



# ROCKY VIEW COUNTY

## COUNCIL MEETING MINUTES DRAFT MINUTES – subject to approval

Tuesday, October 22, 2024

9:00 AM

Council Chambers

262075 Rocky View Point

Rocky View County, AB T4A 0X2

Present: Reeve C. Kissel  
Deputy Reeve D. Kochan  
Councillor G. Boehlke  
Councillor K. Hanson  
Councillor S. Samra  
Councillor A. Schule (left the meeting at 2:08p.m. and did not return)  
Councillor S. Wright

Also Present: R. McCullough, Chief Administrative Officer  
M. Boscariol, Executive Director, Community Services  
B. Riemann, Executive Director, Operations  
T. Andreasen, A/Manager, Legislative Services  
L. Wesley, Manager, Enforcement Services  
L. Cox, Supervisor, Planning and Development, Planning  
M. Dollmaier, Senior Planner, Planning  
O. Newmen, Senior Planner, Planning  
C. Shelton, Planner 1, Planning  
K. Wrzosek, Legislative Officer, Legislative Services

### **A Call Meeting to Order**

The Chair called the meeting to order at 9:02 a.m.

Councillor Hanson and Councillor Wright arrived to the meeting at 9:03 a.m.

### **B Updates/Approval of Agenda**

MOVED by Deputy Reeve Kochan that the October 22, 2024 Council meeting agenda be approved.

Carried

### **C-1 October 2, 2024 Special Council Meeting Minutes**

MOVED by Councillor Samra that the October 2, 2024 Special Council meeting minutes be approved as presented.

Carried



**C-2 October 8, 2024 Council Meeting Minutes**

MOVED by Councillor Samra that the October 8, 2024 Council meeting minutes be approved as presented.

Carried

**D-1 Division 4 - Bylaw C-8575-2024 - Redesignation Item: Residential  
File: PL20240113 (06701012)**

MOVED by Councillor Wright that the public hearing for item D-1 be opened at 9:06 a.m.

Carried

The Chair called for a recess at 9:13 a.m. and called the meeting back to order at 9:16 a.m.

Person(s) who presented: René Pahlavan, Studio Inkognito (Applicant)

Person(s) who presented in support: N/A

Person(s) who presented in opposition: N/A

Persons(s) who presented rebuttal: René Pahlavan, Studio Inkognito (Applicant)

MOVED by Councillor Wright that the public hearing for item D-1 be closed at 9:29 a.m.

Carried

MOVED by Councillor Wright that Bylaw C-8575-2024 be given first reading.

Carried

MOVED by Councillor Wright that Bylaw C-8575-2024 be given second reading.

Carried

MOVED by Councillor Wright that Bylaw C-8575-2024 be considered for third reading.

Carried Unanimously

MOVED by Councillor Wright that Bylaw C-8575-2024 be given third and final reading.

Carried

The Chair called for a recess at 9:31 a.m. and called the meeting back to order at 9:35 a.m.

**D-2 Division 5 - Bylaw C-8571-2024 – Local Plan and Redesignation Item: Business  
File: PL20230146 and PL20240141 (05314001)**

MOVED by Councillor Boehlke that the public hearing for item D-2 be opened at 9:35 a.m.

Carried

Persons(s) who presented: Rolly Ashdown (Applicant)  
Jim Roberts (Owner)

Person(s) who presented in support: Dan Brunette



ROCKY VIEW  
COUNTY

Person(s) who presented in opposition: Matthew McElroy

Persons(s) who presented rebuttal: Rolly Ashdown (Applicant)  
Jim Roberts (Owner)

The Chair called for a recess at 10:34 a.m. and called the meeting back to order at 10:40 a.m.

The Chair called for a recess at 10:53 a.m. and called the meeting back to order at 11:08 a.m.

MOVED by Councillor Boehlke that the public hearing for item D-2 be closed at 11:30 a.m.  
Carried

The Chair called for a recess at 11:34 a.m. and called the meeting back to order at 11:41 a.m.

MOVED by Councillor Boehlke that applications PL20230146 and PL20240141 be referred to Administration to work with the Applicants, should the Applicants desire, on amendments to resolve any outstanding issues with the Conrich Area Structure Plan;

AND THAT Administration be directed to return to Council with applications PL20230146 and PL20240141 prior to the end of Q2 2025 or upon conclusion of future amendments to the Conrich Area Structure Plan.

Defeated

MOVED by Councillor Wright that application PL20230146 (redesignation) be refused.  
Carried

MOVED by Councillor Hanson that application PL20240141 (MSDP) be refused.  
Carried

**H-2 Division 5 – Subdivision Item: Residential  
File: PL20230152 (05225001)**

MOVED by Councillor Boehlke that the Subdivision Authority approves application PL20230152 be approved with the conditions noted in Attachment F:

- A. THAT the application to subdivide a ± 2.02 hectare (± 5.00 acre) parcel, leaving a ± 32.67 hectare (± 80.74 acre) remainder from that portion of the south east quarter which lies to the south of the secondary canal "c" east branch as shown on Plan IRR624 within the SE-25-25-27-W4M, having been evaluated in terms of Section 654 of the *Municipal Government Act* and Sections 9, 18, and 19 of the *Matters Related to Subdivision and Development Regulation*, and the *Municipal Development Plan (County Plan)*, and having considered adjacent landowner submissions, is approved as per the Tentative Plan for the reasons listed below:
  1. The application is consistent with the Statutory Policy;
  2. The subject lands hold the appropriate land use designation;
  3. The technical aspects of the subdivision proposal have been considered and are further addressed through the conditional approval requirements.



## ROCKY VIEW COUNTY

- B. The Applicant/Owner is required, at their expense, to complete all conditions attached to and forming part of this conditional subdivision approval prior to Rocky View County (the County) authorizing final subdivision endorsement. This requires submitting all documentation required to demonstrate each specific condition has been met, or agreements (and necessary securities) have been provided to ensure the conditions will be met, in accordance with all County Policies, Standards, and Procedures, to the satisfaction of the County, and any other additional party named within a specific condition. Technical reports required to be submitted as part of the conditions must be prepared by a qualified professional, licensed to practice in the province of Alberta within the appropriate field of practice. The conditions of this subdivision approval do not absolve an Applicant/Owner from ensuring all permits, licenses, or approvals required by Federal, Provincial, or other jurisdictions are obtained.
- C. In accordance with Section 20(1) of the *Matters Related to Subdivision and Development Regulation*, the Subdivision Authority, with authorization from Alberta Transportation and Economic Development on behalf of the Minister of Transportation, varies the requirements of Sections 18 with regards to subdivision approvals within the prescribed distance from a highway right of way.
- D. Further, in accordance with Section 654 and 655 of the *Municipal Government Act*, the application shall be approved subject to the following conditions of approval:

### **Survey Plans**

- 1) Subdivision is to be effected by a Plan of Survey, pursuant to Section 657 of the *Municipal Government Act*, or such other means satisfactory to the Registrar of the South Alberta Land Titles District.
  - a) A Plan of Survey, including the Application number (PL20230152) and Roll number (05225001) of the parcel; and
  - b) Landowner's Consent to Register Plan of Survey.
  - c) The Owner shall dedicate, by Plan of Survey, a 30.0 metre wide strip of land for service road along the southern boundary of the proposed Lot 1, in accordance with the approved Tentative Plan.
  - d) The Owner shall dedicate, by Plan of Survey, a 5.0 metre wide strip of land for road widening along the east boundary of the proposed Lot 2, remainder, in accordance with the approved Tentative Plan.

### **Transportation**

- 2) The Owner is to enter into a Road Widening Agreement, to be registered by caveat, respecting the future acquisition of lands for road widening, and shall include:
  - a) The provision of 3.0 m road widening along the eastern boundary of the Lot 2, remainder;
  - b) Land is to be purchased for fair market value by the County.



**Servicing**

- 3) Water is to be supplied by an individual well on Lot 1. The subdivision shall not be endorsed until:
  - a) The Owner has provided a Well Driller's Report to demonstrate that an adequate supply of water is available for Lot 1;
  - b) Verification is provided that each well is located within each respective proposed lot's boundaries;
  - c) A Well Driller's Report confirming a minimum pump rate of 1.0 IGPM for the new well is provided.

**Developability**

- 4) The Owner is to obtain all necessary building & safety codes permits for the existing structures on the property, and/or, the Owner is to remove all unpermitted structures from the subject lands.

**Payments and Levies**

- 5) The Owner shall pay the County Subdivision Endorsement fee, in accordance with the Master Rates Bylaw, for the creation of one (1) new lot.

**Taxes**

- 6) All taxes owing up to and including the year in which subdivision is to be registered, are to be paid to Rocky View County prior to signing the final documents pursuant to Section 654(1) of the *Municipal Government Act*.

Carried

The Chair called for recess at 11:56 a.m. and called the meeting back to order at 1:02 p.m.

**H-1 Division 6 - Subdivision Item: Residential  
File: PL20220103 (03231018)**

MOVED by Councillor Samra that the applicants be permitted to address the Subdivision Authority on item H-1 for 5 minutes in accordance with section 116 of the *Procedure Bylaw*.

Defeated

MOVED by Councillor Samra that the Subdivision Authority approves application PL20220103 be approved with the conditions noted in Attachment F:

- A. THAT the application to create four  $\pm$  0.81 hectare ( $\pm$  2.00 acre) parcels and one  $\pm$  1.62 hectare ( $\pm$  4.00 acre) parcel, leaving a  $\pm$  2.37 hectare ( $\pm$  5.86 acre) remainder from a  $\pm$  7.69 hectare (19.00 acre) parcel within SE-31-23-27-W04M, having been evaluated in terms of Section 654 of the *Municipal Government Act* and Sections 9, 18, and 19 of the *Matters Related to Subdivision and Development Regulation*, and the *Municipal Development Plan (County Plan)*, and having considered adjacent landowner submissions, is approved as per the Tentative Plan for the reasons listed below:
  - 1. The application is consistent with the Statutory Policy;



2. The subject lands hold the appropriate land use designation;
  3. The technical aspects of the subdivision proposal have been considered and are further addressed through the conditional approval requirements.
- B. The Applicant/Owner is required, at their expense, to complete all conditions attached to and forming part of this conditional subdivision approval prior to Rocky View County (the County) authorizing final subdivision endorsement. This requires submitting all documentation required to demonstrate each specific condition has been met, or agreements (and necessary securities) have been provided to ensure the conditions will be met, in accordance with all County Policies, Standards, and Procedures, to the satisfaction of the County, and any other additional party named within a specific condition. Technical reports required to be submitted as part of the conditions must be prepared by a qualified professional, licensed to practice in the province of Alberta within the appropriate field of practice. The conditions of this subdivision approval do not absolve an Applicant/Owner from ensuring all permits, licenses, or approvals required by Federal, Provincial, or other jurisdictions are obtained.
- C. In accordance with Section 20(1) of the *Matters Related to Subdivision and Development Regulation*, the Subdivision Authority, with authorization from Alberta Transportation and Economic Development on behalf of the Minister of Transportation, varies the requirements of Sections 18 with regards to subdivision approvals within the prescribed distance from a highway right of way.
- D. Further, in accordance with Section 654 and 655 of the *Municipal Government Act*, the application shall be approved subject to the following conditions of approval:

**Survey Plans**

- 1) Subdivision is to be effected by a Plan of Survey, pursuant to Section 657 of the *Municipal Government Act*, or such other means satisfactory to the Registrar of the South Alberta Land Titles District.
  - a) A Plan of Survey, including the Application number (PL20220103) and Roll number (03231018) of the parcel;
  - b) Landowner's Consent to Register Plan of Survey.
- 2) The Owner is to provide a Site Plan, prepared by an Alberta Land Surveyor, which confirms the following:
  - a) That Building A, as shown on the approved Tentative Plan, has been removed or relocated to meet the minimum setback distances from the proposed property line, as outlined in the *Land Use Bylaw C-8000-2020, as amended*.
  - b) All existing buildings and structures are to conform to the setback requirements in relation to the new property line, as described in the Residential, Country Residential Land Use District (R-CRD) for the proposed Lot 1, as per the *Land Use Bylaw C-8000-2020, as amended*.

**Development Agreement**

- 3) The Owner is to enter into a Development Agreement for provision of the following infrastructure and improvements (further details are provided in the various sections below):



## ROCKY VIEW COUNTY

- i) Removal and reclamation of the existing approach off of RGE RD 275A;
  - ii) Construction of a public internal road system (Country Residential Standard 400.4) complete with cul-de-sacs and any necessary easement agreements, including complete approaches to each lot, as shown on the Tentative Plan;
  - iii) Construction of stormwater facilities in accordance with the recommendations of an approved stormwater management plan and the registration of any overland drainage easements and/or restrictive covenants as determined by the stormwater management plan;
  - iv) Mailbox locations are to be located in consultation with Canada Post to the satisfaction of the County;
  - v) All necessary site grading;
  - vi) Implementation of the recommendations of the geotechnical investigation;
  - vii) Implementation of the recommendations of the construction management plan;
  - viii) Implementation of the recommendations of ESC plan;
  - ix) Installation of power, natural gas, and telephone lines; and
  - x) Obtaining all necessary approvals from AEP.
  - xi) Dedicating all easements and URWs for utility line assignments and enter into all agreements/contracts for the installation of all underground shallow utilities and street lighting with utility providers to the satisfaction of the County.
  - xii) Dedicating all easements and ROWs and enter into all agreements/contracts for the installation of stormwater/overland drainage facilities, to the satisfaction of the County.
- 4) The Owner shall obtain approval for a road name by way of application to, and consultation with, the County;

### **Site Servicing**

- 5) The Owner shall provide an access right of way plan for the portion of the cul-de-sac bulb to be constructed within the boundary of proposed Lot 5 as shown on the attached tentative plan; and
  - a) Prepare and register respective easements on each title, where required.
- 6) The Owner shall enter into a Road Acquisition Agreement with the County, to be registered by Caveat on the title of Lot 5, to serve as notice that those lands are intended for future development as a County road, as per the approved Tentative Plan. The Agreement shall include:
  - a) The provision of approximately  $\pm 0.05$  ha ( $\pm 0.13$  ac) road acquisition within the boundary of the proposed Lot 5 extending north-east from the cul-de-sac bulb to the northern boundary of Lot 5 as shown on the attached tentative plan;
  - b) Land is to be purchased for \$1.00 by the County.





- 7) The Owner is to enter into a Development Agreement (Site Improvements / Services Agreement) with the County to be registered on each of proposed lots and shall include the following:
  - a) The construction of Packaged Sewage Treatment Systems meeting the requirements of the Bureau de Normalisation de Quebec (BNQ).
  - b) Implementation of the recommendations of the Level 3 PSTS report prepared by Almor Testing Services Ltd., Job No. 099-46-22.23, dated February 2, 2023.
  - c) Implementation of the recommendations of the Stormwater Management Plan prepared by Osprey Engineering Inc., dated June 6, 2024.
- 8) Water is to be supplied by an individual well on Lot(s) 2, 3, 4, 5, & 6. The subdivision shall not be endorsed until:
  - a) An Aquifer Testing (Phase II) Report is provided, which is to include aquifer testing and the locations of the new well on the new Lot(s) 2, 3, 4, 5, & 6, in accordance with the County's Servicing Standards and requirements of the Water Act; and
  - b) A Well Driller's Report confirming a minimum pump rate of 1.0 IGPM for the new well is provided.
- 9) The Owner will be required to submit an Erosion and Sediment Control (ESC) Plan to outline ESC measures (i.e. silt fence, stabilization, seeding of topsoil, etc.) to be implemented during construction.
- 10) The Owner is to provide a Construction Management Plan that is to include, but not be limited to, noise, sedimentation and erosion control, construction waste management, fire fighting procedures, evacuation plan, hazardous material containment, construction, and management details. Other specific requirements include:
  - a) Weed management during the construction phases of the project;
  - b) Management and mitigation of environmentally significant features as identified in the approved Biophysical Assessment;
  - c) Implementation of the Construction Management Plan recommendations, which will be ensured through the Development Agreement;

**Payments and Fees**

- 11) The Owner shall pay the County subdivision endorsement fee, in accordance with the Master Rates Bylaw, for the creation of five new Lots.
- 12) The provision of Reserve in the amount of 10% of the subject lands, is to be provided by payment of cash-in-lieu in accordance with the appraisal prepared by Benchmark Real Estate Appraisals, File no. 2204112, Dated July 3, 2024, pursuant to Section 666(3) of the Municipal Government Act.
- 13) The Owner shall pay the Transportation Off-Site Levy in accordance with Bylaw C-7356-2014 prior to entering into the Development Agreement. The County shall calculate the total amount owing:





- a) From the total gross acreage of the Lands to be subdivided as shown on the Plan of Survey;

**Taxes**

- 14) All taxes owing up to and including the year in which subdivision is to be registered are to be paid to Rocky View County prior to signing the final documents pursuant to Section 654(1) of the *Municipal Government Act*.

E. ADVISORY:

- 1) The Owner shall be responsible for obtaining the required approvals from AEP for the disturbance to the wetlands identified in the WAIR.

F. SUBDIVISION AUTHORITY DIRECTION:

- 1) Prior to final endorsement of the subdivision, the Planning Department is directed to present the Applicant/Owners with a Voluntary Recreation Contribution Form and ask them if they will contribute to the Fund in accordance with the contributions prescribed in the *Master Rates Bylaw*.

Carried

**H-3 Division 3 - Subdivision Item: Residential  
File: PL20220156 (06718020/06718010)**

MOVED by Reeve Kissel that the Subdivision Authority receive the written submission from the Applicants for item H-3 in accordance with section 116 of the *Procedure Bylaw*.

Defeated

MOVED by Councillor Schule that the conditions of approval noted in the revised Attachment F be amended as follows:

- Delete condition 2(d) and renumber all remaining conditions

Carried

MOVED by Councillor Schule the Subdivision Authority approves application PL20230152 be approved with the conditions of approval noted in Attachment F as amended:

- A. THAT the application to subdivide Lot 2, Plan 9010113 and Lot 2, Block 1, Plan 0612873 within SW-18-26-03-W05M to create two ±1.57 hectare (±3.88 acre) parcels and a ±1.57 hectare (±3.88 acre) remainder on Lot 2, Plan 9010113 and to create three ±1.69 hectare (±4.18 acre) parcels with a ± 1.73 hectare (±4.28 acre) remainder on Lot 2, Block 1, Plan 0612873, having been evaluated in terms of Section 654 of the *Municipal Government Act* and Sections 9, of the *Matters Related to Subdivision and Development Regulation*, and the *Municipal Development Plan (County Plan)*, and having considered adjacent landowner submissions, is approved as per the Tentative Plan for the reasons listed below:

- 1. The application is consistent with the Statutory Policy;
- 2. The subject lands hold the appropriate land use designation;



## ROCKY VIEW COUNTY

3. The technical aspects of the subdivision proposal have been considered and are further addressed through the conditional approval requirements.
- B. The Applicant/Owner is required, at their expense, to complete all conditions attached to and forming part of this conditional subdivision approval prior to Rocky View County (the County) authorizing final subdivision endorsement. This requires submitting all documentation required to demonstrate each specific condition has been met, or agreements (and necessary securities) have been provided to ensure the conditions will be met, in accordance with all County Policies, Standards, and Procedures, to the satisfaction of the County, and any other additional party named within a specific condition. Technical reports required to be submitted as part of the conditions must be prepared by a qualified professional, licensed to practice in the province of Alberta within the appropriate field of practice. The conditions of this subdivision approval do not absolve an Applicant/Owner from ensuring all permits, licenses, or approvals required by Federal, Provincial, or other jurisdictions are obtained.
  - C. In accordance with Section 654(2) the Subdivision Authority is of the opinion that the proposed subdivision would not unduly interfere with the amenities of the neighbourhood, or materially interfere with or affect the use, enjoyment, or value of neighbouring parcel of land; and the proposed subdivision conforms with the use prescribed for that land in the land use bylaw.
  - D. Further, in accordance with Section 654 and 655 of the *Municipal Government Act*, the application shall be approved subject to the following conditions of approval:

### **Survey Plans**

- 1) Subdivision is to be effected by a Plan of Survey, pursuant to Section 657 of the *Municipal Government Act*, or such other means satisfactory to the Registrar of the South Alberta Land Titles District.
  - a) A Plan of Survey, including the Application number (PL20220156) and Roll numbers (06718010 / 06718020) of the parcels,
  - b) Landowner's Consent to Register Plan of Survey; and
  - c) The Owner shall dedicate, by Plan of Survey, a 3 m wide strip of land for road widening along the southern boundary of the property.

### **Development Agreement**

- 2) The Owner shall enter into and comply with a Development Agreement pursuant to Section 655 of the *Municipal Government Act* in accordance with the approved tentative plan and shall include the following:
  - a) Construction of a Country Residential standard road for approximately 550 meters, complete with cul-de-sac, in accordance with the County Servicing Standards, and any necessary easement agreements, including signage, approaches, any necessary easements and agreements,
  - b) Realignment or upgrade of the existing intersection if required,
  - c) The existing eastern approach to lot 1 shall be removed and replaced with an approach off the proposed internal road,



## ROCKY VIEW COUNTY

- d) Preparation and Implementation of the recommendations of the Construction Management Plan;
- e) Preparation and Implementation of the recommendations of the Erosion and Sedimentation Control Plan;
- f) Preparation and Implementation of the recommendations of the Geotechnical Report; and
- g) Preparation and Implementation of the recommendations of the Stormwater Management Report
- h) Obtaining approval for a road name by way of application to and consultation with the County.

### **Water / Wastewater**

- 3) The Owner is to provide a Site Plan, prepared by an Alberta Land Surveyor, which illustrates the following in relation to the new property lines:
  - a) The Site Plan is to confirm that all existing wells and private sewage treatment systems are located within the boundaries of each, in accordance with the Alberta Private Sewage Systems Standard of Practice 2009.
- 4) Water is to be supplied by an individual well on the proposed lots. The subdivision shall not be endorsed until:
  - a) An Aquifer Testing (Phase II) Report is provided, which is to include aquifer testing and the locations of the new well on the proposed lots, in accordance with the County's Servicing Standards and requirements of the Water Act;
  - b) A Well Driller's Report confirming a minimum pump rate of 1.0 IGPM for each new well is provided.
- 5) The Owner is to enter into a Deferred Services Agreement with the County to be registered on title of all proposed lots, indicating:
  - a) Each future Lot Owner is required to connect to County piped water, wastewater, and stormwater systems at their cost when such services become available;
  - b) Requirements for the decommissioning and reclamation of the onsite water, wastewater and stormwater systems once County servicing becomes available.
- 6) The Owner is to enter into a Development Agreement (Site Improvements/Services Agreement) with the County for the proposed new lot and shall include the following:
  - a) Accordance with the Level 4 PSTS Assessment, prepared by Sedulous Engineering Inc., dated August 2024.
  - b) The installation of a Packaged Sewage Treatment System (or any other specialized PSTS) complying with NSF 40 and/or BNQ standards and any other recommendations.



## ROCKY VIEW COUNTY

### **Stormwater**

- 7) The Owner shall enter into a Site Improvements Service Agreement (SISA) with the County for the proposed development and shall include recommendations of Stormwater Management Plan prepared by WWR and updated Stormwater Management Plan prepared by Sedulous.

### **Developability**

- 8) The applicant will be required to provide an updated subsurface geotechnical investigation of the road to verify that the recommendations provided by Almor for the construction of the road are in accordance with the current applicable servicing standards. The report shall also propose a road structure for the emergency access.

### **Reserves**

- 9) The provision of Reserve in the amount of 10 percent of the area of Lot 2, Block 1, Plan 0612873 and Lot 2, Plan 9010113, as determined by the Plan of Survey, is to be provided by payment of cash-in-lieu in accordance with the per acre value as listed in the land appraisal, Sage Appraisals/September 14, 2022, pursuant to Section 666(3) of the Municipal Government Act.

### **Payments and Levies**

- 10) The Owner shall pay the Transportation Off-Site Levy in accordance with Bylaw C-8007-2020. The County shall calculate the total owing for the gross development area, as shown in the staff report and the Plan of Survey.
- 11) The Owner shall pay the County Subdivision Endorsement fee, in accordance with the Master Rates Bylaw, for the creation of five (5) new lots.

### **Taxes**

- 12) All taxes owing up to and including the year in which subdivision is to be registered, are to be paid to Rocky View County prior to signing the final documents pursuant to Section 654(1) of the *Municipal Government Act*.

### **E. SUBDIVISION AUTHORITY DIRECTION:**

- 1) Prior to final endorsement of the subdivision, the Planning Department is directed to present the Applicant/Owners with a Voluntary Recreation Contribution Form and ask them if they will contribute to the Fund in accordance with the contributions prescribed in the *Master Rates Bylaw*.

Carried

The Chair called for recess at 1:34 p.m. and called the meeting back to order at 1:37 p.m.



**H-4 Division 3 - Subdivision Item: Residential  
File: PL20240093 (06715024)**

MOVED by Reeve Kissel that the Subdivision Authority approves application PL20240093 with the conditions of approval noted in the revised Attachment F:

- A. THAT the application to subdivide a  $\pm 1.72$  hectare ( $\pm 4.25$  acre) parcel with a  $\pm 1.71$  hectare ( $\pm 4.24$  acre) remainder from Lot: 14 Block: 9 Plan: 2411003 within NE-15-26-03-W05M, having been evaluated in terms of Section 654 of the *Municipal Government Act* and Sections 9, 18, and 19 of the *Matters Related to Subdivision and Development Regulation*, and the *Municipal Development Plan (County Plan)*, and having considered adjacent landowner submissions, is approved as per the Tentative Plan for the reasons listed below:
  1. The application is consistent with the Statutory Policy;
  2. The subject lands hold the appropriate land use designation;
  3. The technical aspects of the subdivision proposal have been considered and are further addressed through the conditional approval requirements.
- B. The Applicant/Owner is required, at their expense, to complete all conditions attached to and forming part of this conditional subdivision approval prior to Rocky View County (the County) authorizing final subdivision endorsement. This requires submitting all documentation required to demonstrate each specific condition has been met, or agreements (and necessary securities) have been provided to ensure the conditions will be met, in accordance with all County Policies, Standards, and Procedures, to the satisfaction of the County, and any other additional party named within a specific condition. Technical reports required to be submitted as part of the conditions must be prepared by a qualified professional, licensed to practice in the province of Alberta within the appropriate field of practice. The conditions of this subdivision approval do not absolve an Applicant/Owner from ensuring all permits, licenses, or approvals required by Federal, Provincial, or other jurisdictions are obtained.
- C. In accordance with Section 20(1) of the *Matters Related to Subdivision and Development Regulation*, the Subdivision Authority, with authorization from Alberta Transportation and Economic Development on behalf of the Minister of Transportation, varies the requirements of Sections 18 with regards to subdivision approvals within the prescribed distance from a highway right of way.
- D. Further, in accordance with Section 654 and 655 of the *Municipal Government Act*, the application shall be approved subject to the following conditions of approval:

**Survey Plans**

- 1) Subdivision is to be effected by 1) a Plan of Survey, pursuant to Section 657 of the *Municipal Government Act*, or such other means satisfactory to the Registrar of the South Alberta Land Titles District.
  - a) A Plan of Survey, including the Application number (PL20240093) and Roll number (06715024) of the parcel;
  - b) Landowner's Consent to Register Plan of Survey.



**Transportation and Access**

- 2) Access to the proposed Lot 1 and 2 is via an existing mutual approach off of Willow Way. The Owner shall:
  - a) Provide an access right of way plan; and
  - b) Prepare and register respective easements for the mutual approach on each Land Title for each of the proposed two new lots.
- 3) The Owner is to enter into a Road Acquisition Agreement with the County, to be registered by Caveat on the title of the proposed Lot 1 and 2, to serve as notice that those lands are intended for future development as a County road, as per the approved Tentative Plan. The Agreement shall include:
  - a) The provision of approximately  $\pm$  2.00 acres road acquisition across the area of the existing panhandle (25.0m in width), centered along the proposed boundary line, and a cul-de-sac bulb with a right-of-way radius of 25.0m, as shown on the approved Tentative Plan;
  - b) Land is to be purchased for \$1.00 by the County.
- 4) The Owner is to enter into a Restrictive Covenant, to be registered by Caveat prepared by the County, on the title of proposed Lot 1 and 2, that restricts the erection of any structure on or within 15.0 metres of a future road right-of-way, as shown on the approved Tentative Plan.

**Site Servicing**

- 5) The Owner is to provide confirmation of the tie-in for connection to Rocky View Water Co-op. This includes providing the following information:
  - a) The completion of all paperwork for water supply allocation e.g. Water Service Agreement;
  - b) The payment of all necessary fees for the purchase of required capacity units for the proposed subdivision;
  - c) The allocation and reservation of the necessary capacity;
  - d) The obligations of the Owner and/or utility to bring water lines to the subdivision (i.e. whether the water utility is to construct the water line to the limits of the subdivision and applicant is to construct all internal water lines, or whether the water utility will be responsible for all connections to individual lots, etc.).
- 6) The Owner is to enter into a Deferred Services Agreement with the County to be registered on title the proposed Lot 1 and 2, indicating:
  - a) Each future Lot Owner is required to connect to County piped water, wastewater, and stormwater systems at their cost when such services become available;
  - b) Requirements for the decommissioning and reclamation of the onsite water, wastewater and stormwater systems once County servicing becomes available.





**Reserves**

- 7) The provision of Municipal Reserve, in the amount of 10% of the area of Lots 1 and 2, is to be provided by payment of cash-in-lieu, in accordance with the appraisal report provided by Black Valuation Group, dated effective May 31, 2024, pursuant to Section 667(1) of the Municipal Government Act.

**Payments and Levies**

- 8) The Owner shall pay the Transportation Off-Site Levy in accordance with Bylaw C-8007-2020. The County shall calculate the total owing for the gross development area of Lots 1 and 2, as shown in the staff report and the approved Plan of Survey at time of endorsement.
- 9) The Owner shall pay the County subdivision endorsement fee, in accordance with the Master Rates Bylaw, for the creation of one (1) new Lot;

**Taxes**

- 10) All taxes owing up to and including the year in which subdivision is to be registered are to be paid to Rocky View County prior to signing the final documents pursuant to Section 654(1) of the *Municipal Government Act*.

**F. SUBDIVISION AUTHORITY DIRECTION:**

- 1) Prior to final endorsement of the subdivision, the Planning Department is directed to present the Applicant/Owners with a Voluntary Recreation Contribution Form and ask them if they will contribute to the Fund in accordance with the contributions prescribed in the Master Rates Bylaw.

Carried

**G-1 All Divisions - Bylaw C-8555-2024 - Adoption of an Updated Procedure Bylaw  
File: N/A**

The Chair called for recess at 2:08 p.m. and called the meeting back to order at 2:16 p.m.

Councillor Schule left the meeting at 2:08 p.m. and did not return to the meeting.

MOVED by Councillor Boehlke that Bylaw C-8555-2024 be amended to remove section 30 (Council and Committee Meetings in a General Election Year) in its entirety and that all remaining sections be renumbered as necessary.

Defeated  
Absent: Councillor Schule

MOVED by Councillor Boehlke that Bylaw C-8555-2024 be amended to remove sections 93, 94, and 95 (Public Requests to Address Council or a Committee) in its entirety and that all remaining sections be renumbered as necessary.

Defeated  
Absent: Councillor Schule





MOVED by Councillor Wright that section 206(4)(a) of Bylaw C-8555-2024 be amended as follows:

- "presentations by the applicant are limited to 10 20 minutes unless Council passes a resolution to extend the presentation time limit;"

AND THAT section 206(7)(a) of Bylaw C-8555-2024 be amended as follows:

- the rebuttal by the applicant is limited to a maximum of 5 10 minutes unless a resolution is passed by Council to extend the rebuttal time limit."

Defeated  
Absent: Councillor Schule

MOVED by Councillor Hanson that Bylaw C-8555-2024 be given first reading.

Carried  
Absent: Councillor Schule

MOVED by Councillor Hanson that Bylaw C-8555-2024 be given second reading.

Carried  
Absent: Councillor Schule

MOVED by Councillor Hanson that Bylaw C-8555-2024 be considered for third reading.

Carried Unanimously  
Absent: Councillor Schule

MOVED by Councillor Hanson that Bylaw C-8555-2024 be given third and final reading.

Carried  
Absent: Councillor Schule

**K Adjourn the Meeting**

MOVED by Councillor Samra that the October 22, 2024 Council meeting be adjourned at 2:24 p.m.

Carried

\_\_\_\_\_  
Reeve or Deputy Reeve

\_\_\_\_\_  
Chief Administrative Officer or designate