



**CITY OF LACOMBE**  
**MUNICIPAL PLANNING COMMISSION**  
**MINUTES 050218**

**DATE:** May 2, 2018  
**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:** Deb Bonnett, Manager of Planning and Development Services  
Gail Long, Development Officer  
Kyle Schole, Development Officer

**1. CALL TO ORDER**

Mayor Creasey called the meeting to order at 5:00 p.m.

**2. ADOPTION OF AGENDA**

THAT the Agenda be adopted as presented.

**MOVED BY:** Member Badry

**CARRIED:** Unanimously

**3. ADOPTION OF MINUTES**

That the Municipal Planning Commission minutes for April 18, 2018, be approved as presented.

**MOVED BY:** Member Gullekson

**CARRIED:** Unanimously

**4. NEW DEVELOPMENT PERMIT APPLICATION**

**A. 61/255.05 2018 Home Occupation 2 – Dog Grooming and Personal Services (Esthetics)**

The applicants were in attendance to provide additional information.

Development Officer Gail presented an application for a Home Occupation 2 to be located at 19 Hangingstone Drive. The proposed business is for dog grooming and personal services (Esthetics).

47 property owners were notified of this application, and four responses were received with 1 in support and three in opposition to the application. Concerns related to the lack of parking and nuisance issues.

Dog grooming and personal services (esthetics) would operate from an existing detached dwelling at 19 Hangingstone Drive. The business will be open 4 days per week, with no set days. There will be a maximum of 2 to 3 appointments scheduled on these days for the combined businesses, and only one client will be scheduled at a time. Hours of operation will be from 10:00 a.m. to 3:00 p.m., but will be dependent on client schedules.

Currently, there is one (1) hard surfaced parking space on site for residents of the home. One additional parking space will be required on site for client parking. Two graveled parking spaces will be provided at the rear of the property. An accessible hard surfaced pathway from the parking area to the door where clients will enter the home will be required. The parking area at the rear of the lot will be located directly adjacent the deck.

Administration noted that a garden shed located on the south side of the property is encroaching 0.43m onto adjacent Lot 8. Landowners are required to either enter into an encroachment agreement with the landowners of Lot 8 to allow the shed to remain at its current location, relocate, or remove the shed.

Discussion included questions as to whether there is the need for a Health Inspection. Administration advised that a condition stipulates that the applicant must contact Alberta Health Services to determine the answer. The Applicant confirmed that this process has already been initiated.

The applicant is meeting the requirements for on-site parking to accommodate clients of the Home Based business on site. Due to limited business related traffic to the site and the availability of on-site parking, Planning and Development Services is recommending approval subject to conditions.

**MOVED:** Member Hibbs

**RESOLVED** that the Municipal Planning Commission approve the discretionary use for a Home Occupation 2: Dog Grooming and Personal Services (Esthetics), to be located at 19 Hangingstone Drive, Lot 9 Block 8 Plan 782 2856, zoned R2.

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. Hours of operation shall be limited to Monday through Saturday from 9:00 a.m. to 6:00 p.m.
6. Only residents of the principal dwelling shall be engaged on the premises for the purpose of carrying on the home occupation.
7. Prior to June 30, 2018, applicant will be required to provide a graveled parking space at the rear of the lot to provide one additional parking space for residents of the home, and one parking space for customers utilizing the businesses. Each parking space must be a minimum of 2.75m x 5.5m.

8. Applicant shall provide an accessible hard surfaced pathway from the parking area to the door where clients will enter the home.
9. There shall be a maximum of 1 business related (client) vehicle at the property at any given time.
10. All business related parking is to occur within the property boundaries. Hangingstone Drive may not be utilized to accommodate the parking needs of the Home Occupation 2.
11. Applicant shall restrict client dogs to the interior of the home from the time of delivery to the time of pick up. No client dogs are permitted to be outside in the yard.
12. Applicant to apply for a permit from Alberta Health Services (*A Health Inspector can be contacted by phone at 403-356-6366*) and receive approval from Alberta Health Services prior to the operation of the business. A copy of the permit is to be submitted to the City.
13. 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.
14. Applicant to ensure that all associated storage is located inside the principal dwelling and/or accessory residential building on site. No outdoor storage is permitted.
15. Applicant to ensure the site remains neat and tidy.
16. Applicant shall obtain City of Lacombe dog licenses on a yearly basis for all dogs within the City boundaries that are over 3 months of age that are being kept, harbored, or that they have custody of.
17. Applicant to enter into an encroachment agreement with the landowners of Lot 8 to allow the existing shed to remain at its current location, with a copy being provided to the City. Alternatively, the shed will need to be relocated on the property to a location that conforms with the City's Land Use Bylaw (0.9m or 2.96ft from rear and side property boundaries), or removed from the property. The shed is not permitted in the front yard.
18. Prior to permit issuance, the applicant shall submit a \$1,000.00 deposit which will be returned once all conditions of this permit have been met to the satisfaction of the development authority.
19. This permit is valid for the address stated on the application and is not transferable to a new address.
20. 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 0.16m<sup>2</sup> 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.
21. 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.
22. 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.

*Please note that this decision is subject to an appeal period which ends on **May 23, 2018** at 4:30 p.m.*

**7. NEXT MPC MEETING**

**A.** May 16, 2018

**8. ADJOURNMENT**

**MOVED BY:** Member Easton

THAT this meeting now adjourns at 5:14

**CARRIED:** Unanimously

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Chairperson

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Date