



**CITY OF LACOMBE**  
**MUNICIPAL PLANNING COMMISSION**  
**MINUTES 121317**

**DATE:** December 13, 2017  
**PLACE:** City of Lacombe Council Chambers  
**TIME:** 5:00 p.m.

**PRESENT:** Grant Creasey Mayor  
Thalia Hibbs Councilor  
Don Easton Member at Large

**REGRETS:** Don Gullekson Councilor  
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 5:00pm.

**2. ADOPTION OF AGENDA**

THAT the Agenda be adopted as presented.

**MOVED BY:** Member Hibbs

**CARRIED:** Unanimously

**3. ADOPTION OF MINUTES**

That the Municipal Planning Commission minutes for November 15, 2017 be approved as presented.

**MOVED BY:** Member Easton

**CARRIED:** Unanimously

**4. ADOPTION OF MINUTES**

That the Municipal Planning Commission minutes for December 6, 2017 be approved as presented.

**MOVED BY:** Member Hibbs

**5. BUSINESS ARISING FROM MINUTES**

**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**

The Development Officer, G. Long, indicated that the application had been withdrawn so no further action will be required.

**6. NEW DEVELOPMENT PERMIT APPLICATION**

**A. 61/252.29 (2017) Liquor Store; Unit 1, 5265 45 Street, Unit 1, Plan 812 0648; Zoned C4- Highway Commercial District.**

Development Officer, G.Long, presented an application for a Discretionary-Use Retail liquor store to occupy Unit 1 in the existing commercial building located at 5265 45 Street.

Pursuant to the neighbouring property owner consultation policy (those within 60m of the subject site), 11 property owners were notified. Two responses were received in opposition to the proposed development.

Staff advised the members of a number of site development deficiencies with regard to the Land Use Bylaw requirements. Recommended conditions of approval were part of the discussion. The main areas of focus included the encroaching parking lot on a City boulevard, a relaxation to the required width of an existing landscaped area by 17% on the north boundary of the parcel, required concrete parking curbs at the rear of the property, improving the partial sidewalks to allow for access to both the front and rear parking areas, required bicycle parking, required loading space, improving garbage disposal screening, and a need for proper civic addressing for all units of the building and the building itself.

The landowner commented on each of the deficiencies. He discussed the potential costs to remedy each item and indicated the intention to improve the building within the next five years. He emphasized that this application is simply a change of occupancy and there is not substantial development proposed to occur.

Two neighbouring property owners spoke about the application with concerns about the use and the number of liquor stores in the vicinity.

After discussion, the members reviewed each of the conditions in detail and made amendments.

**MOVED:** Member Hibbs

**RESOLVED** that the Municipal Planning Commission approve the location of a retail liquor store in Unit 1, with a 17% variance to the width of landscaping on the north boundary of the parcel located at 5265 45 Street, legally described as Unit 1 Plan 812 0648, zoned C4 – Highway Commercial District.

Approval is in respect of works consisting of and as described on the development permit application form and plans submitted by the applicant, subject to the following conditions as amended:

1. This permit indicates that only the development to which it relates is authorized, with the provisions of the Land Use Bylaw and in no way relieves or excuses the applicant from complying with the Land Use Bylaw and in or any other bylaw, orders and/or regulations affecting such development.

2. This permit is valid for a period of twelve (12) months from the date of issue. If, at the expiry of this period, the development has not been commenced with reasonable diligence, this permit shall be null and void.
3. The Development Officer may, in accordance with Section 645 of the Municipal Government Act, take such action as is necessary to ensure that the provisions of this bylaw are complied with.
4. Applicant is to obtain a City of Lacombe building permit prior to occupancy of the unit.
5. Applicant is to obtain electrical, plumbing and gas permits prior to commencement of any leasehold improvements.
6. Applicant to obtain and maintain a valid business license from the City of Lacombe.
7. Landscaping to be completed to the satisfaction of the Development Authority.
8. Curb stop must remain visible and at proper elevation PRIOR to completing landscape work.
9. Prior to building permit issuance, landscaping deposits will be required in the form of cash or letter of credit in an amount equal to 100% of the estimated cost of the required landscaping as estimated by an appropriate trade professional, but not less than \$2,000. Security will be released once a site inspection demonstrates that the landscaping has been completed in accordance with the approved plan, has been well maintained, and is in healthy condition.
10. Landowner/applicant shall provide and identify a minimum of 2 parking spaces to meet the needs of disabled persons.
11. Landowner/applicant to submit a revised parking plan showing the location of a loading space with a minimum size of 3.5m x 8m, to be located at the rear of the parcel. The location of the loading space is to be to the satisfaction of the Development Authority.
12. The loading space and all parking spaces shall be marked on the ground through the use of painted white or yellow lines measuring approximately 7.6 cm in width.
13. All parking spaces are to be identified through the use of concrete parking barriers.
14. Applicant shall provide a bicycle rack providing bicycle parking for a minimum of 4 bicycles. The area designated for bicycle parking is to be raised above the parking lot grade and is to be hard surfaced. Location and details of the bicycle parking area is to be shown on the landscaping plan.
15. Landowner/applicant to provide screening of the existing garbage bins on site. Details are to be included in the landscaping plan, for review and approval by the Development Authority.
16. Prior to building permit issuance, hard surfacing deposits will be required in the form of cash or letter of credit in an amount equal to 50% of the estimated cost for the parking curbs and pavement markings as estimated by an appropriate trade professional, and not less than \$2,000. Security will be released once a site inspection demonstrates that parking barriers are in place and the pavement markings have been completed in accordance with the approved plan.
17. Prior to building permit issuance, the applicant shall submit a development permit deposit in the amount of \$2,000.00.
18. Prior to occupancy, the applicant shall provide the City with a copy of the Class D Liquor License issued by Alberta Liquor and Gaming Commission.
19. Landowner/applicant to display the assigned civic address at or near the front of the property so that it can be clearly read from the roadway, with each unit identified with the appropriate unit number.
20. The decision of the Municipal Planning Commission being mailed to adjacent landowners, a sign posted on site, and advertised in the local newspaper, and no appeal against the decision being successful.

***Please note that this decision is subject to an appeal period which ends on January 3, 2018 at 4:30pm.***

**CARRIED: Unanimously**

**7. NEXT MPC MEETING**

**A.** December 20, 2017

**8. ADJOURNMENT**

**MOVED BY:** Member Hibbs

THAT this meeting now adjourns at 6:39p.m.

**CARRIED:** Unanimously

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Chairperson

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Date