

MUNICIPAL PLANNING COMMISSION

AGENDA

DECEMBER 13, 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 October 12, 2022 MPC Meeting Minutes
5. Business Arising from the Minutes
6. **Development Application:** 3419-2022
Applicant: Chesla Enterprise Ltd.
Legal: Lot Pt of H, Block 10, Plan 5583MC
Municipal: 5807 – 50 Avenue
Proposed Development: Office Building
7. Adjournment

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
OCTOBER 12, 2022**

Present:

Councillors Cheryl Barros, Wayne Smith, Scott Pfeiffer, Gord Lawlor, Travis Randell and Kurt Baker, Director of Planning and Development Leann Graham and Planning & Operations Clerk Angela Stormeon

1. **Call to Order:** Chairman Cheryl Barros called the meeting to order at 8:31 a.m.

2. **Additions to Agenda**

None.

3. **Approval of Agenda**

Moved by Travis Randell to accept the agenda as presented.

MOTION CARRIED

Unanimous

4. **Confirmation of the September 8, 2022 MPC Meeting Minutes**

Moved by Councillor Wayne Smith that the Minutes of the September 8, 2022 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

None.

6. **Development Application:** 3406-2022

Applicant: Woody's Automotive Ltd.

Legal: Lots 2, Block 2, Plan 8922686

Municipal: 4902 – 43 Avenue

Proposed Development: Temporary Structure: Metal Freight Container

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

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.

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 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:

Defeat the application stating reasons.

Discussion

Councillor Wayne Smith mentioned he had no objections to the application as long as it is painted and appears the same as the existing pre-approved metal freight container.

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

Councillor Gord Lawlor abstained

7. The meeting adjourned at 8:37 am on a motion by Councillor Gord Lawlor



Request For Decision

Issue:

Development Permit Application: 3419-2022
Applicant: Chesla Enterprise Ltd.
Proposed Location: Lot Pt of H, Block 10, Plan 5583MC
Municipal: 5807 – 50 Avenue
Development: New Office Building

BACKGROUND

General:

The applicant is proposing development of an approximate 2300 square foot office building at 5807 – 50 Avenue. The development is proposed in Land Use District C2: Highway Commercial District and needs to meet the regulations set out in the Commercial and Industrial Design Guidelines.

Further the applicant is requesting a side yard setback variance of 2.3 meters (77%) on the east side of the property. The primary reason for the variance is to optimize the number of parking stalls to the west side of the building where the front doors will be located and allow proper access to and from the parcel off of Highway 12.

The applicant is aware the proposed setback will include specific fire rating requirements as set out in the Alberta Building Code.

Development Review:

Land Use District – C2: Commercial Highway

Existing Land Use – Vacant

Proposed Land Use – Office Building:

means a facility providing for the administration of business or government, or the provision or professional services.

Front yard setback

- Proposed: 12.7 meters
- Required: 9 meters

Side yard setback

- Proposed: 13.6 meters (west) and 0.7 meters (east)
- Required: 3 meters
- Variance required: 2.3 meters (77%)

Read yard setback

- Proposed: 34.1 meters
- Required: 3 meters

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. That the owner/applicant receives a side yard variance on the East Side of 2.3 meters (77%) to accommodate the proposed office building;
2. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;
3. The owner/applicant shall meet the regulations set out in the Commercial and Industrial Design Guidelines;
4. 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;
5. 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;

6. The proposed development (New Office Building) shall be located in accordance with the approved plan, and all improvements as indicated on the submitted plans shall be constructed as shown unless otherwise stated in these conditions or approved hereafter by the Town of Stettler's Development Authority;
7. The owner/applicant must submit any revisions of the blueprints or access changes to the Town of Stettler Development Authority for approval;
8. The owner/applicant shall ensure that all water, sanitary, and storm connections are approved by the Town of Stettler's Director of Operational Services;
9. 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;
10. Landscaping must be completed by the end of the first growing season following the date of approval;
11. The owner/applicant will be required to install curbing around all parking and landscaped areas.
12. The owner/applicant shall obtain an agreement with the owner of the balance of lot H for a single access off highway 12 and shall be a maximum of 15 meters wide;
13. The owner/applicant shall delineate the shared access by installing curb and gutter and landscaping along the remainder of the boundary along Hwy 12;
14. The owner/applicant will ensure that the driving surfaces on the proposed development site consist of a pavement top.
15. The owner/applicant shall ensure any access changes are approved by the Town of Stettler's Director of Operational Services and will be at the cost of the landowner;
16. All outdoor storage areas and garbage areas will be screened from neighboring residential properties, 50 Street and Highway 12.
17. Any signage will require approval from the Town of Stettler's Planning and Development Officer prior to installation.
18. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
19. The owner/applicant shall arrange for and obtain approval from the Municipal Fire Department to confirm compliance with the Provincial Fire Code.
20. 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:

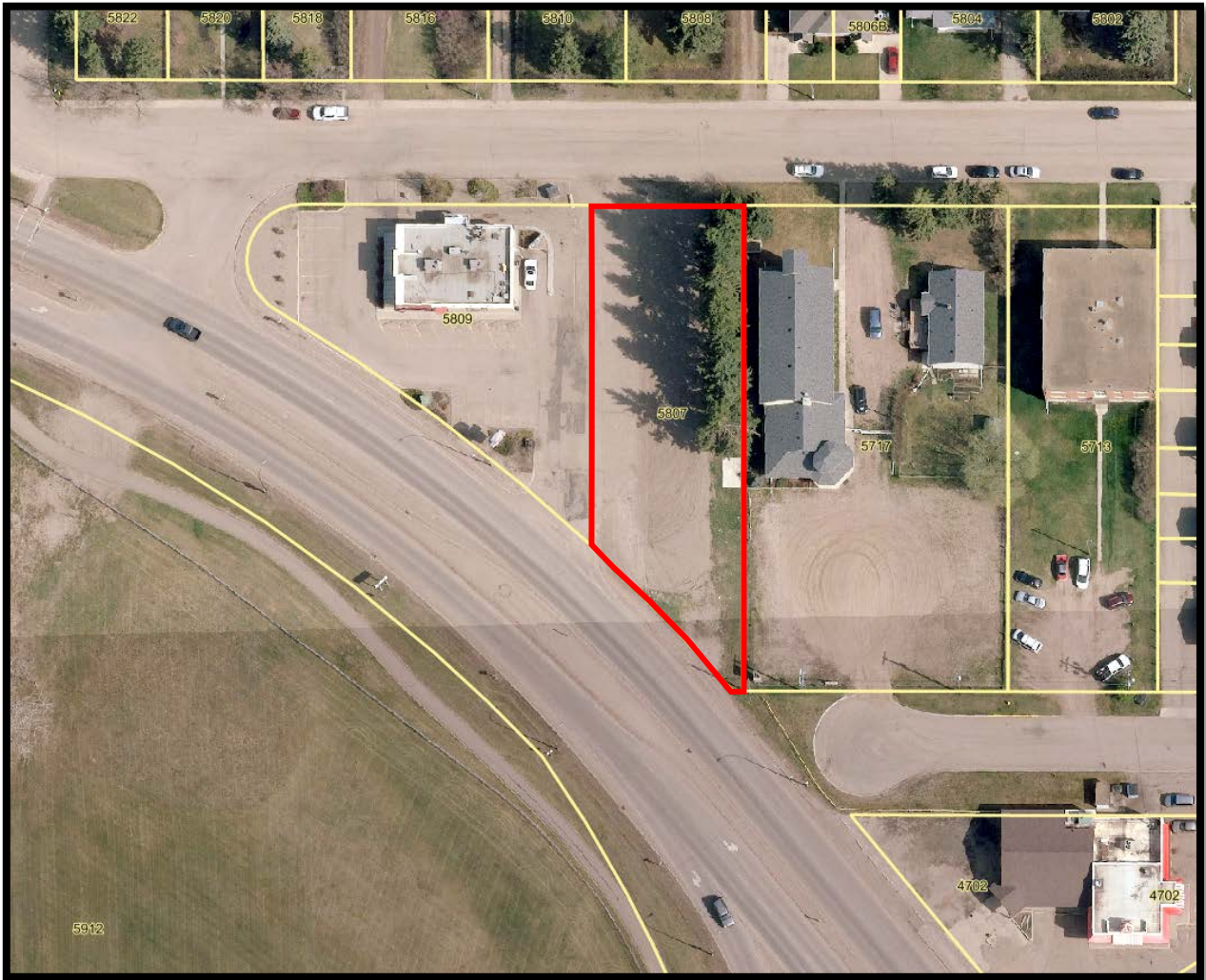
- Approve the application with additional conditions
- Defeat the application stating reasons.

Author:

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

5807 – 50 Avenue Aerial View

□ - Proposed Development Location



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

APPLICATION # 3419-2022 TAX ROLL # 910170004

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

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

APPLICANT: Chesla Enterprises Ltd ADDRESS: Box 2128

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

PHONE: 403-742-7626 FAX: N/A EMAIL: ferrychesla@gmail.com

REGISTERED OWNER: Town of Stettler ADDRESS: Box 280 Stettler AB T0C 2L0

ADDRESS OF PROPERTY TO BE DEVELOPED: 5807-50 Ave, Stettler

LOT: Pt A H BLOCK: 10 REGISTERED PLAN: 5583mc

EXISTING USE: Bare LAND USE DISTRICT: _____

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: Office Building

BUILDING OCCUPANCY CLASSIFICATION NEW or CHANGE: D new

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

PARCEL TYPE: INTERIOR CORNER PARCEL AREA: 0.48 AC

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: ± 8

EXISTING: _____ PROPOSED: _____ SIZE OF OFF-STREET LOADING SPACE: N/A

RTM OR MOBILE HOME MAKE OF UNIT N/A YEAR BUILT N/A

PROPOSED ACCESSORY USE OF LAND AND OR BUILDINGS (garages, etc.) N/A

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: \$450,000

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: March 31/23 -> Aug 31/23

DATE OF APPLICATION: Nov 28/22 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: _____

MAJOR OCCUPANCY CLASSIFICATION

<p><u>GROUP A, DIVISION 1</u></p> <ul style="list-style-type: none"> ▪ Motion Picture Theatres ▪ Opera Houses ▪ Television Studio admitting audiences ▪ Theatres, including experimental theatres <p><u>GROUP A, DIVISION 2</u></p> <ul style="list-style-type: none"> ▪ Art Galleries ▪ Auditoria ▪ Bowling Alleys ▪ Churches and similar places of worship ▪ Clubs, nonresidential ▪ Community Halls ▪ Courtrooms ▪ Dance Halls ▪ Exhibition Halls ▪ Gymnasias ▪ Lecture Halls ▪ Libraries ▪ Licensed Beverage Establishments ▪ Museums ▪ Passenger Stations and Depots ▪ Recreational Piers ▪ Restaurants ▪ Schools and Colleges, nonresidential ▪ Undertaking Premises <p><u>GROUP A, DIVISION 3</u></p> <ul style="list-style-type: none"> ▪ Arenas ▪ Indoor Swimming Pools, with or without spectator seating ▪ Rinks <p><u>GROUP A, DIVISION 4</u></p> <ul style="list-style-type: none"> ▪ Amusement Park Structures ▪ Bleachers ▪ Grandstands ▪ Reviewing Stands ▪ Stadia <p><u>GROUP B, DIVISION 1</u></p> <ul style="list-style-type: none"> ▪ Jails ▪ Penitentiaries ▪ Police Stations with detention quarters ▪ Prisons ▪ Psychiatric Hospitals without detention quarters ▪ Reformatories without detention quarters <p><u>GROUP B, DIVISION 2</u></p> <ul style="list-style-type: none"> ▪ Children's Custodial Homes ▪ Convalescent Homes ▪ Hospitals ▪ Infirmaries ▪ Nursing Homes ▪ Orphanages ▪ Sanitoria without detention quarters <p><u>GROUP C</u></p> <ul style="list-style-type: none"> ▪ Apartments ▪ Boarding Houses ▪ Clubs, residential ▪ Colleges, residential ▪ Convents ▪ Dormitories ▪ Hotels ▪ Houses ▪ Lodging Houses ▪ Monasteries ▪ Motels ▪ Schools, residential <p><u>GROUP D</u></p> <ul style="list-style-type: none"> ▪ Banks ▪ Barber and Hairdressing Shops ▪ Beauty parlours ▪ Dental office ▪ Dry Cleaning establishments, self-service, not using flammable or explosive solvents or cleaners 	<p><u>GROUP D CONT</u></p> <ul style="list-style-type: none"> ▪ Laundries, self-service ▪ Medical offices ▪ Offices ▪ Police stations without detention quarters ▪ Radio stations ▪ Small tool and appliance rental and service establishments <p><u>GROUP E</u></p> <ul style="list-style-type: none"> ▪ Department stores ▪ Exhibition halls ▪ Markets ▪ Shops ▪ Stores ▪ Supermarkets <p><u>GROUP F, DIVISION 1</u></p> <ul style="list-style-type: none"> ▪ Bulk plants for flammable liquids ▪ Bulk storage warehouses for hazardous substances ▪ Cereal mills ▪ Chemical manufacturing or processing plants ▪ Distilleries ▪ Dry cleaning plants ▪ Feed mills ▪ Flour mills ▪ Grain elevators ▪ Lacquer factories ▪ Mattress factories ▪ Paint, varnish and pyroxylin product factories ▪ Rubber processing plants ▪ Spray painting operations ▪ Waste paper processing plants <p><u>GROUP F, DIVISION 2</u></p> <ul style="list-style-type: none"> ▪ Aircraft hangars ▪ Box factories ▪ Candy plants ▪ Cold storage plants ▪ Dry cleaning establishment not using flammable or explosive solvents or cleaners ▪ Electrical substations ▪ Factories ▪ Freight depots ▪ Helicopter landing area on roofs ▪ Laboratories ▪ Laundries, except self service ▪ Mattress factories ▪ Planning mills ▪ Pre-packaged agricultural chemical warehouse ▪ Printing plants ▪ Repair garages ▪ Saleroom ▪ Service stations ▪ Storage rooms ▪ Television studios not admitting a viewing audience ▪ Warehouses ▪ Wholesale rooms ▪ Woodworking factories ▪ Workshops <p><u>GROUP F, DIVISION 3</u></p> <ul style="list-style-type: none"> ▪ Creameries ▪ Factories ▪ Laboratories ▪ Power plants ▪ Salesroom ▪ Sample display rooms ▪ Storage garages, including open air parking garages ▪ Storage rooms ▪ Warehouses ▪ Workshops 	<p><u>STETTLER REGIONAL FIRE DEPARTMENT REVIEW FORM:</u></p> <p>BUILDING OCCUPANCY CLASSIFICATION: D</p> <p>TYPE OF CONSTRUCTION: ICF</p> <p>SIZE OF BUILDING: 2500 Sq ft</p> <p># OF STOREY'S: 1</p> <p>ENVIRONMENTAL IMPACTS (What is stored in the building): Office</p> <p>EXPOSURES (Adjacent buildings and/or sites): Dairy Queen / Church</p> <p>DISTANCES TO EXPOSURES:</p>
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