

Municipal Planning Commission

October 1, 2014

The Village of Stirling MPC meeting was held at the Stirling Community Centre on October 1, 2014. In attendance were Mayor Nilsson, Councillors Bikman, Edwards, Lewington and Maynes, Development Officer Mike Selk and ORRSC Planner Bonnie Brunner.

CALLED TO ORDER Councillor Edwards called the meeting to order at 6:00 p.m.

2014-53 AGENDA Councillor Lewington moved to adopt the agenda with additional item 4(c) Notification Process.
Carried

2014-54 MINUTES Mayor Nilsson moved to adopt the minutes of the September 17, 2014 MPC Meeting.
Carried

DA 2014-19 Development Officer Mike Selk presented information about Development Permit application DA2014-19. A written report is attached

Applicant Bonnie Soltys presented information about use for the accessory building and indicated it would be to store material to keep the property tidy. Soltys also indicated the freestanding sign may seasonally have Christmas lights around it to help it be visible at night.

Applicant's Contractor Wayne Eakett indicated the setbacks of the accessory building at 5 ft would be ok. He said the exterior of the accessory building would match the existing building spoke about what the intended use of the accessory building would be.

Public:

1. Chris Johnson indicated he would be in favour of the application.

Written Submissions: none

Applicant Rebuttal: none

Councillor Edwards closed submission for application DA2014-19

LOT 7-8, BLOCK 29,
PLAN 752J –
ACCESSORY
STRUCTURES
WITHOUT PERMIT

Development Officer Mike Selk reported there had been no correspondence from the property owners regarding the Official Notice dated September 18, 2014 was issued concerning accessory building development on property Lot 7-8, Block 29, Plan 752J

MPC discussed the issue and inquired about further direction that could be taken.

Development Officer Selk and ORRSC Planner Bonnie Brunner discussed options available to the MPC.

2014-55

Councillor Edwards moved The Municipal Planning Commission authorizes the issuance of a Stop Order in respect of development activity on Lots 7-8, Block 29, Plan 752J involving the construction/placement of 2 accessory structures on the property without development permit approval in the event the landowner does not undertake the requested actions by October 10, 2014, as specified in the Official Notice dated September 18, 2014; further, the Stop Order shall require that the non-permitted development be removed within two weeks of issuance of the Stop Order.

Carried

NOTIFICATION
PROCESS

Development Officer Selk and ORRSC Planner Brunner discussed a letter of concern from a local resident regarding the notification process for Development Application. Process required for notification was discussed. It was reported that notification mail out time requirements have always been met in the past.

Councillor Bikman and Councillor Maynes arrived at 6:43 p.m.

Mayor Nilsson moved that a letter of submission/written brief be accepted from the public until 4:00 p.m. the day before the scheduled Development Hearing.

MPC discussed the motion.

Mayor Nilsson withdrew the Motion.

MPC tabled discussion of notification process to the November 5, 2014 meeting.

2014-056

Councillor Edwards moved to close the public portion of the meeting.

Councillor Lewington moved to approve the application DA2014-19(A) for Development of a Retail Store with a Workshop as an accessory use and Off-Street Parking Waiver with the following Conditions and Informative:

CONDITIONS

1. The retail area is approved to a max of 1212 ft².
2. The Workshop is approved as an accessory use to the primary retail store business.
3. All staff parking must be accommodated off-street at rear of property.
4. A waiver has been granted to the off-street parking requirement for customer parking and may be accommodated in the public boulevard.
5. The loading area shall be provided in such a manner that it will not interfere with convenient and safe pedestrian movement.
6. 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.
7. All refuse/garbage shall be properly placed in an approved enclosure until removed for disposal.
8. No outside storage of goods, materials or equipment is permitted.

INFORMATIVE

1. MPC has waived off street parking for customers but not for staff. All staff parking must be accommodated off street at rear of property.

And Further approve the application DA2014-19(B) for Development of an Accessory Building and the Addition of a Front Porch with the following Conditions and Informative:

CONDITIONS

1. The accessory building and porch addition must comply with all applicable requirements of the Land Use Bylaw 415-08.
2. The applicant shall obtain all applicable building permits and safety codes permits and approvals prior to commencement of construction.
3. The accessory building must match color and finish style of existing Building.
4. The accessory building is to be located on the property by a

land surveyor or qualified engineer. The accessory building will be required to have a setback from the existing building of 1.5m (5ft) or greater as required by safety codes; the side setbacks shall be in accordance with the site plan.

5. The applicant is responsible for completing the final building grade so drainage flows away from the building but so as not to adversely affect the neighbouring lots. Lot drainage must be retained on property or be directed towards 4th Avenue or the rear lane.
6. The construction of the accessory building and porch addition shall be completed within 12 months from the date of issue of this development permit.
7. The 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 issue of the development permit.
8. 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.
9. All other existing accessory structures shall be removed.

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 are a "prohibited use;" therefore, they are **not** allowed to be used as site storage while construction takes place.

And Further approve the application DA2014-19(C) for Development of a Freestanding Sign with the following Conditions and Informative:

CONDITIONS

1. The freestanding sign shall be located on the property in accordance with the site plan.
2. The sign shall contain "point-of-sale advertising" for the retail store and restaurant business only.
3. The sign shall not be illuminated unless the source of light is steady and suitably shielded downward.
4. The location of the sign shall not create a visual obstruction to traffic.

INFORMATIVE

1. The applicant must contact Alberta One Call (1800-242-3447) to locate any utility lines prior to commencement.

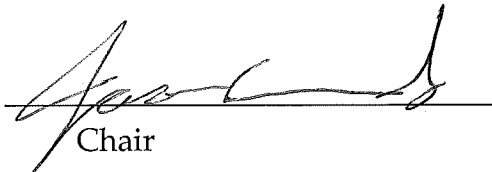
2. According to the Land Use Bylaw, shipping containers are a "prohibited use;" therefore, they are **not** allowed to be used as site storage while construction takes place.

Carried

2014-58 ADJOURN

Mayor Nilsson moved to adjourn at 7:03 p.m.

Carried



Chair



Development Officer