

MUNICIPAL PLANNING COMMISSION

AGENDA

SEPTEMBER 8, 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 August 25, 2022 MPC Meeting Minutes
5. Business Arising from the Minutes
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
7. Adjournment

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
AUGUST 25, 2022**

Present:

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

1. **Call to Order:** Chairman Cheryl Barros called the meeting to order at 8:30 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 August 4, 2022 MPC Meeting Minutes**

Moved by Councillor Scott Pfeiffer that the Minutes of the August 4, 2022 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

None.

6. **Development Application:** 3399-2022

Applicant: B & B Construction

Legal: Lots 11-12, Block ____, Plan 22_____ of Lot 2, Block 1, Plan 1923086

Municipal: 4507 & 4509 – 65A Street

Proposed Development: Duplex and Triplex

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

General:

The applicant is proposing to construct one duplex and one triplex in the new Midtown Estate subdivision located at the current civic address of 4501 – 57 Street. This subdivision has been approved by the Town of Stettler and is in the final stages of being registered.

The applicant is proposing front, attached single car garage for each unit with driveways accessing the street. This will meet the parking requirements outlined in Land Use Bylaw 2060-15.

The proposed development is located in Land Use District R2: Residential General and as such the Dwelling - Duplex is permitted but the Dwelling - Triplex is discretionary, 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 – R2: Residential General

Existing Land Use – Vacant

Proposed Land Use – Dwelling – Triplex

- Definition – means a building containing three dwelling units each with direct access to the outside grade, but not all units may have separate frontage onto a public or private road. Units may have common side and rear walls and may also be separated by common ceiling/floor assembly. All dwelling units must adhere to the provisions of the Alberta Safety Codes Act.
– 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:

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 Triplex) 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.

Discussion

Discussion ensued about the site plan of the subdivision. Councillor Kurt Baker asked if the developers are planning to have all four triplexes as the plan shows. Director of Planning and Development Leann Graham confirmed that is the plan.

Discussion took place regarding the possibility of approving the development for the four triplexes on the same motion. Director of Planning and Development Leann Graham explained that it is not possible to approve all four at the same time because there needs to be a motion for each development permit and the development permit in front of the Board at this time is only for one triplex. Graham advised the Board that they would be able to make a motion to

approve an email vote for the remaining three triplexes once application is made.

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

MOTION CARRIED

Unanimous

Moved by Councillor Kurt Baker to approve an email vote for the remaining three triplex units as shown on the subdivision plan located on Lots 1, 2 and 13 as long as they follow all other Land Use Bylaw requirements.

MOTION CARRIED

Unanimous

7. The meeting adjourned at 8:35 on a motion by Councillor Kurt Baker



Request For Decision

Issue:

Development Permit Application: 3403-2022
Applicant: Clark Rudoski
Proposed Location: Lot 2-11, Block 1, Plan 7541AD
Municipal: #5, 6017 – 52 Avenue
Development: Relocation of Mobile Home

BACKGROUND

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

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.


Author:

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

#5 6017 – 52 Avenue Site Plan

Proposed Mobile Home 

Proposed Deck 

Setback from property line approximately 4.5 meters 



Exterior Photos of Proposed Mobile Home for 3403-2022



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

APPLICATION # 3403-2022 TAX ROLL # 800134000

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

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

APPLICANT: CLARK RUDOSKI ADDRESS: 21, 6017-52 avenue.

CITY: STETTLER PROV: ALTA POSTAL CODE: T0C 2L2.

PHONE: 587 586 7706 FAX: _____ EMAIL: _____

REGISTERED OWNER: Chiles Ventures ADDRESS: 200-8329 chiles industrial way

ADDRESS OF PROPERTY TO BE DEVELOPED: #5 6017-52 avenue

LOT: 2-11 BLOCK: 1 REGISTERED PLAN: 7541 AD

EXISTING USE: vacant mobile lot LAND USE DISTRICT: R3

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

MOBILE HOME W 8' x 10' Deck.
~15' x 75'

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: ~4.5m 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 SHELTER EMBASSY - 1120 SQ FT YEAR BUILT 1997

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: 73,000

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: _____

DATE OF APPLICATION: Sept. 2/22 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: _____