



CITY OF LACOMBE
MUNICIPAL PLANNING COMMISSION
MINUTES 020619

DATE: February 6, 2019
PLACE: City of Lacombe Council Chambers
TIME: 5:01 p.m.

PRESENT:	Don Gullekson Don Easton Brian McLoughlin	Councilor (Acting Chairperson) Member at Large Member at Large
REGRETS:	Grant Creasy Thalia Hibbs	Mayor Councilor
STAFF:	Debbie Bonnett Crystal Chappell Jennifer Kirk	Manager Development Officer Development Officer

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MOVED BY: Member McLoughlin

That the agenda be approved as amended.

CARRIED: Unanimously

3. ADOPTION OF MINUTES

MOVED BY: Member Easton

That the Municipal Planning Commission minutes for December 12, 2018, be approved as presented

CARRIED: Unanimously

4. NEW BUSINESS

That the Municipal Planning Commission welcomed newly appointed Member at Large, Brian McLoughlin.

5. NEW DEVELOPMENT PERMIT APPLICATIONS

**A. 61/250.05 2019 - Automotive Sales, Service and Equipment Rentals
4714A Highway 2A
Lots 3-4, Block 25, Plan 716HW**

The applicant and the landowner were in attendance to provide additional information and answer questions.

Development Officer Crystal Chappell presented an application for the Sales and Service of ATV's, motorcycles, generators, etc. at 4714A Highway 2A; Lots 3-4, Block 25, Plan 716HW, zoned C3 (Transitional Commercial District) and within the Pedestrian-Oriented Downtown Gateway District Overlay. An Automotive Sales and Service business is listed as a discretionary use in the C3 District.

A total of eighteen (18) property owners within 60m of the subject site were notified. Four responses had been received in support of the application.

The purpose of the C3 District is to provide an area that is transitioning from industrial development to commercial development in areas having major thoroughfare exposure and in which uses create an attractive environment that is accessible to both vehicles and pedestrians. As the proposed business fits within the purpose of this District, Planning and Development Services recommended approval, subject to conditions.

Discussion took place regarding parking, hard surfacing and deposit requirements for the site.

After discussion, the following amended motion was put forward:

MOVED BY: Member Easton

RESOLVED that the the Municipal Planning Commission approved Occupancy of an Automotive Sales & Service business with a 33% parking Variance to be located at 4714A Highway 2A, Lots 3 & 4, Block 25 Plan 716, zoned C3.

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 a City of Lacombe building permit prior to occupation.
5. Applicant to apply for and obtain all secondary permits (electrical, plumbing, gas).
6. Applicant shall apply for and maintain a valid business license.
7. Applicant shall provide for an on-site garbage disposal area(s), and appropriate screening, to the satisfaction of the Development Authority. The disposal bins are to have no doors, gates, or roof structures.
8. In lieu of landscaping, the applicant/landowner shall provide a minimum of two (2) planters and/or hanging baskets on the parcel on an annual basis during the growing season to be located on the east side of the building. Prior to development permit and business license issuance, the applicant shall submit a deposit of \$150 per planter to ensure the planters/hanging baskets are located as required. The deposit shall be refunded once the planters are in place.
9. Applicant shall provide minimum of four (4) parking spaces (33% variance). All parking spaces, including accessible parking spaces, shall be hard surfaced to the satisfaction of the Development Authority. Based on the number of parking spaces required, one parking space must be designated for use by disabled persons.
10. All parking spaces shall be identified with concrete parking barriers and pavement markings consisting of white or yellow lines that are approximately 7.6cm wide.

11. The applicant shall provide a minimum of one loading space.
12. Applicant shall provide for the placement of bicycle parking providing parking for a minimum of 2 bicycles, to be located within 15 m of the main entrance at either the front or rear of the building. If the bicycle parking area is provided in or adjacent to vehicle parking spaces, or a loading space, the bicycle parking area 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.
13. Hard surfacing as shown on the approved site plan, shall be completed within one (1) year from construction completion.
14. 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 on or before May 30, 2019. Security will be released once a site inspection demonstrates that the hard surfacing has been completed in accordance with the approved plan. Parking curbs and pavement markings are to be included in the cost estimates.
15. Curb stop must remain visible and at proper elevation PRIOR to pouring concrete or completing landscape work.
16. 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.
17. Applicant shall make separate application for any signs proposed on the property.
18. The decision of the Municipal Planning Commission being placed on the City's web page, a sign posted on site, and advertised in the local newspaper, and no appeal against the decision being successful.
19. Garbage Disposal shall be to the satisfaction of the Development Authority.

*Please note that this decision is subject to an appeal period which ends on **February 27, 2019** at 4:30pm.*

CARRIED: Unanimously

**B. 61/250.04 2019 – Rear Yard Variance, Detached Garage
32 Talbot Close
Lot 5, Block 2, Plan 022 5514**

Development Officer Crystal Chappell presented an application requesting a variance to the rear yard setback to allow an existing detached garage to remain in the current location at 32 Talbot Close (Lot 5, Block 2, Plan 022 5514, zoned R1 – Residential Detached District).

A total of twenty six (26) adjacent property owners within 60m of the subject site were notified, with two (2) responses being received in support of the proposed development. One (1) response stated that the landowners did not build the garage, the previous homeowners did, and therefore, the City should grant the variance.

It was noted that City records indicate that a permit was issued for the detached garage in 2006. The approved plan indicated that the garage would be located in accordance with the bylaw which required a minimum 0.9m rear yard at the closest point. A Real Property Report dated November 29, 2018, confirms that the garage eaves are actually encroaching into the lane 0.26m at the closest point. A variance of 0.9m was requested.

After discussion, the following motion was put forward:

MOVED BY: Member McLoughlin

RESOLVED that the Municipal Planning Commission approved a 0.9m (100%) Rear Yard Setback Variance for an existing detached garage located at 32 Talbot Close; Lot 5, Block 2, Plan 022 5514, 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. 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.

*Please note that this decision is subject to an appeal period which ends on **February 27, 2019** at 4:30pm.*

CARRIED: Unanimously

6. NEXT MPC MEETING

February 20, 2019

7. ADJOURNMENT

THAT this meeting now adjourns at 5:45pm

MOVED BY: Member Easton

CARRIED: Unanimously

Chairperson

Date