

MUNICIPAL PLANNING COMMISSION

AGENDA

October 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 September 8, 2022 MPC Meeting Minutes
5. Business Arising from the Minutes
6. **Development Application:** 3406-2022
Applicant: Woodys Automotive Ltd.
Legal: Lots 2, Block 2, Plan 8922686
Municipal: 4902 – 43 Avenue
Proposed Development: Temporary Structure: Metal Freight Container
7. Adjournment

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
SEPTEMBER 8, 2022**

Present:

Councillors Cheryl Barros, Wayne Smith, Scott Pfeiffer, and Kurt Baker, Director of Planning and Development Leann Graham and Planning & Operations Clerks Angela Stormeon and Maddie Standage

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

2. **Additions to Agenda**

None.

3. **Approval of Agenda**

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

MOTION CARRIED

Unanimous

4. **Confirmation of the August 25, 2022 MPC Meeting Minutes**

Moved by Councillor Wayne Smith that the Minutes of the August 25, 2022 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

None.

6. **Development Application:** 3403-2022

Applicant: Clark Rudoski

Legal: Lots 2-11, Block 1, Plan 7541AD

Municipal: #5, 6017 – 52 Avenue

Proposed Development: Relocation of Mobile Home

Angela Stormoen, acting Director of Planning and Development read a report that follow:

General:

The applicant is proposing to relocate a 1120 square foot (16' x 70') mobile home with a 8' by 10' deck to #5, 6017 – 52 Avenue, Emerson Acres Mobile Home Park. The mobile home was constructed in 1997 and as such it is considered a discretionary use in the R3: Mobile Home Park Land Use District as it

exceeds eight years of age from the date of application for a development permit.

The lot is currently vacant, and the proposed mobile home will be placed to the rear end of lot 5 creating a front yard setback of 4.5 meters.

Based on the photos submitted by the applicant, the proposed 1997 mobile home will be conducive to the neighborhood.

Development Review:

Land Use District – R3: Mobile Home Park

Discretionary Use – “Mobile Home > Eight (8) years of age from the date of Development Permit Application”

Minimum Front Yard Setback – 3 meters

Proposed Front Yard Setback – 4.5 meters

Legislation and Policy:

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

Recommendation:

That the Municipal Planning Commission approves 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 must ensure that the undercarriage of a mobile home shall be screened from view by skirting or such other means satisfactory to the Development Officer/Municipal Planning Commission in accordance with 38.3 of the Land Use Bylaw 2060-15;
3. The owner/applicant shall ensure all accessory structures to a mobile home such as patios porches, additions, skirting and storage facilities shall be fabricated so that the appearance complements the mobile home to the satisfaction of the Development Officer/Municipal Planning Commission in accordance with 38.4 of the 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 the Alberta Building Code.
5. Compliance with the provisions of Land Use Bylaw 2060-15 does not exempt the owner/applicant from compliance with any provincial, federal, or other municipal legislation;
6. The owner/applicant must ensure the proposed development (Relocation of Mobile Home) shall be located in accordance with the approved plan;
7. The owner/applicant must submit any revisions in the site plan or alterations of the driveway and obtain approval from the Town of Stettler’s Development Authority prior to construction;

8. The owner/applicant shall arrange for and obtain approval for compliance with the Alberta Building Code;
9. The owner/applicant must obtain a building permit for this development. (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:

Defeat the application stating reasons.

Discussion

Councillor Wayne Smith questioned if the photos submitted of the proposed mobile home were recent. Administration confirmed they were directly from the sale ad supplied by the applicant.

Moved by Councillor Kurt Baker to approve the application as presented.

MOTION CARRIED

Unanimous

7. The meeting adjourned at 8:37 on a motion by Councillor Scott Pfeiffer

Issue:

Development Permit Application: 3406-2022
Applicant: Woodys Automotive Ltd.
Proposed Location: Lot 2, Block 2, Plan 8922686
Municipal: 4902 – 43 Avenue
Development: Temporary Structure: Metal Freight Container

BACKGROUND

General:

The applicant is proposing the placement of a second 2.5 meter by 12.2 meter metal freight container on the north side of the building and beside an existing metal freight container for additional storage on their parcel.

The existing metal freight container located to the north of the building received approval through Municipal Planning Commission in 2020.

Under the current zoning of C2: Highway Commercial, the use of “Temporary Structure” is a Discretionary Use as it is contained under “All Permitted Uses within the I District”.

Development Review:

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

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: Metal Freight Container) 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 ensure the temporary structure (metal freight container) is finished to a new standard matching the existing building and metal freight container. This may be achieved by a new coat of paint or siding on the structure and be

approved by the Town of Stettler Development Authority;

6. The owner/applicant shall arrange for and obtain approval from compliance with the current Alberta Building Code;
7. 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.

Author:

Angela Stormoen, acting for 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: seacan

APPLICANT: Woodys Automotive Ltd ADDRESS: 4902 - 43 Ave

CITY: Stettler PROV: Alberta POSTAL CODE: T0C2L0

PHONE: 4037426272 FAX: 4037422732 EMAIL: dpetersen@napacanada.com

REGISTERED OWNER: Joy Wood ADDRESS: Stettler

ADDRESS OF PROPERTY TO BE DEVELOPED: 4902 - 43Ave

LOT: 2 BLOCK: 2 REGISTERED PLAN: 8922686

EXISTING USE: Commerical LAND USE DISTRICT: _____

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: Auto Parts store. Seacan to be used for additional inventory storage

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.) Storage for auto parts inventory

SIZE OF ACCESSORY BUILDING: 8 x 40 x 8 IN HEIGHT

DISTANCE FROM REAR PARCEL BOUNDARY: 75 FT + DRIVEWAY LENGTH: 300' +

DISTANCE FROM SIDE PARCEL BOUNDARY: 100 FT + PARCEL COVERAGE: _____ %

ESTIMATED COST OF THE PROJECT OR CONTRACT PRICE: 10,000.00

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: T.B.D.

DATE OF APPLICATION: 10/03/2022 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: _____ |

WEST

49 AVE

NORTH

SHED

HOUSE

NEW PROPOSED SEACAN

WEST DRIVEWAY

18x104x8

18x06x8

EXISTING SEACAN

MAIN BUILDING

HIGHWAY 12

SOUTH DRIVEWAY

SOUTH

EAST

