



CITY OF LACOMBE
MUNICIPAL PLANNING COMMISSION
MINUTES 070319

DATE: July 3rd, 2019, 2019
PLACE: City of Lacombe Council Chambers
TIME: 5:00 p.m.

PRESENT:

Grant Creasey	Mayor
Don Gullekson	Councillor
Thalia Hibbs	Councillor
Don Easton	Member at Large

REGRETS:

STAFF:

Debbie Bonnett	Planning & Development Manager
Crystal Chappell	Development Officer
Jennifer Kirk	Development Officer

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MOVED BY: Member Easton

That the agenda be approved as amended.

CARRIED: Unanimously

3. ADOPTION OF MINUTES

MOVED BY: Member Hibbs

That the Municipal Planning Commission minutes for June 19th, 2019, be approved as presented.

CARRIED: Unanimously

4. NEW DEVELOPMENT PERMIT APPLICATIONS

A. 61/251.10 2019 – Four (4) Unit Attached Housing Development
5345 49 Avenue
Lot 10, Block 23, Plan RN1B

The Applicant was in attendance to provide additional information and answer questions.

Development Officer, Crystal Chappell, presented an application for a Four (4) Unit Multi-Attached Housing Development to be located at 5345 49 Avenue (Lot 10, Block 23, Plan RN1B, zoned R4 – Residential Mixed District). Four (4) Unit Multi-Attached Housing Developments are listed as a Discretionary Use in the R4 District.

Twenty-nine (29) adjacent Property Owners were notified, with no responses being received in regards to the proposed development.

The purpose of the R4 District is to provide an area for residential development promoting a mix of dwelling types, primarily in the form of street-oriented, multi-attached housing units and compatible uses.

Concerns were raised with regards to condition #19, which requires the paving of the rear lane from 54 Street to the east boundary of 5345 49 Avenue.

There was also discussion regarding the possibility of an Endeavor to Assist Agreement being entered into with the City of Lacombe to assist the Developer with partial cost recovery of the rear lane improvements.

After discussion, the following motion was put forward:

MOVED BY: Member Hibbs

RESOLVED that the Municipal Planning Commission approved a Four (4) Unit Attached Housing Development to be located at 5345 49 Avenue; Lot 10, Block 23, Plan RN1B, 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. Prior to Building Permit issuance, Applicant is to apply for and obtain all necessary Demolition Permits pertaining to the existing house.
5. Applicant to apply for and receive all Demolition Permits for the existing buildings on the property PRIOR to Building Permit issuance.
6. 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.
7. Prior to Building Permit issuance, the Applicant must provide a Lot Grading Plan for review and approval by the City's Engineering Services.
8. 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 \$2,000.00. 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.
9. 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 \$2,000.00. Security will be released once a site inspection demonstrates that the hard surfacing has been completed in accordance with the approved plan. Laneway upgrades, parking curbs and pavement markings are to be included in the cost estimates.
10. Prior to Building Permit issuance, the Applicant shall submit a Development Permit Deposit in the amount of \$ 2000.00.00.
11. Prior to Building Permit issuance, the Applicant shall submit a Downtown Area Redevelopment Plan Architectural Deposit (specific to residential developments with four (4) or less units) Development Permit Deposit in the amount of \$ 3000.00.

12. Prior to Building Permit issuance, Applicant is to identify the water and wastewater servicing required for the development. Applicant will be required to apply for and complete any necessary upgrades at their expense, to the satisfaction of the City of Lacombe.
13. **Applicant is to obtain a City of Lacombe Building Permit prior to commencement of construction.**
14. The Builder must construct within 100mm of the design landscape elevation and illustrated drainage patterns unless otherwise approved by the Development Officer.
15. **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.**
16. This lot has been serviced with a sanitary line, which has a **RED** cap. Applicant is to ensure service connection is correct. Any cross connections will be remedied at the Applicant's expense.
17. The existing trees located on the City Boulevard are not to be damaged or removed during construction. Retention of mature landscaping and trees on the parcel should be done wherever possible. If City owned mature trees are removed, they shall be replaced at a 3:1 ratio.
18. Applicant shall provide a solid 1.5m high fence on both the east and west property boundaries from the front of the building to the rear property boundary.
19. Applicant to hard surface the rear laneway from 54 Street to the Eastern property line of 5345 49 Avenue, all accesses, and parking lot areas within one (1) year from construction completion.
20. Applicant shall provide a dedicated pedestrian walkway connecting any parking facilities to each entrance to the building.
21. Applicant shall be required to provide eight (8) hard surfaced parking spaces, including attached garages, as shown on the Parking Plan.
22. Applicant shall provide for the placement of bicycle parking, including a bicycle rack, providing parking for a minimum of four (4) bicycles, to be located within 15m of the main entrance or employee entrance.
23. Where an existing access is to be relocated or removed, the Applicant will ensure that any unnecessary dropped curb and driveway aprons are replaced or repaired, with the City's boulevard being seeded to grass or sodded, to the City's satisfaction.
24. 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.
25. Curb stop must remain visible and at proper elevation PRIOR to pouring concrete or completing landscape work.
26. All exterior parking areas accessed by the rear lane are to be identified with pavement markings.
27. Applicant to apply for and obtain all required Electrical, Plumbing and Gas Permits for each unit.
28. With exception of the visitor parking, all parking spaces shall be energized (have access to electrical outlets).
29. The exterior of the building, including paints, shall be completed within twelve (12) months from the date of issue of the Building Permit.
30. Applicant to display the assigned civic address on the front wall of the building, facing 49 Avenue, so that it can be clearly read from the roadway. Planning and Development Services will provide civic addressing of the new units and provide guidelines for posting a civic addresses for the proposed building.
31. 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.

The Applicant may enter into an Endeavour to Assist Agreement with the City of Lacombe to provide for lane improvement cost recovery.

Please note that this decision is subject to an appeal period which ends on July 24, 2019 at 4:30 p.m.

CARRIED: Unanimously

B. 61/255.03 2019 - Home Occupation 2 (Small Engine Repair)

5627 56 Avenue

Lot 3, Block 33, Plan 6024 RS

The Applicant was in attendance to provide additional information and answer questions.

Development Officer, Crystal Chappell, presented an application to expand an existing Home Occupation 1 to a Home Occupation 2 (Small Engine Repair) to be located at 5627 56 Avenue; Lot 3, Block 33, Plan 6024 RS, zoned R4 (Residential Mixed District). A Home Occupation 2 is a Discretionary Use in the R4 District.

Eighteen (18) Property Owners within 60m of the subject site were notified. One letter of support and 2 letters of objection were received following preparation of the agenda.

The purpose of the R4 District is to provide an area for residential development promoting a mix of dwelling types, primarily in the form of street-orientated, multi-attached housing units and compatible uses.

The Applicant provided additional information for committee members regarding the exterior finish of the new shed and the placement of privacy slats in the rear yard fence and opening the rear gate for customer parking.

After discussion, the following motion was put forward:

MOVED BY: Member Hibbs

RESOLVED that the Municipal Planning Commission approved a Home Occupation 2 (Small Engine Repair) to be located at 5627 56 Avenue; Lot 3, Block 33, Plan 6024RS, 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 to install chain link fence privacy slats into existing fence along the entire rear property line to provide screening of back yard boundaries.
5. Applicant to store parts and supplies within work space accessory buildings and limit outdoor storage to parking of equipment used for the business and residents of the home.
6. Applicant to ensure the site remains neat and tidy.
7. Hours of customer access to the site shall be limited to appointment only between the hours of 9:00am-5:00pm.
8. Applicant shall ensure that all business-related parking occurs within the property boundaries. Neither 56 Avenue, nor the rear lane be utilized to accommodate the parking needs of the Home Occupation.
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 obtain and maintain a valid Business License from the City of Lacombe.
11. 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 July 24, 2019 at 4:30pm.

CARRIED: Unanimously

6. NEXT MPC MEETING

A. Wednesday, July 17th, 2019

7. ADJOURNMENT

THAT this meeting now adjourns at 5:42 p.m.

MOVED BY: Member Hibbs

CARRIED: Unanimously

Chairperson

Date