

ROCKY VIEW COUNTY  
MUNICIPAL PLANNING COMMISSION MEETING MINUTES  
October 8, 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 October 8, 2020 commencing at 9:02 a.m.

Present:	Division 5	Chair J. Gautreau
	Division 4	Vice-Chair A. Schule
	Division 1	Member M. Kamachi
	Division 2	Member K. McKylor
	Division 3	Member K. Hanson
	Division 6	Member G. Boehlke
	Division 8	Member S. Wright
	Division 9	Member C. Kissel

Also Present:

- A. Hoggan, Chief Administrative Officer
- B. Riemann, Executive Director, Operations
- T. Cochran, Executive Director, Community Development Services Division
- G. Nijjar, Manager, Planning and Development Services
- S. MacLean, Planning Supervisor, Planning and Development Services
- J. Kwan, Senior Planner, Planning and Development Services
- S. Kunz, Senior Planner, Planning and Development Services
- C. Lombardo, Planner, Planning and Development Services
- S. Khouri, Planner, 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
- S. Thompson, Development Assistant, Planning and Development Services

**Call to Order**

The Chair called the meeting to order at 9:02 a.m. with all members present.

**2020-10-08-01 (B-1)**

**Updates/Acceptance of Agenda**

MOVED by Vice-Chair Schule that the October 8, 2020 Municipal Planning Commission meeting agenda be amended as follows:

- Add item F-1 – Livestreaming of MPC Meetings
- Add item F-2 – 2021 MPC meeting dates

AND THAT the October 8, 2020 Municipal Planning Commission meeting agenda be approved as amended.

Carried

**2020-10-08-02 (C-1)**

**Approval of Minutes**

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

Carried

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**2020-10-08-03 (D-1)**

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

**File: PL20190008 (05715034 / 038)**

The Chair called for a recess at 9:16 a.m. and called the meeting back to order at 9:23 a.m. with all previously mentioned members present.

MOVED by Vice-Chair Schule that Subdivision Application PL20190008 be approved with the conditions noted in Attachment 'B'.

- A. That the application to create three new parcels, two  $\pm$  0.80 hectares ( $\pm$  1.98 acres) in size and one  $\pm$  0.93 hectares ( $\pm$  2.29 acres) in size, with two remainder parcels  $\pm$  0.99 hectares ( $\pm$  2.45 acres) and  $\pm$  0.80 hectares ( $\pm$  1.98 acres) in size from Lot 28, Block 4, Plan 0310255 & Lot 26, Plan 9210971 within NE-15-25-3-W5M has been evaluated in terms of Section 654 of the Municipal Government Act and Sections 7 and 14 of the Subdivision and Development Regulations, and having considered adjacent landowner submissions, it is recommended that the application be approved as per the Tentative Plan for the reasons listed below:
- 1) The subject lands hold the appropriate land use designation;
  - 2) The technical aspects of the subdivision proposal have been considered, and are further addressed through the conditional approval requirements.
- B. The 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 condition 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 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, that the application be approved subject to the following conditions of approval:

*Plan of Subdivision*

- 1) Subdivision is to be effected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act, or such other means satisfactory to the Registrar of the South Alberta Land Titles District;
- 2) The Owner is to provide a Site Plan, prepared by an Alberta Land Surveyor, which illustrates the following in relation to the new property lines:
  - a) All existing buildings and structures are to conform to the setback requirements in relation to the new property line, as described in the Residential One Land Use District, as per the Land Use Bylaw C-4841-97, as amended.
  - b) The Site Plan is to confirm that all existing private sewage treatment systems are located within the boundaries of Lot 2, in accordance with the The Alberta Private Sewage Systems Standard of Practice 2009;
  - c) The Site Plan is to confirm that all water wells are located within the boundaries of Lot 2.

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*Transportation and Access*

- 3) The Owner shall upgrade the existing road approach to a mutual paved standard as shown on the Approved Tentative Plan, in order to provide access to Lots 1, 2, 3, & 4. In addition, the Owner shall:
  - a) Provide an access right of way plan; and
  - b) Prepare and register respective easements on each title, where required.
- 4) The Owner shall construct a new paved approach on Springbank Heights Loop in order to provide access to Lot 5.

*Fees and Levies*

- 5) The Owner shall pay the Transportation Off-Site Levy in accordance with Bylaw C-8007-2020 prior to endorsement. The County shall calculate the total amount owing:
  - a) from the total gross acreage of the lands as shown on the Plan of Survey.
- 6) The Owner shall pay the County subdivision endorsement fee, in accordance with the Master Rates Bylaw, for the creation of three new lots.

*Site Servicing/Developability*

- 7) The Owner is to enter into a Development Agreement (Site Improvements / Services Agreement) with the County, for each proposed lot, that includes the following:
  - a) The installation of packaged sewage treatment systems meeting BNQ or NSF 40 Standards, in accordance with the findings of the Private Sewage Treatment System Assessment and Site Evaluation prepared by Western Water Resources (March 25, 2016).
  - b) For the construction of a trap lows and grass swales in accordance with the Site-specific Stormwater Implementation Plan, prepared by Western Water Resources Inc. (November 14, 2019);
  - c) Implementation of recommendations of the Slope Stability Assessment, prepared by Western Water Resources (May 7, 2020);
  - d) Registration of any required easements and / or utility rights-of-way;
  - e) Provision of necessary Alberta Environment and Parks registration documentation and approvals for the stormwater infrastructure system.
- 8) Water is to be supplied by new individual wells on proposed Lots 1, 3, 4, & 5. The subdivision shall not be endorsed until:
  - a) An Aquifer Testing (Phase II) Report is provided, which is to include aquifer testing and the locations of the wells on each lot; and
  - b) The results of the aquifer testing meet the requirements of the Water Act; if they do not, the subdivision shall not be endorsed or registered.
- 9) The Owner is to enter into a Deferred Services Agreement with the County, to be registered on title for Lots 1-5, indicating:
  - a) Requirements for each future Lot Owner 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.

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10) The Owner shall enter into an Environmental Reserve Easement for the protection and enhancement of the environment in accordance with Section 664 of the *Municipal Government Act*;

- a) The easement area is applicable to those lands identified in the Geotechnical Developable Areas Assessment and Riparian Setback Assessment, prepared by Western Water Resources Inc., dated November 14, 2019;
- b) The easement shall meet the requirements of Section 664(3) of the MGA.

*Taxes*

11) 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**

Prior to final endorsement of the Subdivision, Administration is directed to present the Owner with a Voluntary Recreation Contribution Form and to ask them if they will contribute to the Fund in accordance with the contributions prescribed in the Master Rates Bylaw.

Carried

**2020-10-08-04 (D-2)**

**Division 1 – Subdivision Item – Residential Subdivision**

**File: PL20200055 (03913064)**

MOVED by Member McKylor that proposed condition 7 for subdivision application PL20200055 as noted in Administration's Attachment B of Administration's report be deleted in its entirety.

Carried

MOVED by Member Kamachi that Subdivision Application PL20200055 be approved with the conditions noted in Attachment 'B', as amended.

A. The application to create two parcels, ± 0.10 hectares (± 0.25 acres) and ± 0.10 hectares (± 0.25 acres) in size, with a ± 0.23 hectare (± 0.56 acre) remainder from Lot 5, Block 3, Plan 1741 EW, SE-13-23-5-W5M has been evaluated in terms of Section 654 of the *Municipal Government Act* and Sections 7 and 14 of the Subdivision and Development Regulations, and having considered adjacent landowner submissions, it is recommended that the application be 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.

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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*, that the application 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 remove and reclaim the existing two (2) approaches, as shown on the approved Tentative Plan to the satisfaction of the County;
- 3) The Applicant/Owner shall construct a new mutual approach on Spruce Ave in order to provide access to Lot(s) 1 and 2; In addition, the Owner shall:
  - a) Provide an access right of way plan; and
  - b) Prepare and register respective easements on each title, where required.

*Developability*

- 4) The Applicant/Owner shall construct appropriately sized & designed water and wastewater utilities main connections & service connections. All work shall be done in accordance with the County Servicing Standards and the Water & Wastewater Utilities Bylaw (C-7662-2017), including:
  - a) The Applicant/Owner shall submit engineered design drawings of the connections for review by the County. Written approval of the design drawings shall be obtained from the Manager of Utility Services prior to construction commencement.
  - b) The Applicant/Owner shall provide the necessary security for the tie-in to the existing water distribution system and the sanitary collection system, based on an estimated construction cost prepared by a qualified professional.
- 5) The Applicant/Owner is to enter into a Customer Service Agreement with the County in accordance with the approved Tentative Plan for Lot(s) 1 and 2, to provide waste water serving and water servicing to the proposed lots.
- 6) The Applicant/Owner is to provide a detailed Site Specific Stormwater Implementation Plan, prepared by a qualified professional in accordance with the Bragg Creek Master Drainage Plan and County Servicing Standards. Implementation of the Stormwater Management Plan shall include:
  - a) Should the Stormwater Implementation Plan indicate that improvements are required, the Applicant/Owner shall enter into a Development Agreement (Site Improvements / Services Agreement) with the County for the implementation of the improvements outlined in the Site Specific Stormwater Implementation Plan accepted by the County;

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- b) Registration of any required easements, utility rights of way, and utility right-of-way agreements;
  - c) Provision of necessary approvals and compensation provided to Alberta Environment and Parks for wetland loss and mitigation; and
  - d) Provision of necessary Alberta Environment and Parks registration documentation and approvals for the stormwater infrastructure system.

*Site Construction*

- 7) The Applicant/Owner shall submit a Construction Management Plan, to the satisfaction of the County. The Plan shall be prepared by a qualified professional, addressing noise mitigation measures, traffic accommodation, sedimentation and dust control, management of storm water during construction, erosion and weed control, construction practices, waste management, firefighting procedures, evacuation plan, and all other relevant construction management detail.

*Payments and Levies*

- 8) The Applicant/Owner shall pay the Transportation Off-Site Levy in accordance with the Transportation Off-Site Bylaw C-8007-2020.
- 9) The Applicant/Owner shall pay the Water and Wastewater Off-Site Levy in accordance with the Water and Wasterwater Off-Site Bylaw C-8009-2020.
- 10) The Applicant/Owner shall pay the County Subdivision Endorsement fee, in accordance with the Master Rates Bylaw, for the creation of two (2) new Lot(s).

*Taxes*

- 11) 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**

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

**2020-10-08-05 (E-1)**

**Division 8 – Development Item – Dwelling Unit, accessory to the principal use**

**File: PRDP20202312 (06609005)**

MOVED by Member Boehlke that Development Permit Application PRDP20202312 be approved with the conditions noted in the Development Permit Report, attached.

**Description**

- 1. That a Dwelling Unit, accessory to the principal religious facility use may be constructed on the parcel in accordance with the site plan and architectural drawings dated September 11, 2020 and updated on September 18, 2020 (Drawings A2 and A3) and updated on September 23, 2020 (Drawing A1) which include the following:
  - a. Construction of a 320.62 sq. m. (3,451.16 sq. ft.) dwelling unit, consisting of an approximately 160.31 sq. m. (1,725.58 sq. ft.) main floor and a 160.31 sq. m. (1,725.58 sq. ft.) basement constructed on a permanent foundation.

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**Prior-to-Issuance**

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

**Permanent**

3. That at least 2 parking stalls shall be maintained onsite, adjacent to the dwelling unit, for residential parking only, as illustrated on the updated site plan on sheet A1, dated September 23, 2020.
4. That it is the Applicant/Owner's responsibility to obtain and display a distinct municipal address in accordance with the County Municipal Addressing Bylaw (Bylaw C-7562-2016), for each dwelling unit located on the subject site, to facilitate accurate emergency response.
5. That there shall be no more than 1.00 m (3.28 ft.) of fill adjacent to or within 15.00 m (49.21 ft.) of the proposed development under construction unless a Development Permit has been issued for additional fill.

**Advisory**

6. That during construction, the County's Noise Control Bylaw C-5772-2003 shall be adhered to at all times.
7. That during construction, all construction and building materials shall be maintained onsite, 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.
8. 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]*.
9. That a Building Permit and sub-trade permits shall be obtained through Building Services, prior to any construction taking place and shall include:
  - a. A fire alarm system is required if the Occupant load is greater than 10 (sleeping accommodation).
  - b. Fire rated separations are required between sleeping rooms if there are more than 8 lodgers. A fire-rated public corridor will also be required for exiting.
  - c. A fire-rated exit will be required from the basement out to the exterior of the building.
  - d. The floor will require a fire separation, all penetrations will require smoke/fire dampers, fire stopping systems, and other fire suppression infrastructure as required.
  - e. A barrier-free path of travel and barrier-free access is required within the building interior.
10. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.
  - a. That the Applicant/Owner shall adhere to any requirements of ATCO Gas Pipeline Instruments registered on title.
11. 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 Authority.

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12. 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

**2020-10-08-06 (E-2)**

**Division 1 – Development Item – Accessory Building**

**File: PRDP20202123 (03925049)**

MOVED by Member Kissel that Development Permit Application PRDP20202123 be approved with the conditions noted in the Development Permit Report, attached.

**Description**

1. That an Accessory Building (greenhouse), approximately 7.94 sq. m. (85.40 sq. ft.), may remain on the subject land in general accordance with the approved Site Plan and submitted application.
  - a. That the minimum rear yard setback requirement shall be relaxed from **7.00 m (22.96 ft.) to 4.07 m (13.35 ft.)**.

**Advisory**

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

Carried

**2020-10-08-10 (E-7)**

**Division 3 – Development Item – Single-lot Regrading**

**File: PRDP20202342 (04714170)**

MOVED by Member Hanson that Development Permit Application PRDP20202342 be approved with the conditions noted in the Development Permit Report, attached.

**Description**

1. That single-lot regrading and placement of clean fill (existing) can remain on-site as per the as-built drawing prepared by Alpha Geomatics Inc., (*dated October 29, 2019*) and in general accordance with the conditions of this permit.

**Prior-to-Issuance**

2. That prior to issuance of this permit, the Applicant/Owner shall submit a grade slip, from MPE Engineering, verifying that the as-built grading drawing is in accordance with the overall development stormwater management plan and grading slip for the subdivision, in accordance with County Servicing Standards.
3. 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.
  - a. 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.



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**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 if no future development of the proposed regrading area occurs, the proposed regrading area shall have a minimum of six (6) 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.
6. That the Applicant/Owners shall be responsible for rectifying any adverse effect on adjacent lands from drainage alteration including the south Public Utility Lot, Lot: 14 PUL, Block 3, Plan 0914791, owned by the County.
7. That the existing pathway/access right of way, registered for the subdivision under Plan No. 0914793, shall not be used at any time for staging or access to the site, for the development purposes.
8. That the subject land shall be maintained in a clean and tidy fashion at all times and all waste material shall be deposited and confined in an appropriate enclosure. All waste material shall be regularly removed from the property to prevent any debris from blowing onto adjacent property or roadways. That all garbage and waste shall be stored in weatherproof and animal proof containers and be in a location easily accessible to containerized garbage pickup.

**Advisory**

9. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owners.
10. That the site shall remain free of restricted and noxious weeds and maintained in accordance with the Alberta Weed Control Act [*Statutes of Alberta, 2008 Chapter W-5.1, December 2017*].
11. That if the development authorized by this Development Permit is not completed within six (6) months of the date of issuance, the permit is deemed to be null and void.
12. That if this Development Permit is not issued by **APRIL 30, 2020** 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.***

Carried

**2020-10-08-07 (E-3)**

**Division 7 – Development Item – Single-lot Regrading**

**File: PRDP20201966 (07723013 / 07726004)**

Presenter: Clifford Williamson, the Applicant

MOVED by Member Boehlke that Development Permit Application PRDP20201966 be approved with the conditions noted in the report.

**Description**

1. That single-lot regrading and the placement of approximately 197.00 cubic metres of clean fill, for construction of an access road to a parcel without access, 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 submit a grading plan, conducted and stamped by a professional engineer, which provides pre-development and post-development grades.
  - a. That should there be any areas of fill that are greater than 1.20 m (3.93 ft.) in depth, the Applicant/Owner shall submit a Deep Fills report, conducted by a professional geotechnical engineer for all areas of fill greater than 1.20 m (3.93 ft.) in depth.
3. 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.
  - a. 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.
4. That prior to issuance of this permit, the Applicant/Owner shall contact County Road Operations and obtain a consent letter for the access road construction through the undeveloped County road right-of-way.
  - a. Written confirmation shall be received from County Road Operations confirming the status of this condition. Consent shall be obtained unless otherwise noted by County Road Operations.
5. That prior to issuance of this permit, the Applicant/Owner shall submit a revised survey plan identifying the following:
  - a. The access easement has been moved further east so that no portion of the easement is encroaching into the marsh boundary as identified in the Alberta Wetland Inventory; and
  - b. The access easement has been reduced to 12.50 m (41.01 ft.) in width.
  - c. Once the revised survey plan has been reviewed and approved by the County, written confirmation shall be submitted by the Applicant/Owner confirming that the revised easement has been registered with land titles.

**Permanent**

6. 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.
7. That upon completion of the proposed development, should there be areas of fill that are greater than 1.20 m (3.93 ft.) in depth, the Applicant/Owner shall submit 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.
8. 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.
9. That upon completion of the proposed development, the Applicant/Owners shall submit an as-built survey, confirming that the development proposal and post grades align with the supporting technical submissions for the file.
10. 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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- a. 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.
11. That no topsoil shall be removed from the site.
  12. That the Applicant/Owners shall ensure no organic material is buried and capped in a manner that will cause methane gas related issues.
  13. That the fill shall not contain large concrete, rebar, asphalt, building materials, organic materials, or other metal.
  14. 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.
  15. That the Applicant/Owners shall be responsible for rectifying any adverse effect on adjacent lands from drainage alteration.
  16. That the subject land shall be maintained in a clean and tidy fashion at all times and all waste material shall be deposited and confined in an appropriate enclosure. All waste material shall be regularly removed from the property to prevent any debris from blowing onto adjacent property or roadways. That all garbage and waste shall be stored in weatherproof and animal proof containers and be in a location easily accessible to containerized garbage pickup.

**Advisory**

17. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.
18. That the subject development shall conform to the County's Noise Bylaw C-5773-2003 in perpetuity.
19. 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*].
20. 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.
21. 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

**2020-10-08-08 (E-4)**

**Division 5 – Development Item – Home-Based Business, Type II**  
**File: PRDP20202248 (04222009)**

MAIN MOTION

MOVED by Vice-Chair Schule that Development Permit Application PRDP20202248 be approved with the conditions noted in the report, as requested by the Applicant.

AMENDING MOTION

MOVED by Member Boehlke that condition 14 for development application PRDP20202248 as noted in Administration's report be amended to read:

- That this Development Permit, once issued, shall be valid until MAY 31, ~~2023~~ **2026**.

Defeated

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MAIN MOTION

MOVED by Vice-Chair Schule that Development Permit Application PRDP20202248 be approved with the conditions noted in the report, as requested by the Applicant.

**Description**

1. That a Home-Based Business, Type II, for auto body repair, may operate on the subject parcel in accordance with the approved Site Plan, submitted application, and conditions of this permit including the following:
  - a. That the maximum size of the outside storage area is relaxed from **400.00 sq. m (4,305.56 sq. ft.)** to **8,639.98 sq. m (93,000 sq. ft.)**.

**Prior-to-Issuance**

2. That prior to issuance of this permit, that the Applicant/Owner shall submit a revised site plan that identifies the location, screening, and size of the outside storage area, which shall be no greater than 8,639.98 sq. m (93,000 sq. ft.). The outside storage area shall meet the building setback requirement and be completely screened, as per the requirements of the Land Use Bylaw and to the satisfaction of the County.
  - a. That once the screening for the outside storage area is installed, a site inspection shall be completed by the County, to confirm that the outdoor storage area is as per the revised site plan, to the satisfaction of the County.

**Permanent**

3. That the number of non-resident employees shall not exceed two (2) at any time.
  - a. 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.
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, Type II shall not change the residential or agricultural character and external appearance of the land and buildings.
6. That the operation of this Home-Based Business, Type II shall not generate excessive or unacceptable increases in traffic within the neighbourhood or immediate area.
7. That the Home-Based Business, Type II 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 resident dwellings shall be preserved. The Home-Based Business, Type II 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, accessory building and the outside storage area in accordance with the approved Site Plan.
9. That all vehicles, trailers, or equipment that is used in the Home-Based Business, Type II shall be kept within the dwelling, accessory building, or storage area in accordance with the approved Site Plan.
10. That all outside storage that is a part of the Home-Based Business, Type II shall be completely visually screened from adjacent lands, shall meet the minimum setback requirements for buildings, and shall not exceed 400.00 sq. m (4,305.56 sq. ft.), in accordance with the approved Site Plan.
11. That the display or placement of signage for the Home-Based Business shall be in accordance with the following:

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- a. One (1) on-site, commercially produced identification type sign containing either the name of the resident or the name of the home-based business, contact information and logo (no other advertising is permitted) is permitted;
  - b. Maximum sign dimensions shall be as follows: 1.00 m (3.28 ft.) in length, 0.60 m (1.97 ft.) in height;
  - c. Sign construction and lettering shall be as follows:
    - i. Sign constructed using 19.00 mm (0.75 in.), high density plywood or 38.0 mm (1.49 in.) solid wood;
    - ii. Sign finish consisting of a high density reflective finish or equivalent, with die cut lettering or silk screen lettering;
    - iii. Minimum letter size of 10.00 cm (3.93 in.), all upper case, uniform letter style;
  - d. The sign shall be located in the yard, front adjacent to the front property line and either supported on independent posts or attached to existing fencing in an attractive fashion.

12. That no off-site advertisement signage associated with the Home-Based Business shall be permitted.

13. That if this permit is not issued by **May 31, 2020** or the approved extension date, then this approval is null and void and the Development Permit shall not be issued.

14. That this Development Permit, once issued, shall be valid until **MAY 31, 2023**.

#### Advisory

15. That the County's Noise Bylaw C-5772-2003 shall be adhered to at all times.

16. That all other government compliances and approvals are the sole responsibility of the Applicant/Owner.

Carried

#### MOTION ARISING

MOVED by Vice-Chair Schule that the Municipal Planning Commission recommend to Council that Administration work with the Applicant to redesignate the lands to an appropriate land use for the business.

Carried

#### **2020-10-08-08 (E-5)**

#### **Division 8 – Development Item – Single-lot Regrading**

**File: PRDP20202309 (05736151)**

MOVED by Member Wright that Development Permit Application PRDP20202309 be approved with the conditions noted in the report.

#### **Description**

1. That single-lot regrading and the placement of approximately 200 cubic metres of clean fill, including construction of a berm and swales, shall be permitted in general accordance with the drawings submitted with the application and the conditions of this permit.

#### **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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- a. That the Applicant/Owner shall also confirm with County Road Operations if a temporary road approach is required to access the site during development. All approvals shall be obtained by the Applicant/Owner, if required.
  - b. Written confirmation shall be received from County Road Operations confirming the status of this condition. Any required agreement or permits shall be obtained unless otherwise noted by County Road Operations.

**Permanent**

3. 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.
4. That upon completion of the proposed development, all areas of fill that are greater than 1.20 m (3.93 ft.) in depth, the Applicant/Owner shall submit compaction testing results, prepared by a qualified professional, in accordance with County Servicing Standards.
5. 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.
6. That upon request of the County, the Applicant/Owner shall submit an as-built survey, confirming that the development proposal and post grades align with the approved application.
7. 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.
  - a. 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.
8. That no topsoil shall be removed from the site.
9. That the Applicant/Owners shall ensure no organic material is buried and capped in a manner that will cause methane gas related issues.
10. That the fill shall not contain large concrete, rebar, asphalt, building materials, organic materials, or other metal.
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 if no future development of the proposed graded area occurs, the proposed graded area shall have a minimum of six (6) 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.
13. That the Applicant/Owners shall be responsible for rectifying any adverse effect on adjacent lands from drainage alteration.
14. That the subject land shall be maintained in a clean and tidy fashion at all times and all waste material shall be deposited and confined in an appropriate enclosure. All waste material shall be regularly removed from the property to prevent any debris from blowing onto adjacent property or roadways. That all garbage and waste shall be stored in weatherproof and animal proof containers and be in a location easily accessible to containerized garbage pickup.

**Advisory**

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

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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 maintained in accordance with the Alberta Weed Control Act [*Statutes of Alberta, 2008 Chapter W-5.1, December 2017*].
  18. 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.
  19. 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

**2020-10-08-09 (E-6)**

**Division 4 – Development Item – Dwelling, Single Detached**

**File: PRDP20202416 (03214054)**

MOVED by Vice-Chair Schule that Development Permit Application PRDP20202416 be approved with the conditions noted in the Development Permit Report, attached.

**Description**

1. That the dwelling, single detached (existing deck) may remain on the subject parcel, in accordance with the with Real Property Report prepared by Vista Geomatics Ltd., dated June 8, 2020.
  - a. That the minimum rear yard setback requirement for the dwelling, single detached (existing deck), shall be relaxed from **8.00 m (26.25 ft.) to 4.16 m (13.65 ft.)**.

**Advisory**

2. That the accessory building (existing shed, 7.44 sq. m [80.08 sq. ft.] in area) shall be relocated to the rear yard of the property, to be in compliance with Direct Control District 85 Regulation 2.5.2.
3. That any over government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.

Carried

The Chair called a recess at 10:21 a.m. and called the meeting back to order at 10:29 a.m. with all previously mentioned members present.

**2020-10-08-11 (F-1)**

**All Divisions – Livestreaming of MPC Meetings**

**File: N/A**

MOVED by Vice-Chair Schule that the Municipal Planning Commission recommend to Council that the meetings be livestreamed, starting October 29, 2020.

Carried

ROCKY VIEW COUNTY  
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**2020-10-08-12 (F-2)**

**All Divisions - 2021 MPC meeting dates**

**File: N/A**

MOVED by Vice-Chair Schule that the Municipal Planning Commission recommend to Council that the Municipal Planning Commission meetings be moved from Thursdays to Wednesdays, starting in the 2021 calendar year.

Carried

**Adjournment**

MOVED by Member McKylor that the October 8, 2020 Municipal Planning Commission meeting be adjourned at 10:43 p.m.

Carried



Chair or Vice Chair



Chief Administrative Officer or Designate