

**MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL PLANNING COMMISSION
OF THE TOWN OF SUNDRÉ IN THE PROVINCE OF ALBERTA HELD
MONDAY, JUNE 22ND, 2009, 7:00 P.M., TOWN OFFICE**

PRESENT:

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

ABSENT:

STAFF:

Development / Subdivision Officer, John Whitesell
Assistant Development Officer, Denica Crosbie

OTHERS:

CALL TO ORDER:

Chairperson Paul Webb called the meeting to order at 7:00 p.m.

AGENDA:

Moved by Gale Henderson-White to adopt the regular agenda. **CARRIED**

ADOPTION OF MINUTES:

Minutes of the Monday June 1st, 2009 regular meeting were presented for adoption.

Moved by Roy Cummings to adopt the minutes of the June 1st, 2009 regular meeting as presented. **CARRIED**

BUSINESS:

4.1 Development Application No. 2009042

Lot 50, Block 3, Plan 8010730
Civic Address: 14 Spruce Crescent N.W.

Build 10' X 47' deck with 3 set of stairs and install handrails.

Approved by 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) All contractors associated with the project are to obtain a Town of Sundre Business License, (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 expense, (7) 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**

4.2 Development Application No. 2009043

Lot 105, Plan 9711313
Civic Address: 105, 200 - 4th Avenue S.W.

Construct 10' X 12' shed.

Approved by John Whitesell subject to the following conditions; (1) As per application, plot plan and drawings 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**

4.3 Development Application No. 2009044

Lot 6, Plan 5378F0
Civic Address: 321 Centre Street North

Relocate garage to back of lot and remove main street access. Add parking stall beside new location of garage.

Approved by 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) All contractors associated with project are to obtain a Town of Sundre Business License, (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 expense, (7) 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**

4.4 Development Application No. 2009045

Lot 33, Block 15, Plan 9912954
Civic Address: 221 11A Avenue N.E.

1406 sq.ft. single family dwelling with 650 sq.ft. attached garage and rear deck.

Approved by 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) Future accessory building such as shed, greenhouses, etc. shall not be placed closer than 1.0 metres to side or rear property boundaries, (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) All contractors associated with the project are to obtain a
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Town of Sundre Business License, (8) Building grades and elevations must conform to the building grade sheets for the property, (9) Water service line shall be 3/4" or 1" Series 160 Municipal water line and Sewer service line shall be 4" Series SDR28 or SDR35, (10) 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 an inspection has been made, (11) 2" thick by 4" wide Styrofoam insulation must be placed in ditch above water and sewer lines after back filling ditch to a level 2-3 ft below grade, (12) 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, (13) Minimum overall density of trees – one tree per 100 m² of the required 30% landscaped area and boulevard, (14) 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, (15) This permit is approved with the understanding that there are no offsite effects, (16) It is the owner's responsibility to determine whether the use approved by this Development Permit is, in fact, achievable or whether such use may be constrained or precluded by site conditions including constraints on use resulting from environmental conditions or legislation, or both, (17) This permit is subject to all relevant environmental legislation and the Environmental Protection and Enhancement Act (Alberta). **RECEIVED FOR INFORMATION**

4.5 Development Application No. 2009046

Lot 12, Block 18, Plan 9912954
Civic Address: 126 12th Avenue S.W.

1135 sq.ft. single family dwelling with 9' X 19' rear deck and 20' X 20' (400 sq.ft.) rear parking pad.

Approved by 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) Future accessory building such as sheds, greenhouses, etc. shall not be placed closer than 1.0 metres to side or rear property boundaries, (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) All contractors associated with the project are to obtain a Town of Sundre Business License, (8) Building grades and elevations must conform to the building grade sheets for the property, (9) Water service line shall be 3/4" or 1" Series 160 Municipal water line and Sewer service line shall be 4" Series SDR28 or SDR35, (10) 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 an inspection has been made, (11) 2" thick by 4" wide Styrofoam insulation must be placed in ditch above water and sewer lines after back filling ditch to a level 2-3 ft below grade, (12) 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, (13) Minimum overall density of trees – one tree per 100 m² of the required 30% landscaped area and boulevard, (14) 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, (15) This permit is approved with the understanding that there are no offsite effects, (16) It is the owner's responsibility to determine whether the use approved by this Development Permit is, in fact, achievable or whether such use may be constrained or precluded by site conditions including constraints on use resulting from environmental conditions or legislation, or both, (17) This permit is subject to all relevant environmental legislation and the Environmental Protection and Enhancement Act (Alberta). **RECEIVED FOR INFORMATION**

4.6 Development Application No. 2009047

Lot 14, Block J, Plan 8542GM
Civic Address: 604 - 5th Avenue S.W.

Construct 28' X 30' detached garage.

Approved by 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) All contractors associated with the project are to obtain a Town of Sundre Business License, (6) The garage must have siding that compliments the home, (7) 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 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**

4.7 Development Application No. 2009048

Lot 20, Block 3, Plan 9610892
Civic Address: 511 5th Street N.W.

10' X 20' tent garage.

Approved by 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) 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 expense, (6) 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**

4.8 Development Application No. 2009049

Lot 50, Block 3, Plan 8010730
Civic Address: 14 Spruce Crescent N.W.

Construct 14' X 20' detached garage.

Approved by 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) All contractors associated with the project are to obtain a Town of Sundre Business License, (6) Garage must have siding that compliments the home, (7) 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, (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**

4.9 Development Application No. 2009050

Lot 6, Block 1, Plan 032972
Civic Address: 5 Noblefern Way S.W.

Construct 26' X 30' detached garage.

Approved by 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) All contractors associated with the project are to obtain a Town of Sundre Business License, (6) Garage must have siding that compliments the home, (7) 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, (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**

4.10 Development Application No. 2009051

Lot 1, Block 6, Plan 5790JK
Civic Address: 602 1st Street N.E.

Construct 4' X 4' X 14' bell tower.

Moved by Patricia Toone that Development Permit No. 2009051 be approved subject 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) All contractors associated with the project are to obtain a Town of Sundre Business License, (6) 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, (7) 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. **CARRIED**

MOUNTAIN VIEW COUNTY:

Application Referral:

- (1) SE 34-32-5-W5M
Lot 8, Plan 8911614
File No. P09-045

704 sq.ft. 2 storey addition to existing single family dwelling

Approved by John Whitesell that the Town of Sundre has no objections/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.

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OTHER BUSINESS:

ADJOURNMENT:

Moved by Roy Cummings that the meeting be adjourned at 7:04 P.M. **CARRIED**