

# Municipal Planning Commission

## July 11, 2018

The Village of Stirling MPC meeting was held at the Stirling Community Centre on, July 11, 2018. In attendance were Mayor Trevor Lewington, Councillors Robert Edwards, Matthew Foss, Kevin Nelson and Larry Nilsson, Development Officer Mike Selk.

CALLED TO ORDER Councillor Edwards called the meeting to order at 6:04 p.m.

2018-15 AGENDA Mayor Lewington moved to adopt the agenda as amended adding item 4(f) Structure at Michelsen Farmstead. Carried

2018-16 MINUTES Councillor Nilsson moved to adopt the minutes of the May 2, 2018 MPC Meeting. Carried

Councillor Foss arrived at 6:07 p.m.

DA2018-09 – HOME  
OCCUPATION -  
MAJOR

Development Officer Mike Selk presented a report on Development Permit application DA2018-09.

Applicant Submission: Diane Braun spoke about the day home operation.

Mayor Lewington asked for clarification about the number of children and hour of operation.

Braun indicated she will have a maximum of 6 children at any time, but it may be different children before school and then during the day. She felt the hours of 6:30 a.m. to 5:00 p.m. are what she would be operating.

Councillor Edwards asked Administration about the time frame for advertising the application.

Selk indicated the advertising procedures outlined in the Land Use Bylaw were followed and the time requirements were met.

Councillor Edwards asked Braun about the play structures located in the front yard area.

Braun indicated she had plans to move the equipment to the rear yard area.

Councillor Edwards asked about the parking availability for customers and how she will deal with her vehicles.

Braun spoke about her personal vehicles and indicated the old vehicle being stored in front of the home is going to be moved.

Councillor Nelson asked if she sees any problems with the parking available for customers.

Braun she won't have any problem as long as the snow removal is adequate.

Written Submissions: None

Public Presentations: None

Councillor Edwards closed submissions for application DA2018-09 and indicated a decision for the application would be tabled to later in the meeting.

DA2018-10 – SOLAR  
COLLECTOR  
HOUSEHOLD  
SYSTEM

Development Officer Mike Selk presented a report on Development Permit application DA2018-10

MPC members discussed the application.

Applicant Submission: None

Written Submissions: None

Public Presentations: None

Councillor Edwards closed submissions for application DA2018-10 and indicated a decision for the application would be tabled to later in the meeting.

DA2018-11 – SOLAR  
COLLECTOR

Development Officer Mike Selk presented a report on Development Permit application DA2018-11.

HOUSEHOLD  
SYSTEM

Applicant Submission: None

Written Submissions: None

Public Presentations: None

Councillor Edwards closed submissions for application DA2018-11 and indicated a decision for the application would be tabled to later in the meeting.

DA2018-12 – SOLAR  
COLLECTOR  
HOUSEHOLD  
SYSTEM

Development Officer Mike Selk presented a report on Development Permit application DA2018-12.

Applicant Submission: None

Written Submissions: None

Public Presentations: None

Councillor Edwards closed submissions for application DA2018-12 and indicated a decision for the application would be tabled to later in the meeting.

DA2018-13 – SOLAR  
COLLECTOR  
HOUSEHOLD  
SYSTEM

Development Officer Mike Selk presented a report on Development Permit application DA2018-13

Applicant Submission: None

Commission members discussed the location for the ground mount system. Discussion included how adjacent property owners could be impacted and allowing further time for feedback from area residents.

Written Submissions: None

Public Presentations: None

Councillor Edwards closed submissions for application DA2018-13 and indicated a decision for the application would be tabled to later in the meeting.

Councillor Edwards closed the public portion of the meeting.

2018-17 RECESS

Mayor Lewington moved to recess the meeting at 6:56 p.m.

Carried



2018-18

Councillor Nilsson moved to resume the meeting at 8:39 p.m.

Carried

2018-19     DA2018-09 – HOME  
OCCUPATION -  
MAJOR

Councillor Foss moved to approve Development Permit Application DA2018-09 with the following conditions and informative:

Conditions:

1. The regular hours of operation shall be limited to 6:30 a.m. to 5:00 p.m.
2. The applicant shall provide a minimum of 2 available off-street parking spaces for customer parking.
3. The Private Day Home shall be limited to a maximum of 6 children at any given time.
4. Signage advertising is limited to one sign not exceeding 0.2m<sup>2</sup> (2 ft<sup>2</sup>) in size and must be in compliance with schedule 7 – Sign Regulations of Land Use Bylaw No. 415-08.
5. The applicant is responsible for obtaining any applicable Safety Codes Permits, Health Permits and any other applicable Provincial or Federal permits and approvals prior to commencing operation. A copy of the applicable permits and approvals shall be submitted to the Village Office within 90 days of the issuance of the Development Permit DA2018-09.
6. All outdoor play structures and other outdoor business related equipment must be located in the rear yard.
7. The applicant is required to obtain an annual business license from the Village.

Informative:

1. The applicant is advised that any change to the Home Occupation requires a new Development Permit.

Carried

2018-20     DA2018-10 – SOLAR  
COLLECTOR  
HOUSEHOLD  
SYSTEM

Mayor Lewington moved to approve Development Permit Application DA2018-10 with the following conditions and informative:

Conditions:

1. The applicant shall be responsible for complying with the Micro-Generation Regulation and obtaining required approvals and authorizations from the Alberta Utilities Commission, the wires service provider/wire owner, and

- retail provider, as applicable.
- 2. All applicable building permits and safety codes permits, and approvals shall be obtained prior to commencement of construction.
- 3. The construction of the Solar Collector Household System shall be completed within 12 months from the date of issue of this development permit.
- 4. 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. Temporary use of a shipping container for site storage while construction takes place requires a development permit in accordance with the Land Use Bylaw.

Carried

8-21 DA2018-11 – SOLAR COLLECTOR HOUSEHOLD SYSTEM

Councillor Nelson moved to approve Development Permit Application DA2018-11 with the following conditions and informative:

Conditions:

- 1. The applicant shall be responsible for complying with the Micro-Generation Regulation and obtaining required approvals and authorizations from the Alberta Utilities Commission, the wires service provider/wire owner, and retail provider, as applicable.
- 2. All applicable building permits and safety codes permits, and approvals shall be obtained prior to commencement of construction.
- 3. The construction of the Solar Collector Household System shall be completed within 12 months from the date of issue of this development permit.
- 4. 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. Temporary use of a shipping container for site storage while construction takes place requires a development permit in accordance with the Land Use Bylaw.

Carried

2018-22     DA2018-12 – SOLAR  
COLLECTOR  
HOUSEHOLD  
SYSTEM

Councillor Edwards moved to approve Development Permit Application DA2018-12 with the following conditions and informative:

Conditions:

1. The applicant shall be responsible for complying with the Micro-Generation Regulation and obtaining required approvals and authorizations from the Alberta Utilities Commission, the wires service provider/wire owner, and retail provider, as applicable.
2. All applicable building permits and safety codes permits, and approvals shall be obtained prior to commencement of construction.
3. The construction of the Solar Collector Household System shall be completed within 12 months from the date of issue of this development permit.
4. 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. Temporary use of a shipping container for site storage while construction takes place requires a development permit in accordance with the Land Use Bylaw.

Carried

DA2018-13 – SOLAR  
COLLECTOR  
HOUSEHOLD  
SYSTEM

Commission members discussed the possibility of locating the ground mount system to another Village owned property. Members discussed the size of the ground system and how many panels would be in each of the rows. It was further discussed the need to fence the area and ways of keeping the ground tidy and orderly.

Development Officer Mike Selk discussed the time frame for making a decision on the application and the process for



adjourning a meeting to allow for additional input from the public.

2018-23

Councillor Nilsson moved to approve Development Permit Application DA2018-13 with the following conditions and informative:

Conditions:

1. The applicant shall be responsible for complying with the Micro-Generation Regulation and obtaining required approvals and authorizations from the Alberta Utilities Commission, the wires service provider/wire owner, and retail provider, as applicable.
2. All applicable building permits and safety codes permits, and approvals shall be obtained prior to commencement of construction.
3. The construction of the Solar Collector Household System shall be completed within 12 months from the date of issue of this development permit.
4. 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. Temporary use of a shipping container for site storage while construction takes place requires a development permit in accordance with the Land Use Bylaw.

Carried

STRUCTURE AT  
MICHELSEN  
FARMSTEAD

Councillor Nilsson discussed the possibility of moving an accessory structure to the Michelsen Farmstead property for additional interpretation purposes. The structure is a former dwelling built in the early 1900's and would add to the interpretation value at the site.

Commission members discussed the location and the value of having the structure.

2018-24 ADJOURN

Mayor Lewington moved to adjourn at 9:07 p.m.

Carried

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Chair



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Development Officer