

**MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL PLANNING
COMMISSION OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA
HELD MONDAY, FEBRUARY 11TH, 2008, 7:00 P.M., TOWN OFFICE**

PRESENT:

Chairperson Paul Webb and members Joe Henze, Patricia Toone, Annette Clews, Ninette Savage-Howe, Bob McIntyre and Roy Cummings

STAFF:

Development / Subdivision Officer John Whitesell
Assistant Development Officer Tracy Evans

OTHERS:

Jackie Carpenter, Kevin Peck, Allison Hymers, Norm Hymers and Shirley McDonald

CALL TO ORDER:

Chairperson Paul Webb called the meeting to order at 6:57 p.m.

AGENDA:

Moved by Ninette Savage-Howe to adopt the regular agenda. **CARRIED**

Moved by Roy Cummings to adopt the supplementary agenda. **CARRIED**

ADOPTION OF MINUTES:

Minutes of the January 21st, 2008 regular meeting were presented for adoption.

Moved by Joe Henze to adopt the minutes of the January 21st, 2008 regular meeting as presented. **CARRIED**

BUSINESS:

Development Application No. 2008005

Lot 26, Block 1, Plan 0613469
24 Noblefern Way S.W.

20' X 64' Manufactured home w/ 12' X 28' Deck & 26' X 26' detached garage.

Approved by Development Officer John Whitesell subject to the following conditions; (1) As per application, drawings and plot plan submitted, (2) Requires a 14 day posting period before project can begin, and any development proceeded with by the applicant prior to the expiry of this period is done solely at the risk of the applicant, (3) Must conform to the Town of Sundre Land Use By-Law No. 705 with

Development Application No. 2008005 – continued

amendments, (4) Future accessory buildings such as sheds, greenhouses and garages shall not be placed closer than 1.0 meters to property boundaries and any attached structures shall not be placed closer than 6.0 m from any other structure on other adjacent properties. Any future accessory building or decks shall require separate Development & Building Permits, (5) All Provincial Government regulations where applicable, (6) A Real Property Report by a registered Land Surveyor must be submitted to the Town Office showing the placement of the Manufactured Home, the garage and shed on the lot, (7) That you submit to the Town Office copies of applicable permits and inspection reports (Gas, Plumbing & Electrical) for this project, (8) All contractors associated with project are to obtain a Town of Sundre Business License, (9) Building grades and elevations must conform to the plan for the area, or if non-available, to be set by the Town of Sundre, (10) Water service line shall be ¾" or 1" Series 160 Municipal water line and Sewer service line shall be 4" Series SDR 28 or SDR 35 or equivalent, (11) Water and sewer lines shall be inspected by the Town of Sundre public works staff prior to the ditch being backfilled. Contact the Town Office when lines are ready for inspection. Water will not be turned on until such time as inspection has been made, (12) 2" thick by 4' wide Styrofoam insulation must be placed in ditch above water and sewer lines after backfilling ditch to a level 2-3 ft. below grade, (13) Provisions be made for your plumber to install a water meter supplied by the Town of Sundre in the dwelling unit. Notify the Town Office when ready for meter installation. **RECEIVED FOR INFORMATION**

Development Application No. 2008006

Lot 17, Block 1, Plan 1347GF
114 Centre Street North

Renovate existing commercial building for use as Real Estate Office, Laundromat & inside Storage Units.

Moved by Ninette Savage-Howe that Development Permit No. 2008006 be approved subject to the following conditions; (1) As per application, drawings and plot plan submitted, (2) Requires a 14 day posting period before project can begin, and any development proceeded with by the applicant prior to the expiry of this period is done solely at the risk of the applicant, (3) Must conform to the Town of Sundre Land Use By-Law No. 705 with amendments, (4) All Provincial Government regulations where applicable, (5) That you submit to the Town Office copies of applicable permits and inspection reports (Gas, Plumbing & Electrical) for this project, (6) All contractors associated with project are to obtain a Town of Sundre Business License, (7) If upgrades to water or sewer service lines are required the water service line shall be 2" Series 160 Municipal water line and Sewer service line shall be minimum 4" Series SDR28 or SDR35. Cost of service line installation

Development Application No. 2008006 – continued

and road rehabilitation shall be at the sole expense of the applicant, (8) Any water and sewer line upgrades shall be inspected by the Town of Sundre public works ready for inspection. Water will not be turned on until such time as inspection has been made, (9) 2" thick by 4' wide Styrofoam insulation must be placed in ditch above water and sewer lines, (10) Provisions be made for the installation of the appropriate number of water meters, (11) The balance of the property excluding any areas to be landscaped shall be hard surfaced, (12) All parking spaces shall be a minimum of 2.75 meters by 5.50 meters and have concrete bumpers or have a 4 inch raised sidewalk placed at the front of the space, (13) Any hard or soft landscaping and lot paving shall be completed within one year of issuance of this permit. **CARRIED**

Development Application No. 2008007

Lot 4,5,6, Block D, Plan 7447ER
407 Main Ave. West

Use existing commercial space for drop off Laundry Service operating in back room & expansion into showroom.

Moved by Joe Henze that Development Permit No. 2008007 be approved subject to the following conditions; (1) As per application, drawings and plot plan submitted, (2) Requires a 14 day posting period before project can begin, and any development proceeded with by the applicant prior to the expiry of this period is done solely at the risk of the applicant, (3) Must conform to the Town of Sundre Land Use By-Law No. 705 with amendments, (4) All Provincial Government regulations where applicable. **CARRIED**

Development Application No. 2008008

Lot 10, Block 1, Plan 9210846
210 – 7th Street N.E.

Home based business – part-time Yoga Studio.

Moved by Annette Clews that Development Permit No. 2008008 be approved subject to the following conditions; (1) As per application submitted, (2) No retail sales at premises, (3) No exterior sign, display or advertising nor any interior signs visible from the exterior, (4) No commodity/service other than approved shall be sold, (5) The home occupation shall not be staffed on site by any person(s) other than a resident of the dwelling, (6) The Development Permit may be revoked if complaints are received, (7) A home occupation shall not include any use or

Development Application No. 2008008 – continued

operation which detracts from the amenities of a residential neighborhood, by way of creating dangerous or objectionable conditions of vehicular traffic, (8) Noise must be kept to a minimum, (9) No unsightly storage on the premises, nor any outside storage of material, commodities or finished products, (10) Must conform to the Town of Sundre Land Use By-law No. 705 with amendments, (11) All Provincial Government regulations where applicable, (12) Adjacent landowners are notified. **CARRIED**

Mountain View County Application Referrals, Applications for Redesignation & Subdivision Applications:

(a) Application Referral's:

- (1) NE 3-33-5-W5M; Plan 9913133, Block 6
File No. DP 08-002

3117 SQFT single family dwelling w/ 1184 SQFT attached garage.

- (2) SE 34-32-5-W5M; Plan 0213345, Block 1, Lot 18
File No. DP 08-004

2093 SQFT pre-built single family dwelling & 30' X 40' shop.

The previous two items are received for information only. Approved by Development Officer John Whitesell. Mountain View County has been advised that the Town of Sundre does not have any objections or concerns with the above mentioned Application Referrals provided that they are in compliance with the Urban Fringe Area Development Agreement and any applicable Area Structure Plan.

- (3) NE 32-32-5-W5M; Plan 0110257, Block 2, Lot 4
File No. DP 08-247

30' X 40' pole shed.

The previous item is received for information only. Approved by Development Officer John Whitesell. Mountain View County has been advised that the Town of Sundre does not have any objections or concerns with the above mentioned Application Referral provided that it is in compliance with the Urban Fringe Area Development Agreement and the West Sundre Area Structure Plan. Please keep in mind that the Town of Sundre maintains that it is important to have commercial & industrial properties landscaped to improve the visual appearance of the area.

SUPPLEMENTARY AGENDA

Consent to register a Condominium Plan

Lots 6 to 9 (inclusive), Block 1, Plan 8511171
814 – 1st Street N.W.

Moved by Ninette Savage-Howe that consent to register the previous item as a condominium plan is approved. **CARRIED**

OTHER BUSINESS:

Moved by Roy Cummings to receive all County referrals received and approved by Development Officer John Whitesell; included with reference to location and town boundaries, prior to the regular Municipal Planning Commission meeting. **CARRIED**

ADJOURNMENT:

Bob McIntyre moved at 7:33 p.m. to adjourn the meeting. **CARRIED**