



CITY OF LACOMBE
MUNICIPAL PLANNING COMMISSION
MINUTES 122017

DATE: December 20, 2017
PLACE: City of Lacombe Council Chambers
TIME: 5:00 p.m.

PRESENT:

Grant Creasey	Mayor
Thalia Hibbs	Councilor
Don Easton	Member at Large
Don Gullekson	Councilor
Sandra Badry	Member at Large

STAFF:

Gail Long, Development Officer
Crystal Chappell, Development Officer

1. CALL TO ORDER

Mayor Creasey called the meeting to order at 4:57pm.

2. ADOPTION OF AGENDA

THAT the Agenda be adopted as presented.

MOVED BY: Member Easton

CARRIED: Unanimously

3. ADOPTION OF MINUTES

That the Municipal Planning Commission minutes for December 13, 2017 be approved as presented.

MOVED BY: Member Hibbs

CARRIED: Unanimously

4. NEW DEVELOPMENT PERMIT APPLICATION

- A. 61/255.22 (2017) Home Occupation 2 – Personal Training; 91 Hathaway Lane; Lot 5, Block 2, Plan 942 2198; Zoned R1- Residential Detached District**

Development Officer, C. Chappell, presented a discretionary use Home Occupation 2 application to be located at 91 Hathaway Lane. The proposed business will provide personal fitness training services to its clients 6 days per week with flexible hours of operation.

After discussion in regards to limiting the hours of operation during evening hours, the following motion was put forward:

MOVED: Member Gullekson

RESOLVED that the Municipal Planning Commission approve the discretionary use for a Home Occupation 2: Persona Services, to be located at 91 Hathaway Lane; Lot 5, Block 2, Plan 942 2198, zoned R1.

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:

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 to obtain and maintain a valid business license from the City of Lacombe.
5. There shall be only one (1) business related (client) vehicle at the property at any given time.
6. Hours of operation shall be limited from 6:00 a.m. to 8:00 p.m. Monday through Saturday.
7. Only residents of the principal dwelling shall be engaged on the premises for the purpose of carrying on the home occupation.
8. All business related parking is to occur within the property boundaries. Hathaway Lane may not be utilized to accommodate the parking needs of the Home Occupation 2. Access to the rear yard from 63 Avenue is not permitted.
9. Any permit issued for home occupations may be revoked at any time if, in the opinion of the development authority, the home occupation is, or has become detrimental to the amenities of the neighbourhood.
10. 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.
11. This permit is valid for the address stated on the application and is not transferable to a new address.
12. Only one sign shall be allowed on the property for the Home Occupation use. The sign may have the logo of the business if desired, shall display only the name of the business and the telephone number, shall not exceed 0.16m² in size, is to be unlit, and is to be affixed to the front face of the dwelling or a free-standing sign post not to exceed 1.5m in height.
13. The decision of the Municipal Planning Commission being provided to the applicant, notice being posted on the City's website, and a notice being posted on the subject lands, and no appeal against the decision being successful.

MOTION CARRIED

B. 61/252.32 (2017) Multiple Housing Development; 5428 55 Avenue; Lots 6 & 7, Block 3, Plan 4880R; ; Zoned R4- Residential Mixed District and the Downtown Area Redevelopment Plan District Overlay

Development Officer, G.Long, presented an application for the construction of two (2) four-unit residential buildings to be located at 5428 55 Avenue. Multiple housing developments in the R4 District are listed as a discretionary use within the Land Use Bylaw.

Pursuant to the neighbouring property owner consultation policy (those within 60m of the subject site), 20 property owners were notified. Two responses were received in opposition to the proposed development.

The proposed buildings meet minimum setback distances from all property boundaries, will not exceed maximum height, are within parcel coverage allowances, and appropriate amenity area will be provided. The parking plan satisfies all parking requirements, however the City requires a new access and upgrades to the rear laneway per Section 4.7.15 of the Land Use Bylaw authorizing the Development Authority to require a developer to enter into a development agreement with the City *“to construct or pay for the construction or upgrading of any roads required to give access to the development”*. Engineering staff is not satisfied with the current access to the existing lane from 53 Street if the proposed development is approved for this site. An alternate access is proposed by the City and deemed necessary on account of the substantial increase in residents on the subject site.

A variance of 18% was requested for maximum allowable driveway width, and it was noted that the applicant will be required to submit a revised landscaping plan showing alternate locations for trees and shrubs and a lighting plan to ensure that the outdoor lighting will not pose a detrimental impact on vehicular/pedestrian traffic and neighbouring properties.

The applicants and their draftsman representing the application were in attendance. The applicant addressed staff's conditions of approval remarking on any concerns throughout.

After discussion, the following motion was put forward:

MOVED: Member Badry

RESOLVED that the Municipal Planning Commission waive the requirement for a loading space and the need for an on-site garbage disposal area to allow for the location of two 4-unit residential buildings to be located at 5428 55 Avenue, Lots 6 & 7 Block 3 Plan 4880R, zoned R4.

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:

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 City of Lacombe building permits for each of the residential buildings prior to commencement of construction.
5. Applicant to apply for and obtain any required secondary permits (electrical, plumbing, gas).
6. Prior to building permit issuance, the applicant must provide a lot grading plan for review and approval by the City's Engineering Services.
7. The builder must construct within 100mm of the design landscape elevation and illustrated drainage patterns unless otherwise approved by the Development Officer.

8. Prior to building permit issuance, the applicant must provide construction drawings for the new lane access, new lane paving, and 56 Avenue drainage management (new catch basin), to the satisfaction of the City's Engineering Services.
9. **If the property requires more than 1.0 m of fill, the lot will require a bearing certificate. Applicant must submit foundation soil bearing certification from a Geotechnical Engineer (stamped and signed) prior to a foundation inspection. Such certificate shall reference footing design approved with the associated building permit.**
10. Applicant to identify the water servicing required for the development prior to building permit issuance.
11. Applicant to apply for and install one water metre per unit.
12. If it is deemed that upgrades are required to the existing water and/or sewer services to accommodate the proposed development, the applicant will be required to apply for and complete any upgrades at their expense, to the satisfaction of the City of Lacombe.
13. This lot has been serviced with both Sanitary and Storm lines. TO CONFIRM, call PUBLIC WORKS. Applicant must ensure service connections are correct. Any cross connections will be remedied at the applicant expense.
14. All landscaping areas are to be protected by concrete curbs or other barriers, as approved by the Development Authority, having a minimum height of 140mm or separated from the street or parking area by a paved, curbed sidewalk.
15. Applicant shall provide a solid fence on both the east and west property boundaries from the front of the building to the rear property boundary, with the height of the fence screening the parking area to be 1.8m.
16. Applicant shall provide details of the furnishings to be located within the public amenity area located between the two buildings, to the satisfaction of the Development Authority.
17. Prior to Building Permit issuance, the applicant shall submit a revised landscaping plan showing areas of landscaping and hard surfacing, sizes, types and location of trees and shrubs, the location and type of fencing being proposed, and details of the furnishings to be located within the public amenity area, for review and approval by the Development Authority.
18. 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. Landscaping estimates are to include estimated costs for required fencing and furnishings.
19. Applicant shall provide garbage disposal bins for the residential development, at a location to be determined by the City's Utility Manager.
20. Applicant shall be required to provide a total of 18 hard surfaced parking spaces (4 to be located within the attached garages) as shown on the attached approved parking plan. One of these parking spaces must be designed to meet the needs of disabled persons.
21. Applicant shall provide for the placement of bicycle parking for a minimum of 5 bicycles, to be located within 15 m of the main entrance to the residential buildings. The parking area for the bicycle rack is to be raised above the parking lot grade and is to be hard surfaced. Location and details of the bicycle parking/rack is to be shown on the landscaping plan.
22. Prior to building permit issuance for the proposed development, the applicant is to enter into a Development Agreement with the City of Lacombe for the construction of a new access onto 56 Street, and for the paving of a portion of the laneway that will be required to accommodate the proposed development.
23. Applicant to hard surface the access to the parcel, the new access onto 56 Street, parking lot areas, and that portion of the laneway as required and outlined in the Development Agreement, within one (1) year from construction completion.

24. With exception of the visitor parking spaces, all exterior parking spaces shall be electrified and identified with cement parking curbs and pavement markings.
25. 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 of the hard surfacing, as estimated by an appropriate trade professional, and not less than \$2,000. Security will be released once a site inspection demonstrates that the hard surfacing has been completed in accordance with the approved plan. Costs for hard surfacing all parking areas, the laneway, the new access, and parking curbs and pavement markings are to be included in the cost estimates.
26. Curb stop must remain visible and at proper elevation PRIOR to pouring concrete or completing landscape work.
27. Prior to building permit issuance, the applicant is to submit an exterior lighting plan for review and approval by the City's Engineering Department.
28. Prior to Building Permit issuance, the applicant shall prepare a Fire Safety Plan, subject to approval by the City's Fire Chief. The Plan is to be followed while construction is taking place on site.
29. Prior to building permit issuance, the applicant shall submit a development permit deposit in the amount of \$4,000.00 (\$2,000 per structure).
30. The exterior of the building, including paints, shall be completed within twelve (12) months from the date of issue of the building permit.
31. Any concrete curb or sidewalk that is damaged by the applicant during the course of construction shall be replaced by the applicant to the City's satisfaction. Where necessary, the City of Lacombe shall be responsible to replace any surface infrastructure which the City removes to complete water and sewer servicing.
32. 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.
33. Applicant shall make separate application for any signs proposed on the property.
34. Applicant must apply for and have approval for the demolition/relocation of the existing detached dwelling and accessory buildings currently located on the property. All conditions of the demolition/relocation permit approval must be met to the satisfaction of the Development Authority prior to building permits being issued for the proposed multiple housing development.
35. The decision of the Municipal Planning Commission being provided to the applicant and landowner, notice being posted on the City of Lacombe's website, and a notice being posted on the subject lands, and no appeal against the decision being successful.

MOTION CARRIED

5. NEXT MPC MEETING

A. January 03, 2018

6. ADJOURNMENT

MOVED BY: Member Hibbs

THAT this meeting now adjourns at 6:29p.m.

CARRIED: Unanimously

Chairperson

Date