

MUNICIPAL PLANNING COMMISSION MINUTES

G.R. DAVIS ADMINISTRATION BUILDING

MONDAY MARCH 17, 2025

In attendance: Chairperson David Arnoldussen, Members Joe Rigaux Brian, Reach and Jeemeet Patel and ORRSC Planner Gavin Scott, Director of Operations Brennan Orr, CAO Anthony Burdett and Administrative Clerk Francina Doyle.

Regrets: Member Brent Feyter and Planning and Development Officer Keli Sandford

Absent: Greg Beekman

Public in Attendance: Frank Mc Tighe, Gazette.

The meeting was called to order by Chairperson David Arnoldussen at 12:15 p.m.

1.0 ADDITIONS AND ADOPTION OF AGENDA

M. 010-25 Moved by Member Brian Reach that the March 17, 2025 Meeting Agenda be approved as presented.

CARRIED

2.0 APPROVAL OF MINUTES

a) MPC Minutes February 18, 2025

M. 011-25 Moved by Member Joe Rigaux to approve the MPC minutes from February 18, 2025, as presented.

CARRIED

3.0 DEVELOPMENT APPLICATIONS

a) 013-25 Buenos Motors

M. 012-25 Moved by Member Brian Reach that Development permit 013-25 to request an as-built setback variance for the rear yard setback of 21.6 ft., and an as-built front yard setback variance of 16.37 ft. on the existing building to bring the property into compliance with the Land Use Bylaw; to allow for a change of use to include the following; tire shop and mechanical services with retail sales, be APPROVED subject to the following conditions;

1. DEVELOPMENT SHALL CONFORM TO THE PLANS IN THE DEVELOPMENT APPLICATION SUBMITTED TO THE TOWN OF FORT MACLEOD.
2. DEVELOPMENT SHALL CONFORM TO SCHEDULE 2, INDUSTRIAL GENERAL-IG; SCHEDULE 3, STANDARDS OF DEVELOPMENT OF LAND USE BYLAW NO. 1882.
3. DEVELOPMENT MUST COMPLY WITH ANY AND ALL FEDERAL AND PROVINCIAL STATUTES AND REGULATIONS, AND ANY AND ALL TOWN OF FORT MACLEOD MUNICIPAL BYLAWS AND POLICIES.
4. A REAR YARD AS-BUILT SETBACK VARIANCE OF 6.59 M (21.6 FT.) HAS BEEN GRANTED TO ALLOW FOR A REAR YARD SETBACK OF APPROXIMATELY 0.91 M (2.98 FT.)
5. A FRONT YARD AS-BUILT SETBACK VARIANCE OF 4.99 M (16.37 FT.) HAS BEEN GRANTED TO ALLOW FOR A FRONT YARD SETBACK OF APPROXIMATELY 2.51 M (8.23 FT.);
6. AN AMVIC LICENSE SHALL BE REQUIRED; VISIT www.amvic.org/business/business-licence/automotiverepairactivities/ FOR INFORMATION;
7. APPLICANT/CONTRACTOR TO ENSURE NO DAMAGE OCCURS TO EXISTING SIDEWALKS, WALKWAYS OR ROADS AS A RESULT OF CONSTRUCTION/DEVELOPMENT. SHOULD THIS HAPPEN, APPLICANT WILL BE RESPONSIBLE TO REPAIR DAMAGES TO ORIGINAL CONDITION OR TO TOWN STANDARDS, WHICHEVER REPRESENTS THE BETTER DEVELOPMENT.

8. ALL REFUSE AND GARBAGE SHALL BE SCREENED AND CONTAINED UNTIL COLLECTION AND DISPOSAL IS POSSIBLE.
9. DEVELOPMENT SHALL COMPLY TO THE REQUIREMENTS OF SEWER BYLAW NO. 1805 PART IV (407). AND/ OR ANY OTHER ENVIRONMENTAL REQUIREMENTS/ACTS/REGULATIONS REGARDING DISPOSAL OF SOLID AND/OR LIQUID WASTES.

CARRIED

b) 014-25 Massicotte

M .013-25 Moved by Member Jeemeet Patel that Development permit 014-25 to construct a 976 sq. ft. two-bedroom secondary suite in the lower portion of a moved-in single family dwelling (Replaces withdrawn permit 039-24) be APPROVED subject to the following conditions;

1. DEVELOPMENT MUST CONFORM TO THE APPLICATION SUBMITTED TO THE TOWN OF FORT MACLEOD AND TO SCHEDULE 2, RESIDENTIAL-R; SCHEDULE 3, STANDARDS OF DEVELOPMENT SCHEDULE 4; USE SPECIFIC STANDARDS OF DEVELOPMENT; SECONDARY SUITES - SECTION 13 OF LAND USE BYLAW NO. 1882;
2. DRIVEWAY AND APPROACH STANDARDS/REQUIREMENTS SHALL BE REVIEWED WITH THE DIRECTOR OF OPERATIONS ;(Application attached) please contact Brennan Orr, Director of Operations for additional information.
3. APPLICANT/CONTRACTOR MUST ACQUIRE A BUILDING PERMIT FROM PARK ENTERPRISES. (Park Enterprises will require detailed engineered drawing/ plans);
4. APPLICANT/CONTRACTOR TO ACQUIRE ELECTRICAL, GAS, PLUMBING PERMITS FROM THE TOWN OF FORT MACLEOD AS REQUIRED. (Park Enterprises Ltd.)
5. SECONDARY SUITE SHALL MEET ALL APPLICABLE REQUIREMENTS OF THE ALBERTA FIRE CODE AND THE ALBERTA BUILDING CODE.;
6. REFUSE AND GARBAGE STORAGE AREAS SHALL BE EFFECTIVELY SCREENED UNTIL SUCH TIME AS COLLECTION AND DISPOSAL ARE POSSIBLE;
7. DOWNSPOUTS AND EXTENSIONS MUST BE IN PLACE SUCH THAT POSITIVE DRAINAGE IS AWAY FROM THE BUILDING. WATER MUST NOT CROSS INTO ADJACENT PROPERTIES;
8. GROUND ELEVATIONS MUST BE SUCH THAT DRAINAGE WATER DOES NOT CROSS INTO ADJACENT PROPERTIES. THE TOWN OF FORT MACLEOD RESERVES THE RIGHT TO REQUEST A DRAINAGE PLAN PROFESSIONALLY PREPARED BY A SURVEYOR OR ENGINEER SHOULD DRAINAGE PROBLEMS OCCUR.
9. APPLICANT/CONTRACTOR TO ENSURE NO DAMAGE OCCURS TO EXISTING FENCES, NEARBY STRUCTURES, SIDEWALKS WALKWAYS OR ROADS AS A RESULT OF CONSTRUCTION, SHOULD THIS HAPPEN, APPLICANT WILL BE RESPONSIBLE TO REPAIR DAMAGES TO ORIGINAL CONDITION OR TO TOWN STANDARDS, WHICHEVER REPRESENTS THE BETTER DEVELOPMENT.
10. APPLICANT/CONTRACTOR SHALL ENSURE THAT CONSTRUCTION MATERIALS ARE CONTAINED ON THE SITE AND DO NOT CREATE A NUISANCE TO ADJACENT PROPERTIES.

CARRIED

c) 015-25 Boland

M .014-25 Moved by Member Brian Reach that Development permit 015-25 to request an as-built front yard setback variance of 4.6 ft. (1.40 m.) on the existing dwelling and an as-built side yard setback encroachment on the existing garage to bring the property into compliance with the Land Use Bylaw to allow for the construction of a 25 ft. x 14 ft. covered patio and an 8 ft. x 14 ft. accessory building (shed) to be used for personal storage. (Encroachment agreement in place with the adjacent landowner) be APPROVED subject to the following conditions;

1. DEVELOPMENT SHALL CONFORM TO THE PLANS IN THE DEVELOPMENT APPLICATION SUBMITTED TO THE TOWN OF FORT MACLEOD;
2. DEVELOPMENT SHALL CONFORM TO SCHEDULE 2, RESIDENTIAL; SCHEDULE 3, STANDARDS OF DEVELOPMENT OF LAND USE BYLAW NO. 1882.
3. APPLICANT/CONTRACTOR MUST ACQUIRE BUILDING, ELECTRICAL, GAS & PLUMBING PERMITS FROM PARK ENTERPRISES LTD. IF REQUIRED. (Park Enterprises may require more detailed plans);
4. A VARIANCE OF 1.40 M (4.6 FT.) FOR THE FRONT YARD SETBACK FOR THE EXISTING DWELLING (AS BUILT) IS HEREBY GRANTED TO ALLOW FOR A FRONT YARD SETBACK OF 8.90 M (29.20 FT.) TO COMPLY WITH THE LAND USE BYLAW.
5. AN ALLOWABLE ENCROACHMENT OF 0.27 M. (10 INCHES) FOR THE SIDE YARD SETBACK ONTO ADJACENT PROPERTY FOR THE EXISTING GARAGE (AS BUILT) IS HEREBY GRANTED (SEE ENCROACHMENT AGREEMENT) .
6. REFUSE AND GARBAGE STORAGE AREAS SHALL BE EFFECTIVELY SCREENED UNTIL SUCH TIME AS COLLECTION AND DISPOSAL ARE POSSIBLE.
7. DOWNSPOUTS, EXTENSIONS AND GROUND ELEVATIONS MUST BE IN PLACE SO THAT POSITIVE DRAINAGE IS AWAY FROM THE BUILDING. WATER MUST NOT CROSS INTO ADJACENT PROPERTIES. THE TOWN OF FORT MACLEOD RESERVES THE RIGHT TO REQUEST A DRAINAGE PLAN PROFESSIONALLY PREPARED BY A SURVEYOR OR ENGINEER SHOULD DRAINAGE PROBLEMS OCCUR.

CARRIED

4.0 SUBDIVISION APPLICATIONS

None

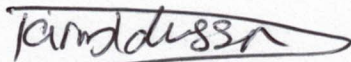
5.0 IN CAMERA DELIBERATIONS

Not required

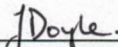
6.0 REPORTS, GENERAL REQUESTS, AND INFORMATION ITEMS

7.0 ADJOURNMENT

Meeting was adjourned at 12:25 p.m.



David Arnoldussen, Chairperson



Francina Doyle, Recording Secretary