

**MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL PLANNING
COMMISSION OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA
HELD TUESDAY, FEBRUARY 17TH, 2009, 7:00 P.M., TOWN OFFICE**

PRESENT:

Chairperson Paul Webb and members Patricia Toone, Roy Cummings, Bob McIntyre, and Ninette Savage.

ABSENT:

Gale Henderson White and Joe Henze

STAFF:

Development / Subdivision Officer John Whitesell
Assistant Development Officer Tracy Evans
Interim Assistant Development Officer Denica Crosbie

OTHERS:

CALL TO ORDER:

Chairperson Paul Webb called the meeting to order at 7:06 p.m.

AGENDA:

Moved by Paul Webb to adopt the regular agenda. **CARRIED**

ADOPTION OF MINUTES:

Minutes of the January 26th, 2009 regular meeting were presented for adoption.

Moved by Ninette Savage to adopt the minutes of the January 26th, 2009 regular meeting as presented. **CARRIED**

BUSINESS:

5.1 Development Application No. 2009007

Lot 36, Block 15, Plan 9912954

138.9 m² single family dwelling w/ 14.5 m² covered front deck and 13.4 m² rear 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) Future accessory buildings such as sheds, greenhouses and garages shall not be placed closer than 1.0 meters 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 building grade sheets

Development Application No. 2009007 Continued.....

for the property that are attached to this permit, (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) The garage must have siding that complements the home, (14) Provisions be made for your plumber to install a water meter, supplied by the Town of Sundre. Notify the Town Office when ready for meter installation, (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 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

5.2 **Development Application No. 2009008**

Lot 36, Block 15, Plan 9912954

112.8 m² Single family dwelling w/ 40 m² attached garage and 12 m² elevated rear 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) Future accessory buildings such as sheds, greenhouses and garages shall not be placed closer than 1.0 meters 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 building grade sheets for the property that are attached to this permit, (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) The garage must have siding that complements the home, (14) Provisions be made for your plumber to install a water meter, supplied by the Town of Sundre. Notify the Town Office when ready for meter installation, (15) Minimum overall density of trees – one tree per 100m2 of the required 30% landscaped area and boulevard, (16) No gas

Development Application No. 2009008 Continued.....

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 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

5.3 **Development Application No. 2009009**

Lot 9, Block 4, Plan 9411604

Construct 16' X 16' Sunroom w/ basement, 2 entrances. Relaxation of rear yard set back from 10m to 6.55m. Difference of 3.45m.

Moved by Roy Cummings that Development Permit No. 2009009 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) The sunroom must have siding that compliments the home, (8) Building grades and elevations must conform to the building grade sheets for the property that are attached to this permit, (9) 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, (10) No gas meter may be blocked by a permanent or semi-permanent structure and if a gas meter is blocked, the gas meter must be moved by the Town of Sundre at the applicant's sole expense, (11) 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, (12) Relaxation of rear yard set back from 10.0 metres to 6.55 metres granted.

CARRIED

MOUNTAIN VIEW COUNTY:

Application Referral:

- (1) SW 5-33-5 W5M
Block 2, Plan 9411921
Approx. 1 mile West of Sundre
File No. DP 09-004

RV Consignment Lot

The previous item is received for information only. Approved by Development Officer John Whitesell. Mountain View County has been advised that the Town of

Application Referral Continued.....

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. It was also mentioned that it is important to have commercial and industrial properties landscaped to improve the visual appearance of the area of these developments as these developments have an impact on the look and feel of the Town of Sundre. In addition, it was mentioned that it would be appreciated if the Town's landscaping requirements were to be required of the Developers.

(2) NW 10-33-5 W5M
Approx. 1 ¾ miles North of Sundre
File No. LP 09-005

1536 SQFT Single Family Dwelling with 475 SQFT attached garage.

Moved by Patricia Toone that a notice be sent to Mountain View County advising them that the Town of Sundre requires the Developer to create and submit for approval, an Urban overlay showing the existing town development to the south of the proposed building location and the projected road extension of the town's 2nd Street NE. The overlay needs to show that the proposed house location will comply with the Town's Land Use By-Law regulations including setback distances from future lot boundaries and lot size when that area is subdivided and annexed into Town and that the orientation of the building will face towards a future 2nd Street extension. The overlay also needs to show that all future lots that would be created between the proposed house location and the Town boundary are of a size that is comparable to the existing lots located on the east side of 2nd Street. This development would also need to be in compliance with the Urban Fringe Area Development Agreement.

CARRIED

OTHER BUSINESS:

Administration directed to send recommendation to Council with regard to Land Use Bylaw No. 705 for it to be amended to reduce the minimum rear yard set back in R-2 districts from 10 metres to 7 metres.

CARRIED

There was discussion with regard to an upcoming Subdivision and Development Appeal Board Hearing, scheduled for Tuesday, March 3, 2009.

ADJOURNMENT:

Moved by Roy Cummings that the meeting be adjourned at 7:29 P.M.

CARRIED