

**MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL PLANNING
COMMISSION OF THE TOWN OF SUNDRÉ IN THE PROVINCE OF ALBERTA
HELD MONDAY, NOVEMBER 16TH, 2009, 7:00 P.M., TOWN OFFICE**

PRESENT:

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

ABSENT:

Roy Cummings

STAFF:

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

OTHERS:

Myron Thompson, Marty Mennear

CALL TO ORDER:

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

AGENDA:

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

ADOPTION OF MINUTES:

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

Moved by Gale Henderson-White to adopt the minutes of the October 26th, 2009 regular meeting as presented. **CARRIED**

BUSINESS:

4.1 Development Application No. 2009078

Lot 4, Block 1, Plan 1347GF
Civic Address: 112 1st Street N.W.

Use of commercial space for funeral home

Moved by Ninette Savage that Development Permit No. 2009078 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) All contractors associated with the project are to obtain a Town of Sundre Business License, (6) Applicant to obtain a Town of Sundre Business License. **CARRIED**

4.2 Development Application No. 2009098

Lot 19, Block 14, Plan 0814094
Civic Address: 201 12th Avenue N.E.

1625 sq.ft. single family dwelling with 456 sq.ft. attached 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) 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, (6) All contractors associated with the project are to obtain a Town of Sundre Business License, (7) Building grades and elevations must conform to the building grade sheets for the property, (8) Water service line shall be 3/4" or 1" Series 160 Municipal water line and Sewer service line shall be 4" Series SDR 28 or SDR 35, (9) 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, (10) 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 feet below grade, (11) 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, (12) Minimum overall density of trees – one tree per 100 m2 of the required 30% landscaped area and boulevard, (13) 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, (14) This permit is approved with the understanding that there are no offsite effects, (15) 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, (16) This permit is subject to all relevant environmental legislation and the Environmental Protection and Enhancement Act (Alberta). **RECEIVED FOR INFORMATION**

4.3 Development Application No. 2009099

Lot 104, Plan 9711313
Civic Address: 104, 200 4th Avenue S.W.

Add 14' X 4' screened porch with windows to existing 30' X 8' screened porch

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) Before development begins, Alberta 1 Call must be contacted by the applicant to have all services and utilities marked and if development damages and services, the repairs will be completed at the applicant's sole expense, (6) All contractors associated with the project are to obtain a Town of Sundre Business License, (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. **RECEIVED FOR INFORMATION**

4.4 Development Application No. 2009100

Lot 137, Plan 9812180
Civic Address: 137, 200 4th Avenue S.W.

8' X 38' Park Model and replace 12' X 10' shed

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) Before development begins, Alberta 1 Call must be contacted by the applicant to have all services and utilities marked and if development damages and services, the repairs will be completed at the applicant's sole expense, (6) All contractors associated with the project are to obtain a Town of Sundre Business License, (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. **RECEIVED FOR INFORMATION**

4.5 Development Application No. 2009101

Lot 20, Plan 6114JK
Civic Address: 104 Main Avenue East

Auto paint, repair and detail shop

Moved by Bob McIntyre that Development Permit No. 2009101 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) Applicant to obtain a Town of Sundre Business License. **CARRIED**

4.6 Development Application No. 2009102

Lot 58, Block 3, Plan 8010730
Civic Address: 267 4th Street N.W.

Move in new 2009, 16' X 68 Manufactured Home

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) Gas meters cannot be blocked and must remain accessible. If a gas meter requires relocation, it 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 and services, the repairs will be completed at the applicant's sole expense. **RECEIVED FOR INFORMATION**

4.7 Development Application No. 2009103

Lot 9, Block B, Plan 7720FF
Civic Address: 107 3rd Street N.W.

Use home for home office

(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 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 by 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 neighbourhood, 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, (13) Home occupations are to obtain a Town of Sundre Business License.

Lot 2, Block 3, Plan 8010730
Civic Address: 568 Main Avenue West

Use property for product display

Moved by Gale Henderson-White that Development Permit No. 2009103 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) No stand alone signs to appear on the property, (6) No commodity/service other than approved shall be sold, (7) All outdoor storage shall be screened, (8) Requires a Town of Sundre Business License, (9) West entrance to the property to remain closed, (10) Front boulevard including blocked west entrance to be landscaped with grass and trees or shrubs. Completion for this is June 30, 2010, (11) Concrete barriers to be painted by June 30, 2010, (12) Development Permit is approved for a 2 year term from Date of Issuance of Decision (November 17, 2009).

CARRIED

MOUNTAIN VIEW COUNTY:

Application Referral:

SW 35-32-5W5M
File No. RDSD2009-141; SD 2009-142
Proposed Redesignation and Subdivision

Moved by Ninette Savage to vehemently oppose the development application for SW 35-32-5W5M. **CARRIED**

Moved by Joe Henze to forward the proposed application for redesignation and subdivision for SW 35-32-5W5M to council for review. **CARRIED**

OTHER BUSINESS:

Letter from Property Owners of Lot 2, Block 3, Plan 0214333; Civic Address: 506 7th Street S.W.

Moved by Joe Henze to approve the postponement of the paving at Lot 2, Block 3, Plan 0214333, Civic Address: 506 7th Street S.W. to June 20, 2010. **CARRIED**

Moved by Joe Henze to cancel the MPC Meeting scheduled for Monday December 28th, 2009. **CARRIED**

ADJOURNMENT:

Moved by Gale Henderson-White that the meeting be adjourned at 7:56 P.M. **CARRIED**