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**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS, IN DRAYTON VALLEY, ALBERTA ON TUESDAY, AUGUST 9, 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:** David Riehl  
Ryan Eaerett  
Nick Hanna
- CALL TO ORDER:** Bob Kitching, Chairperson called the meeting to order at 9:00 am.
- ADDITIONS TO AGENDA** none
- ADOPTION OF AGENDA** 064-11 Moved by Heather Anderson to approve the Agenda.

**CARRIED UNANIMOUSLY**

- ADOPTION OF THE MINUTES** 065-11 Moved by Heather Anderson to approve the minutes of the July 19, 2011 Municipal Commission Meeting Minutes.

**CARRIED UNANIMOUSLY**

- BUSINESS ARISING:** None
- ADMINISTRATIVE - MATTERS** Completion of the Attendance Claim Forms.

**SUBDIVISION APPLICATIONS:**

**PROPOSAL:** To Subdivide One (1) Parcel  
**LEGAL DESC.:** Lot 1, Plan 982 3394 within SW 1-49-07 W5M  
**APPLICANT:** Dave Riehl  
**OWNER:** Dave Riehl  
**FILE:** 11S-021

066-11 Moved by Shirley Mahan to approve the application subject to the following amended 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 ensure that the location of the on-site sewage disposal system on the remainder 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.
3. The landowners must enter into an agreement with ARC Resources Ltd. regarding the encroachment into the 100m setback of the wellhead. The applicant must provide proof

to Brazeau County that an agreement has been made. Please contact Lee Hardy, Surface Landman for ARC Resources Ltd. at 1-403-509-8164 to make arrangements.

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4. The applicant must widen the existing approach to the proposed Lot 2 to accommodate for a mutual approach to the proposed Lot 2 and the remainder. The approach must be constructed according to Brazeau County Standards and Specifications and are subject to final inspection by Brazeau County. The applicant must contact the Public Works Department (542-7711) to arrange an inspection. If the widening of the approach requires moving the power pole, the applicant is responsible to do so.
5. The applicant must provide the respective easement to be registered on each title of Lot 2 and the remainder along with an attached schedule or separate Access Right of Way Plan drafted by the Alberta Land Surveyor showing the location of the mutual access. Brazeau County will prepare the easement and/or Caveat for the applicant for the cost of \$200.00 as per the Schedule of Fees but the schedule or Access Right of Way Plan showing the location of the mutual approach must be provided by the Alberta Land Surveyor.
6. 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. Brazeau County will prepare the caveat and agreement according to the 2011 Schedule of Fees in the amount of \$200.00.
7. 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.
8. Brazeau County will prepare an Environmental Reserve Easement for the center of the drainage channel to 30 m west from the top of bank of the gully to prevent deforestation of the natural drainage course to be registered on the remainder of Lot 1, Plan 982 3394 within SW 1-49-07 W5M. The easement area sketch must be drafted by the Alberta Land Surveyor showing the location of the environmental reserve. Brazeau County will prepare the caveat and easement according to the 2011 Schedule of Fees in the amount of \$200.00.
9. 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 Lindale REA for power requirements. Brazeau County will prepare the easement according to the 2011 Schedule of Fees in the amount of \$200.00.
10. The applicant is required to pay a final subdivision endorsement fee of \$100.00 per lot according to the 2011 Schedule of Fees.
11. 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**

**PROPOSAL:** To Subdivide One (1) Parcel  
**LEGAL DESC.:** Pt. of NE 21-48-05 W5M  
**APPLICANT:** Nicholas Hanna  
**OWNER:** Nicholas Hanna  
**FILE:** 11S-022

**067-11** Moved by Dawn Konelsky to approve the application subject to the following amended tentative plan and addition to 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 improve the approach to the remainder to meet Brazeau County Specifications. The applicant must contact the Public Works Department (542 7711) to arrange for an inspection prior to commencing construction. Alternatively the applicant may pay the County to upgrade the existing approach.
3. The applicant must ensure that the location of the on-site sewage disposal system on the 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.
4. 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 Fortis Alberta for power requirements. Brazeau County will prepare the easement according to the 2011 Schedule of Fees in the amount of \$200.00.
5. The applicant must remove the existing manufactured home that is located on the proposed Lot 1. When the manufactured home has been removed from the property, the applicant must contact the Brazeau County Planning & Development department to set up a site inspection.
6. The current Deferred Reserve Caveat registered on title will be discharged and a new 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**

**PROPOSAL:** To Subdivide One (1) Parcel  
**LEGAL DESC.:** NE 36-47-06 W5M  
**APPLICANT:** Jerry Hodge (Ritchie Bros)  
**OWNER:** IV Ranches Ltd. (Clay Hoffarth)  
**FILE:** 11S-023

**068-11** Moved by Shirley Mahan to approve the application 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 a 30 meter wide service road Right-of-Way parallel to the highway to the South side of Highway 616 on the proposed lot by caveat. The applicant must submit three (3) executed copies of the Service Road Agreement and one (1) caveat to Alberta Transportation. To ensure that these documents meet the requirements of the Alberta Land Titles Office, it is recommended that these agreements be prepared by an Alberta Land Surveyor or a lawyer.
3. The applicant must ensure that the location of the on-site sewage disposal system on the 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.
4. 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 Fortis Alberta for power requirements. Brazeau County will prepare the easement according to the 2011 Schedule of Fees in the amount of \$200.00.
5. 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.
6. The applicant is required to pay a final subdivision endorsement fee of \$100.00 per lot according to the 2011 Schedule of Fees.
7. 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

**CARRIED UNANIMOUSLY**


**PROPOSAL:** To Subdivide One (1) Parcel  
**LEGAL DESC.:** Pt. of SW 36-47-06 W5M  
**APPLICANT:** Jerry Hodge (Ritchie Bros)  
**OWNER:** IV Ranches Ltd. (Clay Hoffarth)  
**FILE:** 11S-024

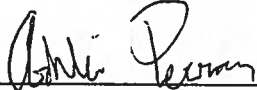
**069-11** Moved by Shirley Mahan to table the application until a water table study and a storm water management plan is completed.

**CARRIED UNNANIMOUSLY**

**ADJOURNMENT:** **070-11** Moved by Robert Lind that the Municipal Planning Commission meeting of August 9, 2011 adjourn at 9:45 a.m.

**CARRIED UNANIMOUSLY**

  
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Chair

  
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Recording Secretary