

# Municipal Planning Commission

August 15, 2018

The Village of Stirling MPC meeting was held at the Stirling Community Centre on, August 15, 2018. In attendance were Mayor Trevor Lewington, Councillors Robert Edwards, Matthew Foss, Kevin Nelson and Larry Nilsson, Development Officer Mike Selk and Planner Bonnie Brunner.

CALLED TO ORDER Councillor Edwards called the meeting to order at 5:03 p.m.

2018-25 AGENDA Councillor Nilsson moved to adopt the agenda. Carried

2018-26 MINUTES Mayor Lewington moved to adopt the minutes of the July 11, 2018 MPC Meeting. Carried

DA2018-15 – OTHER USES - PARKING LOT Planner Bonnie Brunner presented report 8G-69 regarding Development Permit application DA2018-15.

Applicant Submission: Westwind School Division Director of Operations Dennis Baker spoke about the desire to have a separate busing and parking area which will bring the Stirling School more inline with other schools in the Division. Baker also indicated the new parking lot will accommodate staff and visitors.

Mayor Lewington asked if there was a preference on proposed condition #6 and preparing a Development Agreement to deal with the repair of roadways and sidewalk or using the conditions of the permit.

FWBA Architects representative Jesse Potrie indicated they can work with either method.

Written Submissions: None

Public Presentations: None

Rebuttal: Baker indicated the project was scheduled to start in September or October.

Councillor Edwards closed submissions for DA2018-15.

Mayor Lewington moved to approve Development Permit Application DA2018-15 with the following conditions and informative:

Conditions:

1. The development is to conform to the development permit application received August 1, 2018, and the approved plans attached.
2. The development, including final site grading shall be completed within 12 months from the date of issuance of this development permit.
3. The applicant shall enter into a development agreement to be registered on title addressing the construction of the parking lot, accesses and any future design considerations within the road right of way for 4th Avenue and 3rd Street prior to commencement of construction.
4. All applicable building permits and safety codes permits and approvals shall be obtained prior to commencement of construction.
5. All refuse on the construction site shall be property screened or placed in an approved enclosure until removed for disposal. Construction waste is not allowed to be taken to the Village Transfer Station.
6. \*<sup>3</sup> The portion of closed lane on Plan 8210319 adjoining Lot 15SR and Lots 9-12, Block 31, Plan 8210319 shall be consolidated with Lot 15 SR, Block 31, Plan 8210319 through a plan of consolidation prepared by an Alberta Land Surveyor and registered with Land Titles.

Informative:

1. The applicant must contact Alberta One Call (1-800-242-3447) to locate any utility lines prior to commencement.
2. According to the Land Use Bylaw, shipping containers are a discretionary use; therefore, a temporary use permit must be applied for prior to being used as site storage while construction takes place.
3. The School Division shall contact the Village of Stirling administration regarding consolidation.

Carried

DA2018-14 –  
ADDITION TO  
EXISTING SINGLE  
FAMILY

Development Officer Mike Selk presented a report on Development Permit application DA2018-14.

Applicant Submission: Lacey Young asked about the possibility

DWELLING/FRONT  
YARD SETBACK  
VARIANCE

of separating her application to deal with the front yard setback variance separate from the permit to build the addition to her home. Young also spoke about the purpose of the addition and features being added to her home including a kitchenette in the common living space above the garage. She further indicated the space was not intended to be a secondary suite as it does not have a separate entrance.

Written Submissions: None  
Public Presentations: None

Rebuttal: None

Councillor Edwards closed the public portion of the meeting.

DA2018-14 –  
ADDITION TO  
EXISTING SINGLE  
FAMILY  
DWELLING/FRONT  
YARD SETBACK  
VARIANCE

MPC discussed the request from the applicant to issue separate permits for application DA2018-14.  
MPC decided to consider each part of the application separate.

Councillor Nilsson moved to approve Development Permit Application DA2018-14a with the following condition:

Conditions:

1. A building East front yard setback variance of 1.36 m (4.5 ft.) to bring the existing dwelling into compliance is approved.

Carried

2018-28

2018-29

Councillor Foss moved to approve Development Permit Application DA2018-14b with the following conditions and informative:

Conditions:

1. The building setbacks for the addition to the existing single detached dwelling are to conform to the site plan submitted as part of the development application and be in compliance with the Village of Stirling Land Use Bylaw No. 415-08. The building addition must be located on the property by a land surveyor or qualified engineer.
2. All applicable building permits and safety codes permits and approvals shall be obtained prior to commencement of construction.
3. The construction of the addition shall be completed within 12 months from the date of issue of this development permit.



4. The front yard shall be landscaped to the satisfaction of the Designated Officer in accordance with the Land Use Bylaw and shall be completed within 12 months of the issue of the development permit.
5. The final building grade shall be completed so drainage flows away from the building and but so as not to adversely affect the neighbouring lots. Lot drainage must be retained on the property or be directed towards 5<sup>th</sup> Avenue or 4<sup>th</sup> Street.
6. 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.
7. 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.

Informative:

1. The applicant must contact Alberta One Call (1800-242-3447) to locate any utility lines prior to commencement.
2. According to the Land Use Bylaw, shipping containers temporary are a discretionary use; therefore, a temporary use permit must be applied for prior to being used as site storage while construction takes place.
3. Conversion of the Single detached dwelling to a multi-unit or secondary suite requires approval of a development application.

Carried

2018-30 ADJOURN

Mayor Lewington moved to adjourn at 6:04 p.m.

Carried



Chair



Development Officer