



Village of Stirling

Meeting Minutes

March 2, 2022 - Municipal Planning Commission - 06:00 PM

The meeting of the Municipal Planning Commission of the Village of Stirling was held in the Council Chambers, located at Stirling Community Centre/Lions Hall at 409 - 2 Street, on Wednesday, March 2, 2022, commencing at 6:00pm.

IN ATTENDANCE

Mayor Trevor Lewington, Deputy Mayor Nilsson, Councillors Gary Bikman, and Matthew Foss

Development Officer, Scott Donselaar
Municipal Clerk, Aletta Lightfoot

1. **MPC Meeting – Call Meeting to Order**

The Meeting was called to order at 6:00 p.m.

2022-007

2. **Adoption of Agenda**

Moved By: Mayor Lewington

That the agenda be adopted as presented.

2022-008

3. **Minutes From February 2, 2022**

Moved By: Councillor Bikman

That the Minutes of the Municipal Planning Commission held February 2, 2022 to be adopted as presented.

Carried

3.1 **Business Arising from the Minutes**

None.

4. **Items for Discussion**

2022-009

4.1 **DA6-22 Dwelling with a Secondary Suite & Variance**

Moved By: Mayor Lewington

To approve the development permit of a dwelling and secondary suite with the following conditions beyond the standard conditions applied to the development of all dwellings:

1. The development is to conform to all applicable requirements of Land Use Bylaw 415-08 and conform to the approved site plan submitted as part of the development application dated February 15, 2022.
2. One driveway is permitted off 5 Avenue and shall conform to the dimensions provided for in the site plan. The developer is required to contact the Village in advance of construction

of the driveway to purchase an approved culvert if required and arrange for its installation within the municipal road right-of-way. The developer is responsible for any associated costs.

3. All applicable building permits and safety codes permits, and approvals shall be obtained prior to commencement of construction.
4. The dwelling is to be located on the property by a land surveyor, certified survey technologist, or qualified engineer.
5. The developer shall acquire all electrical, plumbing and building permits from Park Enterprises at 403-329-3747.
6. The final building grade shall be completed so drainage of the property conforms to the drainage plan submit during subdivision and formed approval for the Subdivision application file number 2021-0-099.
7. The construction of the dwelling, including exterior finishes, is to be completed within 12 months from the date of issue of this development permit.
8. The yard shall be landscaped to the satisfaction of the Development Officer in accordance with the Land Use Bylaw and shall be completed within 12 months of issue of the development permit.
9. The dwelling is required to connect to the municipal water and wastewater system. The developer is required to pay for all of the costs associated with the required connections. The developer is required to purchase and install a Village approved water meter with radio frequency readout, which must be obtained from the Village.
10. In accordance with provincial legislation, storm, ground and surface water **cannot** be placed in the sanitary sewer collection system. This includes weeping tile around foundation of dwelling.
11. Prior to commencement of construction, the developer is required to contact the Village engineer to determine sewer service grades and elevations. The developer is responsible for installation and costs of sewer and water lines from the property line to the dwelling and must obtain approval for the line size from the Village engineer prior to commencement of construction.
12. All refuse on the construction site shall be properly screened or placed in an approved enclosure until removed for disposal. Construction waste is not allowed to be taken to the Village Transfer Station.
13. A variance is hereby granted to provide for a secondary suite (basement suite) to have provide for the full space of the basement to be developed.
14. Construction of the dwelling shall not commence until such time as the plan for subdivision has been registered by Land Titles and the Village has been notified of the registration.

Informative:

1. The applicant must contact Alberta One Call (1-800-242-3447) to locate any utility lines prior to commencement.
2. Temporary use of a shipping container for site storage while construction takes place requires a development permit in accordance with the Land Use Bylaw.
3. In the event of a grinder pump failure, the Village is not responsible for any costs or damages as the review and approval of the system is limited to compatibility of the pump with the municipal sewage system.

Carried

4.1.1 Application

4.1.2 Development Officer Report

4.1.3 Applicant Submissions

None.

4.1.4 Public Submissions

None.

4.1.4.1 Written Submissions

None.

4.1.4.2 Scheduled Presentations

None.

4.1.5 Applicant Rebuttal - Jamie Zobell

None.

2022-010

4.2 DA7-22 Dwelling with a Secondary Suite & Variance

Moved By: Deputy Mayor Nilsson

To approve the development permit of a dwelling and secondary suite with the following conditions beyond the standard conditions applied to the development of all dwellings:

1. The development is to conform to all applicable requirements of Land Use Bylaw 415-08 and conform to the approved site plan submitted as part of the development application dated February 15, 2022.
2. One driveway is permitted off 5 Avenue and shall conform to the dimensions provided for in the site plan. The developer is required to contact the Village in advance of construction of the driveway to purchase an approved culvert if required and arrange for its installation within the municipal road right-of-way. The developer is responsible for any associated costs.
3. All applicable building permits and safety codes permits, and approvals shall be obtained prior to commencement of construction.
4. The dwelling is to be located on the property by a land surveyor, certified survey technologist, or qualified engineer.
5. The developer shall acquire all electrical, plumbing and building permits from Park Enterprises at 403-329-3747.
6. The final building grade shall be completed so drainage of the property conforms to the drainage plan submit during subdivision and formed approval for the Subdivision application file number 2021-0-099.
7. The construction of the dwelling, including exterior finishes, is to be completed within 12 months from the date of issue of this development permit.
8. The yard shall be landscaped to the satisfaction of the Development Officer in accordance with the Land Use Bylaw and shall be completed within 12 months of issue of the development permit.
9. The dwelling is required to connect to the municipal water and wastewater system. The developer is required to pay for all of the costs associated with the required connections. The developer is required to purchase and install a Village approved water meter with radio frequency readout, which must be obtained from the Village.
10. In accordance with provincial legislation, storm, ground and surface water **cannot** be placed in the sanitary sewer collection system. This includes weeping tile around foundation of dwelling.
11. Prior to commencement of construction, the developer is required to contact the Village engineer to determine sewer service grades and elevations. The developer is responsible for installation and costs of sewer and water lines from the property line to the dwelling and must obtain approval for the line size from the Village engineer prior to commencement of construction.
12. All refuse on the construction site shall be properly screened or placed in an approved enclosure until removed for disposal. Construction waste is not allowed to be taken to the Village Transfer Station.
13. A variance is hereby granted to provide for a secondary suite (basement suite) to have provide for the full space of the basement to be developed.
14. Construction of the dwelling shall not commence until such time as the plan for subdivision has been registered by Land Titles and the Village has been notified of the registration.

Informative:

1. The applicant must contact Alberta One Call (1-800-242-3447) to locate any utility lines prior to commencement.
2. Temporary use of a shipping container for site storage while construction takes place requires a development permit in accordance with the Land Use Bylaw.
3. In the event of a grinder pump failure, the Village is not responsible for any costs or damages as the review and approval of the system is limited to compatibility of the pump with the municipal sewage system.

Carried

4.2.1 Application

4.2.2 Development Officer Report

4.2.3 Applicant Submissions

None.

4.2.4 Public Submissions

None.

4.2.4.1 Written Submissions

None.

4.2.4.2 Scheduled Presentations

None.

4.2.5 Applicant Rebuttal - Jamie Zobell

None.

2022-010

5. Adjournment

Moved By: Councillor Bikman

That the agenda matters have been concluded and that the meeting be adjourned at 6:09 p.m.

Carried

These minutes to be approved on the 6th day of April, 2022



Chair - Matthew Foss



CAO - Scott Donselaar