



**MUNICIPAL PLANNING COMMISSION MEETING MINUTES**

Wednesday, May 12, 2021

9:00 AM

Held Electronically in accordance with the  
Meeting Procedures (COVID-19 Suppression) Regulation, Alberta Regulation 50/2020

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Present: Chair J. Gautreau  
Vice-Chair A. Schule (present electronically)  
Member G. Boehlke  
Member K. Hanson (present electronically) (arrived at 9:03 a.m.)  
Member D. Henn  
Member M. Kamachi (present electronically)  
Member K. McKylor  
Member S. Wright (present electronically)

Also Present: B. Riemann, Executive Director, Operations  
B. Beach, A/Executive Director, Community Development Services Division  
G. Nijjar, Manager, Planning and Development Services  
J. Fleischer, Manager, Agricultural and Environmental Services  
H. McInnes, Supervisor, Planning and Development Services  
J. Lee, Supervisor, Planning and Development Services  
S. MacLean, Supervisor, Planning and Development Services  
X. Deng, Planner, Planning and Development Services  
B. Culham, Development Officer, Planning and Development Services  
S. Khouri, Development Officer, Planning and Development Services  
W. Van Dijk, Development Officer, Planning and Development Services  
K. Tuff, Legislative Officer, Legislative Services  
M. Mitton, Legislative Officer, Legislative Services  
T. Andreasen, Legislative Officer, Legislative Services

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**A CALL MEETING TO ORDER**

The Chair called the meeting to order at 9:00 a.m. with all members present.

**B UPDATES/APPROVAL OF AGENDA**

MOVED by Member McKylor that the May 12, 2021 Municipal Planning Commission meeting agenda be accepted as presented.

Carried  
Absent: Member Hanson



**C-1 April 28, 2021 Municipal Planning Commission Minutes**

MOVED by Member Henn that the April 28, 2021 Municipal Planning Commission meeting minutes be approved as presented.

Carried

**D-1 Division 7 - Creation of One Agricultural Lot with Road Construction**  
**File: PL20200181 (06632003)**

The Chair called for a recess at 9:27 a.m. and called the meeting back to order at 9:43 a.m. with all previously mentioned members present.

Presenter: Lane Roberts, the Applicant

MOVED by Member Boehlke that proposed condition 2(a) for subdivision application PL20200181 as noted in Attachment 'A' in Administration's report be amended to read:

Construction of a gravel road from Hill Spring Meadows to Lot 1 to County Regional Low Volume Gravel Road standard (400.8) (approximately 95 m) ~~complete with cul-de-sac bulb~~, all necessary signage and gravel approach to lot 1, as shown on the Tentative Plan, in accordance with the County Servicing Standards;

AND THAT a new subsection under proposed condition 2 be added to read:

**That the Applicant enter into a Road Maintenance Agreement with the County for the 95 metres of newly constructed County road.**

Carried

MOVED by Member Boehlke that proposed condition A for subdivision application PL20200181 as noted in Attachment 'A' in Administration's report be amended to read:

The application to create a ~~± 20.23 hectares (± 50 acres)~~ **±12.14 hectares (±30 acres)** new lot (Lot 1), a ~~± 44.52 hectares (± 110 acres)~~ **±52.61 hectares (±130 acres)** remainder (Lot 2), and construct a regional low volume gravel road within SE-32-26-02-W05M, having been evaluated in terms of Section 654 of the Municipal Government Act and Section 7 of the Subdivision and Development Regulations, and having considered adjacent landowner submissions, is approved as per the Tentative Plan for the reasons listed below:

Carried

MOVED by Member Boehlke that Subdivision Application PL20200181 be approved with the conditions noted in Appendix 'A', as amended.

- A. The application to create a ±12.14 hectares (±30 acres) new lot (Lot 1), a ±52.61 hectares (±130 acres) remainder (Lot 2), and construct a regional low volume gravel road within SE-32-26-02-W05M, having been evaluated in terms of Section 654 of the *Municipal Government Act* and Section 7 of the Subdivision and Development Regulations, 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 that 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. 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:

*Plan of Subdivision*

- 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.

*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 gravel road from Hill Spring Meadows to Lot 1 to County Regional Low Volume Gravel Road standard (400.8) (approximately 95 m, all necessary signage and gravel approach to lot 1, as shown on the Tentative Plan, in accordance with the County Servicing Standards;
  - b) Appropriate tie-in of the new gravel road to Hill Spring Meadows;
  - c) Implementation of the Geotechnical Investigation in accordance with County's servicing standards;
  - d) That the Applicant enter into a Road Maintenance Agreement with the County for the 95 metres of newly constructed County road.

*Transportation*

- 3) The Owner shall obtain approval for a road name by way of application to the County.
- 4) The Owner shall enter into an Access Easement Agreement with the County, to provide the public access through the cul-de-sac bulb that is encroaches onto private property, as per the approved Tentative Plan, which shall include registration of the applicable access right of way plan.



*Developability*

- 5) The Owner shall provide a Geotechnical Investigation in accordance with the Rocky View County 2013 Servicing Standards to provide recommendations for the road structure design

*Payments and Levies*

- 6) 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*

- 7) 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*.

D. 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

MOVED by Member Boehlke that Administration update the proposed tentative plan for subdivision application PL20200181 to reflect the amended conditions.

Carried

**D-2 Division 6 - Creation of Two Residential Lots**  
**File: PL20210038 (07315033)**

MOVED by Member Boehlke that proposed condition 4 for subdivision application PL20210038 as noted in Attachment 'A' in Administration's report be amended to read:

- 4) The Owner shall provide a ~~Phase II Groundwater Report~~ **Well Driller's Report**, which is to include aquifer testing and the location of the water well on the new lot (Lot 1):

- a) Confirming a minimum pump rate of 1.0 IGPM., and
- b) ~~The results of the aquifer testing meet the requirements of the Water Act;~~

Carried

MOVED by Member Boehlke that Subdivision Application PL20210038 be approved with the conditions noted in Appendix 'A', as amended.

- A. The application to create a  $\pm 0.84$  hectares ( $\pm 2.065$  acres) new lot (Lot 1) with a  $\pm 0.84$  hectares ( $\pm 2.065$  acres) remainder (Lot 2) within Lot 1, Block 8, Plan 9611667, SE-15-27-28-W04M, having been evaluated in terms of Section 654 of the *Municipal Government Act* and Section 7 and 14 of the Subdivision and Development Regulations, 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 that 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. 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:

*Plan of Subdivision*

- 8) 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.

*Transportation*

- 9) The Owner shall construct a new gravel approach off Range Road 282 in order to provide access to Lots 1 & 2. In addition, the Owner shall:
  - a) Provide an access right of way plan; and
  - b) Prepare and register Access Easement Agreement on each title.
- 10) The Owner shall remove and reclaim the existing mutual approach shared with the adjacent land to the south (Roll: 07315034) to a single approach, as shown on the Tentative Plan.

*Site Servicing*

- 11) The Owner shall provide a Well Driller's Report, which is to include the location of the water well on the new lot (Lot 1):
  - a) Confirming a minimum pump rate of 1.0 IGPM.
- 12) The Owner shall enter into a Development Agreement (Site Improvements/Services Agreement) with the County for the new lot (Lot 1), which shall include the following:
  - a) In accordance with Level 2 Model Process Assessment prepared by Western Water Resources Inc. (June 24, 2013); and
  - b) The construction of a Packaged Sewage Treatment Plan that meets Bureau de Normalisation du Quebec (BNQ) standards for treatment.



*Stormwater*

- 13) The Owner shall provide a Site-Specific Stormwater Management Plan for Lot 1, in accordance with the County's Servicing Standards. Implementation of the Stormwater Management Plan shall include:
- a) Registration of any required easements and/or utility rights-of-way;
  - b) Should the Site-Specific Stormwater Management Plan indicate that improvements are required, the Applicant/Owner shall enter into a Development Agreement (Site Improvements/Services Agreement) with the County.

*Payments and Levies*

- 14) The Owner shall pay the Transportation Off-Site Levy in accordance with Bylaw C-8007-2020. The County shall calculate the total amount owing for:
- a) the total gross acreage of new lot (Lot 1) as shown on the Plan of Survey.
- 15) 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*

- 16) 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*.

D. 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 a recess at 10:09 a.m. and called the meeting back to order at 10:17 a.m. with all previously mentioned members present, with the exception of Member Boehlke.

**E-1    Division 1 - Single-lot Regrading**  
**File: PRDP20211171 (05828008)**

Member Boehlke returned to the meeting at 10:25 a.m.

Presenter:       Grant Chapman, the Applicant

MOVED by Member McKylor that Development Permit Application PRDP20211171 be approved with the conditions noted in Attachment 'A'.



**Description:**

1. That the single-lot regrading and placement of clean topsoil may commence on the subject parcel, in general accordance with the submitted application and drawings.
  - i. Total area of approximately 5.90 hectares (14.58 acres) and placement of approximately 160,000.00 m<sup>3</sup> (5,650,346.68 ft.<sup>3</sup>) to a depth of approximately 4.90 m (16.08 ft.).

**Prior to Release:**

2. That prior to release of this permit, the Applicant/Owner shall submit a Letter of Credit or refundable security in accordance with County Policy C-407. The requirement shall be \$5000.00/disturbed acre of the development area.
3. That prior to release of this permit, the Applicant/Owner shall submit a Construction Management Plan, to the satisfaction of Rocky View County ("the County") in accordance with the County's Servicing Standards, Section 1100. The Construction Management Plan shall:
  - i. Include a Weed Management Plan;
  - ii. Provide details regarding how dust mitigation will be provided onsite, along with a process for how any complaints will be handled;
  - iii. Provide details regarding the supply and use of water for dust suppression; and
  - iv. Provide construction notification sign design including proposed locations for the signs situated on the subject lands, identifying the Owner, Engineer, Contractor and contact information for local resident questions or concerns, in accordance with the County's Servicing Standards.
4. That prior to release of this permit, the Applicant/Owner shall submit a Deep Fill Report, conducted and stamped by a professional engineer, that provides recommendations on the placement of fill for areas where fill is greater than 1.20 m (3.93 ft.) in depth, in accordance with County Servicing Standards.
5. That prior to release of this permit, the Applicant/Owner shall submit a limited scope Stormwater Management Plan/Report for the subject lands prepared by a professional engineer, licensed by the Association of Professional Engineers and Geoscientists of Alberta (APEGA). The plan/report shall:
  - i. Evaluate possible impacts that the proposed site grading will have on adjacent lands and any on-site wetlands.
  - ii. Provide mitigating measures, if necessary, for any impacts the work may have on adjacent lands and any on-site wetlands.
  - iii. Provide both pre and post-development site grading.
  - iv. Include an Erosion and Sedimentation Control Plan.
6. That prior to release of this permit, the Applicant/Owner shall submit a stamped and endorsed statement from a Professional Agrologist, or Certified Crop Advisor, confirming the soil quality improvements achieved by the proposed addition of topsoil. The anticipated agricultural benefits must be identified.





7. That prior to release of this permit, the Applicant/Owner shall submit a soil testing analysis, completed on the proposed topsoil, that includes where the topsoil originated from. The report and approval shall be to the satisfaction of the County. The soil analysis report will need to confirm that:
  - i. Texture is balanced and not over 40% clay; and
  - ii. Organic matter is a minimum of 3%, and equal to or greater than the organic matter of the soil on the application site; and
  - iii. SAR/EC rating is at least 'good'; and
  - iv. PH value is in the 'acceptable' range for crop growth.
8. That prior to release of this permit, the Applicant/Owner shall contact County Road Operations with haul details for materials and equipment needed during construction/site development to confirm if Road Use Agreements will be required for any hauling along the County road system and to confirm the presence of County road ban restrictions.
  - i. Written confirmation shall be received from County Road Operations confirming the status of the condition. Any required agreement or permits shall be obtained unless otherwise noted by County Road Operations.

**Permanent:**

9. That the Applicant/Owner shall be responsible for rectifying any adverse effect on the adjacent lands from drainage alteration.
10. That the Applicant/Owner shall submit and be accepted by the County, compaction testing results verifying that the topsoil was placed in accordance with the Deep Fills Report.
11. That the topsoil shall not contain large concrete, large rocks, rebar, asphalt, building materials, or metal.
12. That the Applicant/Owner shall conduct a complete soil testing, by a qualified professional,  
at the destination location of the topsoil material, at a frequency of 1 test per 10,000 cu. m. (with standard processing times).
  - i. Texture is balanced and not over 40.00% clay;
  - ii. Organic matter is a minimum of 3.00%, and equal to or greater than the organic matter of the soil on the application site;
  - iii. SAR/EC rating is at least "good"; and
  - iv. PH value is in the "acceptable" range for crop growth.

The results shall be recorded and summarized to confirm compliance within the standards specified above. Once completed, the recorded results shall be submitted to the County, for review and acceptance. Should the results not be within tolerance of the standards specified above, the County reserves the right to suspend all hauling activities and not permit further material to be placed at the destination location.

13. That the Applicant/Owner shall ensure the topsoil has been placed in a safe manner that does not cause slope stability issues, slumping, or any adverse impacts on drainage and/or potential wetlands.





14. That the Applicant/Owner shall take effective measures to control dust on the parcel so that dust originating therein shall not cause annoyance or become a nuisance to adjoining property owners and others in the vicinity.
  - i. That if at any time the removal/placement of the fill creates a visible dust problem, the handling of the fill shall cease immediately until remedial measures are taken.
15. That the proposed development/graded area, as per the approved application, shall be spread and seeded to native vegetation or farm crop, to the satisfaction of the County, upon completion.
16. That the subject land shall be maintained in a clean and tidy fashion at all times, and all waste material shall be deposited and confined in an appropriate enclosure. All waste material shall be regularly removed from the property to prevent any debris from blowing onto adjacent property or roadways.
17. That if conditions of this permit are not satisfied, the County may draw upon the Letter of Credit or Refundable Security, once registered with the County, without recourse to the Applicant/Owner, to cover the costs in surface reclamation of any or all of the disturbed areas or costs involved in actions necessary to ensure compliance with any other conditions of this permit.
18. That the Applicant/Owner shall adhere to any regulations of any registered Utility Right-of-Way on title. Prior to any work commencing, the Applicant/Owner shall contact the appropriate Utility company and obtain approval as required.
19. That any plan, technical submission, agreement, or other matter submitted and approved as part of the Development Permit application, or in response to a Prior to Release condition, shall be implemented and adhered to in perpetuity.
  - i. That if any future development occurs on the subject development graded area, the Applicant/Owner shall obtain any required approvals from the County, with the proper supporting technical documentation approved by the County, prior to commencement.

*Note: For future applications, unless otherwise conditioned, the Applicant/Owner shall register a Caveat on title, including a site plan attachment, stating that the identified area may be limited/restricted for future development, with the exception of minor agricultural pursuits.*
20. That if the development authorized by this Development Permit is not commenced with reasonable diligence within 6 months from the date of issue, and completed within 12 months of the issue, the permit is deemed to be null and void, unless an extension to this permit shall first have been granted by the Development Officer.
21. That if this Development Permit is not issued by **November 31, 2021** or the approved extension date, then this approval is null and void and the Development Permit shall not be issued.

**Advisory:**

22. That the Applicant/Owner shall adhere to the County's Noise Bylaw (C-5772-2003) at all times.



23. That the site shall remain free of restricted and noxious weeds and maintained in accordance with the *Alberta Weed Control Act* [Statutes of Alberta, 2008 Chapter W-5.1, December 2017].
24. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.
  - i. That the Applicant/Owner shall be responsible for obtaining all required Alberta Environment And Parks (AEP) approvals should the proposed development have a direct impact on any wetlands.
25. That the Applicant/Owner shall obtain any Road Use Agreement/Permit, as required, with the Town of Cochrane.

Carried

**E-2    Division 3 - Single-lot Regrading**  
**File: PRDP20211261 (04714179)**

MOVED by Member Henn that Development Permit Application PRDP20211261 be approved with the conditions noted in Attachment 'A'.

**Description:**

1. That the single-lot regrading and placement of clean fill and topsoil for the construction of a dwelling, single-detached may commence on the subject parcel, in general accordance with the submitted application and drawings.
  - i. Total area of approximately 1,378.00 sq. m (14,832.67 sq.ft.) and placement of approximately 2, 067 m<sup>3</sup> (72,995.00 ft<sup>3</sup>) of clean fill to an approximate depth of **1.56 m (5.11 ft.)**

**Prior to Release:**

2. That prior to release of this permit, the Applicant/Owner shall submit a Deep Fill report, conducted and stamped by a professional engineer, that provides recommendations on the placement of fill for areas where fill is greater than 1.20 m (3.93 ft.) in depth, in accordance with County Servicing Standards.
3. That prior to release of this permit, the Applicant/Owner shall submit a stormwater memo, prepared by a qualified professional, the assesses the impact of the proposed grading to neighboring properties and municipal infrastructure
  - i. The Applicant/Owner shall also submit a building grade slip prepared by a qualified professional, that verifies that the proposed grading plan aligns with the storm water management plan for the subdivision.

That prior to release of this permit, the Applicant/Owner shall submit an Erosion Sediment Control Plan, in accordance with the County's Servicing Standards.

4. That prior to release of this permit, the Applicant/Owner shall confirm acceptance of or refusal to participate in the Voluntary Recreation Contribution for Community Recreation Funding on the form provided by the County and that the contribution, if accepted, is \$800, calculated at \$800.00 for each new residential unit.



5. That prior to release of this permit, the Applicant/Owner shall contact County Road Operations with haul details for materials and equipment needed during construction/site development to confirm if Road Use Agreements will be required for any hauling along the County road system and to confirm the presence of County road ban restrictions.
  - i. Written confirmation shall be received from County Road Operations confirming the status of this condition. Any required agreement or permits shall be obtained unless otherwise noted by County Road Operations.

**Permanent:**

6. That any plan, technical submission, agreement, or other matter submitted and approved as part of the Development Permit application, or in response to a Prior to Release condition, shall be implemented and adhered to in perpetuity.
7. That the Applicant/Owner, upon completion, shall submit and be accepted by the County, compaction testing results verifying that the fill was placed in accordance with the Deep Fills Report.
8. That the Applicant/Owner shall ensure the fill has been placed in a safe manner that does not cause slope stability issues, slumping, or any adverse impacts on drainage and/or potential wetlands.
9. That the Applicant/Owner shall be responsible for rectifying any adverse effect on the adjacent lands from drainage alteration.
10. That the Applicant/Owner shall take effective measures to control dust on the parcel so that dust originating therein shall not cause annoyance or become a nuisance to the adjoining property owners and others in the vicinity.
11. That if the development authorized by this Development Permit is not commenced with reasonable diligence within 6 months from the date of issue, and completed within 12 months of the issue, the permit is deemed to be null and void, unless an extension to this permit shall first have been granted by the Development Officer.
12. That if this Development Permit is not issued by **November 31, 2021** or the approved extension date, then this approval is null and void and the Development Permit shall not be issued.

**Advisory:**

13. That the Applicant/Owner shall adhere to the County's Noise Bylaw (C-5772-2003) at all times.
14. That the site shall remain free of restricted and noxious weeds and maintained in accordance with the *Alberta Weed Control Act [Statutes of Alberta, 2008 Chapter W-5.1, December 2017]*.
15. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.

Carried



**E-3 Division 5 - Stripping, Grading, Excavation and Fill**  
**File: PRDP20211208 (05329006)**

MOVED by Vice-Chair Schule that Development Permit Application PRDP20211208 be approved with the conditions noted in Attachment 'A'.

**Description:**

1. That the single-lot regrading for the construction of a pond may commence on the subject parcel in general accordance with the drawings submitted with the application.
  - i. That the excavation of approximately **10.97 m (36.00 ft.) long, 6.40 m (21.00 ft.) wide and 1.28 m (5.00 ft.) in depth**, may take place on the subject lands.

**Permanent:**

2. That the Applicant/Owner shall ensure the excavation and fill has been completed in a safe manner that does not cause slope stability issues, slumping, or any adverse impacts on drainage.
3. That the Applicant/Owner shall be responsible for rectifying any adverse effect on the adjacent lands from drainage alteration.
4. That the Applicant/Owner shall not remove any topsoil from the parcel.
5. That if the development authorized by this Development Permit is not commenced with reasonable diligence within 6 months from the date of issue, and completed within 12 months of the issue, the permit is deemed to be null and void, unless an extension to this permit shall first have been granted by the Development Officer.

**Advisory:**

6. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.
  - i. A fish culture license is required, from Alberta Environment and Parks prior to any fish being placed in the pond.

Carried

**E-4 Division 5 - Home-Based Business, Type II**  
**File: PRDP20211588 (05333107)**

Presenter: Corey Mah, the Applicant

MOVED by Member McKylor that a new permanent condition for development application PRDP20211588 as noted in Administration's report be added to read:

That the maximum number of vehicles related to the Home Based Business Type II is limited to seven at any given time.

Carried



MOVED by Member McKylor that Development Permit Application PRDP20211588 be approved with the conditions noted in Attachment 'A', as amended.

**Description:**

1. That a Home-Based Business, Type II, for automotive sales and paintless dent repair may commence to operate on the subject parcel in accordance with the approved site plan and conditions of this permit.
  - i. That the proposed Automotive use is permitted as a Home-Based Business, Type II.

**Permanent:**

2. That the number of non-resident employees, for the operation of this Home-Based Business, in conjunction with any other Home-Based Business approved for this parcel, shall not exceed two (2) at any time.
3. That the operation of this Home-Based Business shall be secondary to the residential use of the subject parcel.
4. That the Home-Based Business, Type II shall not change the residential character and external appearance of the land and buildings.
5. That the operation of this Home-Based Business shall not generate excessive or unacceptable increases in traffic within the neighbourhood or immediate area.
6. That the Home-Based Business shall not generate noise, smoke, steam, odour, dust, fumes, exhaust, vibration, heat, glare, or refuse matter considered offensive or excessive by the Development Authority and at all times the privacy of the adjacent residential dwellings shall be preserved and the Home-Based Business use shall not, in the opinion of the Development Authority, unduly offend or otherwise interfere with neighbouring or adjacent residents.
7. That the Home-Based Business shall be limited to the dwelling and its accessory buildings.
8. That all vehicles, trailers, or equipment that are used in the Home-Based Business shall be kept within a building or the outside storage area.
9. That all outside storage that is part of this Home-Based Business, Type II shall be screened from adjacent lands, to the satisfaction of the Development Authority, shall meet the minimum setback requirements for buildings and shall not exceed **50.00 sq. m (538.20 sq. ft.)** in general accordance with the Site Plan.
  - i. That any site landscaping or screening elements approved with the application, shall be maintained onsite at all times.
10. That there shall be no signage, exterior display or advertisement of goods and services discernable from the outside of the building.
11. That no off-site advertisement signage associated with the Home-Based Business shall be permitted.
12. That the operation of this Home-Based Business, in conjunction with any other Home-Based Business approved for this parcel, may generate up to a maximum of eight (8) business-related visits per day.
13. That the operation of this Home-Based Business shall be secondary to the residential use of the subject parcel.



14. That the maximum number of vehicles related to the Home Based Business Type II is limited to seven at any given time
15. That this Development Permit shall be valid until **June 2, 2022**.

**Advisory:**

16. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.

Carried

Vice-Chair Schule and Member Wright left the meeting at 11:10 a.m.

Member Hanson left the meeting at 11:12 a.m.

Member Wright returned to the meeting at 11:12 a.m.

Member Hanson returned to the meeting at 11:14 a.m.

**E-5     Division 1 - Bed and Breakfast**  
**File: PRDP20210965 (05828006)**

MOVED by Member McKylor that Development Permit Application PRDP20210965 be approved with the conditions noted in Attachment 'A'.

**Description:**

- 1) That a Bed and Breakfast may operate on the subject parcel (254065 Towers Trail) in accordance with the approved site plan and the conditions of this permit.

**Permanent:**

- 2) That there shall be no non-resident employees at any time.
- 3) That the Bed and Breakfast shall be limited to the dwelling unit.
- 4) That the operation of the Bed and Breakfast shall be subordinate and incidental to the principal use of the dwelling unit as an owner-occupied residence.
- 5) That a maximum of three (3) bedrooms may be used for the Bed and Breakfast at any time.
- 6) That the only meal to be provided to registered guests shall be breakfast. No food preparation or cooking for or by guests shall be conducted within any bedroom made available for rent.
- 7) That no off-site advertisement signage associated with the Bed and Breakfast shall be permitted.
- 8) That all customer parking shall be on the Owner's property.
- 9) That a maximum stay of fourteen (14) days per person shall be permitted.
- 10) That the operation of this Bed and Breakfast shall not generate noise, smoke, dust, fumes, glare, or refuse matter considered offensive or excessive by the Development Authority and at all times the privacy of adjacent residential dwellings shall be preserved. The Bed and Breakfast shall not, in the opinion of the Development Authority, unduly offend or otherwise interfere with neighbouring or adjacent residents.



- 11) That minimal exterior modification of the structure or grounds shall be made and shall be compatible with the character of the area or neighbourhood.
- 12) That this approval does not include a *Vacation Rental*.
- 13) That this Development Permit, shall be valid until **June 9, 2023**

**Advisory:**

- 14) That the Applicant/Owner shall adhere to the County's Noise Bylaw (C-5772-2003) at all times.
- 15) That a Building Permit shall be obtained for the Bed & Breakfast use, if required, through Building Services.
- 16) That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.

Note: The municipal address for the Bed & Breakfast is **B 254065 Towers Trail**

Carried  
Absent: Vice-Chair Schule

Vice-Chair Schule returned to the meeting at 11:15 a.m.

**E-6     Division 1 - Communications Facility (Type C)**  
**File: PRDP20211218 (04835003)**

MOVED by Member McKylor that Development Permit Application PRDP20211218 be approved with the conditions noted in Attachment 'A'.

**Description:**

1. That a *Communications Facility (Type C)* may be situated on the subject parcel in accordance with the approved Site Plan and details submitted with the application, and includes the following:
  - i. Placement of one self-support telecommunications tower, approximately 30.00 m (98.43 ft.) high, with a tower base area of approximately 100.00 sq. m (1,076.39 sq. ft.);
  - ii. Placement of an equipment shelter, approximately 4.46 sq. m (48.00 sq. ft.) in area; and
  - iii. Installation of an over height chain-link enclosure fence, approximately 2.43 m (7.98 ft.) in height.

**Permanent:**

2. That the Communications Facility (Type C) may be located within 500.00 m (1,640.41 ft.) of a residential dwelling and may be located within 2,000.00 m (6,561.68 ft.) of another Communications Facility (Type C).
3. That the Applicant/Owner shall contact County Road Operations with haul details for materials and equipment needed during construction/site development to confirm if Road Use Agreements will be required for any hauling along the County road system and to confirm the presence of County road ban restrictions.
4. That no topsoil shall be removed from the site.





5. That the Communications Facility shall be neutral in colour and blend with the surroundings. Mitigation of the visual aspects of the facility should include painting, decorative fencing, screening, landscaping, and should not clash with the sky or landscape.
6. That should the Communications Facility become deactivated or unused, the Communications Facility shall be removed from the parcel within six months of becoming deactivated or unused.
7. That where possible, light shielding shall be considered to minimize the impact of the lighting to adjacent communities.

**Advisory:**

8. That a Building Permit, if applicable, shall be obtained for the equipment shelter through Building Services, prior to any construction taking place.
9. That any other federal, provincial or County permits, approvals, and/or compliances are the sole responsibility of the Applicant/Owner.
10. That if the development authorized by this Development Permit has not commenced with reasonable diligence within twelve (12) months from the date of issue, and completed within twenty-four (24) months of the issue, the permit is deemed to be null and void, unless an extension to this permit shall first have been granted by the Development Authority.

Carried

**G ADJOURN THE MEETING**

MOVED by Member McKylor that the May 12, 2021 Municipal Planning Commission meeting be adjourned at 11:21 a.m.

Carried

**H NEXT MEETING**

May 26, 2021

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Chair or Vice Chair

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Chief Administrative Officer or Designate