

ROCKY VIEW COUNTY  
MUNICIPAL PLANNING COMMISSION MEETING MINUTES  
September 24, 2020

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A regular meeting of Rocky View County Municipal Planning Commission was held in the Council Chambers of the County Hall, 262075 Rocky View Point, Rocky View County, Alberta on September 24, 2020 commencing at 9:00 a.m.

Present:	Division 5	Chair J. Gautreau
	Division 4	Vice-Chair A. Schule
	Division 1	Member M. Kamachi
	Division 3	Member K. Hanson
	Division 6	Member G. Boehlke
	Division 8	Member S. Wright
	Division 9	Member C. Kissel

Absent:	Division 2	Member K. McKylor
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Also Present:

- A. Hoggan, Chief Administrative Officer
- T. Cochran, Executive Director, Community Development Services Division
- G. Nijjar, Manager, Planning and Development Services
- J. Fleischer, Manager, Agriculture and Environmental Services
- S. Seryoa, Manager, Utility Services
- S. MacLean, Planning Supervisor, Planning and Development Services
- A. Bryden, Senior Planner, Planning and Development Services
- J. Anderson, Senior Planner, Planning and Development Services
- B. Duncan, Municipal Engineer, Planning and Development Services
- A. Panaguiton, Planner, Planning and Development Services
- C. Lombardo, Planner, Planning and Development Services
- O. Newmen, Planner, Planning and Development Services
- X. Deng, Planner, Planning and Development Services
- J. Targett, Senior Development Officer, Planning and Development Services
- W. Van Dijk, Development Officer, Planning and Development Services
- K. Tuff, Appeals Coordinator, Municipal Clerk's Office
- M. Mitton, Legislative Coordinator, Municipal Clerk's Office
- E. Neilsen, Development Assistant, Planning and Development Services
- N. Robertson, Development Assistant, Planning and Development Services
- S. Thompson, Development Assistant, Planning and Development Services

**Call to Order**

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

**2020-09-24-01 (B-1)**

**Updates/Acceptance of Agenda**

MOVED by Vice-Chair Schule that the September 24, 2020 Municipal Planning Commission meeting agenda be accepted as presented.

Carried

**2020-09-24-02 (C-1)**

**Approval of Minutes**

MOVED by Member Boehlke that the September 3, 2020 Municipal Planning Commission meeting minutes be approved as presented.

Carried

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**2020-09-24-03 (D-1)**

**Division 2 – Subdivision Item – Residential Subdivision**

**File: PL20200032 (04723198)**

MOVED by Member Kissel to allow the applicant to speak.

Carried

Presenter: Ryan Buckley, the Applicant

MOVED by Member Kissel that Subdivision Application PL20200032 be tabled pending submission of a Level 4 PSTS Assessment and a revised subdivision layout in accordance with Tentative Plan #2 and with the conditions noted in Appendix 'B'.

Lost

MOVED by Member Boehlke that condition 2 for subdivision application PL20200032 as noted in Appendix B of Administration's report be amended to read:

~~The Owner shall construct a new paved approach on Range Road 32 in order to provide access to Lot 2 in general accordance with the approved Tentative Plan. The Owner shall contact County Road Operations to arrange a pre-construction inspection to confirm proposed approach location and the County Servicing Standards to which the approach is to be built. The Owner shall also contact County Road Operations for an interim construction inspection and a post construction inspection for final acceptance.~~

**The Applicant/Owner shall provide an access right of way plan and prepare and register respective easements on each title to provide access to Lot 2 through Lot 1.**

Carried

MOVED by Member Boehlke that condition 7 for subdivision application PL20200032 as noted in Appendix B of Administration's report be amended to read:

~~The Owner is to provide a Level 4 Assessment in accordance with the Model Process Reference Document for Lot 1 in accordance with the County Servicing Standards;~~

- ~~a. In accordance with Policy 449, a Packaged Sewage Treatment System that meets the Bureau de Normalisation du Quebec (BNQ) standards will be required on the future lots as the proposed lots are less than 4 acres in size.~~

Carried

MOVED by Member Boehlke that Subdivision Application PL20200032 be approved with the conditions noted in Appendix 'B' [Tentative Plan #2 Administration preferred option], as amended:

- A. The application to create a ± 0.81 hectare (± 2.00 acre) parcel (Lot 1) with a ± 0.81 hectare (± 2.00 acre) remainder (Lot 2) on Lot 8, Block 1, Plan 1910511, within NW-23-24-03-W05M, 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 recommended to be tabled for the reasons listed below:
  - 1. The technical items required to make an accurate assessment of the subdivision application have not been provided; and,
  - 2. Approval of the proposed subdivision may result in negative impact to adjacent landowners.

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- 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. 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.

*Transportation and Access*

2. The Applicant/Owner shall provide an access right of way plan and prepare and register respective easements on each title to provide access to Lot 2 through Lot 1.
3. The Owner is to enter into a Road Acquisition Agreement with the County, to be registered by caveat on the title of Lot 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 230 m (+/- 0.71 ac) road acquisition along the entire south boundary of Lot 2;
  - b) Land is to be purchased for \$1 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 Lot 2 that restricts the erection of any structure on or within 15 metres of a future road right-of-way, as shown on the approved Tentative Plan

*Developability*

5. The Applicant/Owner shall provide a revised Site-Specific Stormwater Implementation Plan (SSIP) conducted by a professional engineer that is in accordance with the County Servicing Standards.
  - a) If onsite improvements are required, the Owner shall enter into a Site Improvements / Services Agreement (SISA) with the County for the construction of the improvements as per the SSIP accepted by the County, which shall be registered on title;
  - b) Should the on-site improvements involve the use of a stormwater pond, the Applicant/Owner shall enter into a Development Agreement with the County for the construction of storm water 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.

*Servicing*

6. Water is to be supplied by an individual well on Lot 1. The subdivision shall not be endorsed until;
  - a) A Phase 2 Aquifer Testing Report that includes Well Driller's reports is provided confirming that the flow in each well exceeds or is equivalent to 1 igpm; and,

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- b) If the results of the testing do not meet the requirements of the Water Act, the subdivision shall not be endorsed or registered.
  - 7. In accordance with Policy 449, a Packaged Sewage Treatment System that meets the Bureau de Normalisation du Quebec (BNQ) standards will be required on the future lots as the proposed lots are less than 4 acres in size.
  - 8. The Owner shall provide a Level 1 Variation Assessment for Lot 2 that demonstrates that the proposed development meets the setbacks requirements in accordance with the Alberta Standard of Practice.
  - 9. The Owner is to enter into a Development Agreement (Site Improvements / Services Agreement) with the County for Lot 1 and shall include the following:
    - a) For the construction of a Packaged Sewage Treatment System which meet Bureau de Normalisation du Quebec (BNQ) standards for treatment in accordance with Policy 449;
  - 10. The Owner is to enter into a Deferred Services Agreement with the County to be registered on title for Lot(s) 1 and 2, indicating:
    - a) Each future Lot Owner shall connect the proposed lots to a regional or decentralized water, wastewater and stormwater systems once available.

*Payments and Levies*

- 11. 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*

- 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*.

**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

**2020-09-24-04 (D-2)**

**Division 2 – Subdivision Item – Residential Subdivision**

**File: PL20190105 (04710003)**

Presenter: Barrett Gervan, the Applicant

MOVED by Member Boehlke that Subdivision Application PL20190105 be tabled pending redesignation and submittal of a market appraisal report.

Carried

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2020-09-24-05 (D-3)

Division 9 – Subdivision Item – Residential Subdivision

File: PL20200043 (06822004)

Presenter: Paul Jacobs (Stormwater Solutions), the Applicant

MOVED by Member Kissel that Subdivision Application PL20200043 be approved with the conditions noted in Appendix 'B':

- A. The application to create a  $\pm 9.91$  acre parcel (Lot 1) with a  $\pm 9.91$  acre remainder (Lot 2) at Lot 5, Plan 7810737, SW-22-26-4-W5M, 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 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:

*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.

*Transportation and Access*

2. The Owner shall construct a new paved approach on Range Road 43 in order to provide access to Lot 2. The owner shall contact County Road Operations to arrange a pre-construction inspection to confirm the proposed approach location and County Servicing standards to which the approach is to be built. The owner shall also contact County Road Operations for an interim-construction inspection and a post-construction inspection for final acceptance. If a mutual approach is constructed, the Owner shall:
  - a) Provide an access right of way plan; and
  - b) Prepare and register respective easements on each title, where required.

*Site Servicing*

3. The Owner is to enter into a Deferred Services Agreement with the County to be registered on title for each proposed Lot(s) 1 and 2, indicating:

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- 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 decommissioning and reclamation once County servicing becomes available.
4. Water is to be supplied by an individual well on Lot 2. The subdivision shall not be endorsed until:
- a) The Owner has provided a Well Driller's Report to determine whether an adequate supply of water is available for Lot 2.
  - b) Verification is provided that each new well is located within each respective proposed lot boundaries.
  - c) It has been demonstrated that the new well is capable of supplying a minimum of one (1) IGPM of water for household purposes.

*Municipal Reserves*

- 5. The provision of Reserve in the amount of 10% of the area of Lot 1, 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 prepared by Altus Group, file # 13120.102658.055 dated May 11, 2020, pursuant to Section 666(3) of the Municipal Government Act;
  - a) Reserves for Lot 2 are to be deferred with Caveat per the Plan of Survey, pursuant to Section 669(2) of the Municipal Government Act.

*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 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

**2020-09-24-06 (D-4)**

**Division 5 – Subdivision Item – Boundary Adjustment and Creation of Three New Parcels**

**File: PL20200027 (04319202 / 004)**

MOVED by Member Schule that Subdivision Application PL20200027 be approved with the conditions noted in Appendix 'B':

- A. The application is to adjust boundaries between a  $\pm 4.7$  acre parcel and a  $\pm 50.38$  acre parcel in order to create a  $\pm 5.89$  acre parcel (Lot 3), and facilitate the creation of a  $\pm 9.02$  acre parcel (Lot 1), a  $\pm 5.10$  acre parcel (Lot 2), a  $\pm 33.09$  acre remainder and an internal subdivision road within Lot 1, Block 4, Plan 0311251 & Block 1, Plan 9712096, NE-19-24-28-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:

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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:

*Survey Plan*

1. Subdivision 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.

*Geotechnical Investigation*

2. The Owner shall conduct an onsite geotechnical investigation, conducted by a qualified geotechnical professional, to determine the site's suitability to support the pavement structure design for the internal subdivision road.

*Development Agreement*

3. The Owner shall enter into a Development Agreement for all off-site transportation infrastructure required for the development, including the following:
  - a) Design and construction of a paved Country Collector road (400.6) including:
    - i. cul-de-sac bulb;
    - ii. paved approaches to each new lot;
    - iii. culverts below all approaches and the internal road;
    - iv. ditches;
    - v. Signage
    - vi. Delineation lighting at the Site Access and Garden Road
  - b) Design and construction of the necessary stormwater management infrastructure identified in the required to service the proposed subdivision in accordance with the recommendations of the approved Stormwater Management Plan including the registration of any overland drainage easements and/or restrictive covenants as determined by the Stormwater Management Plan;
  - c) Onsite grading;
  - d) Installation of power, natural gas, and all other shallow utilities;
  - e) Dedication of necessary easements and rights-of-way for utility line assignments;

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- f) Mailboxes are to be located in consultation with Canada Post;
  - g) Implementation of the recommendations of the Erosion and Sediment Control (ESC) Plan;
  - h) Implementation of the recommendations of the Construction Management Plan; and
  - i) Installation of power, natural gas, telephone lines, and all other shallow utilities;
  - j) Completion of all recommended repairs in accordance with the Prince of Peace Existing Water and Sanitary Sewer Infrastructure Assessment Report, to the satisfaction of the County.

*Site Servicing*

- 4. The Owner shall enter into a Special Improvements Development Agreement for extension of County potable water services from the Conrich Reservoir to the proposed development in accordance with the requirements of the County Servicing Standards.

Or

Should the County proceed to extend potable water infrastructure from the Conrich Reservoir, the Owner shall enter into a cost contribution agreement with the County to provide the applicable cost contribution for the extension of potable water infrastructure that is directly beneficial to the proposed development. The County shall calculate the total amount owing from the gross acreage as shown on the Plan of Survey submitted for endorsement and all other relevant studies prepared to support of the project.

Should the Owner not enter into a Special Improvements Development Agreement for the extension of potable water infrastructure, the execution of the cost contribution agreement shall be satisfactory to meet this condition.

- 5. The Owner shall allocate the necessary water for each proposed parcel (Lots 1-3), taking into consideration the overall water capacity purchased from the County for the overall Prince of Peace development and the allocation necessary for the existing users.
  - a) Should additional potable water capacity be needed to support the proposed development, the Applicant/Owner will be required to purchase the additional capacity in accordance with County Bylaw No. C-8009-2020.
- 6. The Owner shall allocate the necessary wastewater for each proposed parcel (Lots 1-3), taking into consideration the overall wastewater treatment capacity purchased from the County for the overall Prince of Peace development and the allocation necessary for the existing users
  - a) Should additional wastewater treatment capacity be needed to support the proposed development, the Applicant/Owner will be required to purchase the additional capacity in accordance with County Bylaw No. C-8009-2020.
  - b) In the event that the Langdon Wastewater Treatment Plant does not have sufficient capacity to service the development at the time, the Applicant/Owner is required to enter into an agreement with the County for the actual costs for the required upgrades to the Langdon Wastewater Treatment Plant as described in Schedule "C-1" of the Rocky View County Bylaw No. C-8009-2020, inclusive of excess capacity within the Stage 1B upgrades (the "Excess Capacity").

*Stormwater*

- 7. The Owner shall provide and implement a limited scope Stormwater Management Plan, which meets the requirements outlined in the Conrich Master Drainage Plan. Implementation of the Stormwater Management Plan shall include:
  - a) The capacity of the existing stormwater system.



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- b) The increase in runoff due to the construction of the internal road network.
  - c) Any required upgrades to the existing stormwater system due to the internal road network.
  - d) Should any upgrades be required, the Owner will be required to enter into a DA with the County for the stormwater facility improvements
  - e) Registration of any required easements and / or utility rights-of-way;
  - f) Necessary approvals and compensation provided to Alberta Environment for wetland loss and mitigation; and
  - g) Any necessary Alberta Environment licensing documentation for the stormwater infrastructure system.

*Site Construction*

- 8. The Owner shall provide a Construction Management Plan which 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. Specific other requirements include:
  - a) Implementation of the Construction Management Plan recommendations, which will be ensured through the Development Agreement.
- 9. The Owner shall provide an Erosion and Sedimentation Control Plan prepared by a qualified professional in accordance with the County Servicing Standards.

*Municipal Reserve*

- 10. The provision of Municipal Reserve, in the amount of 10% of land to be subdivided from Block 1, Plan 9712096, NE 19-24-28-W4M (04319004) 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 prepared by Altus Group, dated August 19, 2020, pursuant to Section 666(3) of the *Municipal Government Act*.
  - a)  $\pm$  6.49 acres of Municipal Reserve owing is to be deferred by Caveat to the remainder land of Block 1 & 2, Plan 9712096 within NE-19-24-28-W04M, pursuant to Section 669 of the *Municipal Government Act*.

*Payments and Levies*

- 11. The Owner shall pay the Stormwater Off-Site Levy Bylaw in accordance with Bylaw C-8008-2020. The County shall calculate the total amount owing from the total gross acreage to be subdivided from Block 1, Plan 9712096, NE 19-24-28-W4M (04319004) as shown on the Plan of Survey.
- 12. The Owner shall pay the Water and Waste Off-Site Levy Bylaw in accordance with Bylaw C-8009-2020.
- 13. The Owner shall pay the County subdivision Endorsement Fee for boundary adjustment for Lot 3 and the remainder, and creation of two new lots (Lot 1 & 2), in accordance with the Master Rates Bylaw.

*Taxes*

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

**D. SUBDIVISION AUTHORITY DIRECTION:**

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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

**2020-09-24-07 (D-5)**

**Division 9 – Subdivision Item – New or Distinct Agricultural Use**

**File: PL20200035 (07706005)**

The Chair called for a recess at 10:13 a.m. and called the meeting back to order at 10:22 a.m. with all previously mentioned members present.

MOVED by Member Kissel that Subdivision Application PL20200035 be approved with the conditions noted in Appendix 'B':

- A. The application to create an  $\pm 8.38$  ha ( $\pm 20.70$  ac) parcel with a  $\geq 20.17$  ha ( $\geq 49.84$  ac) remainder at Block: 2 Plan: 9110979 SE-06-27-03-W05M, having been evaluated in terms of Section 654 of the Municipal Government Act and Section 7 and Section 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 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:

*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.

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*Access*

2. The Owner/Applicant shall upgrade the existing approach on Big Hills Spring Road (HWY 567) to a mutual standard in order to provide access to Lot 1.
  - a) The Owner/Applicant shall enter into Roadside Development Permit to upgrade the existing approach off Highway 567 to a mutual standard as required by Alberta Transportation
3. The Owner/Applicant is to enter into an Access Easement Agreement for the mutual driveway between Lot 1 and 2 as shown in the approved Tentative Plan, which shall include:
  - a) Registration of the applicable access right of way plan;
4. The Owner/Applicant shall dedicate by Caveat, a 30.0 m wide portion of land along the southern boundary of Lot 1 and Lot 2 to accommodate future service road along Highway 567.

*Servicing*

5. The owner is to enter into a Site Improvements / Services Agreement with the County, which shall be registered on proposed lot 1 and shall be:
  - a) In accordance with the Level 1 PSTS Assessment prepared by Osprey Engineering Inc. (Dated: June 12, 2020)
  - b) For the construction of treatment mound and field system.
6. The Owner/Applicant shall provide a Well Driller's Report in accordance with County's servicing standards to demonstrate that an adequate supply of water is available for proposed lot 1 including:
  - a) A verification that the well is wholly located within proposed lot 1 boundaries and the new well is capable of supplying a minimum of one (1) IGPM of water for household purposes.
7. Utility Easements, Agreements and Plans are to be provided and registered to the satisfaction of Fortis Alberta.

*Municipal Reserve*

8. The provision of Municipal Reserve for the proposed Lot 1, as shown on the Plan of Survey, is to be provided by payment of cash-in-lieu, in accordance with the value as listed in the land appraisal prepared by Altus Group, effective date: April 16, 2020, Project No.: 13120.102658.053, pursuant to Section 666(3) of the *Municipal Government Act*.
  - a) Municipal Reserves for the remainder parcel, Lot 2 are to be deferred by Caveat, pursuant to Section 669 of the *Municipal Government Act*.

*Payments and Levies*

9. The Owner shall pay the County Subdivision Endorsement fee, in accordance with the Master Rates Bylaw, for the creation of 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*.

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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

Chair Gautreau left the meeting at 10:32 a.m. and Vice-Chair Schule assumed the position of the Chair.

**2020-09-24-15 (E-8)**

**Division 5 – Development Item – Accessory Building**

**File: PRDP20202260 (04312094)**

MOVED by Member Kamachi that Development Permit Application PRDP20202260 be approved with the development conditions noted in the report:

**Description:**

1. That construction of an accessory building (oversize shop), may commence on the subject land in general accordance with the drawings submitted with application.
  - i. That the maximum building area for the accessory building is relaxed from **120.00 sq. m (1,291.76 sq. ft.) to 205.11 sq. m (2,207.79 sq. ft.)**.
  - ii. That the maximum height of the accessory building be relaxed from **7.00 m (22.96 ft.) to 7.37 m (24.20 ft.)**.
  - iii. That the total building area for all accessory buildings is relaxed from **120.00 sq. m (1,291.67 sq. ft.) to 222.28 sq. m (2,392.80 sq. ft.)**.
  - iv. That the maximum number of accessory buildings be relaxed from **Two (2) to Three (3)**.

**Permanent:**

2. That the accessory building shall not be used for residential occupancy or commercial purposes at any time.
3. That the Applicant/Owner shall contact County Road Operations, to detail 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 there shall be no more than 1.00 m (3.28 ft.) of fill/topsoil placed adjacent to or within 15.00 m (49.21 ft.) of the proposed accessory building under construction in order to establish approved final grades unless a Development Permit has been issued for additional fill.
5. That any plan, technical submission, agreement, or other matter submitted and approved as part of the Development Permit application, or submitted in response to a Prior to Issuance or Occupancy condition, shall be implemented and adhered to in perpetuity.

**Advisory:**

6. That during construction of the building, all construction and building materials shall be maintained on-site, in a neat and orderly manner. Any debris or garbage shall be stored/placed in garbage bins and disposed of at an approved disposal facility.
7. That during construction of the building, the Applicant/Owner shall adhere to the County's Noise Bylaw (C-5772-2003) at all times.

8. That a Building Permit for the accessory building shall be obtained through Building Services, prior to any construction taking place.
9. That if the development authorized by this Development Permit is not commenced with reasonable diligence within 12 months from the date of issue, and completed within 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 Officer.
10. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.

Carried  
Absent: Chair Gautreau

**2020-09-24-21 (E-14)**

**Division 5 – Development Item – Accessory Building**

**File: PRDP20202224 (04312096)**

MOVED by Member Boehlke that Development Permit Application PRDP20202224 be approved with the conditions noted in the Development Permit Report, attached:

**Description**

1. That an accessory building (oversize shop) may be constructed on the parcel in accordance with the approved site plan and application.
  - i. That the maximum building area for the proposed accessory building is relaxed from **80.27 sq. m (864.01 sq. ft.) to 150.50 sq. m. (1,620.00 sq. ft.)** in area.
  - ii. That the total building area for all accessory buildings is relaxed from **120.00 sq. m. (1,291.67 sq. ft.) to 235.97 sq. m. (2,540.00 sq. ft.)**.
  - iii. That the maximum number of accessory buildings is relaxed from **two (2) to three (3)**.

**Permanent**

2. That the exterior siding and roofing materials of the accessory building shall be similar to the existing dwelling, single-detached and/or area.
3. That the accessory building shall not be used for commercial purposes at any time, except for a home-based business, type I.
4. That the accessory building shall not be used for residential occupancy purposes at any time.
5. That there shall be no more than 1.00 m (3.28 ft.) of fill placed adjacent to or within 15.00 m (49.21 ft.) of the proposed accessory building under construction that is used to establish approved final grades unless a Development Permit has been issued for additional fill.

**Advisory**

6. That during construction of the accessory building, all construction and building materials shall be maintained on-site, in a neat and orderly manner. Any debris or garbage shall be stored/placed in garbage bins and disposed of at an approved disposal facility.
7. That during construction of the accessory building, the Applicant/Owner shall adhere to the County's Noise Bylaw (C-5772-2003) at all times.
8. That any required Building Permits shall be obtained through Building Services, prior to construction commencement, using the Accessory Building checklist.

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9. That if the development authorized by this Development Permit is not commenced with reasonable diligence within 12 months from the date of issue, and completed within 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 Officer.
  10. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.

Carried  
Absent: Chair Gautreau

The Chair called for a recess at 10:43 a.m. and called the meeting back to order at 10:46 a.m. with all previously mentioned members present.

Chair Gautreau returned to the meeting at 10:46 a.m. and resumed the position of Chair.

**2020-09-24-08 (E-1)**

**Division 2 – Development Item – Utility – Commercial Communication (CC) Facilities, Type C**

**File: PRDP20201862 (05715001)**

Presenter: Brenden Smith (LandSolutions LP), the Applicant

MOVED by Member Hanson that Development Permit Application PRDP20201862 be approved with the conditions noted in the report.

**Description:**

1. That a Commercial Communication 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-supporting telecommunications tower, approximately 45.00 metres high; and
  - ii. Placement of a walk-in cabinet

**Permanent:**

2. 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.
3. That no topsoil shall be removed from the site.
4. That the Commercial Communication 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.
5. That should the Commercial Communication Facility become deactivated or unused; the Commercial Communication Facility shall be removed from the parcel within six months of becoming deactivated or unused.
6. That where possible, light shielding shall be considered to minimize the impact of the lighting to adjacent communities.

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**Advisory:**

7. That a Building Permit, if applicable, shall be obtained through Building Services, prior to any construction taking place.
8. That any other federal, provincial or County permits, approvals, and/or compliances are the sole responsibility of the Applicant/Owner.
9. That if the development authorized by this Development Permit has not commenced with reasonable diligence within 12 months from the date of issue, and completed within 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

**2020-09-24-09 (E-2)**

**Division 5 – Development Item – Single-lot regrading and placement of clean topsoil**

**File: PRDP20201265 (04222018)**

Presenter: Michael Tessemaker, the Applicant

MOVED by Vice-Chair Schule that Development Permit Application PRDP20201265 be refused as per the reasons noted within the report.

Carried

**2020-09-24-10 (E-3)**

**Division 4 – Development Item – Cannabis Retail Store**

**File: PRDP20202318 (03223798)**

Member Hanson left the meeting at 11:27 a.m.

MOVED by Member Boehlke that Development Permit Application PRDP20202318 be approved with the conditions noted in the report:

**Description:**

1. That a *Cannabis Retail Store* (existing building), tenancy and signage for “HIGHWAY 560 CANNABIS” may operate on Unit 5 – 724 Centre Street, in general accordance with the submitted Site Plan, application and includes:
  - i. Installation of one (1) storefront, mounted or hanging, facade sign; 0.61 m (2.00 ft.) x 2.44 m (8.00 ft.) in size.
2. That the minimum separation distance for the Cannabis Retail Store from a Health Care Site is relaxed from **150.00 m (492.12 ft.) to 40.00 m (131.23 ft.)** and from a School Site from **150.00 m (492.12 ft.) to 85.00 m (278.71 ft.)**.

**Permanent:**

3. That no Cannabis shall not be consumed in the *Cannabis Retail Store*.
4. That the hours of operation for the *Cannabis Retail Store* shall be between 10:00 a.m. and 9:00 p.m. seven days a week, except on December 25th when the *Cannabis Retail Store* shall be closed.
5. That the development shall be operated in perpetuity in accordance with the On-site Stormwater Management Plan approved for this site.

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6. That the sign shall be kept in a safe, clean and tidy condition at all times. The signs shall not be flashing or animated at any time.
  7. That no storage at any time shall be allowed in the front of the property.
  8. That all business parking shall be limited to the existing shopping plaza parking stalls.
  9. That the entire site shall be maintained in a neat and orderly manner at all times, to the satisfaction of the Development Officer.
  10. That any waste containers, garbage or recycling shall be completely screened from view from all adjacent properties and public thoroughfares.
  11. That any plan, technical submission, agreement, matter or understanding submitted and approved as part of the application, in response to a prior to issuance or occupancy condition, shall be implemented and adhered to in perpetuity.

**Advisory:**

12. That any future change in use of the building, including any exterior changes or additions, or change in tenants shall require a Development Permit for the use and signage.
13. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.
  - i. That the Applicant/Owner shall obtain any required Alberta Health Services approvals prior to the store opening.
  - ii. That the Applicant/Owner shall obtain any required licensing approvals through Alberta Gaming, Liquor and Cannabis (AGLC), if required, and shall operate in accordance with the provisions of that license.
14. That a Building Permit shall be obtained through Building Services, prior to tenant occupancy and/or interior bay renovations, using the Tenant Bay Development or Renovation Checklist.
15. That if the development authorized by this Development Permit is 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 Officer.
16. That this Development Permit shall be valid until **October 21, 2023**.

Carried  
Absent: Member Hanson

**2020-09-24-11 (E-4)**

**Division 8 – Development Item – Single-lot Regrading and Placement of Clean Fill**

**File: PRDP20202027 (05618038)**

Member Hanson returned to the meeting at 11:29 a.m.

MOVED by Member Wright that Development Permit Application PRDP20202027 be approved with the conditions noted in the Development Permit Report, attached:

**Description:**

1. That single-lot regrading and the placement of approximately 154.80 cubic metres of clean fill, to include the construction of a berm and trenches, shall be permitted in general accordance with the drawings submitted with the application and the conditions of this permit.



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**Prior to Issuance:**

2. That prior to issuance 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.
3. That prior to issuance of this permit, the Applicant/Owner shall submit a site grading plan, complete with pre and post-development impact assessment due to regrading and filling of the site. The assessment shall be completed by a Professional Engineer, in accordance with the County Servicing Standards.

**Permanent:**

4. That any plan, technical submission, agreement, matter or understanding submitted and approved as part of the application or in response to a Prior to Issuance condition shall be implemented and adhered to in perpetuity.
5. That upon completion of the proposed development, for any areas that exceed 1.20 m (3.93 ft.) in depth, the Applicant/Owner shall provide a deep fill report, in accordance with the requirements of the County Servicing Standards, summarizing compaction testing results.
6. That it shall be the responsibility of the Applicant/Owners to ensure the fill has been placed in a safe manner that does not cause slope stability issues, slumping, or any other related safety issues.
7. That until vegetation is established in the fill area, the Applicant shall implement good housekeeping practices and typical Erosion and Sediment Control measures to ensure dust and sediment are controlled onsite and do not become a nuisance to adjacent properties.
8. That the berm shall include a minimum of six inches of topsoil placed on top, which shall be spread and seeded to native vegetation or landscaped, to the satisfaction of the County.
9. That any material entering to or leaving from the site, shall be hauled on/off in a covered trailer/truck, which will prevent blowing of dust/small rocks onto the road or cause issues with other vehicles on the road.
  - i. That the clean-up of any mud tracking and/or dirt that enters onto any County roads during hauling, shall be the responsibility and cost of the Applicant/Owner for clean-up.
10. That no topsoil shall be removed from the site.
11. That the Applicant/Owners shall ensure no organic material is buried and capped in a manner that will cause methane gas related issues.
12. That the fill shall not contain large concrete, rebar, asphalt, building materials, organic materials, or other metal.
13. 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.
14. That the Applicant/Owners shall be responsible for rectifying any adverse effect on adjacent lands from drainage alteration.
15. That if there are changes requested to the approved Development Permit, all work in the proposed developed area shall cease until an approved or revised Development approval is in place.

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**Advisory:**

16. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.
  - i. That the Applicant/Owner shall contact ATCO Gas ([southlandadmin@atcogas.com](mailto:southlandadmin@atcogas.com)) to obtain consent prior to work commencing, as there is a pipeline right of way on the subject property.
17. That the subject development shall conform to the County's Noise Bylaw C-5773-2003 in perpetuity.
18. That the site shall remain free of restricted and noxious weeds and maintained in accordance with the *Alberta Weed Control Act*.
19. That if the development authorized by this Development Permit is not completed within twelve (12) months of the date of issuance, the permit is deemed to be null and void.
20. That if this Development Permit is not issued by **March 31, 2021** or the approved extension date, then this approval is null and void and the Development Permit shall not be issued.

***Note: That the Applicant/Owner shall be responsible for all Alberta Environment & Park approvals and permits and/or compensation if any wetland is impacted, including any impacts due to the stormwater management of the parcel, by the proposed earthworks prior to commencement.***

Carried

**2020-09-24-12 (E-5)**

**Division 1 – Development Item – Single-lot Regrading**

**File: PRDP20202140 (03913173)**

MOVED by Member Kamachi that Development Permit Application PRDP20202140 be approved with the suggested conditions noted in the report:

**Description:**

1. That the proposed Single-lot regrading, for the installation of a Stormceptor System (approximately 0.004 hectares [0.01 acres]), with approximately 15.00 cubic meters of excavation and fill, may commence on the sites in general accordance with the approved application drawings (Project C21562, signed August 2020) and information submitted with the application.

**Permanent:**

2. That the Applicant/Owner shall not screen and/or sell the excess topsoil to others without written approval from the County, as there is potential for additional off-site impacts.
3. That the Applicant/Owner shall take effective measures to control dust in the stripping and grading areas of the subject properties, so that dust originating therein shall not cause annoyance or become a nuisance to adjoining property owners and others in the vicinity.
4. That any fill removed from the site shall be hauled off in a covered trailer/truck, which will prevent blowing of dust/small rocks onto the road or cause issues with other vehicles on the road.
5. That approximately 15.00 cubic meters of topsoil shall be kept and maintained onsite. All excess topsoil shall be removed from the site(s).
6. That with the removal of topsoil, the Applicant shall take whatever means necessary to avoid the transfer of dirt onto public roadways.
  - i. That if at any time the removal or handling of the topsoil creates a visible dust problem, the removal or handling of the topsoil shall cease immediately until remedial measures are taken.

7. That the Applicant/Owner shall be responsible for rectifying any adverse effect on adjacent lands from drainage alteration.
8. 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.
  - 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.
9. That the entire site shall be maintained in a neat and orderly manner at all times to the satisfaction of the Development Officer.
10. That any plan, technical submission, agreement, matter or understanding submitted and approved as part of the application, shall be implemented by the Applicant/Owner and adhered to in perpetuity.

**Advisory:**

11. That the site shall adhere to the approved Weed Management Plan and shall remain free of restricted and noxious weeds and be maintained in accordance with the Alberta Weed Control Act [*Statutes of Alberta, 2008 Chapter W-5.1; Current as of December 15, 2017*].
12. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.
13. That the hauling of fill and site grading shall be completed within 12 months from the date of issuance of this permit.

***Note: The Applicant/Owner shall be responsible for all Alberta Environment and Park (AEP) approvals for any impact to any wetland areas. The Applicant/Owner shall also be responsible for any related EPEA (and if necessary, Water Act) approvals for the on-site and/or offsite stormwater infrastructure.***

Carried

**2020-09-24-13 (E-6)**

**Division 2 – Development Item – Single-lot Regrading**

**File: PRDP20201691 (05710015)**

MOVED by Member Boehlke that Development Permit Application PRDP20201691 be approved with the conditions noted in the Development Permit Report, attached:

**Description:**

1. That single-lot regrading and placement of clean fill, for modifications to an existing stormwater pond, shall be permitted in general accordance with the drawings submitted with the application, as amended through conditions, and includes:
  - i. Re-contouring of the stormwater pond;
  - ii. Placement of clean fill/topsoil (as required).

**Prior to Issuance:**

2. That prior to issuance 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.

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- i. Written confirmation shall be received from County Road Operations confirming the status of both components of this condition. Any required agreement or permits shall be obtained unless otherwise noted by County Road Operations.
  3. That prior to issuance 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 plan shall include noise mitigation measures, traffic accommodation, sedimentation and dust control, management of stormwater during construction, erosion and weed control, construction practices, waste management, firefighting procedures, evacuation plan, hazardous material containment and all other relevant construction management details.
  4. That prior to issuance of this permit, the Applicant/Owners shall submit a Deep Fills report conducted by a professional geotechnical engineer, for all areas of fill greater than 1.20 m in depth, in accordance with County Servicing Standards.
  5. That prior to issuance of this permit, the Applicant/Owner shall submit a Site-Specific Stormwater Plan (SSIP), that demonstrates that the proposed grading work is in accordance with the stormwater management strategy that was accepted by the County for the Aventura Phase 1 subdivision, to the satisfaction of the County.
    - i. The SSIP shall also confirm that all current inverts for all existing culverts are maintained, that there is no reduction in pond capacity and/or that all stormwater remains contained with the existing registered County easement.
      - a. That if the stormwater retention, after the proposed development, will be located outside of the existing easement area, the registered easement shall be updated to ensure that the County access for maintenance and operation of the of the stormwater attenuation for the Community and County assets remains in place.
  6. That prior to issuance of this permit, the Applicant/Owner shall submit a formal grading plan, conducted and stamped by a professional engineer, that shows pre-development and post-development grades and is in accordance with the SSIP accepted by the County.

**Site Completion:**

7. That upon completion of the proposed development, the Applicant/Owners shall submit an as-built drawings, stamped by a professional engineer, confirming that the final grading plan and constructed stormwater infrastructure align with the supporting technical submission approvals for the file.
8. That upon completion of the proposed development, the Applicant/Owner shall submit compaction test results that demonstrate that the areas of fill greater than 1.2 m0 (ft.) in depth, were placed in accordance with the requirements of the deep fills report, accepted by the County.

**Permanent:**

9. That it shall be the responsibility of the Applicant/Owners to ensure that any fill placed onsite, has been placed in a safe manner that does not cause slope stability issues, slumping, or any other related safety issues.
10. That the Applicant/Owners shall ensure no organic material is buried and capped in a manner that will cause methane gas related issues.
11. That the Applicant/Owners 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.
12. That any material entering to or leaving from the site, shall be hauled on/off in a covered trailer/truck, which will prevent blowing of dust/small rocks onto the road or cause issues with other vehicles on the road.

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- i. That the clean-up of any mud tracking and/or dirt that enters onto adjacent Highway and/or County roads during hauling shall be the responsibility and cost of the Applicant/Owner for clean-up.
- 13. That the Applicant/Owners shall be responsible for rectifying any adverse effect on adjacent lands or road infrastructure from drainage alteration.
  - 14. That the subject land shall be maintained in a clean and tidy manner 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.
  - 15. That any plan, technical submission, agreement, matter, or understanding submitted and approved as part of the application or in response to a Prior to Issuance or Occupancy condition shall be implemented and adhered to in perpetuity.

**Advisory:**

- 16. That the subject development shall conform to the County's Noise Bylaw C-5773-2003 in perpetuity.
- 17. That the site shall remain free of restricted and noxious weeds and be maintained in accordance with the Alberta Weed Control Act [Statutes of Alberta, 2008 Chapter W-5.1; Current as of December 15, 2017].
- 18. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.
- 19. That if the development authorized by this Development Permit is not completed within 12 months of the date of issuance, the permit is deemed to be null and void.
- 20. That if this Development Permit is not issued by **AUGUST 31, 2021**, or the approved extension date, then this approval is null and void and the Development Permit shall not be issued.

***Note: The Applicant/Owner shall be responsible for all Alberta Environment approvals/compensation if any wetland is impacted by the proposed development.***

Carried

**2020-09-24-14 (E-7)**

**Division 5 – Development Item – Accessory Building**

**File: PRDP20202228 (05336001)**

MOVED by Member Kamachi that Development Permit Application PRDP20202228 be approved with the conditions noted in the report:

**Description:**

- 1. That construction of an accessory building/farm building (oversize shop), approximately **1, 872.93 sq. m. (20,160.00 sq. ft.)** in area, may commence on the subject land in general accordance with the drawings submitted with application.

**Permanent:**

- 2. That the accessory building shall not be used for residential occupancy or commercial purposes at any time.
- 3. That the Applicant/Owner shall contact County Road Operations, to detail 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 there shall be no more than 1.00 m (3.28 ft.) of fill/topsoil placed adjacent to or within 15.00 m (49.21 ft.) of the proposed accessory building under construction in order to establish approved final grades unless a Development Permit has been issued for additional fill.
5. That any plan, technical submission, agreement, or other matter submitted and approved as part of the Development Permit application, or submitted in response to a Prior to Issuance or Occupancy condition, shall be implemented and adhered to in perpetuity.

**Advisory:**

6. That during construction of the building, all construction and building materials shall be maintained on-site, in a neat and orderly manner. Any debris or garbage shall be stored/placed in garbage bins and disposed of at an approved disposal facility.
7. That during construction of the building, the Applicant/Owner shall adhere to the County's Noise Bylaw (C-5772-2003) at all times.
8. That a Building Permit/Farm Building Location Permit, for the accessory building shall be obtained through Building Services, prior to any construction taking place.
9. That if the development authorized by this Development Permit is not commenced with reasonable diligence within 12 months from the date of issue, and completed within 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 Officer.
10. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.

Carried

**2020-09-24-16 (E-9)**

**Division 1 – Development Item – Child Care Facility**

**File: PRDP20202337 (03913093)**

MOVED by Member Kamachi that Development Permit Application PRDP20202337 be approved with the conditions noted in the report:

**Description:**

1. That *Child Care Facilities (Child Care Facility)* (within an existing building) may commence on the subject site, within Unit 20, in accordance with the submitted application and site plan.
  - i. Installation of one (1) fascia sign; Details to be submitted prior to installation.

**Prior to Issuance:**

2. The prior to issuance of this permit, the Applicant/Owner shall submit a trip generation memo, conducted and stamped by a professional engineer that assess the traffic generated by the proposed development and provides a sensitivity analysis and determines if a Traffic Impact Assessment (TIA) is warranted, in accordance with County Servicing standards.
  - i. Should the Trip Generation memo warrant a TIA, the Applicant/Owner shall submit a TIA conducted and stamped by a professional engineer that assesses the impacts the proposed development will have on the local road network and identifies triggers for upgrades and provides recommendations for any upgrades.

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- ii. Should the TIA require any upgrades, the Applicant/Owner shall enter into a Road Right of Way Construction Agreement with the County, to construct any upgrades.

**Permanent:**

- 3. That all the conditions of 2000-DP-9072 shall remain in effect unless otherwise specified within this permit.
- 4. That all staff and clientele parking shall be restricted onsite only. There shall be no parking permitted within the adjacent County road allowances at any time.
- 5. That the entire site shall be maintained in a neat and orderly manner at all times.
- 6. That all garbage and waste for the site shall be stored in weatherproof and animal proof containers and screened from view by all adjacent properties and public thoroughfares.
- 7. That this permit is for tenant-occupancy only and would not include any new construction to the site that would result in additional impervious surfaces, unless required by a condition of this permit.
- 8. That the minimum parking stalls for the development shall be maintained on-site at all times.
- 9. That any plan, technical submission, agreement, or other matter submitted and approved as part of the Development Permit application or submitted in response to a Prior to Issuance or Occupancy condition, shall be implemented and adhered to in perpetuity.

**Advisory:**

- 10. That a Building Permit and all applicable sub-trade permits for tenant occupancy, shall be obtained through Building Services, prior to tenant occupancy and/or interior bay renovations and shall include:
  - i. A 3.2.2. Building Code Analysis for Change of Use and reclassification to "A-2 Assembly Major Occupancy";
  - ii. Architectural, Structural, Mechanical, and Electrical stamped drawings with schedules;
  - iii. That a working Fire alarm may be required if more than 40 occupants.

*Note: A fire separation from floor to roof deck is required, min. 45 minute.*
- 11. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner including any Alberta Health Services requirements.
- 12. That if the development authorized by this Development Permit is not commenced with reasonable diligence within 12 months from the date of issue, and completed within 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 Officer.
- 13. That if this Development Permit is not issued by **APRIL 30, 2021** or the approved extension date, then this approval is null and void and the Development Permit shall not be issued.

Carried

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**2020-09-24-17 (E-10)**

**Division 2 – Development Item – Single-lot Regrading**

**File: PRDP20202367 (04728010)**

MOVED by Member Boehlke that Development Permit Application PRDP20202367 be approved with the conditions noted in the report:

**Description:**

1. That single-lot regrading, for the decommissioning of an existing wastewater lagoon and site reclamation may commence in accordance with the Drawings (A, A-1, A-2, A-3,) as prepared by CIMA+, dated August 2020, Project Name: Springbank Wastewater Lagoon Reclamation, as submitted with the application.

**Prior to Issuance:**

2. That prior to issuance of this permit, the Applicant/Owner shall submit a construction management plan, addressing noise mitigation measures, traffic accommodation, sedimentation and dust control, management of stormwater during construction, erosion and weed control, construction practices, waste management, firefighting procedures, evacuation plan, hazardous material containment and all other relevant construction management details, in accordance with County Servicing Standards.
3. That prior to issuance of this permit, the Applicant/Owner shall submit an Erosion and Sedimentation Control (ESC) plan, conducted and stamped by a qualified professional, that provides sediment and erosion control measures and protects the natural drainage course from sediment caused by the proposed development, in accordance with County Servicing Standards.
4. That prior to issuance of this permit, the Applicant/Owner submit a deep fills, report conducted by a professional geotechnical engineer for all areas of fill greater than 1.2 m in depth, in accordance with County Servicing Standards.
5. That prior to issuance 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.
6. That prior to issuance of this permit, the Applicant/Owner shall submit a Site-Specific Implementation Plan (SSIP), conducted and stamped by a professional engineer, that demonstrates that the proposed development is in accordance with and meets the stormwater targets outlined in the Springbank Master Drainage Plan, Springbank Creek Catchment Drainage Study, and the County Servicing Standards.
7. That prior to issuance of this permit, the Applicant/Owner shall confirm any impact to the proposed riparian protection area, related to the subject development, to the satisfaction of the County.
  - i. If any impact is confirmed, the Applicant/Owner shall submit a Biophysical Impact Assessment (BIA) and demonstrate that the impacts meet Alberta Environment and Park's Stepping Back from the Water guide should the proposed development directly impact the riparian setback, to the satisfaction of the County.



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**Permanent:**

8. That any plan, technical submission, agreement, matter or understanding submitted and approved as part of the application, in response to a prior to issuance or occupancy condition, shall be implemented and adhered to in perpetuity.
9. That upon completion, the Applicant/Owner shall provide compaction testing, verifying that the fill areas greater than 1.20 m (3.93 ft.) in depth were placed in accordance with the Deep Fills report accepted by the County.
10. That dust control shall be maintained on the site during construction and that the Applicant/Owner shall take whatever means necessary to keep visible dust from blowing onto adjacent lands.
11. That if no future development of the proposed graded area occurs, the proposed graded area shall have a minimum of six inches of topsoil placed on top, which shall then be spread and seeded to native vegetation, farm crop, or landscaped, to the satisfaction of the County.
12. The Applicant/Owner shall implement erosion and sedimentation control measures and ensure that the drainage in the area is not negatively impacted.
13. That the entire site shall be maintained in a neat and orderly manner at all times to the satisfaction of the County.

**Advisory:**

14. That the site shall remain free of restricted and noxious weeds and be maintained in accordance with the Alberta Weed Control Act [*Statutes of Alberta, 2008 Chapter W-5.1; Current as of December 15, 2017*].
15. That all construction and building materials shall be maintained on-site, in a neat and orderly manner. Any debris or garbage shall be stored/placed in garbage bins and disposed of at an approved disposal facility.
16. That the Applicant/Owner shall adhere to the County's Noise Bylaw (C-5772-2003) at all times.
17. That if the development authorized by this Development Permit is not commenced with reasonable diligence within 12 months from the date of issue, and completed within 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 Officer.
18. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner
  - i. That the Applicant/Owner shall obtain and conform to all required environmental approvals and regulations, including EPEA and the Code of Practice of Wastewater Systems Using a Wastewater Lagoon.
19. That if this Development Permit is not issued by **MAY 31, 2021** or the approved extension date, then this approval is null and void and the Development Permit shall not be issued.

Carried

The Chair called a recess at 11:51 a.m. and called the meeting back to order at 11:56 a.m. with all previously mentioned members present.

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2020-09-24-18 (E-11)

Division 9 – Development Item – Kennel

File: PRDP20202393 (06828006)

Presenter: Sylwia Andersen, the Applicant

MOVED by Member Kissel that Development Permit Application PRDP20202393 be approved with the conditions noted in the report:

**Description:**

1. That a *Kennel* (private dog park) may operate on the subject property in accordance with the approved site plan submitted with the application and the following details:
  - i. Outside dog enclosures/dog runs enclosed by a 1.20 m (3.94 ft.) high chain link fence (or equivalent); and
  - ii. Signage, one identification sign, in accordance with the approved Signage plan.

**Prior to Issuance:**

2. That prior to issuance of this permit, the Applicant/Owner shall submit a revised site plan, identifying the proposed minimum parking stalls (of 2 stalls) or parking area, for the proposed Kennel clientele, to the satisfaction of the County.

**Permanent:**

**Operational:**

3. That a maximum of 10 dogs may be allowed on the subject site at any one time.
4. That all dogs will be removed from the property by 9:00pm to 8:00am on the weekdays and 9:00pm to 9:00am on weekends.
5. That any signage approved within the Signage plan shall be kept in a safe, clean, and tidy condition at all times. It shall not be flashing, electronic or animated at any time.
6. That all on-site lighting shall be dark sky, and all private lighting, including site security lighting and parking area lighting, shall be designed to conserve energy, reduce glare, and reduce uplight. All development shall demonstrate lighting design that reduces the extent of spill-over glare, and eliminates glare as viewed from nearby residential properties.
7. That all business parking shall be onsite. At no time shall any parking be permitted within the County Road allowance.

**Fencing & Enclosures:**

8. That the kennel area shall be enclosed with fencing, which shall be maintained at all times.
9. That all outside runs or fencing shall be a minimum of 1.20 m (3.94 ft.) in height.

**Servicing:**

10. That all waste shall be stored in a dry state in metal or plastic containers, and shall be disposed of off-site in a manner satisfactory to the County.

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**Advisory:**

11. That the Applicant/Owner shall adhere to the County's Animal Control Bylaw [C-5758-2003] and the Noise Bylaw [C-5772-2003] at all times.
12. That any personally-owned dogs of the Applicant/Owner, shall be registered and licensed with Rocky View County, as per the Master Rates Bylaw.
13. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.
14. That if the development authorized by this Development Permit is not commenced with reasonable diligence within 12 months from the date of issue, and completed within 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 Officer.
15. That if this Development Permit is not issued by **APRIL 30, 2021** or the approved extension date, then this approval is null and void and the Development Permit shall not be issued.

Carried

**2020-09-24-19 (E-12)**

**Division 5 – Development Item – Accessory Building**

**File: PRDP20202433 (03329035)**

Member Kissel left the meeting at 12:08 p.m. and did not return to the meeting.

MOVED by Vice-Chair Schule that Development Permit Application PRDP20202433 be approved with the conditions noted in the report:

**Description:**

1. That the minimum side yard setback requirement for the accessory building (existing wood shed), approximately 12.17 sq. m (130.99 sq. ft.) in area, is relaxed from **3.00 m (9.84 ft.) to 0.69 m (2.26 ft.)**, as noted on the approved site plan as submitted with the application.

**Permanent:**

2. That the existing Accessory Building (metal shed), approximately 6.72 sq. m (72.33 sq. ft.), shall be removed from the subject property, within 30 days of permit issuance.

**Advisory:**

3. That any other Federal, Provincial, or County permits, approvals, and/or compliances, are the sole responsibility of the Applicant/Owner.

Carried

Absent: Member Kissel

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**2020-09-24-20 (E-13)**

**Division 3 – Development Item – Accessory Building**

**File: PRDP20202231 (04606136)**

MOVED by Member Hanson that Development Permit Application PRDP20202231 be approved with the conditions noted in the Development Permit Report, attached:

**Description**

1. That an existing accessory building (shed), approximately **3.08 sq. m. (33.23 sq. ft.)** in area, may continue to exist on the parcel in accordance with the approved site plan and application.
  - i. That the minimum required building separation is relaxed from **2.00 m (6.56 ft.)** to **0.03 m (0.09 ft.)**.
2. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.

Carried  
Absent: Member Kissel

**2020-09-24-22 (E-15)**

**Division 5 – Development Item – Home-Based Business, Type II**

**File: PRDP20202128 (04227004)**

MOVED by Member Boehlke that condition 12 for development application PRDP20202128 as noted in Administration's report be amended to read:

That this Development Permit shall be valid until October 21, ~~2021~~ **2026**.

MOVED by Member Boehlke that Development Permit Application PRDP20202128 be approved with the conditions noted in the Development Permit Report, as amended, attached:

**Description:**

1. That a Home-Based Business, Type II, for an auto body and hail damage repair business, may operate on the subject parcel in accordance with the approved plans and submitted application.

**Permanent:**

2. That the number of non-resident employees shall not exceed two (2) at any time.
  - i. That an employee in this Home-Based Business is a person who attends on the property more than once in a seven (7) day period for business purposes.
3. That the operation of this Home-Based Business may generate up to a maximum of four (4) business-related visits per day.
4. That the operation of this Home-Based Business shall be secondary to the residential use of the subject parcel.
5. That the Home-Based Business shall not change the residential character and external appearance of the land and buildings.
6. That the operation of this Home-Based Business shall not generate excessive or unacceptable increases in traffic within the neighbourhood or immediate area.

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7. 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.
8. That the Home-Based Business shall be limited to the dwelling and accessory buildings.
9. That all vehicles, trailers, or equipment that are used in the Home-Based Business shall be kept within a building.
10. That there shall be no signage, exterior display or advertisement of goods or services discernible from the outside of the building.
11. That no off-site advertisement signage associated with the Home-Based Business shall be permitted.
12. That this Development Permit shall be valid until **October 21, 2026**.

**Advisory:**

13. That any other Federal, Provincial, or County permits, approvals, and/or compliances, are the sole responsibility of the Applicant/Owner.
14. That the County's Noise Bylaw C-5772-2003 shall be adhered to at all times.

Carried  
Absent: Member Kissel

**2020-09-24-23 (E-16)**

**Division 4 – Development Item – Home-Based Business, Type II**

**File: PRDP20200842 (04227004)**

MOVED by Vice-Chair Schule Development Permit Application PRDP20200842 be tabled sine die, to allow a Development Permit Application, for a commercial use be applied for by the Applicant/Owner in its place.

Carried  
Absent: Member Kissel

**Adjournment**

MOVED by Vice-Chair Schule that the September 24, 2020 Municipal Planning Commission meeting be adjourned at 12:21 p.m.

Carried  
Absent: Member Kissel

  
Chair or Vice Chair

  
Chief Administrative Officer or Designate