

**MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL PLANNING
COMMISSION OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA
HELD MONDAY, JANUARY 26TH, 2009, 7:00 P.M., TOWN OFFICE**

PRESENT:

Chairperson Paul Webb and members Patricia Toone, Gale Henderson White, Roy Cummings, Bob McIntyre, Joe Henze and Ninette Savage.

ABSENT:

STAFF:

Development / Subdivision Officer John Whitesell
Assistant Development Officer Tracy Evans

OTHERS:

Jeff Nickerson, Dena Galbraith, Vern Galbraith and Chris Vardas

CALL TO ORDER:

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

AGENDA:

Moved by Bob McIntyre to adopt the regular agenda. **CARRIED**

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

ADOPTION OF MINUTES:

Minutes of the December 1st, 2008 regular meeting were presented for adoption.

Moved by Roy Cummings to adopt the minutes of the December 1st, 2008 regular meeting as presented. **CARRIED**

BUSINESS:

5.1 Development Application No. 2008131

Lot 81, Block 3, Plan 801730

Relocate portable 10' X 20' garage. To be completed in the spring.

Moved by Ninette Savage that Development Permit No. 2008131 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,

Development Application No. 2008131 Continued.....

(5) Project to be completed by May 15th, 2009.

CARRIED

5.2 Development Application No. 2008132

Lot 17, Block 1, Plan 1347GF

Renting existing office space for a business office. Drywall contractor instead of formerly approved use for a realty office.

Moved by Patrica Toone that Development Permit No. 2008132 be approved subject to the following conditions; (1) As per application submitted – Renting existing office space for use as a business office for a drywall contractor instead of formerly approved use for realty office, (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) Any expansion of business beyond approved office use will require a new development permit.

CARRIED

5.3 Development Application No. 2008133

Lot 49, Block 1, Plan 8611359

Convert existing porch (walk way), into a 8' X 26' 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 structure(s) must have siding installed that compliments the home, (6) No gas meter may be blocked by a permanent or semi-permanent structure and if it is blocked it must be moved by the Town of Sundre at the applicant's sole expense, (7) 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, (8) Before development begins, Alberta 1 Call must be contacted by the applicant to have all services and utilities marked and if development damages any services, the repairs will be completed at the applicant's sole expense.

RECEIVED FOR INFORMATION

5.4 Development Application No. 2009001

Lot 15, Block 15, Plan 9912954

Indoor Renovations - Basement

Development Application No. 2009001 Continued....

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, (5) All contractors associated with the project are to obtain a Town of Sundre Business Licence, (6) That you submit to the Town Office, copies of applicable permits and inspection reports (Gas, Plumbing & Electrical) for this project.

RECEIVED FOR INFORMATION

5.5 Development Application No. 2009002

Lot 62, Block 15, Plan 9912954

Home Occupation – Carpentry Business, office for book keeping, all work off-site, no clients at residence. Second business, small crafts sold online. No traffic or customers at residence.

Moved by Ninette Savage that Development Permit No. 2009002 be approved subject to the following conditions; (1) As per application submitted – Home Occupation – Carpentry business, office for book keeping, all work off site, no clients at residence. Second business – small crafts sold online. No traffic or customers. (2) Requires a 14 day posting period before project can begin, after which a Town of Sundre Business Licence 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 other than approved shall be sold, (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, or any outside storage of material, commodities or finished products.

CARRIED

5.6 Development Application No. 2009003

Lot 5, Block 4, Plan 0013095

Change of Use – Retail outlet, clothing and tack w/ coffee bar and a 3' X 20' banner.

Moved by Roy Cummings that Development Permit No. 2009003 be approved subject to the following conditions; (1) As per application submitted – Change of Use – Retail outlet, clothing and tack, with coffee bar and a 3' X 20' banner, (2) Requires a 14 day

Development Application No. 2009003 Continued....

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) Any additional signs (free-standing or building mounted) will require a separate Development Permit, (6) Provide the Town with copies of all required licenses and certifications, (7) Obtain an inspection from the Regional Health Authority (403-556-8441) and provide the Town with proof of approval, (8) Any expansion of business beyond approved application submitted will require a separate development permit. Coffee bar seating capacity shall not exceed four seats.

CARRIED

5.7 Development Application No. 2009004

Lot 1, Block K, Plan 7720FF

Install rear customer entrance, adjust existing stairs and relocate attached partition wall.

Moved by Roy Cummings that Development Permit No. 2009004 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

5.8 Development Application No. 2009005

Lot 3, Block 1, Plan 9310422

Home Occupation – Reflexology & Alternative Therapy.
Open 10am – 6pm. One client at a time. Parking available in driveway.

Moved by Gale Henderson White that Development Permit No. 2009005 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, after which a Town of Sundre Business Licence 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 other than approved shall be sold, (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, or any outside storage

Development Application No. 2009005 Continued.....

of material, commodities or finished products, (13) Provide the Town with copies of all required licenses and certifications, (14) Obtain an inspection from the Regional Health Authority (403-556-8441) and provide the Town with proof of approval.

CARRIED

5.9 Development Application No. 2007003

Block V, Plan 7985HB

1262 SQFT Single family dwelling w/ 20.5' X 22' attached garage & 10' X 12' rear deck.

Moved by Joe Henze that Development Permit No. 2007003 be granted an extension until January 18th, 2010 with the understanding that no further extensions will be granted.

CARRIED

5.10 Development Application No. 2009006

Lot 6-8, Plan 7806GB

Change of Use – 24 Hour Telephone Answering Service. Work alone monitoring, alarm response, safety supplies or PPE in small volume.

Moved by Ninette Savage that Development Permit No. 2009006 be approved subject to the following conditions; (1) As per application submitted – Change of Use – 24 Hour Telephone Answering Service. Work alone monitoring, alarm response, safety supplies or PPE in small volume, (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) Any expansion of business beyond approved application submitted will require a separate development permit. (6) Any signs (free-standing or building mounted) will require a separate Development Permit, (7) Provide the Town with copies of all required licenses and certifications.

CARRIED

MOUNTAIN VIEW COUNTY:

Application Referral:

- (1) SE 25-32-6-W5M; Plan 0611157, Block 4, Lot 4
4 miles West & 2 miles South of Sundre
File No. LP 09-003

1650 SQFT Modular Home

Moved by Ninette Savage 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 Plan.

CARRIED

OTHER BUSINESS:

None

ADJOURNMENT:

Moved by Gale Henderson White that the meeting be adjourned at 7:40 P.M. **CARRIED**