



CITY OF LACOMBE
MUNICIPAL PLANNING COMMISSION
MINUTES 171018

DATE: October 17, 2018
PLACE: City of Lacombe Council Chambers
TIME: 5:00 p.m.

PRESENT:	Grant Creasy	Chairperson
	Thalia Hibbs	Councilor
	Don Gullekson	Councilor
	Don Easton	Member at Large
	Sandra Badry	Member at Large

STAFF: Debbie Bonnett, Manager
Gail Long, Development Officer
Kyle Schole, Development Officer

1. CALL TO ORDER

Chairperson Creasy called the meeting to order at 5:01 p.m.

2. ADOPTION OF AGENDA

That the agenda be approved as presented.

MOVED BY: Member Gullekson

CARRIED: Unanimously

3. ADOPTION OF MINUTES

That the Municipal Planning Commission minutes for October 3, 2018, be approved as amended.

MOVED BY: Member Hibbs

CARRIED: Unanimously

4. NEW DEVELOPMENT PERMIT APPLICATIONS

A. 61/251.78 2018 Demolition of Detached Dwelling

The applicant, Darryl and Alice Klopstra, as well as Tina Fawcett, were in attendance to provide additional information and answer questions.

Development Officer Gail Long presented an application for the relocation and/or demolition of a detached dwelling at 5520 50 Avenue. As the dwelling was built more than 50 years ago, it is subject to the Historic District Area Overlay.

A total of 15 property owners were notified, with no responses being received.

The Historic District Area Overlay sets out guidelines to be followed for demolition and relocation consideration, with the intent to ensure that incremental alterations, renovations and demolitions do not diminish the conservation of historic resources over time.

Notice of the demolition was advertised in the Lacombe Globe on September 20 and September 27, 2018. At the time of writing this report, the City did not receive any interest in relocating or salvaging any materials from the building.

The application was forwarded to the Lacombe and District Historical Society for an assessment of the historical value of the building, and an assessment was prepared and is dated September 29, 2018. This assessment indicates that the detached dwelling is a 2-storey Victorian house characteristic to homes built in Lacombe in the early 1900's. The exterior of the house is clad in original wood drop siding with shaped shingle trim on the dormers and front and back peaks of the house. The front porch, pillars and all windows are original to the building. The structure's foundation appears to be failing and a definitive slope can be identified by looking down the side of the building. The interior of the home retains many of the original elements and little has been done to modernize the home. The home still retains some original features including the original lathe and plaster, an original wood staircase, wood paneling in the main entrance, wood doors, original door handles, a claw foot tub and vintage porcelain sink, transoms, grates, original wood floors/baseboards/trim and wood frame windows.

Lacombe and District Historical Society assessment indicates that this residence is an important part of Lacombe's built heritage, and the Historical Society notes that with a considerable financial investment, the home could be restored, firstly by lifting the structure and building a new foundation, and then renovating and restoring the interior and exterior.

Although the committee did not officially object to the proposed demolition of the residence, the society strongly encourages the conservation, salvaging or restoration of original character-defining elements when possible. These interior and exterior elements include the original pillars on the deck, the original wood staircase, wood paneling in the main entrance, wood doors, original door handles, grates, floors/baseboards/trim, wood frame windows, claw foot tub, vintage sinks and the 2-storey Victorian wood-drop siding façade (original appearance of the exterior).

Should approval be granted for the demolition of the structure, the society recommends that an attempt to sell the structure for a minimal sum (i.e. \$1) to an interested party willing to remove it and relocate it to another site for restoration, or that the applicant enable salvage of original parts/materials from the house as mentioned. The society has also requested that should demolition of the structure be approved, that they be contacted to document the end of the residence's life cycle for historical purposes.

The applicant has advised that a new detached dwelling is proposed to be constructed on the property.

There is currently an existing shop building located at the rear of the property. The applicant has advised that the building is in poor condition and will need a new foundation, the height will need to be increased by raising the building onto a pony wall, and a new roof may be required. The re-construction of the building will be significant enough that it cannot be considered as maintenance, but rather a new build. The applicant is uncertain at this time whether the building will be reconstructed or demolished. In either case, a permit will be required.

The Development Authority can approve the demolition of the existing shop building upon receipt of a Development Permit application. However, reconstruction of the shop building cannot be considered until such time as a principal building has been constructed on the property. It should be noted that due to the size of the existing shop, approval for reconstruction will be considered as discretionary, and may or may not be approved.

As the Heritage Resource Committee did not officially object to the proposed relocation and/or demolition, Planning and Development Services supported the application and recommends approval subject to conditions.

The applicant further indicated that it is their intention to rebuild in a similar character to the existing structure, and to do so without a large delay.

Development Officer Gail Long indicated to the applicant to consult Planning and Development Services during their planning process in order to ensure that their proposal will comply with the requirements of the Historical District Overlay.

MOVED BY: Member Badry

RESOLVED that the Municipal Planning Commission approve the discretionary relocation and/or demolition of the detached dwelling located at 5520 50 Avenue, Lots 1 & 2 Block A Plan 3590P, zoned R1 – Residential Detached District, and in the Historic Residential District Overlay.

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 relocation and/or demolition 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 or any other bylaw, orders and/or regulations affecting such demolition.
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 relocation and demolition have 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 make every attempt to relocate the detached dwelling rather than proceeding with its demolition.
5. Applicant is to obtain a City of Lacombe building permit prior to relocation and/or demolition.
6. Prior to building permit issuance, the applicant is to apply for disconnection of the electrical, gas, and water services to the detached dwelling.
7. Applicant shall be required to submit a Development Deposit of \$1,000.00 prior to receipt of the Building Permit, refundable upon meeting the conditions of the development and building permit.
8. Applicant is to ensure the relocation/demolition area is fenced until it has been leveled. Applicant shall ensure that the demolition area is leveled within seven days of relocation/demolition.
9. Applicant is to ensure the site remains neat and tidy, and free of noxious weeds. Applicant is required to sod or seed the lot with grass within one year of demolition if future development has not commenced.
10. All dry rubble materials are to be disposed of at the Prentiss Waste Station or at an area approved by Alberta Environment and Parks.
11. In the event the building is to be relocated, prior to building permit issuance, the applicant is to appoint a TRAVIS Agent to obtain a Single Trip Overweight/Over dimension Permit and Routing Map from TRAVIS (Transportation Routing and Vehicle Information System) by contacting Central Permit Office at 1-800-662-7138.
12. In the event the building is to be relocated, prior to building permit issuance, the applicant is to provide a copy of the Overweight/Over dimension Permit issued by TRAVIS to Planning and Development Services.
13. In the event the building is to be demolished, the applicant is to contact the Lacombe Historical Society to allow them to document the end of the residence's life cycle for historical purposes.
14. A separate development permit and building permit approval will be required for any redevelopment on 5520 50 Avenue.
15. A separate development permit and building permit approval will be required for either the demolition or reconstruction of the existing shed on the parcel.

16. The decision of the Municipal Planning Commission being provided to the landowner, notice being posted on the City of Lacombe's website, notice being posted in a local newspaper, notice being posted on the subject lands, and no appeal against the decision being successful.

Please note that the applicant is to ensure that all Occupational Health and Safety requirements are met.

*Please note that this decision is subject to an appeal period which ends on **November 7, 2018** at 4:30pm.*

Please note that the Heritage Resource Committee recommends that every attempt be made to sell the structure for a minimal sum to an interested party willing to remove the detached dwelling and relocate it to another site for restoration. A Development and Building Permit will be required should the existing dwelling be relocated within the City of Lacombe. If the existing dwelling is to be moved outside of the City of Lacombe, requirements of the recipient municipality will need to be met.

Please note that the Heritage Resource Committee recognizes that the applicant may want to salvage some of the items from the building. However, if any of the items mentioned in this report can be donated to the Committee, please contact Jennifer Kirchner at 403-782-1264 (extension 228).

Please note that the applicant is responsible to arrange an inspection with a qualified company to inspect for asbestos prior to demolition or relocation, in accordance with Alberta Building Code Standata 06-BCB-006.

CARRIED: Unanimously

B. 61/251.78 2018 Home Occupation 2 - Hair Salon

The applicant, Tracy Fawcett, was in attendance to provide additional information and answer questions.

Development Officer Gail Long presented an application for the relocation of a commercial business currently located in the Downtown Commercial District. The business is known as Bladez Hair Co, currently located at 5015 50 Street, and proposing to operate as a Home Occupation 2 from a detached garage located at 4725 59 Street. A Home Occupation 2 is a discretionary use.

A total of 13 property owners were notified, with one response being received in support of the applicant, and two responses had been received opposing the application. Further clarification in regard to one of the opposed responses has also been provided.

The purpose of Home Occupations in residential areas is to create the opportunity for small businesses to get started with the hopes that the business will eventually expand enough to move into a commercial space. Bladez Hair Co. has been located in the commercial district for a number of years and at one time, the business employed 8 stylists. The business has gradually decreased in size, and at the present time, only the owner of the company and one-part time employee are working in the business.

The detached garage is proposed to be renovated and used for the Home Occupation. The applicant is anticipating that there will be up to 10 clients on a daily basis, with the possibility of having 2 clients at any given time. Hours of work will be on weekdays from 10:00 a.m. to 6:00 p.m., with varied hours on Thursdays from 12:00 noon to 9:00 p.m. The business is not proposed to be open on weekends. To be consistent with approvals granted with similar businesses, a condition has been included allowing the business to operate Mondays thru Fridays.

A limited volume of hair care and styling products may also be sold from the property.

Two off street parking spaces are provided for residents of the home on a paved pad located at the front of the property. The applicant has provided 2 parking spaces at the rear of the property for customer parking. One additional space behind the small garden shed would be available for a smaller vehicle.

Although Planning and Development Services prefers to see businesses remain in the commercial district, the proposed application is no different than other similar use Home Occupations located within the residential neighbourhoods. Planning and Development Services recommended approval, subject to conditions.

Some members expressed concern about the intensity of the proposed use, and the traffic that the proposal may generate. Administration confirmed that the difference between a Home Occupation 1 and a Home Occupation 2 is that the latter allows for client traffic at the residence, and that a Home Occupation 2 allows for one non-resident employee to be present at a given time.

MOVED BY: Member Easton

RESOLVED that the Municipal Planning Commission approve the discretionary use Home Occupation 2 – Personal Services (Hair Salon) to be located in a detached garage at 4725 59 Street, Lot 18 Block 51 Plan 762 1450, zoned R1 – Residential Detached 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:

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. Applicant is to obtain a City of Lacombe building permit prior to conversion of the detached garage into a salon.
6. Applicant to apply for and obtain all secondary permits (electrical, plumbing, gas).
7. There shall be a maximum of 2 business related (client) vehicles at the property at any given time.
8. Hours of operation shall be limited to Monday through Saturday.
9. No more than 1 non-resident employee is allowed to work on the parcel at any one time.
10. All business related parking is to occur within the property boundaries. 59 Street, and/or the rear laneway, may not be utilized to accommodate the parking needs of the Home Occupation 2.
11. 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 neighborhood.
12. Applicant to display the assigned civic address at or near the front of the property and on the rear of the detached garage so that it can be clearly read from both 59 Street and the laneway.
13. This permit is valid for the address stated on the application and is not transferable to a new address.
14. 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.
15. 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 **November 7, 2018** at 4:30 p.m.

CARRIED: 3 – 2

6. NEXT MPC MEETING

A. Tuesday November 6th, 2018

7. ADJOURNMENT

THAT this meeting now adjourns at 5:40pm

MOVED BY: Member Hibbs

CARRIED: Unanimously

Chairperson

Date