

MINUTES
MUNICIPAL PLANNING COMMISSION

June 19, 2018

8:00 A.M.

Call to Order at 8:00 am

PRESENT: Chairman Randall Sugden
Councillor Randy Brown
Councillor Len Phillips
Glenys Kent, Member at Large
Jim Kult, Member at Large

STAFF: Charlene Johnson, Senior Development Officer
Michael Fitzsimmons, Recording Secretary

GUEST: Steve Oscar, Echo Optimization and Supervision

ABSENT: Councillor Scott Collinson
Councillor Michelle Narang

ITEM 1. – AGENDA

1.1– Additions or Deletions

Moved by Councillor Brown to approve the Municipal Planning Commission agenda of June 19, 2018.

Carried.

ITEM 2 – MINUTES

2.1 – MPC Meeting Minutes – May 15, 2018

Moved by Councillor Randy Brown, that the Municipal Planning Commission meeting minutes of May 15, 2018, be approved.

Carried.

ITEM 3 – DEVELOPMENT PERMIT APPLICATIONS

3.1 – RE: HOME OCCUPATION, CLASS 2/DECK & PORCH CONSTRUCTION – DISCRETIONARY USE

Sharon Kopchia-Oko

(RD) Reserved for Future Development District

Lot 1/Plan 892-2956

Development Permit Numbers: 18/29 & 18/30

Background:

Charlene Johnson, Senior Development Officer provided an overview of the discretionary use application. The development permits were for a home occupation, class 2 and deck & porch construction. A 16% variance was requested for the sideyard set back of the uncovered deck and all other requirements of the Land Use Bylaw were met.

Discussion by MPC Members:

Municipal Planning Commission members enquired about the location of the Discretionary Use application in relation to the Town. Information was provided to MPC members.

Moved by Chairman Randall Sugden to approve Development Permits 18/29 and 18/30 with the following conditions:

Development Permit 18/29

1. That the uncovered deck (319 sq. ft.) and the front porch (130 sq. ft.) be located as per the submitted site plan.
2. **That a variance of 16% be granted for the side yard setback of the uncovered deck as per the submitted site plan.**
3. That unless otherwise expressly stated, the applicant must comply with all provisions of the Town of Rocky Mountain House Land Use Bylaw 11/11LU.
4. That the development not be located over any gas, water, or other utility service lines. **(Call Alberta One Call 1-800-242-3447).**
5. That all roof drainage on the front porch shall be directed onto the property by means of eavestroughs and downspouts.
6. That a valid building permit be obtained.
7. That the approval be posted on the Town's bulletin board, in the Mountaineer, and on the property and be subject to a fourteen (14) day appeal period.

Development Permit 18/30

1. That the residence be approved to establish a Home Occupation - Class 2 business (409 sq. ft) as per the submitted floor plan.
2. That the applicant must comply with all provisions of the Town of Rocky Mountain House Land Use Bylaw 11/11 LU.
3. That a valid yearly business license be obtained for this location from the Town of Rocky Mountain House.
4. That a valid building permit be obtained prior to any building construction over \$5,000.00, and/or any structural change.
5. That the approval be posted on the Town bulletin board, advertised in the Mountaineer, posted on the property site and be subject to a fourteen (14) day appeal period.

Carried

3.2 - RE: CONTRACTED SERVICES – DISCRETIONARY USE

Echo Fluid Levels Ltd
(HC) Highway Commercial District
L1/B4/P942-1108
Development Permit 18/31

Background:

Charlene Johnson, Senior Development Officer provided an overview of the Discretionary Use Application for Contracted Services to the Municipal Planning Commission highlighting the proposed use of “Contractor Services” as discretionary. A recommendation was made to approve Development Permit 18/31.

Discussion by MPC Members:

The MPC inquired about why is the fence required now but it was not for previous businesses. Charlene Johnson, Senior Development Officer could not provide information to the MPC on why that was the case.

Steve Oscar in attendance provided the Municipal Planning Commission with information on his business highlighting storage that will be on site. Mr. Oscar described some of the vehicles and equipment that would be on the lot for the MPC. Mr. Oscar inquired if trees could be used as a form of fencing or screening? They can be as long as they meet height requirements for the land use district.

Moved by Chairman Randal Sugden to approve Development Permit 18/31 subject to the following conditions;

1. That the use be deemed Contractor Services (2755 sq. ft.) as per the submitted floor plan.
2. That unless otherwise expressly stated, the applicant must comply with all provisions of the Town of Rocky Mountain House Land Use Bylaw 11/11LU.

3. That approval be granted by Alberta Transportation as per their roadside development regulations/standards prior to issuance of a business license.
4. That screening must be completed in the form of a fence along the entire east property line which is coterminous with a residential property line. Such screen shall be at least 1.83 m (6 ft) in height.
5. That a development permit is required for certain types of signage, please inquire and obtain the necessary approval prior to construction and erection of any signage.
6. That a valid building permit be obtained prior to any building construction over \$5,000.00 or structural changes.
7. That the approval be posted on the Town's bulletin board, in the Mountaineer newspaper, and on the property site and be subject to a fourteen (14) day appeal period.
8. That a valid yearly business license be obtained for this location from the Town of Rocky Mountain House.

Carried

ITEM 4- DEVELOPMENT PERMITS

4.1 Development permits issued for Jan – Jun 15, 2018

Municipal Planning Commission Members were provided with an overview of Developments approved and issued by the Town of Rocky Mountain House. Municipal Planning Commission members were satisfied with the presentation and would like to see them provided at future MPC meetings.

Adjournment:

Moved by Councillor Len Phillips to adjourn the June 19, 2018 Municipal Planning Commission meeting at 8:17 am.

Carried.

CHAIRMAN

RECORDING SECRETARY

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