

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING
OCTOBER 3, 2024**

Present:

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

1. **Call to Order:** Chairman Cheryl Barrows called the meeting to order at 8:36 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 29, 2024 MPC Meeting Minutes**

Moved by Councillor Scott Pfeiffer that the Minutes of the August 29, 2024 MPC meeting be approved as presented.

MOTION CARRIED

Unanimous

5. **Business Arising**

None.

6. **Development Application:** 3537-2024

Applicant: Dave Hagen

Legal: Lot 11, Block 3, Plan 3173TR

Municipal: 6011 – 40 Avenue Close

Proposed Development: Relocation of Mobile Home (2007)

Director of Planning and Development read a report that follow:

General:

The applicant is proposing to relocate a 16' x 68' mobile home to 6011 – 40 Avenue Close, where the lot has been vacant since 2017. The proposed mobile home was constructed in 2007 and as such it is considered a discretionary use in the R3A: Mobile Home Subdivision Land Use District as it exceeds eight years of age from the date of application for a development permit.

Based on the photos submitted by the applicant the proposed 2007 mobile home will not detract the neighborhood.

Appendix A – Proposed 2007 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 Rear Yard Setback – 3 Meters

Proposed Rear Yard Setback – 3 Meters

Minimum Side Yard Setback – 1.5 Meters

Proposed Side Yard Setback (west) – 1.5 Meters

Proposed Side Yard Setback (east) – 3 Meters

Minimum Front Yard Setback – 6 Meters

Proposed Front Yard Setback – > 6 Meters (6m from northwest pin but due to outward curve it will be larger)

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 ensure that all siding is replaced/repared at time of mobile home relocation;
2. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw 2060-15;
3. 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;
4. 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;
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 the Alberta Building Code.

6. 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;
7. The owner/applicant must ensure the proposed development (Relocation of Mobile Home) shall be located in accordance with the approved plan;
8. 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;
9. The owner/applicant shall arrange for and obtain approval for compliance with the Alberta Building Code;
10. 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.

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

MOTION CARRIED

Unanimous

7. **Development Application:** 3545-2024
Applicant: Score Projects
Legal: Lot 13, Block 7, Plan 7722740
Municipal: 3810 – 47 Avenue
Proposed Development: Temporary Structure

Director of Planning and Development read a report that follow:

General:

The applicant is proposing to relocate a 70' x 100' temporary structure from 6602 – 44 Avenue (County of Stettler lot) to 3810 – 47 Avenue (Score Projects Yard). Upon relocation of the structure, the specifications will be as follows: same foundation (concrete blocks) with engineer report, new tarp shell (white/grey), new tin end walls, new door and removal of existing approach in the southeast corner of the property.

Temporary Structure is a permitted use within the Industrial Land Use District, however, the applicant is requesting a front yard variance of 6 meters (67%) on the South Side of the property. With the curvature of 47 Avenue at this location and the location of the main shop, the location of the temporary structure would not impede site lines and would be in line with the rear side (north side) of the main building.

Furthermore, the business (Score Projects) is currently located on four separate lots (see attached map), therefore, administration recommends a condition of approval to include the legal consolidation of the lots to avoid future non-compliance.

Development Review:

Minimum Front Yard Setback –

Required: 9.0 meters

Proposed: 3.0 meters

Variance Required – 6.0 meters (67%)

Recommendation:

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

11. That the owner/applicant receives a front yard variance on the south side of 6 meters (67%) to accommodate the proposed temporary structure.
12. That the owner/applicant must legally consolidate lots 10 to 13, block 7, plan 7722740;
13. 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 removing the existing approach south of the proposed temporary structure location;
14. The owner/applicant must comply with all the provisions of the Town of Stettler Land Use Bylaw #2060-15;
15. 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;
16. 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;
17. The proposed development (Temporary Structure) shall be located in accordance with the approved plan; any changes to this site plan must be approved by the Town of Stettler;
18. 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;
19. The owner/applicant shall arrange for and obtain approval for compliance with the current Alberta Building Code;
20. The owner/applicant shall arrange for and obtain approval from the Municipal Fire Department to confirm compliance.
21. The owner/applicant must obtain a building permit for this development following the mandatory 21 day appeal period

Discussion

Councillor Wayne Smith asked if there were any concerns with the applicant removing the approach. Development Officer, Angela Stormoen advised that Town Administration has no concerns as there has other access points to the property.

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

MOTION CARRIED

Unanimous

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