

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING  
APRIL 25, 2024**

**Present:**

Councillors Cheryl Barros, Wayne Smith, Scott Pfeiffer, Travis Randell and Kurt Baker, Development Officer Angela Stormoen and Planning & Operations Clerk Maya Brennan

1. **Call to Order:** Chairman Cheryl Barros called the meeting to order at 8:29 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 January 25, 2024 MPC Meeting Minutes**

Moved by Councillor Wayne Smith that the Minutes of the January 25, 2024 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

None.

6. **Development Application:** 3499-2024

**Applicant:** Jamie & Jo-Ann Lane

**Legal:** Lot 21, Block 53, Plan 1885TR

**Municipal:** 4209 – 51 Avenue

**Proposed Development:** Relocation of 2011 mobile Home and Deck

Development Officer read a report that follows:

**General:**

The applicant is proposing to relocate a 16' x 76' mobile home constructed in 2011, to 4209 – 51 Avenue. As the age of the home exceeds eight years of age from the date of application for a development permit, it is considered a discretionary use in the R3A: Mobile Home Subdivision Land Use District.

The applicant is also requesting a 1.12 meter front yard variance as there is an existing detached garage on the lot and the applicant would prefer to leave a distance between the mobile home and detached garage.

Furthermore, the applicant indicated that once the trailer was moved, they plan to replace the missing siding, replace the broken window and build a 10' x 16' deck.

Based on the photos submitted by the applicant the proposed 2011 mobile home will not detract from the neighborhood.

Appendix A – Proposed 2011 Mobile Home

**Development Review:**

Land Use District – R3A: Mobile Home Subdivision  
Discretionary Use – “Mobile Home > Eight (8) years of age from the date of Development Permit Application”

Minimum Front Yard Setback – 6 Meters  
Proposed Front Yard Setback – 4.88 Meters

**Recommendation:**

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

1. The owner/applicant receives approval for a 2011 Mobile Home;
2. The owner/applicant receives a 1.12 meter front yard variance;
3. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw 2060-15;
4. 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;
5. 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;
6. 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.
7. 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;

8. The owner/applicant must ensure the proposed development (Relocation of 2011 Mobile Home) shall be located in accordance with the approved plan;
9. 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;
10. The owner/applicant shall arrange for and obtain approval for compliance with the Alberta Building Code;
11. 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:**

Moved by Councillor Scott Pfeiffer to approve the application with an additional condition:

12. The owner/applicant must ensure that all siding is replaced/repared at the time of relocation.

MOTION CARRIED  
Unanimous

7. **Development Application:** 3500-2024  
**Applicant:** DDS BBQ  
**Legal:** Lot 5A, Block 7, Plan 7922458  
**Municipal:** 4710C – 41 Street  
**Proposed Development:** Change in Use – Restaurant – Takeout/Delivery

Development Officer read a report that follows:

**General:**

The applicant is proposing a change in use for a Restaurant -Takeout/Delivery at 4710C – 41 Street. The restaurant is located in the south half of the existing shop at 4710 – 41 Street.

The proposed location is in the Industrial District where "Restaurant - Takeout/Delivery" is a discretionary use falling under "All those listed as either permitted or discretionary uses with the C1 & C2 Districts" and requires Municipal Planning Commission approval.

The proposed business includes a mobile food truck which prepares food and offers it to customers either fresh or frozen. The business plan is for take away only and the interior is solely for parking the food truck, freezers for the sale of frozen food and a few tables for merchandise sales.

The application has been circulated to the Alberta Health Inspector and Building Code Inspector with no concerns received.

### **Development Review:**

Land Use District – I: Industrial District  
Existing Land Use – Oilfield Support Services/Office  
Proposed Use – Restaurant – Takeout/Delivery

### **DEFINITIONS:**

**“RESTAURANT – TAKEOUT/DELIVERY”** means an establishment primarily engaged in specialty foods in bulk and in providing customers with a takeout and/or delivery service, which may or may not be consumed on or off the premises.

### **PARKING:**

#### **MINIMUM PARKING STANDARD**

Restaurant – Takeout/Delivery: 3

### **Recommendation:**

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

1. The owner/applicant must provide 3 parking stalls;
2. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;
3. 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;
4. The applicant shall arrange for and obtain approval from the Stettler Regional Fire Department to confirm compliance with the Provincial Fire 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 proposed development (Change In Use: Restaurant – Takeout/Delivery) shall be located in accordance with the approved plan; any changes to this plan must be approved by the Town of Stettler;

### **Alternatives:**

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

**Discussion:**

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

MOTION CARRIED

Unanimous

8. **Adjournment:**

The meeting adjourned at 8:37 a.m. on a motion by Councillor Wayne Smith.