



STIRLING

Village of Stirling

Meeting Minutes

July 17, 2024 - 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, July 17, 2024, commencing at 6:00 p.m.

IN ATTENDANCE

Mayor Lewington (acting Commission Chair), Deputy Mayor Larry Nilsson, Councillors Gary Bikman, and Justin Davis

Development Officer, Scott Donselaar
Municipal Clerk, Aletta Lightfoot

1. MPC Meeting – Call Meeting to Order

Mayor Lewington acting as Commission Chair.

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

Carried

2024-020

2. Adoption of Agenda

Moved By: Deputy Mayor Nilsson

That the agenda be adopted as presented.

Carried

2024-021

3. Minutes From June 5, 2024

Moved By: Councillor Bikman

Councillor Davis arrived at 6:00 p.m.

That the Minutes of the Municipal Planning Commission held June 5, 2024 to be adopted as presented.

Carried

4. Items for Discussion

2024-022

4.1 DV04-24 Variance to an Accessory Building

Moved By: Councillor Davis

To approve the development as presented subject to the following conditions:

1. A waiver to develop a 1,200 ft² accessory building permitting a variance to the maximum height to allow for a height of 16 feet 3 inches as detailed in development application number DA04-24 filed June 6, 2024.

2. The Development shall conform to all Land Use Bylaw 415-08, specifically Schedule 2 Residential (R) and Schedule 5 Development Standards and all applicable sections therein whereby the development shall have exterior finishes consistent with that of the principle dwelling.
3. All applicable building permits and safety codes permits, and approvals shall be obtained prior to commencement of construction from Park Enterprises at (403) 329-3747.
4. The Accessory Building shall conform to all setback requirements as per Schedule 2 Residential (R) and the plan submitted.
5. The final building grade shall be completed 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 directed towards 2nd Street.
6. The construction of the accessory building, including exterior finishes, is to be completed within 12 months from the date of issue of this development permit.
7. In accordance with provincial legislation, storm, ground and surface water **cannot** be placed in the sanitary sewer collection system.
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.

Carried

4.1.1 Development Officer Report

4.1.2 Application Submissions

4.1.3 Public Submissions

None.

4.1.3.1 Written Submissions

Submission by Maria Naumann.

4.1.3.2 Scheduled Presenters

Maria Naumann presenting.

4.1.4 Applicant Rebuttal

Richard Williams spoke with Maria Naumann directly.

2024-023

4.2 DV06-24 Front Yard Setback Variance for a Single Detached Dwelling

Moved By: Councillor Bikman

To approve the proposed development with the following conditions:

1. The development shall conform to all Land Use Bylaw 415-08, specifically Schedule 2 Residential (R) and Schedule 5 Development Standards and all applicable sections therein.
2. A waiver to permit a front yard setback of 20 feet is hereby granted.
3. All applicable building permits and safety codes permits, and approvals shall be obtained prior to commencement of construction. These can be acquired by contacting Park Enterprises at 403-329-3747.
4. The dwelling is to be located on the property by a land surveyor, certified survey technologist, or qualified engineer.
5. The final building grade shall be such that drainage flows away from the building and does not adversely affect the neighbouring lots. Lot drainage must be maintained on the property or directed towards the street.
6. The construction of the Dwelling, including exterior finishes is to 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 Development Officer in accordance with the Land Use Bylaw and shall be completed within 12 months of issue of the development permit.
8. 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.

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. 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.

Carried

4.2.1 Development Officer Report

4.2.2 Application Submissions

4.2.3 Public Submissions

None.

4.2.3.1 Written Submissions

None.

4.2.3.2 Scheduled Presenters

None.

4.2.4 Applicant Rebuttal

None.

2024-024

4.3 DA08-23 Secondary Suite and Secondary Suite Variance

Moved By: Mayor Lewington

To grant a one (1) year extension to Permit number DA08-23 with the updated expiration date of August 2, 2025.

Carried

2024-025

4.3.1 Motion to Enter into Closed Session

Moved By: Deputy Mayor Nilsson

To enter into Closed Session at 6:12 p.m. as per Section 17 of the *Freedom of Information and Protection of Privacy Act*.

Carried

2024-026

4.3.2 Motion to Come out of Closed Session

Moved By: Councillor Davis

To come out of Closed Session at 6:25 p.m.

Carried

2024-027

5. Adjournment

Moved By: Deputy Mayor Nilsson


That the agenda matters have been concluded and that the meeting be adjourned at 6:27 p.m.

Carried

These minutes to be approved on the 21st day of August 2024.



Acting Commission Chair - Trevor Lewington



CAO - Scott Donselaar