

ROCKY VIEW COUNTY
MUNICIPAL PLANNING COMMISSION MEETING MINUTES
October 29, 2020

Page 1

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 29, 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 2	Member K. McKylor
	Division 3	Member K. Hanson (arrived at 9:01)

Absent:	Division 6	Member G. Boehlke
	Division 7	Member D. Henn
	Division 8	Member S. Wright

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
- H. McInnes, Development Supervisor, Planning and Development Services
- S. MacLean, Planning Supervisor, Planning and Development Services
- J. Anderson, Senior Planner, Planning and Development Services
- J. Kwan, Senior Planner, Planning and Development Services
- S. Kunz, Senior Planner, Planning and Development Services
- O. Newmen, Planner, Planning and Development Services
- S. Khouri, Planner, Planning and Development Services
- X. Deng, Planner, Planning and Development Services
- J. Targett, Senior 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
- W. Van Dijk, 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, with the exception of Member Hanson who arrived at 9:01 a.m.

2020-10-29-01 (B-1)

Updates/Acceptance of Agenda

MOVED by Member McKylor that the October 29, 2020 Municipal Planning Commission meeting agenda be accepted as presented.

Carried

2020-10-29-02 (C-1)

Approval of Minutes

MOVED by Member McKylor that the October 8, 2020 Municipal Planning Commission meeting minutes be approved as presented.

Carried

ROCKY VIEW COUNTY
MUNICIPAL PLANNING COMMISSION MEETING MINUTES
October 29, 2020

Page 2

2020-10-29-03 (D-1)

Division 1 – Subdivision Item – Agricultural First Parcel Out Subdivision

File: PL20200080 (04817002)

MOVED by Vice-Chair Schule that Subdivision Application PL20200080 be lifted from the table.

Carried

Presenter: Ray Nicholl, the Applicant

MOVED by Member McKylor that Subdivision Application PL20200080 be approved with the conditions noted in Attachment 'B':

- A. The application to create a ± 32.37 hectare (± 80 acre) parcel with a ± 32.37 hectare (± 80 acre) remainder at NW-17-24-4-W05M, having been evaluated in terms of Section 654 of the *Municipal Government Act* and Section 7 of the Subdivision and Development Regulations, and having considered adjacent landowner submissions, is approved as per the Tentative Plan for the reasons listed below:
 - 1) The application is consistent with the Statutory Policy;
 - 2) The subject lands hold the appropriate land use designation;
 - 3) The technical aspects of the subdivision proposal have been considered and are further addressed through the conditional approval requirements.
- B. The Applicant/Owner is required, at their expense, to complete all conditions attached to and forming part of this conditional subdivision approval prior to Rocky View County (the County) authorizing final subdivision endorsement. This requires submitting all documentation required to demonstrate 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) That the Owner shall enter into a Development Agreement pursuant to Section 655 of the *Municipal Government Act* in accordance with the approved Tentative Plan and shall include the following:
 - i) Design and construction of a public road (Regional Low Volume Standard) along the undeveloped Range Road 45 Road Allowance from Township Road 244 to Lots 1 and 2 (approximately 2 km in length), with associated infrastructure which includes the following:
 - (a) Road Approaches to Lots 1 and Lot 2;
 - (b) A cul-de-sac at the termination point of the road;
 - (c) Signage;

ROCKY VIEW COUNTY
MUNICIPAL PLANNING COMMISSION MEETING MINUTES
October 29, 2020

Page 3

-
- ii) Should the wetland located within the road allowance be impacted by the proposed development, the Owner shall provide a Biophysical Impact Assessment (BIA) and/or Wetland Impact Assessment conducted by a qualified professional to assess the existing wetland and the impacts the proposed development will have on the wetland. The BIA and/or the Wetland Impact Assessment shall provide recommendations on mitigation and compensation measures to address the impacts to the wetland;
 - iii) Implementation of the recommendations of the Biophysical Impact Assessment and/or Wetland Impact Assessment;
 - iv) Implementation of the recommendation of the Construction Management Plan;
 - v) Implementation of the recommendation of the Erosion and Sediment Control Plan; and
 - vi) Alberta Environment and Parks approvals are required for disturbance to any wetlands, prior to signing of the Development Agreement.

Construction Management

- 3) The Owner is to provide a Construction Management Plan, which is to include, but not limited to noise, sedimentation and erosion control, construction waste management, firefighting procedures, evacuation plan, construction and management details in accordance with the County's Servicing Standards.
- 4) The Owner shall submit an Erosion and Sediment Control Plan in accordance with the County Servicing Standards.

Payments and Levies

- 5) The Owner shall pay the County Subdivision Endorsement fee, in accordance with the Master Rates Bylaw, for the creation of one new lot.

Taxes

- 6) 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

2020-10-29-04 (D-2)

Division 6 – Subdivision Item – Agricultural, Small Parcel District

File: PL20190130 (08101002)

MOVED by Vice-Chair Schule that Subdivision Application PL20190130 be approved with the conditions noted in Attachment 'B':

- A. The application to create a ± 12.70 hectare (± 31.39 acre) parcel with a ± 34.93 hectare (± 86.31 acre) remainder, within NW-1-28-26-W4M, 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 approved as per the Tentative Plan for the reasons listed below:

ROCKY VIEW COUNTY
MUNICIPAL PLANNING COMMISSION MEETING MINUTES
October 29, 2020

Page 4

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- 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 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 accessing Lot 1, as shown on the approved Tentative Plan.
 - i) The approach shall access Range Road 261, no access to Highway 9 is permitted.

Municipal Reserves

- 3) 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 Bernie Seifert, dated Sept. 3, 2019, pursuant to Section 666(3) of the *Municipal Government Act*;
 - i) Reserves for Lot 2 are to be deferred with Caveat pursuant to Section 669(2) of the *Municipal Government Act*;

Payments and Levies

- 4) 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

- 5) 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

2020-10-29-05 (D-3)

Division 8 – Subdivision Item – Residential Subdivision

File: PL20190124 (06701023)

MOVED by Member Hanson that Subdivision Application PL20190124 be approved with the conditions noted in Attachment 'B':

- A. The application to create a ± 0.864 hectare (± 2.14 acre) parcel (Lot 1), a ± 1.22 hectare (± 3.01 acre) parcel (Lot 2), and ± 1.06 hectare (± 2.62 acre) parcel (Lot 3) at Block 1, Plan 9010325, SE-1-26-3-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.
 - i) The Owner is to dedicate by Plan of Survey, a 5.00 m wide portion of land for road widening along the eastern boundary of proposed Lots 1 and 2, and a 5.00 m wide portion of land for road widening along the southern boundary of Lots 2 and 3.

Transportation and Access

- 2) The Owner shall upgrade the existing road approach to a single paved standard as shown on the Approved Tentative Plan, in order to provide access to Lot 1. 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.

ROCKY VIEW COUNTY
MUNICIPAL PLANNING COMMISSION MEETING MINUTES
October 29, 2020

Page 6

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- 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 2 and 3. 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. 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.

Site Servicing

- 4) The Owner is to provide confirmation of tie-in for connection to Rocky View Water Co-op, an Alberta Environment licensed piped water supplier, for Lots 1, 2, and 3, as shown on the Approved Tentative Plan. This includes providing information regarding:
- a) Confirmation from the water supplier that an adequate and continuous piped water supply is available for the proposed new Lots 1, 2, and 3;
 - b) Documentation proving that water supply has been purchased for proposed Lots 1, 2, and 3; and,
 - c) Documentation proving that all necessary water infrastructure is installed.
- 5) The Owner is to enter into a Site Improvements / Services Agreement with the County and shall include:
- a) In accordance with the Level 3 Private Sewage Treatment System (PSTS) Assessment of Site Suitability prepared by Sedulous Engineering Inc. dated July 2020; and,
 - b) For the construction of advanced packaged treatment systems for new Lots 1 and 2.

Stormwater

- 6) The Owner is to provide and implement a Site Specific Stormwater Implementation Plan (SSIP) that addresses runoff generated due to increased impervious area associated with driveway and home construction. Implementation of the Stormwater Management Plan in accordance with the Bearspaw-Glenbow Master Drainage Plan and Nose Creek Watershed Water Management Plan and shall include:
- a) If the recommendations of the Stormwater Management Plan require improvements, then a Site Improvements / Services Agreement shall be entered into;
 - b) Registration of any required easements and / or utility rights of way;
 - c) Necessary approvals and compensation provided to Alberta Environment for wetland loss and mitigation;
 - d) Necessary Alberta Environment licensing documentation for the stormwater infrastructure system;

Municipal Reserves

- 7) The provision of Reserve in the amount of 10 percent of the area of Lots 1, 2, and 3, 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 R. Blair Code, CRA, File 20190906, dated September 25, 2019, pursuant to Section 666(3) of the Municipal Government Act:

Payments and Levies

- 8) The Owner shall pay the County Subdivision Endorsement fee, in accordance with the Master Rates Bylaw, for the creation of two new lots.

ROCKY VIEW COUNTY
MUNICIPAL PLANNING COMMISSION MEETING MINUTES
October 29, 2020

Page 7

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- 9) The Owner shall pay the Transportation Off-Site Levy in accordance with Bylaw C-8007-2020 prior to subdivision endorsement. The County shall calculate the total amount owing;
- i) from the total gross acreage of lot(s) 1 and 2 as show on the Plan of Survey; and/or
 - ii) The Levy shall be deferred on Lot 3 as shown on the Approved Tentative Plan.

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*.

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

2020-10-29-06 (D-4)

Division 9 – Subdivision Item – Residential Subdivision

File: PL20190147 (06710018)

MOVED by Member Hanson that Subdivision Application PL20190147 be approved with the conditions noted in Attachment 'B':

- A. The application to create a ± 4.05 hectare (± 10.00 acre) parcel (Lot 1), a ± 1.64 hectare (± 4.05 acre) parcel (Lot 2), and a ± 1.89 hectare (± 4.67 acre) parcel (Lot 3) at Block 6, Plan 1630 LK within SE-10-26-3-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 mutual gravel approach to Badger Road in order to provide access to Lots 2, and 3. The Owner shall:
 - c) Provide an access right of way plan; and
 - d) Prepare and register respective easements on each title, where required.
- 3) The Owner is to enter into an Access Easement Agreement with the County, to provide a public access through a graveled cul-de-sac within the subject land as per the approved Tentative Plan, which shall include:
 - a) Registration of the applicable access right of way plan.
- 4) The Owner is to enter into a Road Acquisition Agreement with the County, to be registered by caveat on the title of Lots 1 and 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 25.00 m (+/- 0.95 ha) road acquisition along approximately \pm 392m of the panhandles of Lots 1 and 2).
- 5) The Owner is to enter into a Restrictive Covenant, to be registered by Caveat prepared by the County, on the title of Lot 1 that restricts the erection of any structure on or within 15.00m metres of a future road right-of-way, as shown on the approved Tentative Plan.

Stormwater/Developability

- 6) The Owner is to provide and implement a Site-Specific Stormwater Implementation Plan (SSIP) incorporating the onsite stormwater management strategies for Lots 2 and 3.
 - e) If the recommendations of the SSIP require improvements, then a Site Improvements / Services Agreement shall be entered into;

Site Servicing

- 7) The Owner is to enter into a Site Improvements / Services Agreement with the County and shall include the following:
 - a) In accordance with the Level 3 Private Sewage Treatment System (PSTS) Assessment, prepared by Mountain View Development Ltd. dated July 27, 2020 and reviewed by Osprey Engineering Inc. on August 20.
 - b) For the construction of a treatment mound with thickened layer sand for each of Lots 1, 2, and 3.
- 8) Water is to be supplied by an individual well on Lots 1, 2, and 3. 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 in accordance with County's servicing Standards.
 - b) The results of the aquifer testing meet the requirements of the Water Act.
 - c) The Owner has provided a Well Driller's Report to determine whether an adequate supply of water is available for Lot(s) 1, 2, and 3.
 - d) Verification is provided that each new well is located within each respective proposed lot boundaries.

ROCKY VIEW COUNTY
MUNICIPAL PLANNING COMMISSION MEETING MINUTES
October 29, 2020

Page 9

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- 9) The Owner is to enter into a Deferred Services Agreement with the County to be registered on title for each proposed Lots 1, 2, and 3, indicating:
- a) Each future Lot Owner is required to connect to County piped water, wastewater, and stormwater systems when such services become available;

Municipal Reserves

- 10) The provision of Reserve in the amount of 10 % of the area of Lots 2 and 3, as determined by the Plan of Survey, is to be provided by payment of cash-in-lieu in the amount of \$45,950.17 per acre as listed in the land appraisal prepared by Atkinson & Associates, File No. 20073496, dated September 13, 2019, pursuant to Section 666(3) of the Municipal Government Act;
- i) Reserves for Lot 1 are to be deferred with Caveat pursuant to Section 669(2) of the Municipal Government Act;
 - ii) The existing registered deferred caveat on title (7732KY) may be discharged and replaced with a revised caveat to defer reserves in the amount of 10% of the area of Lot 1 as determined by Plan of Survey.

Payments and Levies

- 11) The Owner shall pay the County Subdivision Endorsement fee, in accordance with the Master Rates Bylaw, for the creation of two new lots.
- 12) The Owner shall pay the Transportation Off-Site Levy in accordance with Bylaw C-8007-2020 prior to subdivision endorsement. The County shall calculate the total amount owing;
- a) from the total of Lots 2 and 3 as shown on the Plan of Survey;

Taxes

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

D. SUBDIVISION AUTHORITY DIRECTION:

- 1) Prior to final endorsement of the subdivision, the Planning Department is directed to present the Applicant/Owners with a Voluntary Recreation Contribution Form and ask them if they will contribute to the Fund in accordance with the contributions prescribed in the Master Rates Bylaw.

Carried

The Chair called for a recess at 9:33 a.m. and called the meeting back to order at 9:40 a.m. with all previously mentioned members present.

2020-10-29-07 (E-1)

Division 7 – Development Item – Sign - Digital Sign and Fascia Sign

File: PRDP20202519 (36401004)

MOVED by Member Hanson that Development Permit Application PRDP20202519 be approved with the conditions noted in the Development Permit Report, attached.

Description:

1. That Signs, may be placed on the subject property in general accordance with the site plan and signage details, as prepared by ASAP Signs; WO#33706.1 dated August 14, 2020, submitted with the application:

ROCKY VIEW COUNTY
MUNICIPAL PLANNING COMMISSION MEETING MINUTES
October 29, 2020

Page 10

-
- i. One freestanding pylon containing two signs; one internally illuminated, approximately 5.95 sq. m (64.00 sq. ft.), and the second, approximately 2.87 sq. m (30.91 sq. ft.) with a variance to allow LED digital moving signage;
 - a) Hours of operation for the LED digital sign are 5:00am to 9:00pm;
 - b) Digital sign shall be multi-colour, full colour board;
 - c) Digital sign to have static copy with hold time of a minimum of six seconds or more; no moving or flashing images.
 - ii. One fascia sign, internally illuminated channel lettering (west elevation);
 2. That the signs shall be maintained in accordance with the design drawings and site plan as submitted with the application.

Prior to Issuance:

3. That prior to issuance of this permit, the Applicant/Owner shall submit a survey plan, identifying the CNOOC Petroleum North America ULC (CNOOC) pipeline right-of-way, closest to the proposed pylon sign, to the satisfaction of the County, to ensure that the sign does not encroach into the pipeline right-of-way.
 - i. If the sign is encroaching, written confirmation shall be provided by CNOOC, accepting the location of the freestanding pylon.

Permanent:

4. That the signs shall be kept in a safe, clean and tidy condition at all times.

Advisory:

5. That the Applicant/Owner shall be responsible for all required payments of 3rd party reviews and/or inspections as per the Master Rates Bylaw based on the County's discretion or requirement.

Note: For any 3rd party review work completed prior to Issuance of the Development Permit, the invoices shall be paid prior to the Development Permit being issued. For any work completed after Permit issuance but before Permit Occupancy, the invoices shall be paid prior to Development Occupancy.

6. That all other government compliances and approvals are the sole responsibility of the Applicant/Owner.
7. 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.
8. 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

ROCKY VIEW COUNTY
MUNICIPAL PLANNING COMMISSION MEETING MINUTES
October 29, 2020

Page 11

2020-10-29-08 (E-2)

Division 4 – Development Item – Kennel

File: PRDP20202671 (02320004)

MOVED by Vice-Chair Schule that Development Permit Application PRDP20202671 be tabled until the November 12, 2020 MPC meeting.

Carried

2020-10-29-11 (E-4)

Division 9 – Development Item – Accessory Building

File: PRDP20202876 (06812031)

MOVED by Member Hanson that Development Permit Application PRDP20202876 be approved with the conditions noted in the Development Permit Report, attached.

Description

1. That an accessory building (garage) may be relocated/constructed on the parcel in accordance with the approved site plan and application.
 - a. That the total building area for all accessory buildings is relaxed from **285.00 sq. m. (3,067.71 sq. ft.) to 493.08 sq. m. (5,307.46 sq. ft.)**.

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 a Building Permit and applicable sub-trade permits shall be obtained through Building Services, prior to construction commencement, using the Accessory Building checklist.
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

2020-10-29-12 (E-5)

Division 9 – Development Item – Dwelling, Single Detached

File: PRDP20202435 (10013115)

MOVED by Member Kamachi that Development Permit Application PRDP20202435 be approved with the conditions noted in the Development Permit Report, attached.

Description:

1. That the addition to the second floor of the existing *Dwelling, Single Detached* may remain on the subject property, in accordance with the submitted application details and site plan, as follows:
 - i. That the maximum total habitable floor area of the dwelling, single detached is relaxed from **88.00 sq. m (947.22 sq. ft.)** to **93.92 sq. m (1,011.00 sq. ft.)**.

Advisory:

1. That revised Building plans shall be submitted to Building Services, related to Building Permit #PRBD20193588I, identifying all relevant details for the addition.
2. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.

Carried

2020-10-29-13 (E-6)

Division 1 – Development Item – Accessory Building

File: PRDP20202423 (03909050)

MOVED by Vice-Chair Schule that condition 1(ii) for development permit application PRDP20202423 as noted in Administration's report be amended to read:

- That the maximum accessory building parcel coverage is relaxed from 285.00 m² (3,067.71 ft²) to ~~323.30 m²~~ **324.69 m²** (~~3,480.00 ft²~~) (**3495.04 ft²**); and

Carried

MOVED by Vice-Chair Schule that Development Permit Application PRDP20202423 be approved with the conditions noted in the report, as amended.

Description:

1. That construction of an accessory building (oversize shop), **approximately 222.96 m² (2,400.00 ft²) in area**, may be constructed on the subject land in general accordance with the approved Site Plan, supporting Plot Plan drawings and submitted application, as amended.
 - i. That the maximum height requirement for the building is relaxed from **7.00 m. (22.97 ft.)** to **7.86 m. (25.80 ft.)**;
 - ii. That the maximum accessory building parcel coverage is relaxed from **285.00 m² (3,067.71 ft²)** to **324.69 m² (3,495.04 ft²)**; and
 - iii. Single-lot regrading and placement of clean fill in accordance with the final grading site plan.

Prior to Issuance:

2. That prior to issuance of this permit, the Applicant/Owner shall submit a grading site plan that shows the extent of the proposed grading work, in accordance with County Servicing Standards. The grading plan shall provide pre-development and post-development contours.
3. That prior to issuance of this permit, the Applicant/Owner shall submit a slope stability analysis, conducted and stamped by a professional engineer, that assess the stability of the slope and provides recommendations for the proposed construction over the slope, to the satisfaction of the County.
4. That prior to issuance of this permit, the Applicant/Owner shall submit a memo and/or stormwater drainage drawing, conducted and stamped by a professional engineer, that demonstrates that post-development drainage does not exceed pre-development drainage conditions in accordance with County Servicing Standards.
5. That prior to issuance of this permit, the Applicant/Owner shall submit an erosion and sediment control plan, to outline ESC measures (i.e. silt fence, stabilization, seeding of topsoil, etc.) to be implemented during the grading work and in perpetuity, in accordance with County Servicing Standards.
6. That prior to issuance of this permit, the Applicant/Owner shall submit a deep fills report, that provides placement recommendations for areas of fill greater than 1.20 m (3.93 ft.) in depth, to the satisfaction of the County.
7. 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.

Permanent:

8. That the exterior siding and roofing materials of the accessory building shall be similar/cohesive to the existing dwelling, single detached.
9. That the accessory building shall not be used for residential occupancy or commercial purposes at any time unless approved by the separate Development Permit.
10. That the existing trees and terrain shall be retained onsite except as required to meet the development proposal and conditions of this permit. Any disturbed areas shall be replanted with vegetation similar to existing predevelopment ground cover upon development completion.
11. That during construction, dust control shall be maintained on the site and that the Applicant/Owner shall take whatever means necessary to keep visible dust from blowing onto adjacent lands.
12. That any dirt removed from the site during construction shall be hauled off in a covered trailer/truck that will prevent dust/small rocks from blowing onto the road, or from causing issues with other vehicles on the road.
13. That the entire site shall be maintained in a neat and orderly 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.

ROCKY VIEW COUNTY
MUNICIPAL PLANNING COMMISSION MEETING MINUTES
October 29, 2020

Page 14

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14. 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 be required to demonstrate lighting design that reduces the extent of spill-over glare and eliminates glare as viewed from nearby residential properties.
 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 including any recommendations of the stormwater memo and/or deep fills report.

Advisory:

16. That during construction, 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.
17. That a Building Permit and applicable sub-trade permits shall be obtained through Building Services, prior to any construction taking place.
18. 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 date of issue, the permit is deemed to be null unless an extension to this permit shall first have been granted by the Development Authority.
19. That if this Development Permit is not issued by **May 31, 2021**, then this approval is null and void and the Development Permit shall not be issued.
20. That any other Federal, Provincial, or County permits, approvals, and/or compliances, are the sole responsibility of the Applicant/Owner.

Carried

2020-10-29-14 (E-7)

Division 6 – Development Item – Dwelling, Manufactured

File: PRDP20202633 (07031003)

MOVED by Vice-Chair Schule that Development Permit Application PRDP20202633 be approved with the conditions noted in the report.

Description:

1. That the *Dwelling, Manufactured* may be placed in general accordance with the submitted application and Site Plan.

Prior to Issuance:

2. That prior to issuance of this permit, the Applicant/Owner shall contact County Road Operations:
 - i. 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.
 - ii. with details on the existing road approach and if any upgrades are required to a gravel standard, as per County Servicing Standards.
 - i. If any upgrade is required, the Applicant/Owner shall submit an Application for Road Approach and complete all requirements.

ROCKY VIEW COUNTY
MUNICIPAL PLANNING COMMISSION MEETING MINUTES
October 29, 2020

Page 15

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- iii 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 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.
- 4. That there shall be no more than 1.00 m (3.28 ft.) of fill placed/cut adjacent to or within 15.00 m (49.21 ft.) of the proposed dwelling unit that is used to establish approved final grades unless a Development Permit has been issued for additional.
- 5. That the *Dwelling, Manufactured* shall not be used for *commercial* or *vacation rental* purposes at any time unless approved by a Development Permit.

Advisory:

- 6. That during construction, 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 a Building Permit and applicable sub-trade permits shall be obtained, through Building Services, prior to commencement of development.
- 8. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.
- 9. 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.
- 10. That if this Development 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.

Carried

2020-10-29-10 (E-3)

Division 1 – Development Item – Vacation Rental

File: PRDP20202490 (03913093)

MOVED by Vice-Chair Schule that Development Permit Application PRDP20202490 be approved with the conditions noted in the Development Permit Report, attached.

Description:

- 1. That the *Vacation Rental* (Airbnb) may operate on the subject property, within the existing dwelling, single detached, in accordance with the approved site plan, floor plans and the conditions of this permit.

Permanent:

- 2. That no off-site advertisement signage associated with the Vacation Rental shall be permitted.
- 3. That there shall be no non-resident employees at any time, with the exception of cleaning companies (if required).

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4. That the *Vacation Rental* shall be limited to the dwelling, single detached.
 5. That the Owner shall be responsible for ensuring that any renters are familiar with the property boundaries, whether that be by means of a fence, signage, or other means, to ensure no trespassing to adjacent properties.
 6. That all customer parking shall be on the Owner's property at all times.
 7. That the operation of the vacation rental shall not change the residential character and external appearance of the land and dwellings.
 8. That the operation of this *Vacation Rental* shall not generate noise, smoke, dust, fumes, glare, or refuse matter considered offensive or excessive by the Development Authority and at all times the privacy of adjacent residential dwellings shall be preserved. The *Vacation Rental* shall not, in the opinion of the Development Authority, unduly offend or otherwise interfere with neighbouring or adjacent residents.
 9. That the operation of the *Vacation Rental* shall be subordinate and incidental to the principal use of the dwelling unit as an owner-occupied residence.
 10. That any minimal exterior modification of the structure or grounds may be considered by the County upon request, to ensure that no additional permits are required and that it is not changing the residential character of the property.

Advisory:

11. That a Building permit and applicable subtrade permits shall be obtained through Building Services, if required, prior to commencement of the *Vacation Rental*.
12. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.
13. That this Development Permit shall be valid until **November 25, 2023**, at which time a new application shall be submitted. *Note, that the County will take into consideration any enforcement action of this Vacation Rental prior to considering subsequent applications.*

Carried

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

Carried

2020-10-29-15 (E-8)

Division 8 – Development Item – Vacation Rental

File: PRDP20202740 (05736016)

MOVED by Member Hanson that Development Permit Application PRDP20202740 be approved with the conditions noted in the report.

Description:

1. That the *Vacation Rental* (Airbnb) may operate on the subject property, within the existing dwelling, single detached, in accordance with the approved site plan, floor plans and the conditions of this permit.

Permanent:

2. That no off-site advertisement signage associated with the Vacation Rental shall be permitted.

3. That there shall be no non-resident employees at any time, with the exception of cleaning companies (if required).
4. That the *Vacation Rental* shall be limited to the dwelling, single detached.
5. That the Owner shall be responsible for ensuring that any renters are familiar with the property boundaries, whether that be by means of a fence, signage, or other means, to ensure no trespassing to adjacent properties.
6. That all customer parking shall be on the Owner's property at all times.
7. That the operation of the vacation rental shall not change the residential character and external appearance of the land and dwellings.
8. That the operation of this *Vacation Rental* shall not generate noise, smoke, dust, fumes, glare, or refuse matter considered offensive or excessive by the Development Authority and at all times the privacy of adjacent residential dwellings shall be preserved. The *Vacation Rental* shall not, in the opinion of the Development Authority, unduly offend or otherwise interfere with neighbouring or adjacent residents.
9. That the operation of the *Vacation Rental* shall be subordinate and incidental to the principal use of the dwelling unit as an owner-occupied residence.
10. That any minimal exterior modification of the structure or grounds may be considered by the County upon request, to ensure that no additional permits are required and that it is not changing the residential character of the property.

Advisory:

11. That a Building permit and applicable subtrade permits shall be obtained through Building Services, if required, prior to commencement of the *Vacation Rental*.
12. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.
13. That this Development Permit shall be valid until **November 25, 2023**, at which time a new application shall be submitted. *Note, that the County will take into consideration any enforcement action of this Vacation Rental prior to considering subsequent applications.*

Carried

2020-10-29-16 (E-9)

Division 7 – Development Item – Commercial Communication Facility, Type B

File: PRDP20202835 (06518005)

MOVED by Vice-Chair Schule that Development Permit Application PRDP20202835 be approved with the conditions noted in the report.

Description:

1. That a telecommunications tower for a Communications Facility, Type B, may be situated on the subject parcel in accordance with the approved Site Plan and drawing set (*as prepared by Trylon, Customer XPLORNET*) and details submitted with the application, and includes the following:
 - i. Placement of one self-supporting telecommunications tower approximately 18.50 m (60.70 ft.) high;
 - ii. Placement of an equipment shelter; and
 - iii. Site grading for Tower Base/Foundation (as required).

Permanent:

2. That the existing 15.00 m (49.21 ft.) high Communication Facility shall be removed from the property, within three months, upon final completion/installation of the proposed Communications Facility.
3. That the Applicant/Owner shall contact County Road Operations with haul details for materials and equipment needed during construction/site development to confirm if Road Use Agreements will be required for any hauling along the County road system and to confirm the presence of County road ban restrictions.
4. That no topsoil shall be removed from the site.
5. That the Commercial Communication Facility shall be neutral in color and blend with the surroundings, mitigation of the visual aspects of the facility should include painting, decorative fencing, screening, landscaping, and should not clash with the sky or landscape.
6. That should the 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.

Advisory:

7. That that the Applicant/Owner shall acquire all required sub-trade permits, through Building Services, for the development project.
8. That it is advised that the Applicant shall contact the County's Emergency Services to discuss or provide an emergency response plan, indicating the response measures to be taken in case of an emergency at the site and the location of emergency equipment on the proposed facility site.
9. That any other federal, provincial or County permits, approvals, and/or compliances are the sole responsibility of the Applicant/Owner.
10. That if the development authorized by this Development Permit has not commenced with reasonable diligence within 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

2020-10-29-17 (E-10)

Division 9 – Development Item – Equestrian Center

File: PRDP20201510 (07919003)

Presenter: John Owens, the Applicant

MOVED by Member Kamachi that Development Permit Application PRDP20201510 be approved with the conditions noted in the Development Permit Report, attached.

Description:

1. That an Equestrian Centre, for a riding camp and lessons, and signage may take place on the subject site in accordance with the submitted site plan and details, as amended, with the application.
2. That the existing accessory buildings (horse shelters, sea container, office) and the proposed buildings (barn) onsite may be used for ancillary uses related to the Equestrian Centre.

Prior to Issuance:

3. That prior to issuance of this permit, the Applicant/Owner shall submit a revised site plan, identifying:
 - i. The parking area(s) for staff and camp attendees;
 - ii. The revised location of or all any accessory buildings outside of the road and pipeline right-of-ways, to the satisfaction of the County.
4. That prior to issuance of this permit, the Applicant/Owner shall submit any signage details, for the Equestrian Centre, to the satisfaction of the County.

Permanent:

5. That for purposes of this permit, an equestrian event/camp is an activity that involves the training of horses and/or riders, horsemanship lessons, and camps & learning programs.
6. That a commercial use on the site, which is any event/camp where there is a fee for admission or for use of the facilities or for services provided, shall be for equestrian events only.
7. That food services shall be limited to participants and the guests of participants.
8. That the total number of participants at any outdoor event shall not exceed 60 people.
9. That once approved, the Manure and Grazing Management Plan as submitted with the application shall be practiced at all times.
 - i. Upon request of the County, the Applicant/Owner may have to update the approved Manure and Grazing management plan if any issues arise or complaints are received on the property, to the satisfaction of the County.
10. That there shall be no spreading or storage of manure within 50.00 m of any watercourse.
11. That this Development Permit does not permit any overnight camping on the site.
12. That all parking of vehicles, including buses, trailers and participant/spectator parking, shall be limited to on-site only, to the approved parking area, as per the revised site plan. The parking areas shall be available at all times. At no time shall there be parking on the roadway.
13. That all outdoor building or site lighting shall use full cut-off (shielded) fixtures that direct the light downward, and that no direct glare shall be visible from adjacent properties, roadways, and highways. All lighting shall be dark-sky complaint in accordance with the County's Dark-Sky principles.
14. That the garbage and waste material on site shall be stored in weatherproof and animal-proof containers located within buildings or adjacent to the side or rear of buildings. The containers shall be screened from view from all adjacent properties and public thoroughfares.
15. That the subject property shall be adequately fenced and maintained at all times when livestock are present. No livestock shall be allowed on unfenced areas.

Advisory:

16. That all facilities on the subject site that are involved with the equestrian centre shall conform to the Alberta Building Code. Any Building Permit(s) / Farm Building Exemption(s) shall be obtained through Building Services, if required.
17. That the Applicant/Owner shall be aware of any Registered Instruments on title, relating to the subject property.
18. That any other government permits, approvals, or compliances are the sole responsibility of the Applicant/Owner.

ROCKY VIEW COUNTY
MUNICIPAL PLANNING COMMISSION MEETING MINUTES
October 29, 2020

Page 20

19. 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.
20. That if the 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

2020-10-29-18 (E-11)

Division 5 – Development Item – Dwelling, Single Detached & Accessory Building

File: PRDP20202818 (04312019)

MOVED by Vice-Chair Schule that Development Permit Application PRDP20202818 be approved with the conditions noted in the Development Permit Report, attached.

Description:

1. That the dwelling, single detached (existing) and the accessory building (existing shed), approximately 9.18 sq. m (98.81 sq. ft.) in area, may remain on the subject in general accordance with the submitted application and site plan, as shown on the Real Property Report, prepared by Vista Geomatics Ltd.; File #20065070, dated August 20, 2020.
 - i. That the minimum front yard setback requirement for the dwelling, single detached is **relaxed from 15.00 m (49.21 ft.) to 14.12 m (46.32 ft.)**.
 - ii. That the minimum side yard setback requirement for the accessory building (shed) is **relaxed from 3.00 m (9.84 ft.) to 0.60 m (1.96 ft.)**.

Advisory:


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

Carried

Adjournment

MOVED by Vice-Chair Schule that the October 29, 2020 Municipal Planning Commission meeting be adjourned at 10:42 a.m.

Carried



Chair or Vice Chair



Chief Administrative Officer or Designate