



Municipality of Crowsnest Pass
Municipal Planning Commission Minutes
Wednesday, September 20, 2023, at 2:00 PM

PRESENT: Justin Ames, Chair
Gaston Aubin, Vice Chair
Dave Filipuzzi, Member
Sam Silverstone, Member
Dean Ward, Member
Joanne Tulk, Member

ADMINISTRATIVE: Katherine Mertz, Development Officer
Johan Van Der Bank, Manager of Development & Trades
Ryan Dyck, ORRSC
Sasha Lassey, Recording Secretary

ABSENT: Don Montalbetti, Member (no apology)

1. **CALL TO ORDER**

Justin Ames called the meeting to order at 2:05 pm

2. **ADOPT AGENDA**

MOTION by Dean Ward to accept the agenda as presented.

CARRIED

3. **CONSENT AGENDA**

4. **ADOPTION OF MINUTES**

MOTION by Gaston Aubin to accept the agenda as presented.

CARRIED

5. **SUBDIVISION APPLICATIONS**

5.1 Subdivision 2023-0-115 Lot 1 Block 1 Plan 2211390 within SW1/4 20-7-3-W5M

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MOTION by Dean Ward to approve the presented resolution for Subdivision Application 2023-0-115 with an amendment to the condition as follows:

Remove: Condition 2 – That a service connection agreement be entered into for the purpose of providing water and sewer service connections to the proposed northerly parcel (with servicing to the southerly parcel to be dealt with in the future),

as the service connections are existing currently.

CARRIED

5.2 Subdivision 2023-0-116 Lot 2 Block 1 Plan 0411150 within SE1/4 16-7-3-W5M

MOTION by Joanne Tulk to approve the presented resolution for Subdivision Application 2023-0-116 with amendments to the reserve and conditions as follows:

Amendment: Reserve 1 - That the 10% Municipal Reserve requirement, pursuant to Sections 666 and 667 of the Municipal Government Act, be provided as money in place of land on part of the subdivision area, being 21.97 acres (8.89 ha), at the market value of \$14,000 per acre with the actual acreage and amount to be paid to the Municipality of Crowsnest Pass being determined at the final stage, for Municipal Reserve Purposes.

Remove: Reserve 2 - AND FURTHER that the remaining portion of the 10% reserve requirement, pursuant to Section 669 of the Municipal Government Act, be deferred by caveat on the 16.48 ac (6.67 ha) residual parcel with the actual acreage being determined at the final stage.

Remove: Condition – That any conditions of Alberta Transportation be satisfied.

Addition: Condition – That an agreement with the municipality be registered by caveat acknowledging that a water report has not been submitted and therefore, the household statutory right for a well has not been re-established on Lot 4, Block 2.

CARRIED

6. DEVELOPMENT PERMIT APPLICATIONS

6.1 DP2022-177 1605 78 Street, Coleman (Lot 19 Block 5 Plan 8411161)

MOTION by Dave Filipuzzi to:

Approve DP2022-177, For a “Fitness Centre” (Gymnastics), “Industrial equipment sales and rentals” (U-haul rentals – 10-units), “Light Industrial/manufacturing” (wood shop) and a “Convert to furniture shop and surveillance office” (all

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discretionary uses), all within an existing building., with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.2 DP2023-142 1308 East Hillcrest Drive, Hillcrest (W5;3;7;17;NE)

MOTION by Joanne Tulk to:

Approve DP2023-142, for a "Single-Family Dwelling" (discretionary use), with conditions as identified by Alternative A in the MPC request for decision package and add the conditions as follows:

3. *The landowner / applicant shall not connect the proposed development to the existing water line that services Lot 8; Block 1: Plan 0210159 from 12 Avenue. Alternatives to water servicing of the proposed development on NE17;7;3;W5 (Title 191167104) include:*
 - *The landowner shall provide to the Development Officer a section 23 of the Water Act report to support the drilling of a water well, or*
 - *The landowner shall service the proposed development by installing a cistern to which water is hauled, or*
 - *The landowner / applicant shall enter into a development agreement with and to the Municipality's satisfaction to construct a public waterline (separate from the service connection and waterline that services Lot 8; Block 1: Plan 0210159) from the existing infrastructure in 12 Avenue to the proposed development on NE17;7;3;W5 (Title 191167104) (i.e. the building site) at no cost to the municipality.*

CARRIED

3:06 pm – Justin Ames called a short recess

3:09 pm – Justin Ames reconvened the meeting

6.3 DP2023-147 7702 18 Avenue, Coleman (Lots 11-12, Block 12 Plan 820L)

MOTION by Dean Ward to:

Approve DP2023-147, for a "Fitness Centre" (Yoga Studio) (discretionary use) and a "Coffee Shop" (permitted use), with conditions as identified by Alternative A in the MPC request for decision package and add the conditions as follows:

3. *The landowner shall ensure any improvements to the exterior (including paint colours) comply with the historical integrity of the area as per the Design Guidelines of the Crowsnest Pass Historic District and are subject to a development permit.*

CARRIED

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6.4 DP2023-157 13118 18 Avenue, Blairmore (Lot 3-6 Block 27 Plan 2933AA & Lot 7 Block 27 Plan 2933AA)

MOTION by Dave Filipuzzi to:

Approve DP2023-157, to:

Demolish the existing "Accessory Buildings" [Garage / Covered Storage Area encroaching into the lane, Shed on Lot 7, and Fence encroaching into the lane] and

For an "Accessory Building over 72.83m² in area" (Garage 112.25m²) (discretionary use) with a 100% variance to the rear yard setback and a 39% variance to the height from 4.5m to 6.25m.,

with conditions as identified by Alternative A in the MPC request for decision package and add the condition as follows:

5. *The garage foundation and eaves (zero lot line setback) shall not encroach into the lane. It shall be the landowner's responsibility to undertake the required due diligence of ensuring this by staking out the building site of the garage by an Alberta Land Surveyor prior to laying the garage foundation.*
6. *Within 90-days of completing the development that Landowner shall provide an RPR to the Development Officer's satisfaction and make an application to discharge the existing encroachment agreement.*

CARRIED

6.5 DP2023-163 13001 16 Avenue, Blairmore (Lot 19-20 Block 33 Plan 2933AA)

MOTION by Gaston Aubin to:

Approve DP2023-163, for an "Accessory Building over 72.83m² in area" (Garage – 82.13m²) (discretionary use) and the re-location of an existing "Accessory Building under 72.83m² in area" (Shed- 13.66m²) (permitted use), with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

7. BYLAW AMENDMENTS

8. APPEALS

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Katherine Mertz reviewed the upcoming appeal scheduled for September 21, 2023, for DP2023-122 for a refused development permit to construct a new garage with a secondary suite that exceeded the allowable 40% floor area ratio (of a secondary suite to the single-family dwelling).

9. **ROUND TABLE DISCUSSION**

Johan van der Bank updated the committee on the Land Use Bylaw Omnibus 3 revision and highlighted some of the changes being proposed and a timeline for being presented to Council.

- September 20, 2023 - Final subcommittee meeting
- October 4, 2023 - Council Workshop
- 1st Reading to be determined following Council Workshop input

Johan also discussed a new Secondary Suite Incentive Policy that council approved and mentioned that the relevant changes in Omnibus 3 align with the new Policy in that barriers to secondary suite development are being removed.

10. **NEXT MEETING**

Next Meeting October 25, 2023, 2:00pm

Joanne Tulk notified the committee that she will not be present for the next two meetings.

11. **IN CAMERA**

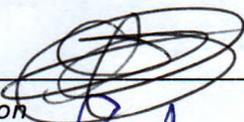
12. **ADJOURN**

MOTION by Dave Filipuzzi to adjourn the meeting at 3:32 pm.

CARRIED

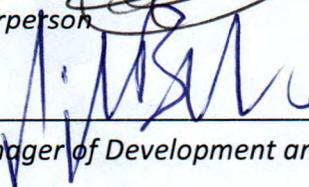
APPROVAL OF MINUTES

Approved By:



Chairperson

25 Oct 2023
Date



Manager of Development and Trades

October 25, 2023
Date