

**MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL PLANNING
COMMISSION OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA
HELD MONDAY, JULY 28TH, 2008, 7:00 P.M., TOWN OFFICE**

PRESENT:

Acting Chairperson Patricia Toone and members Bob McIntyre, Joe Henze and Roy Cummings.

ABSENT:

Paul Webb, Annette Clews and Ninette Savage-Howe

STAFF:

Development / Subdivision Officer John Whitesell
Assistant Development Officer Tracy Evans

OTHERS:

Dwight Jenkins and Harold Weiss

CALL TO ORDER:

Acting Chairperson Patricia Toone called the meeting to order at 6:59 p.m.

AGENDA:

Moved by Joe Henze to adopt the regular agenda. **CARRIED**

Moved by Joe Henze to adopt the supplementary agenda. **CARRIED**

ADOPTION OF MINUTES:

Minutes of the July 8th, 2008 regular meeting were presented for adoption.

Moved by Patricia Toone to adopt the minutes of the July 8th, 2008 regular meeting as presented. **CARRIED**

BUSINESS:

5.1 Development Application No. 2008072

Lot 141, Plan 9812180

10' X 12' cabin with porch.

Approved by Assistant Development Officer Tracy Evans 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.

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5.2 Development Application No. 2008073

Lot 165, Plan 9812525

2007, 35.58' X 8.5' motor home.

Approved by Assistant Development Officer Tracy Evans 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.

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5.3 Development Application No. 2008074

Lot 10 & 11, Block 2, Plan 0412879

1848 f² single family dwelling w/ 273.6 f² attached garage.

Approved by Assistant Development Officer Tracy Evans 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) Future accessory buildings such as sheds, greenhouses, etc. shall not be placed closer than 1.0 metres to side or rear property boundaries nor closer to a side street than the main building, (5) All Provincial Government regulations where applicable, (6) A Real Property Report must be submitted to the Town Office **immediately upon completion of the framing of all structures** listed on the Development Application, (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, (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, (14) The garage must have siding that compliments the home, (15) Minimum overall density of trees – one tree per 100m² of the required 30% landscaped area and boulevard, (16) No gas line may be covered by a permanent or semi-permanent structure and if a gas line requires relocation, the gas line must be moved by the Town of Sundre at the applicant's sole expense, (17) Before development begins, Alberta 1 Call must be contacted by the

Development Application No. 2008074 continued.....

applicant to have all services marked and if development damages any services, the repairs will be completed at the applicant's sole expense.

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5.4 Development Application No. 2008075

Lot 4, Block 2, Plan 9610892

24' X 26' detached garage & removal of 12' X 16' shed.

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 amendments, (4) All Provincial Government regulations where applicable, (5) The building is to be used for residential purposes only and any commercial or home occupational use requires a separate Development Permit, (6) No gas line may be covered by a permanent or semi-permanent structure and if a gas lines requires relocation, the gas line must be moved by the Town of Sundre at the applicant's sole expense, (7) The garage must have siding installed that compliments the home, (8) Alberta 1 Call must be contacted by the applicant and have services marked before development commences.

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5.5 Development Application No. 2008076

Lot 124, Plan 9812180

12' X 38' covered deck. Decision required for removal of 7 trees as per drawing.

Moved by Roy Cummings that Development Permit No. 2008076 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) Grant removal of trees as requested to allow development of covered deck.

CARRIED

5.6 Development Application No. 2008077

Lot 21, Block 1, Plan 0610449

30' X 40' garage. Decision required for the size of the garage.

Moved by Bob McIntyre that Development Permit No. 2008077 be approved subject

Development Application No. 2008077 Continued.....

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) The building is used for residential purposes only and any commercial or home occupational use requires a separate Development Permit, (6) No gas line may be located underneath a permanent or semi-permanent structure and if a gas line runs under a proposed building site, the gas line must be moved by the Town of Sundre at the applicant's sole expense, (7) The garage must have siding installed to match the existing siding of the home, (8) Before development begins, Alberta 1 Call needs to be contacted by the applicant to have all services marked and if development damages any services, the repairs will be done at the applicant's sole expense, (9) Any projection, including unenclosed steps or eaves must not exceed one-half of the minimum side yard. Maximum projection is .5 m (1.65 ft.), (10) An accessory building on a corner parcel shall not be situated closer to the street than the main building. It shall not be closer than 1.0 m (3.3 ft.) to the other side parcel boundary or the rear parcel boundary, (11) An accessory building shall not be more than 4.5 m (14.8 ft.) in height, and shall not exceed the height of the main building.

CARRIED

5.7 **Development Application No. 2008078**

Lot 8, Block 6, Plan 5790JK

Repair existing 22.8' X 7.6' deck with relaxation of side yard set back to property line.

Moved by Bob McIntyre that Development Permit No. 2008078 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) Grant relaxation of side yard set back to property line.

CARRIED

5.8 **Development Application No. 2008079**

Block M, Plan 7720FF

30' X 45' workshop.

Moved by Roy Cummings that Development Permit No. 2008079 be deferred to August 18th, 2008 regular Municipal Planning Commission meeting as to provide new drawing with revised location and landscaping plan for further review.

CARRIED

MOUNTAIN VIEW COUNTY:

Application Referrals:

- (1) NW 35-32-6-W5M
Lot 2, Block 1, Plan 0214257
4 ½ miles West, ¼ mile South of Sundre
File No. LP 08-097

26' X 28' detached garage.

Moved by Roy Cummings that a notice be sent to Mountain View County advising them 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 any applicable Area Structure Plans.

CARRIED.

OTHER BUSINESS: None

ADJOURNMENT:

Moved by Roy Cummings that the meeting be adjourned at 8:35 P.M. **CARRIED**