

MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
June 13, 2023

Present:

Councillors Cheryl Barros, Wayne Smith, Scott Pfeiffer, and Kurt Baker, Acting Director of Planning and Development Angela Stormoen and Planning & Operations Clerk Maddie Standage

1. **Call to Order:** Chairman Cheryl Barros called the meeting to order at 8:32 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 May 18, 2023 MPC Meeting Minutes**

Moved by Councillor Wayne Smith that the Minutes of the May 18, 2023 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

a) Development Permit Variance Comparison

Acting Director Angela Stormoen reviewed the table of development permit applications from 2018-2022 highlighting that a small number of the applications received are asking for a variance through Municipal Planning Commission.

6. **Development Application:** 3453-2023

Applicant: James Kirk

Legal: Block G, Plan 8820090

Municipal: 4220 – 50 Street

Proposed Development: Solar Energy Infrastructure

Director of Planning and Development read a report that follow:

General:

The applicant is proposing to install a ground mounted solar panel system which will be approximately 3 metres by 12 metres and 3.5 metres in height and will act as an accessory use to the existing single-family dwelling by providing a source of electric supply.

The proposed development is located in land use district UR: Urban Reserve and as such Accessory Use is listed as a discretionary use and requires Municipal Planning Commission Approval.

Development Review:

Land Use District: UR: Urban Reserve

Existing Land Use: Residential

Proposed Use: Accessory Use – Solar Energy Infrastructure

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 or building.

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. Compliance with the provisions of the Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
3. The proposed development (Accessory Use – Solar Energy Infrastructure) shall be located in accordance with the approved plan; any changes to the plan must be approved by the Town of Stettler;

Alternatives:

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

Discussion

Councillor Wayne Smith asked for an update regarding the applicant's past development that is not completed. Acting Director Angela Stormoen advised the Commission that she had a discussion with the applicant about the previous development and have agreed on a new completion date.

Moved by Councillor Wayne Smith to approve the application as presented.
MOTION CARRIED
Unanimous

7. **Development Application:** 3454-2023
Applicant: 1865465 AB Ltd.
Legal: Block 31, Plan 430AD
Municipal: 4807 – 62 Street
Proposed Development: Recreation Facility

Director of Planning and Development read a report that follow:

General:

The applicant is proposing the development of a Wellness Centre at 4807 – 62 Street. The development is proposed in Land Use District C2: Commercial Highway District where “Recreation Facility” is listed as a discretionary use and requires Municipal Planning Commission approval. Furthermore, the development must meet the regulations set out in the Commercial and Industrial Design Guidelines.

As the development is adjacent to a residential area on the south property boundary, the applicant is required to install a fence of not less than 2.0 meters in height on the south side as per Section 45.4 of the Town of Stettler Land Use Bylaw 2060-15. Furthermore, the applicant is aware of landscaping requirements within the Land Use Bylaw and The Commercial and Industrial Design Guidelines and will be providing administration a complete landscape plan for approval as per condition of the Development Permit.

Development Review:

Commercial and Industrial Design Guidelines
Land Use Bylaw 2060-15:
Land Use District: C2: Commercial Highway
Existing Land Use: Vacant Lot
Proposed Use: Recreation Facility (Wellness Centre)

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 and the Commercial and Industrial Design Guidelines.

Recommendation:

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

4. The owner/applicant will be required to provide the Town of Stettler security in the amount of \$10,000.00 in the form of a Letter of Credit or Cash (to be returned upon completion) to ensure that all the conditions listed below have been met to the satisfaction of the Town of Stettler;
5. The owner/applicant must comply with all provisions of the Town of Stettler Land Use Bylaw #2060-15;
6. The owner/applicant shall meet the regulations set out in the Commercial and Industrial Design Guidelines;
7. 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;
8. Compliance with the provisions of the Land Use Bylaw #2060-15 does not exempt the applicant from compliance with any provincial, federal, or other municipal legislation;
9. The proposed development (Recreational Facility) shall be located in accordance with the approved plan; any changes to the plan must be approved by the Town of Stettler;
10. The owner/applicant must submit final blueprints and any revisions or changes including site plan or access changes to the Town of Stettler Development Authority for approval;
11. The owner/applicant shall ensure that all water, sanitary, and storm connections are approved by the Town of Stettler's Director of Operational Services;
12. It is the owner/applicant's responsibility to ensure that lot grading and drainage are compliant with Section 52 of the Town of Stettler Land Use Bylaw #2060-15;
13. The owner/applicant must supply a full landscaping plan to the Town of Stettler Development Authority for approval;
14. Landscaping must be completed by the end of the first full growing season following the date of Building Permit closure;
15. The owner/applicant will be required to install curbing around all parking and landscaped areas;
16. The owner/applicant will ensure that the driving surfaces on the proposed development site consist of a pavement top completed within one year of occupancy of development;
17. All outdoor storage areas and garbage areas will be screened from neighboring residential properties, 62 Street and Highway 12;
18. The owner/applicant must supply any sign details and obtain approval from the Town of Stettler's Development Authority prior to installation;

19. The owner/applicant will ensure all on-site lighting, including those in parking lots are down lighting;
20. The owner/applicant shall ensure the Occupancy Application Form be filled out and signed by all applicable authorities and returned to the Development Authority upon completion of development;
21. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
22. The owner/applicant shall arrange for and obtain approval from the Municipal Fire Department to confirm compliance with the Provincial Fire Code;
23. 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

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

MOTION CARRIED

Unanimous

8. The meeting adjourned at 8:41 a.m. on a motion by Councillor Kurt Baker.