

MUNICIPAL PLANNING COMMISSION

AGENDA

AUGUST 8, 2024

8:30 A.M. – TOWN OFFICE – UPSTAIRS MEETING ROOM

1. Call to Order
2. Additions to the Agenda
3. Approval of Agenda
4. Confirmation of the May 16, 2024 MPC Meeting Minutes
5. Business Arising from the Minutes
6. **Development Application:** 3508-2024
Applicant: Jason Muhlbach
Legal: Lot 10 & Pt. 11, Block 2, Plan 943MC
Municipal: 4020 – 58 Street
Proposed Development: 32' x 32' Detached Garage
7. Adjournment

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
MAY 16, 2024**

Present:

Councillors Cheryl Barros, Gord Lawlor, 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 8:30 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 April 25, 2024 MPC Meeting Minutes**

Moved by Councillor Gord Lawlor that the Minutes of the April 25, 2024 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

Development Officer Angela Stormoen provided an update regarding the request from the April 25, 2024 Municipal Planning Commission meeting for further information on the Land Use Bylaw requirement for age of mobile homes permitted.

6. **Development Application:** 3499-2024 (Amendment)

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

Director of Planning and Development read a report that follow:

General:

The applicant is proposing to relocate a 16' x 76' mobile home constructed in 2011, to 4209 – 51 Avenue within the R3A: Mobile Home Subdivision Land Use District.

The applicant was previously approved for the age of mobile home exceeding the eight years of age and a 1.12-meter front yard variance.

The applicant is requesting a further front yard variance of 1.03 meters with a total variance of 2.15 meters.

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

Previously Approved Front Yard Setback – 4.88 Meters

Proposed Front Yard Setback – 3.85 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 2.15 meter front yard variance;
3. The owner/applicant must ensure that all siding is replaced/repared at time of mobile home relocation;
4. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw 2060-15;
5. 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;
6. 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;
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 the Alberta Building Code.
8. 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;
9. The owner/applicant must ensure the proposed development (Relocation of 2011 Mobile Home) shall be located in accordance with the approved plan;

10. 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;
11. The owner/applicant shall arrange for and obtain approval for compliance with the Alberta Building Code;
12. 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 Scott Pfeiffer questioned the requirement for parking in the R3A Land Use District. Development Officer Angela Stormoen confirmed there is an existing parking pad that meets the requirements in the Land Use Bylaw 2060-15.

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

MOTION CARRIED

Unanimous

8. **Adjournment**

The meeting adjourned at 8:34 a.m. on a motion by Councillor Travis Randell.



Request For Decision

Issue:

Development Permit Application: 3508-2024
Applicant: Jason Muhlbach
Proposed Location: Lot 10 & Pt. 11, Block 2, Plan 943MC
Municipal: 4020 – 58 Street
Development: 32' x 32' Detached Garage

BACKGROUND

General:

The applicant is proposing to construct a new detached garage at 4020 - 58 Street and requesting a rear yard /driveway setback variance of 2 meters. The Land Use Bylaw 2060-15 requires a 3-meter rear yard/driveway setback when a detached garage is accessing a lane that is less than 8 meters wide. The proposed detached garage accesses a lane of 7 meters wide and the applicant is proposing a 1-meter driveway setback.

The proposed detached garage rear yard/driveway setback of 1 meter is adjacent to a green space, therefore, does not impact adjacent properties nor would it interfere with vehicle sightlines or turning radius.

Development Review:

Land Use District – R2: Residential General

Existing Land Use – Residential with a Single Family Dwelling and Attached Garage

Proposed Land Use – Detached Garage

- Definition – means an accessory building or portion thereof is designed and used for the storage, parking, or the maintenance of personal vehicles.

Lane Width – 7 meters

Proposed Rear Yard / Driveway Length Setback – 1 meter

Required Rear Yard / Driveway Length Setback – 3 meters

Proposed Side Yard Setbacks – 0.6 meter

Required Side Yard Setbacks – 0.6 meter

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 receives a 2 meter rear yard/driveway length variance;
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. 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 proposed development (Detached Garage) 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 must submit any revisions of the blueprints to the Town of Stettler Development Authority for approval;
8. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
9. 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, Development Officer

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

APPLICATION # 3508-2024

TAX ROLL # 821070004

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

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

APPLICANT: Jason Mhlbach MAILING ADDRESS: 4020 58th St

CITY: Stettler PROV: AB POSTAL CODE: T8K 1S4

PHONE: 403-7402526 FAX: _____ EMAIL: _____

REGISTERED OWNER: Jason Mhlbach ADDRESS: 4020-58 Street

ADDRESS OF PROPERTY TO BE DEVELOPED: 4020 - 58 Street

LOT: 10 Pt. 11 BLOCK: 2 REGISTERED PLAN: 943MC

EXISTING USE: _____ LAND USE DISTRICT: _____

MAIN USE OF LAND AND OR BUILDINGS EITHER EXISTING OR PROPOSED: Detached Garage

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: 3'

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: 14' 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.) _____

SIZE OF ACCESSORY BUILDING: 32 x 32 x 14' IN HEIGHT

DISTANCE FROM REAR PARCEL BOUNDARY: 3' DRIVEWAY LENGTH: 3'

DISTANCE FROM SIDE PARCEL BOUNDARY: 3' PARCEL COVERAGE: _____ %

ESTIMATED COST OF THE PROJECT OR CONTRACT PRICE: \$75,000

ESTIMATED DATES OF COMMENCEMENT AND COMPLETION: January 1/25

DATE OF APPLICATION: June 20/24 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:

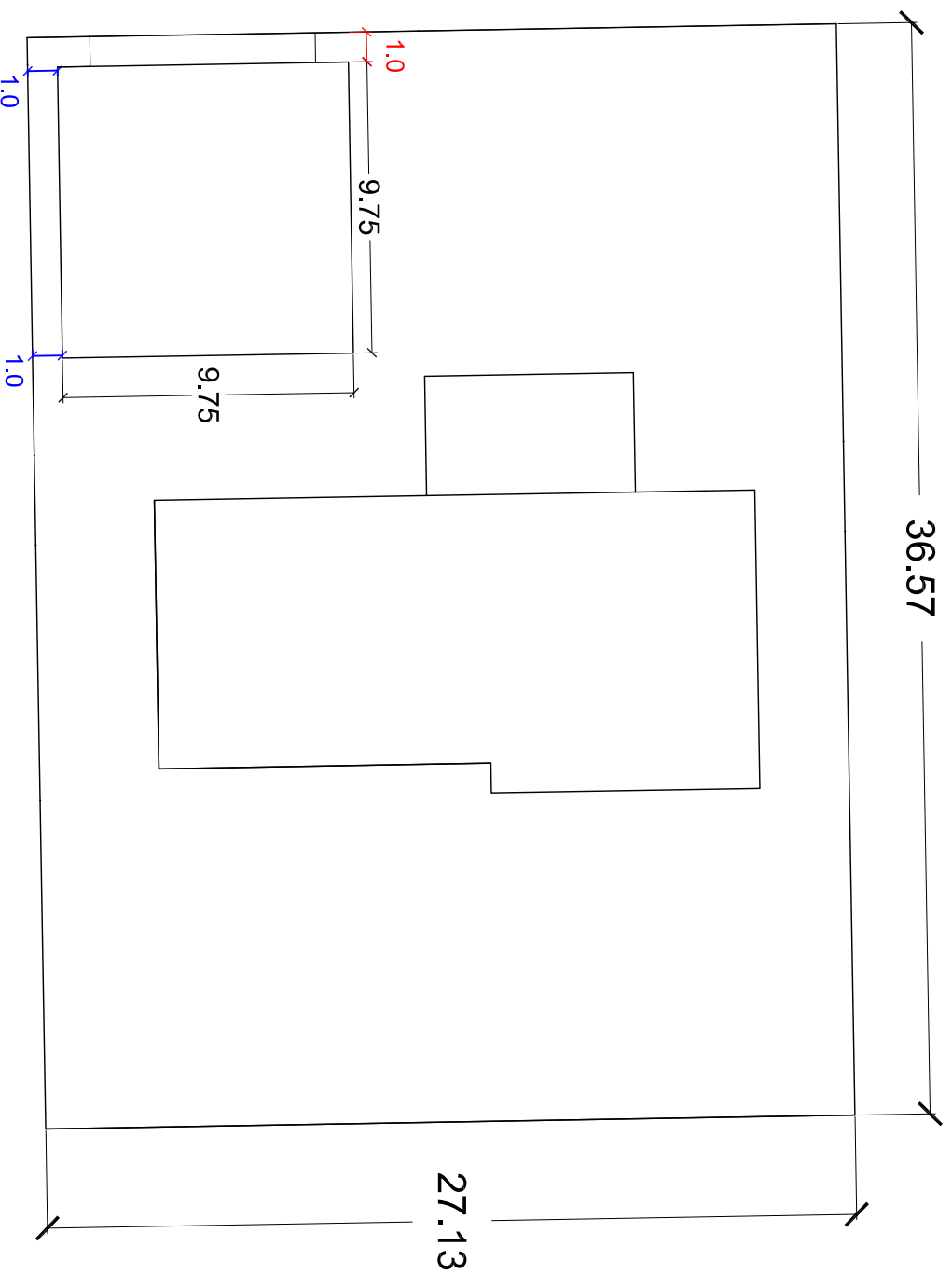
- 1. THE DEVELOPMENT OFFICER MAY REFUSE TO ACCEPT AN APPLICATION FOR A DEVELOPMENT PERMIT WHERE THE REQUIRED INFORMATION IS NOT SUPPLIED OR WHERE, IN HIS/HER OPINION, THE QUALITY OF THE MATERIAL SUPPLIED IS INADEQUATE TO PROPERLY EVALUATE THE APPLICATION.
- 2. THE DEVELOPMENT OFFICER MAY DEAL WITH AN 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: _____	MPC Required: _____ MPC Date: _____ MPC Approval: _____
Business License Required: _____	Alberta Transportation Review (adjacent to Hwy 12 or 56): _____
County Referral Required: _____	Alberta Environment Review (adjacent to Red Willow Creek or Cold Lake): _____
Fire Department Review: _____	Advertisement Date: _____ Permit Issue Date: _____
Engineering Review: _____	Application Accepted By: _____
Water: _____ Transportation: _____	Application Approved By: _____

4020 - 58 Street

Proposed Garage Setbacks



LEGEND

- Setback from Property Line
- Driveway Length
- Dimensions

5020 – 58 Street
Proposed Garage Site Plan

