



**CITY OF LACOMBE**  
**MUNICIPAL PLANNING COMMISSION**  
**MINUTES 111517**

**DATE:** November 15, 2017  
**PLACE:** City of Lacombe Council Chambers  
**TIME:** 5:00 p.m.

<b>PRESENT:</b>	Grant Creasey	Mayor
	Thalia Hibbs	Councilor
	Don Gullekson	Councilor
	Don Easton	Member at Large
	Sandra Badry	Member at Large

**STAFF:** Debbi Bonnett, Manager of Planning and Development  
Gail Long, Development Officer  
Crystal Chappell, Development Officer

**1. CALL TO ORDER**

Mayor Creasey called the meeting to order at 4:59pm.

**2. ADOPTION OF AGENDA**

**MOVED BY:** Member Guellekson

THAT the Agenda be adopted as presented.

**CARRIED:** Unanimously

**3. ADOPTION OF MINUTES**

**MOVED BY:** Member Easton

That the Municipal Planning Commission minutes for November 1, 2017 be approved as presented.

**CARRIED:** Unanimously

**4. NEW SUBDIVISION APPLICATION**

**A. 66/253.24 (2017) Condominiumization of Existing Multi-Use Industrial Building; 3701 – 52 Avenue; Lot 15, Block 8, Plan 782 2856; Zoned I2- Heavy Industrial District.**

The Planner, J. Kirchner, introduced a subdivision application for a developed industrial lot where the building and the underlying land would be partitioned into condominiums. The purpose of the proposal is to allow for the possible sale of the condominium portions to those tenants preferring permanent occupancy.

Following discussion regarding the proposed boundaries and potential future development; the Manager of Planning and Development, D. Bonnett, suggested attaching a condition of approval requiring payment of taxes in full prior to subdivision endorsement.

The Municipal Planning Commission approved the subdivision with conditions.

**MOVED:** Member Hibbs

**RESOLVED** that the Municipal Planning Commission approve the subdivision application to convert Lot 12, Block 6, Plan 142 4901 into a condominium, subject to the following conditions:

1. Condominium to be registered by Plan of Survey.
2. Wording for the Condominium Corporation Bylaw that prevents independent ownership and development of Units 6-8 as approved by the Planning and Development administration.
3. Verification that the units have been serviced as per the attached "Approved Condo Servicing Layouts" document.
4. The payment of the \$360 endorsement fee.
5. Taxes shall be paid in full prior to endorsement.

**CARRIED:** Unanimously

#### **5. NEW DEVELOPMENT PERMIT APPLICATION**

##### **A. 61/252.24 (2017) Day Care Facility; Unit 3, 10 Brownstone Road; Lot 15, Block 8, Plan 782 2856; Zoned R4-Residential Mixed District.**

Development Officer, G.Long, presented an application for a Discretionary-Use Day Care Facility proposed to operate out of Unit 3, 10 Brownstone Road.

Pursuant to the neighbouring property owner consultation policy (those within 60m of the subject site), 37 property owners were notified. Additionally, staff hand delivered notices to the other five units within the 6-Unit row house. In total, three (3) responses were received in opposition of the application.

The Development Officer clarified how different levels of government regulate different aspects of day care. From the municipality's perspective, a day care is viewed as a land use and is regulated under the authority of the Land Use Bylaw. The province addresses health and safety through various acts. Therefore; inspections, licensing, and numbers are outside of the City of Lacombe's jurisdiction.

Records indicate that the 6 unit row house was constructed in 1990. A site visit revealed that the property was not developed in accordance with the original site plan. As development occurs on or within a property, the City reviews the Land Use Bylaw in effect at the time. As part of development approval, the applicant/landowner may be required to make improvements to the property. On account of original conditions of approval not being met, this particular property will require conditions of approval to bring the property up to the standard of the current Land Use Bylaw. Examples of such conditions of approval include: additional parking stalls, paving of the parking area and driveway , parking barriers, pavement markings, signs identifying visitor parking and day care parking, power to the parking, a loading space, landscaping, bicycle rack on a hard surface, and screened on-site garbage disposal.

The applicant discussed her application for a day care to accommodate a maximum of 10 children with one additional staff member to assist her. Outdoor play space is proposed to be located at the rear of the unit which is entirely fenced. This area is shared among all residents of the building.

The applicant expressed concern regarding the conditions of approval and indicated the unlikelihood of the conditions being met by herself or the property owner. She proposed operating a day home (less than 7 children) rather than a day care (7 children or more). She was advised that a Home Occupation 2 development permit would both be required and also trigger the same conditions of approval.

The members opened discussion regarding the application and exchanged questions and concerns with the applicant. It was agreed that the application would be tabled pending the need for additional information and possible dialogue with the property owner to determine who would be responsible for property improvements should the application be pursued at 10 Brownstone Road.

**MOVED:** Member Badry

**RESOLVED** that the Municipal Planning Commission table the application for the location of a Day Care Facility in Unit 3 of a multi-attached housing development located at 10 Brownstone Road, Lot 15 Block 8 Plan 782 2856, zoned R4 – Mixed Use District.

**CARRIED:** Unanimously

**8. NEXT MPC MEETING**

**A.** December 6, 2017

**9. ADJOURNMENT**

**MOVED BY:** Member Hibbs

THAT this meeting now adjourns at 6:05p.m.

**CARRIED:** Unanimously

---

Chairperson

---

Date