



**CITY OF LACOMBE**  
**MUNICIPAL PLANNING COMMISSION**  
**MINUTES 060618**

**DATE:** June 6, 2018  
**PLACE:** City of Lacombe Council Chambers  
**TIME:** 5:00 p.m.

**PRESENT:**

Thalia Hibbs	Acting Chairperson
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**

Councilor Hibbs called the meeting to order at 5:01 p.m.

**2. ADOPTION OF AGENDA**

That the agenda be approved as presented.

**MOVED BY:** Member Easton

**CARRIED:** Unanimously

**3. ADOPTION OF MINUTES**

That the Municipal Planning Commission minutes for May 16, 2018, be approved as presented.

**MOVED BY:** Member Badry

**CARRIED:** Unanimously

**4. NEW DEVELOPMENT PERMIT APPLICATION**

**A. 61/250.702 (2018) Class 2 Freestanding Sign with Size Variance**

The applicant was present, and provided an updated image of what the sign is to look like.

Development Officer Gail Long presented an application for a Class 2 Freestanding Sign to be located on the west side of the access into the Redeemer United Reformed Church parking lot. The sign will be fully within the confines of the property, and will serve as an identification sign for the church.

A total of 28 properties were notified of the proposed development, and one response has been received in support of the application.

In the CS District, the Land Use Bylaw limits the size of a freestanding sign to 7m<sup>2</sup>, with the sign not exceeding the maximum height of 6m above grade. The proposed sign will be a total of 5.49m in length and a maximum of 2.74m in height, for a total of 15.05m<sup>2</sup>. However, due to the curvature at the top of the sign, the total area of the sign will be a maximum of 11.79m<sup>2</sup> in size. A variance of 4.79m<sup>2</sup> is being requested.

The base of the sign will be finished with shale, decorative rock and shrubs. The Land Use Bylaw requires that electrical power to freestanding signs is to be underground.

There was discussion as to how the sign measurements have been calculated, and administration confirmed that measurements were taken from the base of the sign.

There was also further discussion as to whether the planned sign is to be illuminated at night, and the applicant confirmed that this is the case, with two or so spotlights to be directed towards the sign.

Staff further advised that although the sign is exceeding the allowable size of 7m<sup>2</sup>, the church lot is 2.8 acres in size and should not have an impact on neighbouring properties.

**MOVED:** Member Gullekson

**RESOLVED** that the Municipal Planning Commission approve the location of an 11.79m<sup>2</sup> Class 2 Freestanding Sign to be located at 4519 46 Avenue, Lot 15 Block 1 Plan 962 3073, zoned CS.

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. The proposed sign shall be located within the landscaped area at the front of the property and will be set back approximately 8.23m from the front property boundary and approximately 6.10m west of the access to the church parking lot.
5. The sign base shall be covered with topsoil, and seeded, or concealed by vegetation or ornamental rock contained within a planting bed, to the satisfaction of the Development Authority.
6. Electrical power to the sign is to be underground.
7. Applicant to obtain any required building and electrical permits for the sign.
8. Illumination of the sign shall not shine or reflect light directly onto neighboring properties or into the direction of oncoming traffic. The illumination intensity and brightness of the sign shall be to the satisfaction of the Development Officer.

9. The area around the sign structure shall be kept clean and free of overgrown vegetation and refuse materials.
10. The applicant is responsible for the cleaning, painting, repair or replacement of any defective parts of the sign in a manner that does not alter the basic design or structure of the sign and does not include a change in copy.
11. 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 **June 27, 2018** at 4:30 p.m.*

**CARRIED:** Unanimously

**5. NEXT MPC MEETING**

**A.** June 20, 2018

**6. ADJOURNMENT**

**MOVED BY:** Member Badry

THAT this meeting now adjourns at 5:09pm

**CARRIED:** Unanimously

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Chairperson

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Date