

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, EOC ROOM, IN BRAZEAU COUNTY, ALBERTA ON WEDNESDAY, MAY 6, 2020.**

**IN ATTENDANCE** Anthony Heinrich, Chairman  
Heidi Swan, Member - by telephone  
Marc Gressler, Member  
Shari MacPherson, Member-at-Large - by telephone  
Jocelyn Whaley, Manager Planning & Development  
Chandra Dyck, Senior Planner - by telephone  
Tina Kwirant, Executive Assistant as Recording Secretary

**ABSENT** Lori Clark, Member-at-Large

**PUBLIC ATTENDANCE** Charles Sherwood, Applicant - by telephone  
Mae Chow, Applicant's representative - by telephone/video

**CALL TO ORDER** A. Heinrich, Municipal Planning Commission Chairperson, called the meeting to order at 1:09 p.m.

**ADDITIONS TO THE AGENDA** 1. Amended Appendix H was provided to applicant and commission members.

**ADOPTION OF THE AGENDA**

**028/20-05-06** Moved by M. Gressler, to approve the Agenda as amended with the addition of the amended Appendix H.

**CARRIED UNANIMOUSLY**

**ADOPTION OF THE MINUTES**

**029/20-05-06** Moved by H. Swan to approve the minutes of the April 14, 2020 Municipal Planning Commission Meeting as amended: *Room name, numbering on motions, and extra words as noted.*

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING**

**030/20-05-06** Moved by M. Gressler to approve the 2020 Meeting Schedule as presented.

**CARRIED UNANIMOUSLY**

**DEVELOPMENT PERMIT APPLICATIONS**

**PROPOSAL:** As-Sited Accessory Structures - Covered Deck, Storage Building, Quonset, Shed, Garage, Shelter and Hay Storage with Side and Front Yard Variances  
**LEGAL DESC.:** Lot A Plan 782 1354 within NE 21 49-6-W5M  
**APPLICANT:** Charles Sherwood  
**OWNER:** Jean Sherwood, Charles Sherwood and Paulette Bolianatz  
**FILE:** 20D-012

C. Dyck, Development Officer, presented the above application be approved subject to the conditions listed in Appendix H of the report.

M. Gressler asked to clarify that all four buildings are on concrete pads not skids?

Applicant responded that that Quonset is on a pad and the rest of the buildings are on skids.

M. Gressler asked if the buildings on skids could be moved away from the property line?

Applicant responded that the skids were there to hold them up and there were footings underneath, but no concrete floor.

Mae Chow on behalf of the Applicant questioned paragraph 5 in the appendix regarding developments on rights-of-way and if the landowner has consent from the oil company would he meet this condition?

C. Dyck indicated that once the County received an email or written confirmation from the oil company that the encroachments would be allowed to remain the County would consider that condition having been met.

Mae Chow on behalf of the Applicant questioned the conditions on page 7 regarding exterior finish of the approved development matching or complimenting that of the principal building. She asked if that is current match or prospective match if there are changes, and who makes the judgement call?

C. Dyck commented that the buildings currently meet the condition and the County would want them maintained and not be allowed to deteriorate.

The Applicant had no further concerns.

Board members had no further comments.

A. Heinrich Chairman noted that in Appendix H document the word “proposing” is repeated. He further questioned condition 5 and 11 covering the same intent

The board members and Administration discussed the conditions and decided to leave the conditions as presented.

The Applicant had no issues with either condition 5 or 11.

**031/20-05-06** Moved by H. Swan to approve the 20D-012 development permit application, subject to the following conditions as presented.

1. Approval is granted based on the information provided by the applicant/landowner for the approved developments only and no other development.
2. The approved developments shall be located as shown on the site plan provided by the applicant/landowner and identified as Schedule ‘A’ attached to the report.
3. Variances for the rear (west) yard setback from the required 8 m as follows:

<u>Structure</u>	<u>Setback</u>	<u>Requested Variance</u>
quonset	1.17 m	eighty-five point four percent (85.4%)
shed	1.79 m	seventy-seven point seven percent (77.7%)
garage	0.32 m	ninety-six percent (96%)
hay storage	0.56 m	ninety-three percent (93%)

are granted from the rear (west) property line.

4. Variance of twenty-three point eight percent (23.8%) from the side (north) yard setback from the required 6.1 m to 4.65 m is granted for the quonset to the side (north) property line.

5. The applicant/landowner shall ensure the approved developments are not located within or over a Right of Way, Easement or utility line, unless the express written consent of the Right of Way, Easement or utility line holder has been obtained allowing for construction or placement of the approved development over the Right of Way, Easement or utility line. A copy of the written consent shall be provided to Brazeau County upon request.
6. The approved developments shall not be used as a dwelling unit.
7. The exterior finish of the approved developments shall match or complement the exterior of the principal building.
8. The exterior of the approved developments shall be finished to a reasonable standard that is consistent and compatible with neighbouring developments and shall not be unsightly or untidy.
9. The applicant/landowner shall contain drainage within the lot and not allow runoff water to drain onto neighbouring properties. Runoff shall be directed to a Brazeau County Right of Way or drainage course approved for this purpose and shall not cause flooding of nearby ditches in excess of their capabilities.
10. The applicant/landowner shall not alter or otherwise impact drainage and/or slope without approval from Brazeau County.
11. The applicant/landowner shall ensure the development is not located within or over a Right of Way or Easement, and shall not construct or erect any structures or improvements, including fences, within or over and Right of Way or Easement registered on the title.
12. The approved developments shall not form part of or be used in conjunction with a business or home occupation unless the appropriate Development Permit has been obtained from Brazeau County.
13. The applicant/landowner shall ensure all construction materials are contained on the site and debris is disposed of accordingly.
14. No further development, expansion, or change in use is permitted unless approved by Brazeau County.

**CARRIED UNANIMOUSLY**

Mae Chow and Charles Sherwood disconnected from the meeting at 1:28 p.m.

**SUBDIVISION &  
DEVELOPMENT APPEAL  
BOARD DECISIONS**

No appeals

**ADMINISTRATIVE  
MATTERS**

J. Whaley advised the commission members of the changes to the Council-1 Policy including the decision to reduce rates by 10% for the remainder of this year and adding an “up to 2 hour” payment increments.

**ROUND TABLE**

Nothing to report.

**ADJOURNMENT:**

**032/20-05-06**

Moved by M. Gressler that the Municipal Planning Commission meeting of May 6, 2020 adjourn at 1:29 p.m.

**CARRIED UNANIMOUSLY**

  
Chairperson

  
Manager of Planning and Development