1.

Alternatives:

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

Discussion

Discussion ensued regarding the redevelopment of the property and improvement to the area. Furthermore, due to the age of the existing

neighborhood and the surrounding dwellings the relocation of an older home to this area is compatible.

Councillor Gord Lawlor questioned the permit condition regarding the \$2,500 security. Acting Director, Angela Stormoen advised that administration does not have any specific concerns, however, the security is for assurance that any damages to the dwelling or Town of Stettler property during transportation is repaired.

Moved by Councillor Travis Randell to approve the application as presented.

MOTION CARRIED

Unanimous

7. The meeting adjourned at 8:44 on a motion by Councillor Scott Pfeiffer.



Request For Decision

Issue:

Development Permit Application: 3382-2022
Applicant: Kneeland and Sons Construction Ltd.
Proposed Location: Lot 22-24, Block 4, Plan RN54
Municipal: 5009, 5011, 5013 - 49 Street
Development: Duplex and Rowhouse

BACKGROUND

General:

The applicant is proposing to construct one duplex and one rowhouse over the three lots currently address as 5009, 5011 and 5013 on 49 Street. This area in town is already developed with rowhouses to the south and the west, across the street.

The applicant is proposing each unit to have an attached, two car garage which will meet the parking requirements as outlined in Land Use Bylaw 2060-15.

The proposed development is located in Land Use District C1A: Commercial Transitional District and as such the Dwelling - Rowhouse is permitted but the Dwelling - Duplex is discretionary falling under "Similar Use" requiring an MPC decision.

The applicant will be required to ensure all dwellings are built to the current Alberta Building Code standards, including proper fire separation between units, hard wired fire alarms, proper egress from basement windows, etc.

Development Review:

Land Use District – C1A: Commercial Transitional District

Existing Land Use – Vacant

Proposed Land Use – Dwelling – Rowhouse

- Definition – means a building on a lot or lots that consist of at least three dwelling units with each unit having direct access to the outside grade, but shall not mean "apartment" or "four-plex". Units are attached at the side walls, each having frontage onto a public or private condominium road. A row house dwelling unit may be located on a separate lot if the lot is registered as 5th structure of the row house dwelling.
- Dwelling – Duplex
 - Definition – means a building containing two dwelling units, either one above the other or side by side, each of which has an independent entrance, either directly from outside the building or through a common vestibule. All dwelling units must adhere to the provisions of the Alberta Safety Codes Act.

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 owner/applicant must provide two off street parking stalls per dwelling unit;

5. The proposed development (Duplex and Rowhouse) shall be located in accordance with the approved plan;
6. It is the owner/applicant's responsibility to ensure that lot grading and drainage are compliant with Section 51 of the Town of Stettler Land Use Bylaw #2060-15;
7. The owner/applicant shall ensure that all water, sanitary, and storm connections are approved by the Town of Stettler's Director of Operational Services;
8. Landscaping must be completed by the end of the first growing season following the date of approval;
9. The owner/applicant must submit any revisions of the blueprints to the Town of Stettler Development Authority for approval;
10. Applicant must provide the Town of Stettler with an Alberta Home Warranty registration number prior to issuance of each Building Permit;
11. Applicant must provide the Town of Stettler with an Alberta Energy Efficiency Report prior to issuance of each Building Permit;
12. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
13. The owner/applicant must obtain a building permit for each dwelling unit of this development following the mandatory 21 day appeal period. (In order to obtain a building permit all proper documentation, plans, and fees must be in place). If construction commences prior to a building permit being obtained the building permit fee shall be doubled in accordance with Town of Stettler Policy IV-1.

Alternatives:

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

Author:

Angela Stormoen acting for Leann Graham, Director of Planning and Development

4226 00 000
4234 00 000

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

APPLICATION # 3382-2022 TAX ROLL # 424200 000

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

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

APPLICANT: Kneeland & Sons Const. Ltd. ADDRESS: Box 679

CITY: Stettler PROV: AB POSTAL CODE: T0C 2C0

PHONE: 403-741-6624 FAX: _____ EMAIL: clintonkneeland@gmail.com

REGISTERED OWNER: same ADDRESS: _____

ADDRESS OF PROPERTY TO BE DEVELOPED: 5013 to 5009 - 49 Street

LOT: 22-24 BLOCK: 4 REGISTERED PLAN: RNS4

EXISTING USE: Vacant LAND USE DISTRICT: CIA

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: Triplex ? Duplex w/ Attached Garages

To be subdivided into separate parcels.

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: 21' 10" SIDE YARDS: 15' and 5' ± 10'

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

REAR YARD: 12' 1" FLOOR AREA: 5184 ± PARCEL COVERAGE: _____ %

6192

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: ASAP - 2023

DATE OF APPLICATION: Jun 29/2022 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: _____

ALTHOUGH EVERY EFFORT HAS BEEN MADE IN PREPARING THESE PLANS AND CHECKING THEM FOR ACCURACY, THE CONTRACTOR MUST CHECK ALL DETAILS AND DIMENSIONS AND BE RESPONSIBLE FOR THE SAME FOR ALL GOVERNING CODES AND BUILDING PRACTICES. THESE DRAWINGS CONFORM TO GENERALLY ACCEPTED BUILDING PRACTICES, HOWEVER, NATIONAL AND LOCAL CODES VARY WIDELY. THE DESIGNER, RAILSIDE DESIGN, SHALL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THE PLANS. THE CONTRACTOR SHALL VERIFY ALL MECHANICAL AND ELECTRICAL REQUIREMENTS AND DIMENSIONS. CONTRACTOR SHALL VERIFY ALL FLOOR AND ROOF BEARING LOCATIONS. CONTRACTOR SHALL VERIFY ALL BEAM AND HEADER SIZES FOR CODE COMPLIANCE.



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 www.railsidedesign.com

PROJECT:

Heartland Heritage Villa
 Phase 4

4922-49th Street
 Stettler, AB

DRAWING TITLE:

Site Plan

SHEET NO:
 A 1.1

DATE:
 July 04, 2022

SCALE:
 1" = 10'-0"

SEAL:

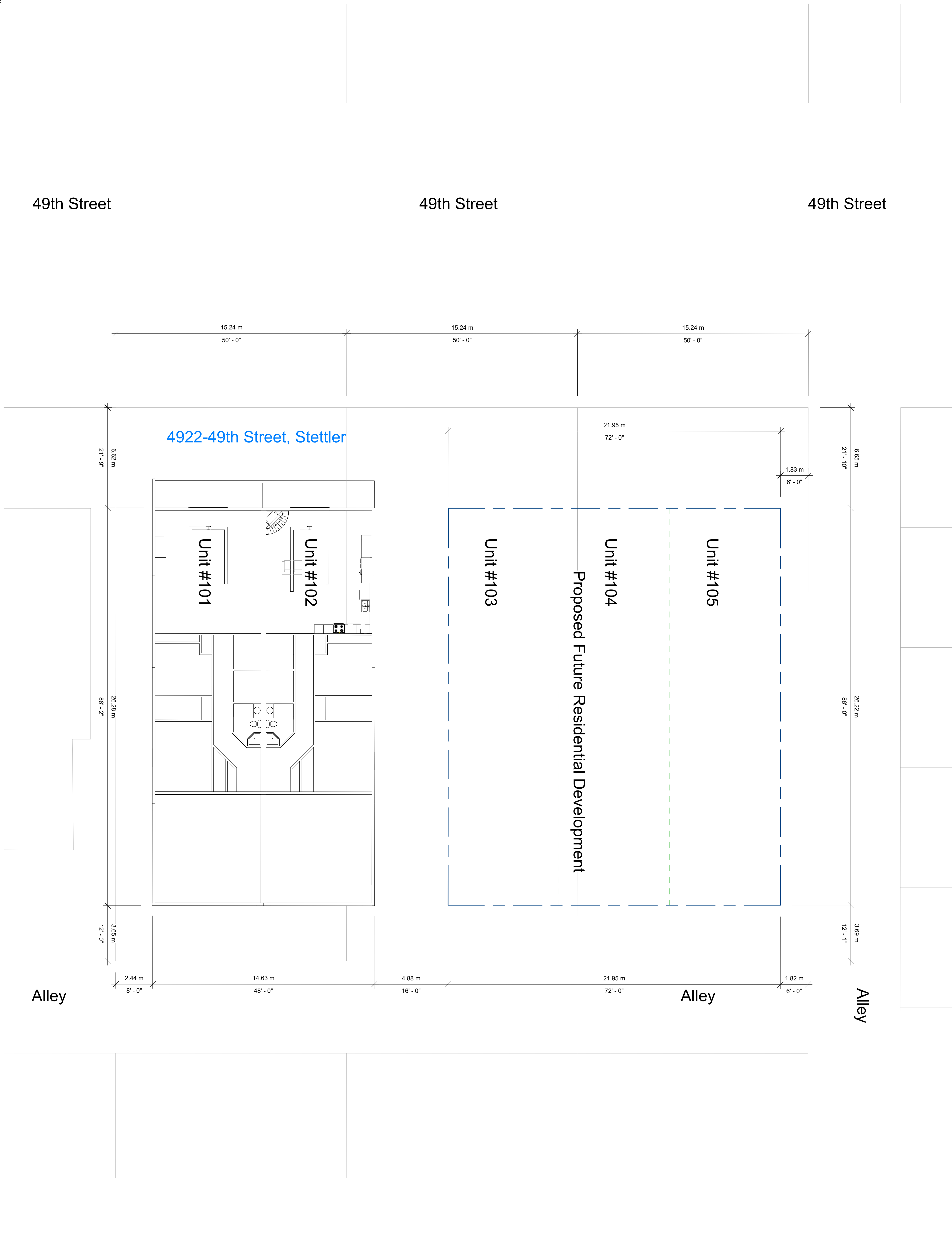
Preliminary

DRAWN BY:
 B.W.

CHECKED BY:
 G.W.

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1 Site Plan Overall
 1" = 10'-0"

DO NOT SCALE DRAWINGS