

MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS, IN DRAYTON VALLEY, ALBERTA ON FEBRUARY 1, 2011.

IN ATTENDANCE	Robert Kitching, Councillor Shirley Mahan, Councillor Dawn Konelsky, Councillor Robert Lind, Member at Large Heather Anderson, Member at Large Melissa Groening, Director of Planning and Development Angie Spence, Recording Secretary
ABSENT	NONE
PUBLIC ATTENDANCE	NONE
CALL TO ORDER	Robert Kitching, Chairperson called the meeting to order at 9:00 am.
ADDITIONS TO AGENDA	NONE
ADOPTION OF AGENDA	009-11 Moved by Heather Anderson to approve the Agenda, as presented.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES	010-11 Moved by Shirley Mahan to adopt the minutes of the January 18, 2011 Municipal Planning Commission Meeting Minutes, as presented.
	CARRIED UNANIMOUSLY
BUSINESS ARISING	Discussions held and it was decided to move the May 17, 2011 MPC meeting to May 24, 2011.
ADMINISTRATIVE MATTERS	Completion of the Attendance Claim Forms.
SUBDIVISION APPLICATIONS	PROPOSAL: To subdivide two (2) five (5) acre parcels and one (1) fifteen (15) acre parcel LEGAL DESC: NE 21-49-7 W5M APPLICANT: Nelson Vacuum Service Ltd. OWNER: Same FILE: 10S-049

011-11 Moved by Dawn Konelsky 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 construct new approaches to the proposed lots 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. Public Works will advise whether the current approach to proposed Lot 2 meets specifications.
3. 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 2010 Schedule of Fees in the amount of \$200.00.

4. The Applicant agrees to pay cash-in-lieu of 100% of the quarter section instead of 10% of the area of the proposed subdivision.
5. The applicant is required to pay a final subdivision endorsement fee of \$200.00.
6. 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) 80.0 acre parcel, one (1) 72.84 acre parcel, and one (1) 5.0 acre parcel
LEGAL DESC.: NW 7-49-4 W5M
APPLICANT: Redquest Developments Ltd.
OWNER: Same
FILE: 10S-052

012-11 Moved by Shirley Mahan 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 provide the respective easement to be registered on each title of Lot 2 and the remainder of the quarter section 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.
3. The applicant must dedicate 5.18 meter road widening parallel to and extending along the northern boundaries of the proposed lots, and is to be registered by Road Plan or Plan of Survey.
4. 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 and northern boundaries 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.
5. The Applicant must dedicate an Environmental Reserve Easement for the land 30 m west of the pond to be registered on Lot 1 and Lot 2 within the NW 7-49-4-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.

6. 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 for power requirements. Brazeau County will prepare the easement according to the 2011 Schedule of Fees in the amount of \$200.00.
7. The applicant must enter into a Development Agreement with Brazeau County, which will include, but not be limited to the following:
 - a. Construct the portion of Township Road 492 according to Brazeau County Gravel Road Standards and Specifications to a point where the approach to the proposed lots will be built, which will be determined by Public Works. The Applicant must contact Public Works prior to commencement of the work.
 - b. Construct an approach to proposed Lot 1 and a mutual approach to proposed Lot 2 and the remainder to be constructed according to Brazeau County Standards and Specifications from the newly constructed Township Road 492 and is subject to final inspection by Brazeau County. The applicant must contact the Public Works Department (542-7711) to arrange an inspection.

Brazeau County will prepare the caveat and agreement according to the 2011 Schedule of Fees in the amount of \$1000.00. NOTE: No construction shall be permitted until the following stipulations have been met:

 - i. Engineered plans have been provided by the applicant and approved by Brazeau County. These plans must also indicate the requirement of back sloping, provide the location of the power and gas lines on the property, and whether additional land will be required from the land owner to the north. If additional land is required, the applicant is responsible to enter into purchase agreements with the landowner;
 - ii. The Applicant must contact Alberta Environment to determine what requirements they may have in constructing the road over the drainage channel. If Alberta Environment requires approving any construction of the road crossing the drainage channel, they must also give final approval before work can commence. Proof of Alberta Environments requirements must be provided to the County; and
 - iii. Development Agreement has been executed by both parties;
8. 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.
9. 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.
10. The applicant is required to pay a final subdivision endorsement fee of \$200.00.

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

ADJOURNMENT: 013-11 Moved by Robert Lind that the Municipal Planning Commission meeting of February 1, 2011 adjourn at 9:20 a.m.

CARRIED UNANIMOUSLY

Chair

Recording Secretary