

**MINUTES OF THE REGULAR MEETING OF THE MUNICIPAL PLANNING COMMISSION  
OF THE TOWN OF SUNDRE IN THE PROVINCE OF ALBERTA HELD TUESDAY,  
FEBRUARY 16<sup>TH</sup>, 2010, 7:00 P.M., TOWN OFFICE**

**PRESENT:** Chairperson Paul Webb and members Patricia Toone, Bob McIntyre and Ninette Savage.

**ABSENT:** Gale Henderson-White, Joe Henze, Roy Cummings

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

**OTHERS:** Jack Nichol, Dwayne Papke

**CALL TO ORDER:**

Chairperson Paul Webb called the meeting to order at 7:01 p.m.

**AGENDA:**

Moved by Ninette Savage to adopt the regular agenda with additions. **CARRIED**

**ADOPTION OF MINUTES:**

Minutes of the Monday January 25<sup>th</sup>, 2010 regular meeting were presented for adoption.

Moved by Patricia Toone to adopt the minutes of the January 25<sup>th</sup>, 2010 regular meeting as presented. **CARRIED**

**BUSINESS:**

**4.1 Development Application No. 2010-001**

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

**Revisit application to erect 2' X 8' Electronic Message Sign**

There was discussion regarding development application 2010-001.

**4.2 Development Application No. 2010-009**

Lot 1, Block 16, Plan 0814094  
Civic Address: 202 12<sup>th</sup> Avenue N.E.

**1628 sq.ft. Single family dwelling, with 484 sq.ft. attached garage and 106 sq.ft. front deck and 134 sq.ft. 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) 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). **CARRIED**

#### **4.3 Development Application No. 2010-010**

Lot 7, Block 16, Plan 9912954  
Civic Address: 216 -12<sup>th</sup> Avenue N.E.

1393 sq.ft. Single family dwelling with 5' X 26' front 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) 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). **CARRIED**

#### **4.4 Development Application No. 2010-011**

Lot 6, Block 16, Plan 9912954  
Civic Address: 214 12<sup>th</sup> Avenue N.E.

1200 sq.ft. Single family dwelling with 8' X 22' front 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) 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 m<sup>2</sup> 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). **CARRIED**

#### **4.5 Development Application No. 2010-012**

Lot 11 & 12, Plan 260FM  
Civic Address: 107 Centre Street North

Hair Salon located within Suds N Stuff

Moved by Ninette Savage that Development Permit 2010-012 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 commodity/service other than approved shall be sold, (6) Applicant to obtain a Town of Sundre Business License, (7) The Development Permit may be revoked if parking complaints are received and there is an over usage of parking that is allocated to the building, (8) Suds N Stuff to designate 2 stalls to Hair Salon. **CARRIED**

**4.6      Development Application No. 2010-013**

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

Consignment Clothing Store

Moved by Patricia Toone that Development Permit 2010-013 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 commodity/service other than approved shall be sold, (6) Applicant to obtain a Town of Sundre Business License. **CARRIED**

**4.7      Development Application No. 2010-014**

Lot 2 & 3, Block 1, Plan 1347GF  
Civic Address: 110 Main Avenue West

Safety & Environmental Supply Store

Moved by Bob McIntyre that Development Permit 2010-014 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 premises, or any outside storage of material, commodities or finished products, (6) All visible exterior signage must be approved by the Town of Sundre, (7) Applicant to obtain a Town of Sundre Business License, (8) No commodity/service other than approved shall be sold, (9) Detailed floor plan showing walls, entrance and exit doors, washrooms and dimensions. **CARRIED**

**MOUNTAIN VIEW COUNTY:**

Application Referral:  
None

**OTHER BUSINESS:**

There was discussion regarding freestanding signs.

**ADJOURNMENT:**

Moved by Bob McIntyre that the meeting be adjourned at 7:45 P.M. **CARRIED**