

MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS, IN DRAYTON VALLEY, ALBERTA ON TUESDAY, March 15, 2011

IN ATTENDANCE: Dawn Konelsky, Councillor
Shirley Mahan, Councillor
Heather Anderson, Member at Large
Melissa Groening, Director of Planning and Development
Jocelyn Beattie, Recording Secretary

ABSENT: Bob Kitching, Councillor,
Robert Lind, Member at Large

PUBLIC ATTENDANCE: Nicole & Andrew Johnsen
Gordon Smith
Katherine Day
Christian Billesberger
Dave Szatkowski.

CALL TO ORDER: Melissa Groening, Director of Planning & Development called the meeting to order at 9:03 am.

NOMINATIONS OF ACTING CHAIRPERSON: **014-11** Melissa Groening, Director Planning and Development called for nominations of Acting Chairperson for the Municipal Planning Commission.

Shirley Mahan nominated Dawn Konelsky for position of Acting Chairperson. Heather Anderson seconds that nomination.

Dawn Konelsky allows her name to stand.

Melissa Groening called for 2nd and 3rd nominations.

Heather Anderson makes the first motion to cease all nominations.

Carried Unanimously.

Shirley Mahan makes a second motion to appoint Dawn Konelsky as acting Chairperson.

Carried Unanimously.

ADDITIONS TO AGENDA **MPC directed Administration to follow up with Storm Water Management Plans on all Commercial lots.**

ADOPTION OF AGENDA **015-11** Moved by Heather Anderson to approve the Agenda, as amended.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES **016-11** Moved by Heather Anderson to approve the minutes of the May 12, 2009 Municipal Commission Meeting Minutes, as amended.

CARRIED UNANIMOUSLY

BUSINESS ARISING: There will not be an April 5, 2011 MPC meeting.

ADMINISTRATIVE - MATTERS Completion of the Attendance Claim Forms.

**SUBDIVISION
APPLICATIONS:**

PROPOSAL: To subdivide one (1) five (5) acre lot
LEGAL DESC: Part of Block 3, Plan 4065 TR within
NW 33-48-7 W5M
APPLICANT: Gordon & Joanne Smith
OWNER: Gordon & Joanne Smith
FILE: 10S-046

017-11 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 a mutual approach to the proposed Lot 3 & the remainder of Plan 952 2965, Lot 1. The approaches 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.
3. The applicant must construct an approach to the Proposed Lot 2, to meet Brazeau County specifications. The applicant must contact the Public Works Department to arrange for an inspection by Brazeau County. Alternatively the applicant may pay the County to install the approach.
4. The applicant must provide the respective easement to be registered on each title of Lot 3 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
5. A Restrictive Covenant will be placed on title stating that before any development permit is issued by the Brazeau County , ATCO Pipelines will require a building pocket plan to review. If after reviewing the plan it is determined that an alternation or relocation of the pipeline is required, all costs will be borne by the owner/developer of the lot. Brazeau County will prepare the Restrictive Covenant for the applicant for the cost of \$200.00 as per the Schedule of Fees.
6. The applicant must ensure that the location of the on-site sewage disposal system on the remainders of Plan 4065 TR, Block 3 and Plan 952 2965, Lot 1 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.
7. 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 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 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.
8. The applicant is required to pay a final subdivision endorsement fee of \$200.00.

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 2-1

OPPOSED – Heather Anderson

PROPOSAL: To subdivide one (1) four (4) acre lot
LEGAL DESC: Lot 1, Block 1, Plan 052 0224 within
NE 30-49-7 W5M
APPLICANT: Andrew & Nicole Johnsen
OWNER: Andrew & Nicole Johnsen
FILE: 11S-001

018-11 Moved by Heather Anderson to approve the application according to the submitted Tentative Plan with a variance for the remainder of Lot 1, Block 1, Plan 052 0224, 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 a mutual approach to the proposed Lot 4 & the remainder of Lot 1, Block 1, Plan 052 0224 within NE 30-49-7 W5M. The approaches 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.
3. The applicant must provide the respective easement to be registered on each title of Lot 4 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.
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 Drayton Valley REA for the power requirements. Brazeau County will prepare the easement according to the Schedule of Fees in the amount of \$200.00.
5. The applicant must submit to the Brazeau County Office a compliance certificate prepared by an accredited agency with the Municipal Government for the existing Septic System located on the remainder of Lot 1, Block 1, Plan 052 0224 within NE 30-49-7 W5M.
6. The applicant is required to pay a final subdivision endorsement fee of \$200.00.
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 Section 654(1) of the *Municipal Government Act*.

CARRIED UNANIMOUSLY

PROPOSAL: To subdivide one (1) ten (10) acre lot
LEGAL DESC: Lot B, Plan 942 1923 within
SW 18-49-7 W5M
APPLICANT: REVCON Oilfield Constructors Inc.
OWNER: Eric Styner & Tessa Hoolahan
FILE: 11S-002

019-11 Moved by Shirley Mahan to table the application until the April 26, 2011 meeting.

CARRIED UNANIMOUSLY

PROPOSAL: To subdivide two (2) five (5) acre lots
LEGAL DESC: Part of SE 32-50-7 W5M
APPLICANT: Roland & Jeanette Pequin
OWNER: Roland & Jeanette Pequin
FILE: 11S-003

020-11 Moved by Heather Anderson 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 a mutual approach to the proposed Lots 2 & 3. 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.
3. The applicant must provide the respective easement to be registered on each title of Lots 2 & 3 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.
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 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.
5. A new Deferred Reserve Caveat for the balance of Municipal Reserve owing will be registered on the remainder concurrently with the subdivision registration and the existing Deferred Reserve Caveat will be discharged from the title. Brazeau County will prepare the caveat and discharge according to the 2010 Schedule of Fees in the amount of \$200.00.
6. 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.

7. The applicant is required to pay a final subdivision endorsement fee of \$200.00.
8. 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) eighty (80) acre lot
LEGAL DESC: NW 31-48-4 W5M
APPLICANT: BINQ Industries Inc.
OWNER: BINQ Industries Inc.
FILE: 11S-004

021-11 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 construct and/or improve a new approach to the proposed Lot 1 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 dedicate 5.18 meter road widening along the northern 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 Schedule of Fees in the amount of \$200.00.
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 for power requirements. Brazeau County will prepare the easement according to the 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 Schedule of Fees in the amount of \$200.00.
6. The applicant is required to pay a final subdivision endorsement fee of \$200.00.
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 Section 654(1) of the *Municipal Government Act*.

CARRIED UNANIMOUSLY

ADJOURNMENT:

022-11 Moved by Heather Anderson that the Municipal Planning Commission meeting of March 15, 2011 adjourn at 9:50 a.m.

CARRIED UNANIMOUSLY

Chair

Recording Secretary