

AGENDA
MUNICIPAL PLANNING COMMISSION MEETING
August 4, 2020
8:30 A.M.
Town of Rocky Mountain House
Town Council Chambers

Call to Order

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ITEM 2 – MINUTES	
2.1 MPC Organizational Meeting Minutes – April 7, 2020	2-3
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ITEM 3 – DEVELOPMENT PERMIT APPLICATIONS	
3.1 Accessory Use – Shed with Variances Applicant: Patrick Cavanagh Land Use Designation: (R-1) Low Density Residential District Legal Land Description: Lot 26 / Block 12 / Plan 972-0237 Development Permit #: 20/44	6-11
ITEM 4 – DEVELOPMENT PERMITS STATS	
4.1 Development Permits issued as of June 2020	12
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Adjournment

MINUTES
MUNICIPAL PLANNING COMMISSION - MPC
APRIL 7, 2020
8:04 a.m.
ZOOM VIDEO COMMUNICATIONS

Call to Order at 8:04 a.m.

PRESENT: Councillor Len Phillips, Chairperson
Donald Verhesen, Vice-Chairperson (Member at Large)
Councillor Dave Auld
Kimberly McDonald, Member at Large
Randall Sugden, Member at Large

STAFF: Charlene Johnson, Senior Development Officer
Michael Fitzsimmons, Assistant Development Officer

GUEST: Craig Teal, Parkland Community Planning Services

1. AGENDA

1.1 Additions and Deletions

Moved by Donald Verhesen, Vice-Chairperson, to approve the April 7, 2020 MPC meeting agenda with no additions or deletions.

Carried

2. MINUTES

2.1 MPC Meeting Minutes – October 15, 2019

Members were provided with minutes from the MPC meeting on October 15, 2019.

Moved by Randall Sugden, Member at Large, to approve the October 15, 2019, MPC Meeting Minutes.

Carried

3. SUBDIVISION REPORT

3.1 Subdivision Report

Applicant: Goodea Holdings
Land Use Designation: Highway Commercial District (HC) & General Industrial District (I)
Legal Land Description: L7/B1/P192-3463 & L8/B1/P192-3465
Subdivision File #: RMH20101

Craig Teal from Parkland Community Planning Services provided the Commission with an overview of the subdivision application which is a boundary adjustment to the subdivision that was approved in May 2019. Mr. Teal recommended the Commission approve the proposed subdivision application with the listed conditions.

Motion by Councillor Len Phillip, Chairperson to approve subdivision application RMH20101 with the conditions listed on the subdivision report.

Carried

4. DEVELOPMENT PERMIT STATS

4.1 Development Permits Issued as of March 31, 2020

Moved by Councillor Dave Auld, to accept Item 4.1 as information.

Carried

5. BUILDING PERMIT STATS

5.1 Building Permits Stats as of March 31, 2020

Moved by Councillor Dave Auld, to accept Item 5.1 as information.

Carried

Adjournment:

Moved by Councillor Len Phillips, Chairperson to adjourn the Municipal Planning Commission meeting at 8:15 am.

Carried

LEN PHILLIPS
Chairperson

MICHAEL FITZSIMMONS
Recording Secretary

/mf

MINUTES
MUNICIPAL PLANNING COMMISSION
ORGANIZATIONAL MEETING
APRIL 7, 2020
8:00 a.m.
ZOOM VIDEO COMMUNICATIONS

Call to Order at 8:00 a.m.

- PRESENT:** Councillor Len Phillips
Councillor Dave Auld
Donald Verhesen, Member at Large
Kimberly McDonald, Member at Large
Randall Sugden, Member at Large
- STAFF:** Charlene Johnson, Senior Development Officer
Michael Fitzsimmons, Assistant Development Officer
- GUEST:** Craig Teal, Parkland Community Planning Services

1. BYLAWS

1.1 Subdivision & Development Authority Bylaw, Council Code of Conduct Bylaw and Council Procedural Bylaw.

New members to the Municipal Planning Commission (MPC) were given copies of the bylaws noted above.

Moved by Councillor Len Phillips, to accept the Bylaws as information.

Carried

2. ORIENTATION PROGRAM AND ORGANIZATION PROCEDURES & PRACTICES

2.1 Municipal Planning Commission Orientation Package

Members were provided with an overview of MPC orientation package.

3. ELECTION OF CHAIRPERSON – BYLAW No.2018/22V

Charlene Johnson, Senior Development asked three times for a call for nominations.

Councillor Len Phillips was nominated by Donald Verhesen at the first call for nominations. No other candidates were nominated after the second and third call. No objections were raised by the MPC.

Councillor Len Phillips was elected as Chairperson for the Municipal Planning Commission.

4. ELECTION OF VICE-CHAIRPERSON – BYLAW No. 2018/22V

Charlene Johnson, Senior Development Officer, asked if there were any nominations for the position of Vice-Chairperson.

Donald Verhesen, Member at Large, was nominated by Randall Sugden, Member at Large. No other candidates were nominated after the second and third call. No objections were raised by the MPC.

Donald Verhesen, Member at Large, was elected as Vice-Chairperson for the Municipal Planning Commission.

5. DISCUSSION ON DATES & TIMES OF MPC MEETING

Currently the MPC meets on the 1st and 3rd Tuesday of each month at 8:00a.m. Discussion took place on moving the time to 8:30am.

Moved by Councillor Dave Auld to have MPC the 1st and 3rd Tuesday of each month at 8:30 am.

Carried

Adjournment:

Charlene Johnson, Senior Development Officer, adjourned the Municipal Planning Commission Organization meeting at 8:04 am.

Carried

LEN PHILLIPS
CHAIRPERSON

MICHAEL FITZSIMMONS
RECORDING SECRETARY

/mf

Report to the Municipal Planning Commission

Subject:	ACCESSORY USE – SHED, VARIANCE REQUEST
Location:	5812 – 64 Avenue Close Lot 26 / Block 12 / Plan 972-0237
Land Use Designation:	(R-1) Low Density Residential District
Applicants:	Patrick Cavanagh
Development Permit Number:	20/44
MPC Meeting Date:	August 4, 2020

The planning department is in receipt of a development permit application for an existing shed that requires variances on setback distances and height which is why it is bring brought to the Municipal Planning Commission. The current shed that was building in 2016 is 97 sq. ft. in size.

LAND USE BYLAW 11/11LU (LUB)

If this permit is approved, the side yard setback would be reduced from the allowed 1m to a requested 0.09m and 0.12 m setback which is a 91% and 88% variance.

The rear yard setback would also be reduced from 1m to a requested 0.28m and 0.27m setback which is a 72% and 73% variance.

A variance of 16% is also required for the height of the shed from the allowed 8.2 ft to 9.5 ft.

Town of Rocky Mountain House Land Use Bylaw 11/11LU states:

2.4 (8) *Development Permit Required*
an accessory building with a maximum floor area of 9.5 m² (102.2 sq. ft.) and a maximum height of 2.5 m (8.2 ft.) on a parcel in a residential District;

3.2(2)(b) *Accessory Buildings and Uses*
Minimum Side Yard 1m (3.3 ft.)

No other statutory or non-statutory plans are affected by this development.

CONSIDERATIONS

- Since the shed was constructed in 2016 there have been no complaints on file. As per the LUB, the use, enjoyment and value of the neighboring parcel is not being affected.
- Because of the size of the accessory building, a building permit is not required as per discussions with the building inspector.

RECOMMENDATION

Recommendation that development permit 20/44 be approved.

DECISION OPTIONS FOR THE DEVELOPMENT AUTHORITY

- (a) Approve the application with conditions
- (b) Approve with no conditions
- (c) Refuse the application giving reasons for its refusal.
- (d) Table as further information is required

Please note: an application for a development permit shall be deemed to be refused when a decision thereon is not made by the Development Authority within forty (40) days after receipt of the application.

Prepared by Michael Fitzsimmons, Assistant Development Officer



Schedule "A", Form "C"
Land Use Bylaw No. 11/11 LU
Town of Rocky Mountain
House

Development Permit

Development Involving:

(Permitted Use) Accessory Building - Shed (97 sq. ft.)

Municipality No.: 20/44
Application No.: 268268-20-D0044
Application Date: Jul 28, 2020
Decision Date: Aug 4, 2020
Issue Date: Aug 25, 2020

Zoning: R-1 Low Density Residential

On Lot: 26 Block: 12 Plan: 972-0237 Land section description:

Applicant

Name: Patrick Cavanagh
Address:

Phone:

Cell:

Fax:

Contractor

Name: Patrick Cavanagh
Address:

Phone:

Cell:

Fax:

Owner

Name: Patrick Cavanagh
Address:

Phone:

Cell:

Fax:

Property Address:

5812 64 Ave Cl
Rocky Mountain House, AB

APPROVED, subject to the following Conditions:

1. That the Accessory Building - Shed (97 sq. ft.) be located as per the submitted site plan.
2. That a variance of 91% and 88% be granted to the side yard setbacks of the accessory building as per the submitted site plan to 0.09 m and 0.12 m.
3. That a variance of 73% and 72% be granted to the rear yard setback of the accessory building as per the submitted site plan to 0.27m and 0.28m.
4. That a variance of 16% be granted to the height of the accessory building as per the submitted site plan to 9.5 ft.
5. That unless otherwise expressly stated, the applicant must comply with all provisions of the Town of Rocky Mountain House Land Use Bylaw 11/11LU.
6. That the exterior of the accessory building be maintained and compatible with the existing buildings on-site.
7. That all roof drainage of the accessory building shall be directed onto the property.
8. That the approval be posted on the Town's bulletin board, by electronic means on the Town website, and on the property site and be subject to a twenty-one (21) day appeal period.

You are hereby authorized to proceed with the development specified provided: that any stated conditions are complied with; that the development is in accordance with any approved plans and applications; and that a BUILDING PERMIT IS OBTAINED IF CONSTRUCTION IS INVOLVED. SHOULD AN APPEAL BE MADE AGAINST THIS DECISION TO THE SUBDIVISION DEVELOPMENT APPEAL BOARD, THE DEVELOPMENT PERMIT SHALL CEASE TO BE EFFECTIVE.

Signature of Assistant
Development Officer

Issued By:
Michael Fitzsimmons,
Assistant Development Officer

Municipality:
Town of Rocky Mountain House
PO BOX 1509
5116 - 50th Avenue

ROCKY MOUNTAIN HOUSE, Alberta
T4T 1B2
Phone: (403)847-5260

Fax: (403)845-1835
www.rockymtnhouse.com

Note:

1. As per Section 685(3) of the Municipal Government Act; Despite subsections (1) and (2), no appeal lies in respect of the issuance of a development permit for a permitted use unless the provisions of the land use bylaw were relaxed, varied or misinterpreted or the application for the development permit was deemed to be refused under section 683.1(8).
2. The issuance of a Development Permit in accordance with the Notice of Decision is subject to the condition that it does not become effective until twenty-one (21) days after the date of decision.
3. The Land Use Bylaw provides that any person claiming to be affected by a decision of the Development Officer may appeal to the Subdivision Development Appeal Board by serving written notice of appeal to the Secretary of the Subdivision Development Appeal Board within twenty-one (21) days after the date the Development Permit is issued.
4. Any development proceeded with, by the applicant prior to the expiry of the twenty-one (21) day period is done solely at the risk of the applicant.
5. This permit is effective for a period of twelve (12) months from the date of its issue, or the date of decision of the Subdivision Development Appeal Board confirming it. If at the expiry of this period, the development has not commenced or carried out with reasonable diligence, this permit ceases to be effective, unless an extension to the period has been previously granted by the Development Officer.
6. Compliance with the requirements of the Land Use Bylaw does not exempt any person from the requirements of any federal, provincial, or municipal legislation or complying with any easement, covenant, agreement or contract affecting development.
7. Prior to any work being performed within the municipal right of way an excavation permit must be obtained from the Engineering and Operations Department

90°45'33" LOT 3MR BLOCK 4
15.23 PLAN 952 0687

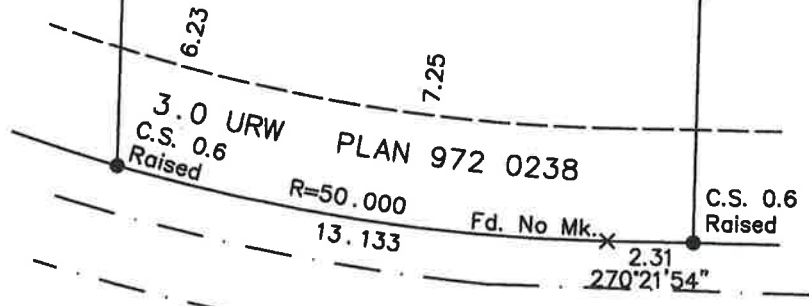
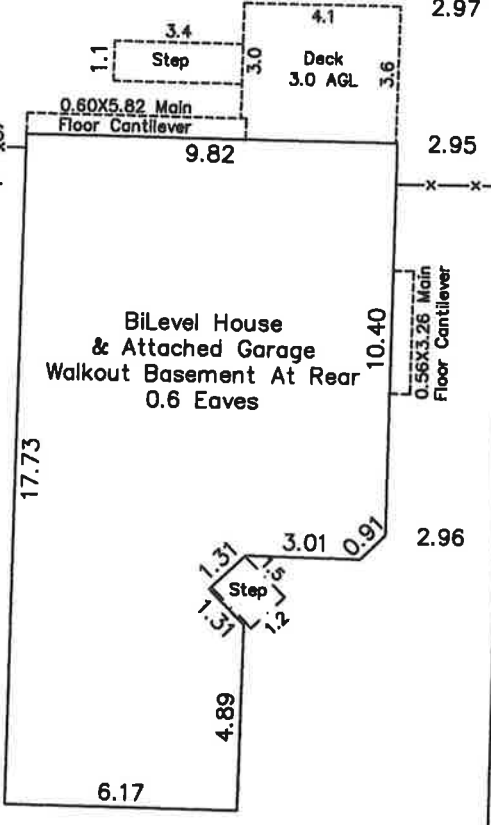
Shed
On Skids
0.1 N&S Eaves
3.73

LOT 25
BLOCK 12
PLAN 972 0237

LOT 26
BLOCK 12
PLAN 972 0237

LOT 27
BLOCK 12
PLAN 972 0237

Assumed 0°41'54"
43.46



NOTE:
THIS PLAN HAS
DECK HEIGHT HA
THERE ARE NO

THIS DOCUMENT IS NO
SIGNATURE IN BLUE IN

64th AVENUE CLOSE

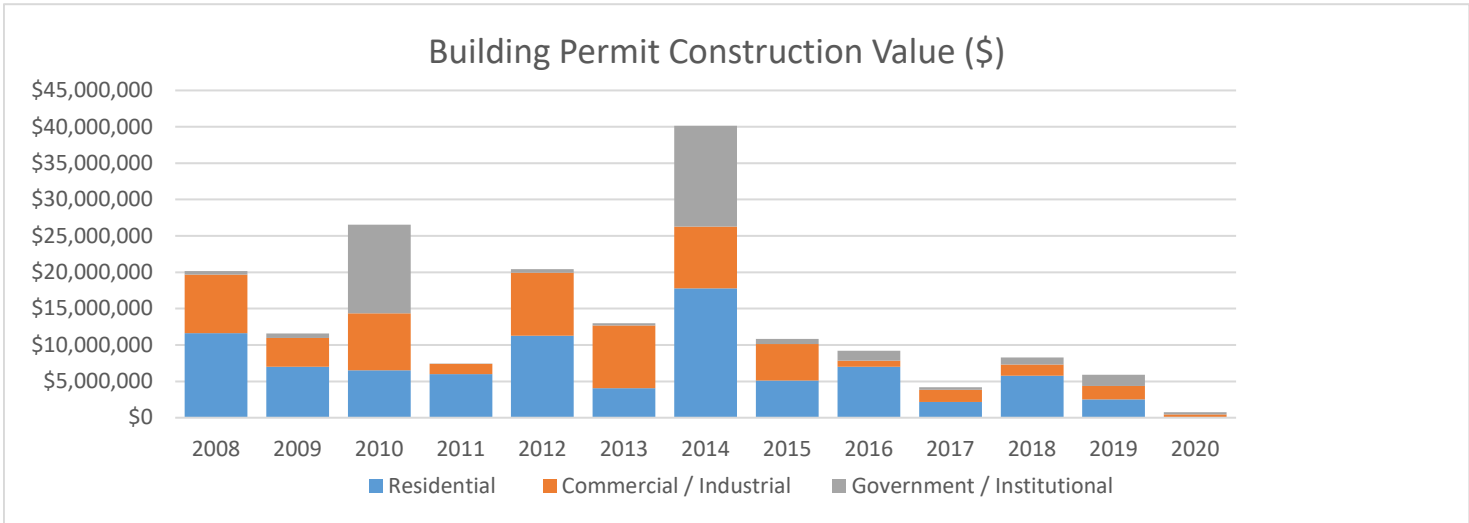
Picture B- Photo of Existing
Accessory Building



**Town of Rocky Mountain House
Development Permits
January 1 to June 30, 2020**

Permit Number	Applicant Name	Development Location	Owners Name	Legal	Approval Body	Type of Development
20/01	Snell & Oslund Surveys (1978) Ltd.	5101 49 Ave	RVB Managements Ltd.	4/1/972-4130	DO	Accessory Building - Greenhouse
20/02	Clearwater County	4370 - 47 Ave	Same as applicant	15/60/2537RS	DO	Accessory Building - Storage Shed
20/03	Nina Beresford	4411 41 Ave	Bravo Company Medical Inc.	1/2/992-5795	DO	Use Change - Office, Business
20/04	Angela DiStefano	5211 52 Street	same as app	13/55/3656RS	DO	Home Occupation - Class 1
20/05	Cailyn Boodt	6131 54 Street	Same as app	17/7/982-4116	DO	Home Occupation - Class 1
20/06	Dylan Wood	4919 43 Street, Bay 12	RVB Managements LTD.	3C / 62 / 762-0774	DO	Use Change - Sales & Service Outlet for Automobiles, Trucks, Recreational Vehicles
20/07	Duz Cho Construction	4512 42 Ave	same as applicant	3/882-1506	DO	Accessory buildings & Main Building
20/08	Urban Systems Ltd.	1/1/042-4622	The Board of Trustees for the WRSD	1/1/0424622	DO	Accessory Building - Mechanical Room and Accessory Use - Splash Park
20/09	Greg and Karen Travis	6308 47 Ave	same as applicant	13/4/162-0330	DO	Detached Dwelling, covered deck, verandah, accessory building, cantilever
20/10	David Exley	5805 68 Ave Cl	David Exley	38/2/072-3036	DO	Accessory Uses - Patio (196.73 sq. ft.) and Front Step (8 sq. ft.)
20/11	RedRock Camps Inc	Lot north of Extra Foods	1598768 Alberta Ltd.	NE-27-39-7-W5M	DO	Temporary Buildings
20/12	Beth Ratzlaff	5014 - 59 Street Cl	Bea Gammie	4/45/3691TR	DO	Accessory Use - Deck with Steps (232 sq. ft.), Accessory Deck with Steps (96 sq. ft.)
20/13	Kalyn Innovations	4439 47 AVE	Gateway Companian Animal Clinic	2A/37/832-3594	DO	Use change & Renovations
20/14	Lori Courtright	5016 - 50 Ave	Clearwater Commercial and Retail Ltd.	15/13/842-2418	DO	Change in Use - Retail Sales Establishment
20/15	Jeffrey McLeod	4419 - 58 St Cl	Same as applicant	34/4/072-1212	DO	Accessory Use - Deck with Steps
20/16	Rocky Mountain Hydraulic & Bearing	4911 - 44 Street	KDR Ventures	16/61/927TR	DO	Freestanding Sign
20/17	1940252 Alberta Ltd.	58A Street Cl	Same as applicant	3/1/142-2133	DO	Excavation & Stockpiling of Dirt
20/18	1940252 Alberta Ltd.	58A Street Cl	Same as applicant	3/2/142-0703	DO	Excavation & Stockpiling of Dirt
20/19	Tracylee Gervais	4812 - 46 St	Same as applicant	18/251886HW	DO	Accessory Building Garage and Parking Pad
20/20	Grant Huxter	5418 - 61 Ave Cl	Same as applicant	37/5/942-3318	DO	Accessory Use - Front Step
20/21	Devin MacPherson	5308 - 53 Street	Same as applicant	6A/B/598NY	DO	Home Occupation - Class 1
20/22	Trevor Kalyn	5003 - 44 St	Town of Rocky Mountain House	1R/61/927TR	DO	Temporary Sea/Land Cargo Container
20/23	Lorne and Tana Humphrey	4940 - 48 St	Same as applicant	39-40/22/101AJ	DO	Renovations - Front Dormer (68 sq. ft.) / New Step & Concrete Pad (17.6 sq. ft.) / New E
20/24	Rudy and Doreen Klaassen	4815 - 46 St	Same as applicant	1C/33/752-1789	DO	Accessory Use - Roof Extention
20/25	The Lord's Food Bank - David Carter	4304 - 49 Ave	Living Branches Community Church	18B/61/792-0633	DO	Quasi-Public Use - Emergency Shelter (Temporary)
20/26	Derrick & Irene Sacrey	4508 46 St	Same as applicant	14/38/1886HW	DO	Accessory Building - Gazebo
20/27	Christine & Michael Giguere	5419 - 53 Ave	Same as applicant	2/4/2981RS	DO	Accessory Use - Deck with Steps
20/28	Kerry Saunders	6519 - 58 St	Same as applicant	13/2/992-2400	DO	Accessory Building - Detached Garage
20/29	Sasha Hunke	4909 - 50 St	Iom Specialized Services Ltd.	15/21/101AJ	DO	Personal Services
20/30	2176188 Alberta Ltd.	4516 45 Street	522842 Alberta Ltd.	2B/1/982-2191	DO	Drinking Establishment
20/31	Mike Bell	6522 - 59 St	Same as applicant	38/2/992-2400	DO	Accessory Use - Deck with Step
20/32	Mike Cutknife	5009 50 St	Henry & Amy Mah	15-17/12/101AJ	DO	Accessory Use
20/33	Jodi Wymenga	5222 44 St	Eric & Jodi Wymenga	6/2/942-3491	DO	Light Repair Services

2020 BUILDING PERMITS TOWN OF ROCKY MOUNTAIN HOUSE						
Month	Permits	Residential	Commercial/ Industrial	Government/ Institutional	2020	2019
JAN.	4	\$ 600.00	\$ 6,000.00	\$ 75,000.00	\$ 81,600.00	\$ 0
FEB.	1		\$ 5,000.00		\$ 5,000.00	\$ 458,000.00
MARCH	1		\$ 145,000.00		\$ 145,000.00	\$ 541,000.00
APRIL	3	\$ 5,000.00	\$ 150,000.00	\$ 242,000.00	\$ 397,000.00	\$ 357,900.00
MAY	4	\$ 59,000.00		\$ 5,000.00	\$ 64,000.00	\$ 236,780.00
JUNE	9	\$ 32,000.00	\$ 32,000.00	\$ 1,000.00	\$ 65,000.00	\$ 215,315.00
JULY					\$ -	\$ 813,604.67
AUG.					\$ -	\$ 386,000.00
SEPT.					\$ -	\$ 142,905.00
OCT.					\$ -	\$ 2,728,500.00
NOV.					\$ -	\$ 20,000.00
DEC.					\$ -	\$ 2,000.00
TOTAL 20	22	\$ 96,600.00	\$ 338,000.00	\$ 323,000.00	2020 TOTAL	\$ 757,600.00
TOTAL 19	60	\$ 2,540,167.67	\$ 1,813,220.00	\$ 1,546,617.00	2019 TOTAL	\$ 5,900,004.67
TOTAL 18	53	\$ 5,755,318.08	\$ 1,556,000.00	\$ 954,500.00	2018 TOTAL	\$ 8,265,818.08
TOTAL 17	48	\$ 2,179,400.00	\$ 1,659,519.00	\$ 344,000.00	2017 TOTAL	\$ 4,307,919.00
TOTAL 16	63	\$ 6,988,000.00	\$ 866,000.00	\$ 1,374,000.00	2016 TOTAL	\$ 9,228,000.00
TOTAL 15	82	\$ 5,101,000.00	\$ 5,051,000.00	\$ 686,000.00	2015 TOTAL	\$ 10,840,000.00
TOTAL 14	82	\$ 17,766,000.00	\$ 8,509,000.00	\$ 13,857,000.00	2014 TOTAL	\$ 40,132,000.00
TOTAL 13	81	\$ 4,061,000.00	\$ 8,637,000.00	\$ 300,000.00	2013 TOTAL	\$ 12,998,000.00
TOTAL 12	114	\$ 11,267,000.00	\$ 8,669,000.00	\$ 500,000.00	2012 TOTAL	\$ 20,436,000.00
TOTAL 11	71	\$ 5,993,000.00	\$ 1,395,000.00	\$ 11,000.00	2011 TOTAL	\$ 7,399,000.00
TOTAL10	75	\$ 6,512,000.00	\$ 7,837,000.00	\$ 12,178,000.00	2010 TOTAL	\$ 26,527,000.00
TOTAL09	100	\$ 7,024,000.00	\$ 3,944,000.00	\$ 628,000.00	2009 TOTAL	\$ 11,596,000.00
TOTAL08	94	\$ 11,641,000.00	\$ 8,052,000.00	\$ 459,000.00	2008 TOTAL	\$ 20,152,000.00



*these numbers do not reflect demolitions