

**MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL PLANNING COMMISSION
OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA HELD MONDAY,
JANUARY 25TH, 2010, 7:00 P.M., TOWN OFFICE**

PRESENT: Chairperson Paul Webb and members Patricia Toone, Joe Henze, Roy Cummings and Gale Henderson-White.

ABSENT: Bob McIntyre, Ninette Savage

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

OTHERS: Jack Nichol, Edie Attrell and Randy Schmidt

CALL TO ORDER:

Chairperson Paul Webb called the meeting to order at 6:57 p.m.

AGENDA:

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

ADOPTION OF MINUTES:

Minutes of the Monday December 7th, 2009 regular meeting were presented for adoption.

Moved by Roy Cummings to adopt the minutes of the December 7th, 2009 regular meeting as presented. **CARRIED**

BUSINESS:

4.1 Development Application No. 2010-001

Lot 1, Block 1, Plan 1347GF
Civic Address: 102 Centre Street N.

2' X 8' Electronic Message Sign

Moved by Roy Cummings that Development Permit 2010-001 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.

CARRIED

4.2 Development Application No. 2010-002

Lot 8, Plan 7806GB
Civic Address: Bay 6, 117 Centre Street S.

Commercial office space to operate professional practice including accounting and legal

Moved by Patricia Toone that Development Permit 2010-002 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.

CARRIED

4.3 Development Application No. 2010-003

Lot 43, Block 1, Plan 8611359

Civic Address: 43, 402 4th Street N.W.

Home occupation – house cleaning, filing, bookkeeping, answer phone in-house

Moved by Joe Henze that Development Permit 2010-003 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, (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 the 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. **CARRIED**

4.4 Development Application No. 2010-004

Lot 3, Block 13, Plan 9912954

Civic Address: 1111 2nd Street N.E.

Home occupation – photography studio / office space in basement

Moved by Joe Henze that Development Permit 2010-004 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, (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 the 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. **CARRIED**

4.5 Development Application No. 2010-005

Lot 2, Block 1, Plan 8111576
Civic Address: Bay 5, 557 Main Avenue West

Spa / Wellness Clinic

Moved by Roy Cummings that Development Permit 2010-005 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, (5) All contractors associated with the project are to obtain a Town of Sundre Business License, (6) No exterior signage shall be visible from the exterior until drawings have been submitted and approved by the Town of Sundre, (7) No commodity/service other than approved shall be sold, (8) Applicant to obtain a Town of Sundre Business License. **CARRIED**

4.6 Development Application No. 2010-006

Lot 7, Block 15, Plan 9912954
Civic Address: 211 11th Avenue N.E.

Develop basement to include one bathroom, one bedroom and family room

Approved by John Whitesell 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, (5) All contractors associated with the project are to obtain a Town of Sundre Business License. **CARRIED**

4.7 Development Application No. 2010-007

Lot 13, Block 1, Plan 9210846
Civic Address: 216 7th Avenue N.E.

Move in used home and garage

Moved by Gale Henderson-White that Development Permit 2010-007 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, (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), (17) Garage must have siding that compliments the home, (18) Future accessory buildings such as shed, greenhouses, etc., shall not be placed closer than 1.0 meters to side or rear property boundaries.

DEFEATED

Application denied due to the following reasons, (1) Inability to get adjacent landowner approval, (2) Due to time constraints on the sale of the house, applicant would be unable to meet the 14 day posting period, (3) The proposed development does not comply with the Land Use By-Law 705 with amendments, Schedule B, 1(2) Building Orientation and Design.

4.8 Development Application No. 2010-008

Lot 1, Block 2, Plan 8710154
Civic Address: Bay 3, 774 Main Avenue West

Safety Supply Store, 4' X 8' Freestanding sign

Moved by Roy Cummings that Development Permit 2010-008 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, (5) No unsightly storage on the premises, or any outside storage of material, commodities or finished products, (6) No exterior signage shall be visible from the exterior until drawings have been submitted and approved by the Town of Sundre, (7) The freestanding 4" X 8' sign does not comply with the Land Use By-Law 705 with amendments and has been refused, (8) Applicant to obtain a Town of Sundre Business License. **CARRIED**

MOUNTAIN VIEW COUNTY:

Application Referral:

SW 26-32-5W5M
File No. PLDP 2009-192
Proposed Gravel Pit Expansion

Moved by Patricia Toone that the Town of Sundre send a notice to Mountain View County indicating that the Town of Sundre has no objections/concerns with the above

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mentioned Application Referral provided that it is in compliance with the Sundre / Mountain View County Inter-Municipal Development Plan and any applicable Area Structure Plan. It is expected that this development will not create any additional storm water drainage that will affect the Town of Sundre.

OTHER BUSINESS:

Extension of Development Permit 2007003, Block V, Plan 7985HB; Civic Address: 116 3rd Street S.W.

Moved by Joe Henze to approve the extension of Development Permit 2007003 until June 30, 2010, with the understanding that should construction not begin prior to this date the development permit will be deemed expired and a new development application will need to be put forward to the Municipal Planning Commission if the project is to continue. **CARRIED**

ADJOURNMENT:

Moved by Roy Cummings that the meeting be adjourned at 7:42 P.M. **CARRIED**