

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS, IN DRAYTON VALLEY, ALBERTA ON TUESDAY, JUNE 28, 2011**

**IN ATTENDANCE:** Bob Kitching, Councillor  
Dawn Konelsky, Councillor  
Shirley Mahan, Councillor  
Robert Lind, Member at Large  
Heather Anderson, Member at Large  
Melissa Groening, Director of Planning and Development  
Ashlie Perras, Recording Secretary

**ABSENT:** None

**PUBLIC ATTENDANCE:** Riley Blair  
Gordon Thomas  
Tyler Dunn  
Sean O'Conner  
Tracy Richert  
Richert's Contractor

**CALL TO ORDER:** Bob Kitching, Chairperson called the meeting to order at 8:59 am.

**ADDITIONS TO AGENDA** None

**ADOPTION OF AGENDA** **047-11** Moved by Heather Anderson to approve the Agenda.

**CARRIED UNANIMOUSLY**

**ADOPTION OF THE MINUTES** **048-11** Moved by Heather Anderson to approve the minutes of the May 24, 2011 Municipal Commission Meeting Minutes.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING:** None

**ADMINISTRATIVE - MATTERS** Completion of the Attendance Claim Forms.

**DEVELOPMENT APPLICATIONS:**

**PROPOSAL:** To Develop a Shop/Office for a Major Home Occupation Business  
**LEGAL DESC.:** SW 7-50-7 W5M  
**APPLICANT:** KRT Mechanical Inc.  
**OWNER:** Kenneth & Tracy Richert  
**FILE:** 11D-071

**049-11** Moved by Robert Lind to approve the application subject to the following amended conditions:

1. Minimum Requirements
  - (a) Front Yard:  
25.0 m (82 ft.) where abutting a County road where road widening has been dedicated; (west boundary)
  - (b) Rear Yard:  
8.0 m (26 ft.); (east boundary)

(c) Side Yard:

6.0 m (20 ft.); (north & south boundaries)

2. Use: Major Home Occupation for the operation of "Mechanical Shop".
3. The term of the development permit is 18 months. The development permit will expire, unless Brazeau County approves a renewal, with such renewal not be unreasonably withheld. The applicant must re-apply for the renewal with the application being presented to the Municipal Planning Commission.
4. There shall not be more than **two (2) persons** employed on the property.
5. The business activity shall not change the residential character of the dwelling and/or accessory buildings.
6. The maximum number of permitted vehicles is six (6), with associated trailers, up to a maximum of tandem axle size.
7. The business hours shall be Monday to Friday – 8:00 a.m. to 5:00 p.m.
8. The applicant must enter into a Road Use Agreement with Brazeau County for use of municipal roads. This agreement will include, but shall not be limited to, regular road maintenance requirements and the provision of effective dust control along the haul route. Effective dust control will be deemed to be the proper application of dust control product satisfactory to Brazeau County, to be applied as required by Brazeau County, at the sole cost of the applicant. The development cannot commence until a Road Use Agreement has been entered into with Public Works.
9. Any disposal of oils, fluids, or other hazardous substances and any substances washed off vehicles shall be in accordance with applicable provincial regulations and requirements set out by Alberta Environment in the *Environmental Protection and Enhancement Act*.
10. The applicant is responsible contact AB 1 Call 1-800-242-3447.
11. The applicant shall apply to Alberta Municipal Affairs for the pertinent building, electrical, gas and plumbing permits to ensure compliance with the Alberta Building, Electrical, Plumbing and Gas Standards and Regulations.
12. All buildings must be setback a minimum of 30.0 m (100 ft.) from the top of the bank of any watercourse or water body, and 0.5 m above the floodplain elevation as established by Alberta Environment, except where a lesser setback is determined appropriate by a study or report completed by a professional engineer.
13. All buildings must be setback a minimum of 30.0 m (100 ft.) from the top or bottom of an escarpment bank or from any slope where its grade exceeds thirty (30%) percent, except where a lesser setback is determined appropriate by a study or report completed by a professional engineer.

14. The exterior of any permitted structure shall be finished to a reasonable standard that is consistent and compatible with neighboring developments and shall not be unsightly or untidy.
15. A developer shall not prevent, disrupt or redirect the flow of surface water on a lot without approval from the County and/or Alberta Environment and shown within a storm water management plan prepared by an Engineer. The developer shall contain additional surface drainage created by a development within the lot. Run off shall not be redirected to a County right-of-way or natural drainage course without approval from the County and/or Alberta Environment. Any changes required to be made to the lot must be carried out by the developer at the expense of the developer.
16. The applicant shall be responsible for the control of any weeds on the lands in accordance with the applicable provincial regulations.
17. The display or placement of any exterior signage on the property requires development permit approval and will be limited to 16 ft<sup>2</sup>.
18. The applicant is responsible for the associated costs for any access improvements required by the Brazeau County Public Works Department.
19. The use of the property shall not, in the opinion of the Development Authority, be a source of inconvenience, materially interfere with or affect the use, enjoyment of neighboring properties, by way of excessive noise, smoke, steam, odor, dust, vibration or refuse matter which would not commonly be found in the neighborhood.
20. Any exterior lighting must not interfere with the safety of the operation of the vehicular traffic on a highway or public road.
21. On-street parking of employee or commercial vehicles is not permitted.
22. Materials or substances carried/hailed by vehicles associated with the Major Home Occupation shall not be dumped or stored on site.
23. The Applicant must ensure that a crossing agreement is entered into with the applicable gas company.
24. If at any time, any of the requirements for the major home occupation have not in the opinion of the Development Officer or the Municipal Planning Commission, been complied with, the Development Officer or Municipal Planning Commission may suspend or cancel the development permit for the home occupation, pursuant to the provisions of the Act.

**CARRIED 3/5 (Dawn Konelsky and Shirley Mahan Opposed)**

**PROPOSAL: To Place a Manufactured Home in a Country Residential District**  
**LEGAL DESC.: Plan 072 5336, Block 1, Lot 3 within NW 30-50-7-W5M**  
**APPLICANT: Marvin & Ellen Abbott**  
**OWNER: Same**  
**FILE: 11D-073**

**050-11** Moved by Heather Anderson to approve the application subject to the following conditions:

1. Minimum Requirements:
  - (a) Front Yard:  
10.0 m (33 ft.) where abutting an internal road (east boundary)
  - (b) Rear Yard:  
8.0 m (26 ft.); (west boundary)
  - (c) Side Yard:
    - (i) 6.0 m (20 ft.); (South Boundary)
    - (ii) 25.0 m (82 ft.) where abutting a County road where road widening has been dedicated (north boundary)
2. Maximum Height:  
8.5 m (28 ft.) or three (3) storeys – the lesser thereof – for a dwelling;
3. The applicant shall apply to Alberta Municipal Affairs for the pertinent building, electrical, gas and plumbing permits to ensure compliance with the Alberta Building, Electrical, Plumbing and Gas Standards and Regulations.
4. All buildings must be setback a minimum of 30.0 m (100 ft.) from the top of the bank of any watercourse or water body, and 0.5 m above the floodplain elevation as established by Alberta Environment, except where a lesser setback is determined appropriate by a study or report completed by a professional engineer.
5. All buildings must be setback a minimum of 30.0 m (100 ft.) from the top or bottom of an escarpment bank or from any slope where its grade exceeds thirty (30%) percent, except where a lesser setback is determined appropriate by a study or report completed by a professional engineer.
6. If the use of the development changes, the owners must apply for a development permit.
7. The applicant is responsible contact AB 1 Call 1-800-242-3447.
8. The applicant shall be responsible for the control of any weeds on the lands in accordance with the applicable provincial regulations.
9. The manufactured home shall not form part of or be used in conjunction with a business or home occupation unless the appropriate permit has been obtained from Brazeau County.
10. The manufactured home shall have Canadian Standard Association (CSA) certification.
11. The manufactured home shall be factory-built, or equivalent, with suitable exterior finish.
12. The manufactured home shall be skirted from the floor level to the ground level.
13. The exterior of any permitted structure shall be finished to a reasonable standard that is consistent and

compatible with neighboring developments and shall not be unsightly or untidy.

14. A developer shall not prevent, disrupt or redirect the flow of surface water on a lot without approval from the County and/or Alberta Environment and shown within a storm water management plan prepared by an Engineer. The developer shall contain additional surface drainage created by a development within the lot. Run off shall not be redirected to a County right-of-way or natural drainage course without approval from the County and/or Alberta Environment. Any changes required to be made to the lot must be carried out by the developer at the expense of the developer.
15. The approach to the residence may need to be upgraded, at the applicant's expense, to the standards and specifications of Brazeau County. The owner must contact the Public Works Department (542-7711) to arrange for an inspection prior to upgrading any approaches.
16. The applicant must ensure that the residence has a rural address. Please contact the Brazeau County office (542-7777) to obtain a rural address.
17. The proposed development must comply with the applicable E.R.C.B. setbacks unless a lesser distance is agreed to in writing by E.R.C.B.; and, E.R.C.B. must be contacted by the owner to ensure that no active or abandoned well sites are located on the subject lands. Appended is a brochure from the E.R.C.B.

**CARRIED UNANIMOUSLY**

**PROPOSAL:** To have a Major Contracting Service for Hydrovac & Equipment trucking service in Rural Industrial (RI) District

**LEGAL DESC.:** Plan 972 4271, Lot 4 Within SE-18-49-07-W5M

**APPLICANT:** Geometric Pipeline Solutions

**OWNER:** Tuttle Enterprises

**FILE:** 11D-076

**051-11** Moved by Heather Anderson to approve the application subject to the following conditions:

1. Use: Major Contracting Service Business for the operation of a Hydrovac & equipment trucking business in an existing building and yard.
2. Setback Requirements:
  - (a) Front Yard: 25.0 m (50 ft) where abutting a County Road where road widening has been dedicated; (east boundary)
  - (b) Rear Yard: 8.0 m (26 ft.); (west boundary)
  - (c) Side Yard: 6.0 m (20 ft.); (south boundary)  
15.0 m (50 ft.) where abutting an internal road (north boundary)
3. The shop cannot be permanently used by another business unless the appropriate permit has been first obtained from Brazeau County.

4. The applicant must install an accessible curb cock on the water service at the property line outside the fence.
5. An electronically produced plan indicating the location of the new sewer and water service must be submitted to Brazeau County.
6. Repair of the roadway, including base and asphalt must be completed within one month of the installation and interim measures must be in place to allow safe movement of traffic until the final repairs are in place.
7. The applicant must submit a request for the additional water meter from the Town of Drayton Valley, and arrange for the added billing location.
8. Notice must be given to Brazeau County and the Town of Drayton Valley when the work is to commence.
9. The applicant must connect into Town water and wastewater collection system and is required to pay the following connection fees to Brazeau County: \$1840.00/lot for water and \$1056/lot for sewer.
10. Hours of Operation  
7 days a week  
24 hours a day
11. The applicant shall be responsible for the control of any weeds on the land in accordance with the applicable provincial regulations.
12. There shall be no parking of any vehicles or equipment on the street or range road.
13. Any disposal of oils, fluids, or other hazardous substances shall be in accordance with applicable provincial regulations and requirements set out by Alberta Environment in the *Environmental Protection and Enhancement Act*
14. The Applicant must apply to Alberta Transportation for a Roadside Development Permit for Highway 22.
15. The applicant must enter into a Road Use Agreement with Brazeau County for use of municipal roads. This agreement will include, but shall not be limited to, regular road maintenance requirements and the provision of effective dust control along the haul route. Effective dust control will be deemed to be the proper application of dust control product satisfactory to Brazeau County, to be applied as required by Brazeau County, at the sole cost of the applicant. The development cannot commence until a Road Use Agreement has been entered into with Public Works.

**CARRIED UNANIMOUSLY**

**SUBDIVISION  
APPLICATIONS:**

**PROPOSAL:** To Subdivide Two Five Acre Parcels  
**LEGAL DESC.:** Pt. of NW 32-49-6 W5M  
**APPLICANT:** Riley Blair  
**OWNER:** Same  
**FILE:** 11S-015

**052-11** Moved by Dawn Konelsky to table the application until a geotechnical report with slope stability test and a storm water management plan is completed.

**CARRIED UNANIMOUSLY**

**PROPOSAL: To Subdivide One 8.07 Acre Parcel**  
**LEGAL DESC.: NW 18-49-7 W5M**  
**APPLICANT: Gordon Thomas**  
**OWNER: Same**  
**FILE: 11S-016**  
**As per section 172.161 of the MGA Heather Anderson left the room and declared pecuniary interest.**

**053-11** Moved by Robert Lind to approve the application according to the submitted Tentative Plan subject to the following conditions:

1. Pursuant to Section 657 of the Municipal Government Act, the applicant must submit to Brazeau County (in digital and paper format), a plan for registration acceptable to the District Registrar of the Land Titles Office.
2. The applicant must dedicate 5.18 meter road widening parallel to and extending along the western boundary of the proposed lot, and is to be registered by Road Plan or Plan of Survey or in the event that a Descriptive Plan is registered, a caveat for the road widening shall be registered. Brazeau County will prepare the caveat and agreement according to the 2011 Schedule of Fees in the amount of \$200.00.
3. The applicant must enter into a Road Purchase Agreement with the County, for the purchase of a 5.18 meter strip of land for future road widening along the western boundary of the remaining lands, which shall be registered by caveat concurrently with the subdivision registration. Brazeau County will prepare the caveat and agreement according to the 2011 Schedule of Fees in the amount of \$200.00.
4. The applicant must ensure that the location of the on-site sewage disposal system on proposed Lot complies with the requirements of the Alberta Private Sewage Disposal Regulations. The applicant must provide Brazeau County with a Certificate of Compliance from an accredited agency reflecting that the proposed parcel boundaries have been taken into consideration when compliance was considered. The arrangements and costs are the responsibility of the applicant.
5. The Applicant must register a Utility Right of Way Plan and enter into a Utility Easement with Brazeau County in regard to future utilities that may need to be installed within the proposed lots and remainder. Such Utility Right of Way Plan and Utility Easement shall plan for gas and electrical power utilities and shall be registered on the titles of the proposed lots and remainder. The Applicant must obtain the anticipated locations and widths of the utilities from the applicable power and gas company. Please contact the Drayton Valley REA for power requirements. Brazeau County will prepare the easement according to the 2011 Schedule of Fees in the amount of \$200.00.
6. A Deferred Reserve Caveat for the balance of Municipal Reserve owing will be registered on the remainder concurrently with the subdivision registration. Brazeau

County will prepare the caveat according to the 2011 Schedule of Fees in the amount of \$200.00.

7. The applicant must pay cash-in-lieu representing 10% of the area of the proposed subdivision. The final calculation of Municipal Reserve will be done upon receipt of the final plan.
8. The applicant is required to pay a final subdivision endorsement fee of \$100.00 per lot according to the 2011 Schedule of Fees.
9. The applicant must pay all taxes owing to the Municipality, up to and including the year in which subdivision is to be registered, prior to the County signing the final subdivision approval documents pursuant to Section 654(1) of the Municipal Government Act.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT:**                    **054-11** Moved by R. Lind that the Municipal Planning Commission meeting of June 2, 2011 adjourn at 10:35 a.m.

**CARRIED UNANIMOUSLY**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Recording Secretary