

**MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL PLANNING
COMMISSION OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA
HELD MONDAY, MAY 26TH, 2008, 7:00 P.M., TOWN OFFICE**

PRESENT:

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

STAFF:

Development / Subdivision Officer John Whitesell

OTHERS:

Joanne Rees

CALL TO ORDER:

Chairperson Paul Webb called the meeting to order at 7:03 p.m.

AGENDA:

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

ADOPTION OF MINUTES:

Minutes of the May 5th, 2008 regular meeting were presented for adoption.

It was noted that there was a spelling mistake in the name of one of the citizens in attendance at the May 5th meeting.

Moved by Bob McIntyre to adopt the minutes of the May 5th, 2008 regular meeting as corrected. **CARRIED**

BUSINESS:

Development Application No. 2008040

Lot 36, Block 2, Plan 0712085

143.6 m² Single Family dwelling w/ 40.9 m² attached garage/workshop, 14.9 m² covered porch and a 33.4 m² covered patio.

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) Future accessory buildings such as sheds, greenhouses and garages shall not be placed closer than 1.0 metres to property boundaries, (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

Development Application No. 2008040 continued

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. (Top of foundation must be a minimum of 6" higher than the center line of the street), (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. 2008041

Lot 6, Block 7, Plan 7610139

Replace front deck & stairs w/ new 14 m² front deck & stairs.

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. **RECEIVED FOR INFORMATION.**

Development Application No. 2008042

Lot 95, Block 3, Plan 8010730

4' X 10' extension to existing deck & enclosing a 10' X 24' portion w/ a 12' extension of roof.

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. **RECEIVED FOR INFORMATION.**

Development Application No. 2008043

Lot 73, Block 3, Plan 8010730

18.5' X 9.5' deck

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.

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Development Application No. 2008044

Lot 5, Plan 9612304

Home Occupation – Esthetics, home for office use only – going to customers homes for appointments.

Moved by Joe Henze that Development Permit No. 2008044 be approved subject to the following conditions; (1) As per application submitted - Esthetics, home for office use only – going to customers homes for appointments, (2) Requires a 14 day posting period, after which a Town of Sundre Business License shall be acquired from the Town Office, (3) Must conform to the Town of Sundre Land Use By-law No. 705 with amendments, (4) All Provincial Government regulations where applicable, (5) No retail sales at premises (6) No exterior sign, display or advertising nor any interior signs visible from the exterior, (7) No commodity / service other than approved shall be sold, (8) The home occupation shall not be staffed on site by any person(s) other than a resident of the dwelling, (9) The Development Permit may be revoked if complaints are received, (10) A home occupation shall not include any use or operation which detracts from the amenities of a residential neighborhood, by way of creating dangerous or objectionable conditions of vehicular traffic, (11) Noise must be kept to a minimum, (12) No unsightly storage on the premises, nor any outside storage of material, commodities or finished products. **CARRIED**

Development Application No. 2008045

Lots 11& 12, Plan 260FM

Addition of a nail technician to operate out of commercial leased space.

Moved by Annette Clews that Development Permit No. 2008045 be approved

Development Application No. 2008045 continued

subject to the following conditions; (1) As per application 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. 2008046

Lot 177, Plan 9812525

10' X 12' guest cabin & roof to be built over existing 12' X 34' deck.

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.

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Development Application No. 2008047

Lot 6, Block 2, Plan 4875FQ

Replace 10' X 20' covered deck & build a 14' X 20' ground level deck.

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.

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Development Application No. 2008048

Lot 2, Block 1, Plan 9511242

Home Occupation – Home office – part-time basic foot care. One customer at a time 3 times a week between 10 a.m. – Noon and 1:30 p.m. – 3:30 p.m.

Moved by Joe Henze that Development Permit No. 2008048 be approved subject to the following conditions; (1) As per application submitted - Home Occupation –

Development Application No. 2008048 continued

Home office – part-time basic foot care. One customer at a time 3 times a week between 10 a.m. – Noon and 1:30 p.m. – 3:30 p.m., (2) Requires a 14 day posting period, after which a Town of Sundre Business License shall be acquired from the Town Office, (3) Must conform to the Town of Sundre Land Use By-law No. 705 with amendments, (4) All Provincial Government regulations where applicable, (5) No retail sales at premises (6) No exterior sign, display or advertising nor any interior signs visible from the exterior, (7) No commodity / service other than approved shall be sold, (8) The home occupation shall not be staffed on site by any person(s) other than a resident of the dwelling, (9) The Development Permit may be revoked if complaints are received, (10) A home occupation shall not include any use or operation which detracts from the amenities of a residential neighborhood, by way of creating dangerous or objectionable conditions of vehicular traffic, (11) Noise must be kept to a minimum, (12) No unsightly storage on the premises, nor any outside storage of material, commodities or finished products. **CARRIED**

Development Application No. 2008049

Lot 19, Block 2, Plan 0712085

1229 ft² Single Family dwelling w/ 24' X 24' 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 amendments, (4) Future accessory buildings such as sheds, greenhouses and garages shall not be placed closer than 1.0 metres to property boundaries, (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. (Top of foundation must be a minimum of 6" higher than the center line of the street), (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

Development Application No. 2008049 continued

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.**

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

(a) Proposed Redesignation & Subdivision (Amended):

- (1) NE 16-33-5-W5M
File No. SD 08-012 & RD 08-007

Redesignate 3.0 acres from Agricultural District "A" to Country Residential District "CR" and subdivide the 3.0 acres from quarter section.

Moved by Ninette Savage-Howe 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 Proposed Redesignation & Subdivision provided that it is in compliance with the Urban Fringe Area Development Agreement and any applicable Area Structure Plan. **CARRIED.**

OTHER BUSINESS: None

ADJOURNMENT:

Moved by Patricia Toone that the meeting be adjourned at 7:13 P.M. **CARRIED.**