



CITY OF LACOMBE
MUNICIPAL PLANNING COMMISSION
MINUTES 071719

DATE: August 21st, 2019
PLACE: City of Lacombe Council Chambers
TIME: 5:00 p.m.

PRESENT:	Grant Creasey Don Gullekson Thalia Hibbs Don Easton Debbi Gallant	Mayor Councillor Councillor Member at Large Member at Large
REGRETS:	Debbie Bonnett	Planning & Development Manager
STAFF:	Crystal Chappell Jennifer Kirk	Development Officer Development Officer

1. CALL TO ORDER

A. Chairperson Creasey called the meeting to order at 4:55 p.m.

2. ADOPTION OF AGENDA

MOVED BY: Member Hibbs

That the agenda be approved as presented.

CARRIED: Unanimously

3. ADOPTION OF MINUTES

MOVED BY: Member Gullekson

That the Municipal Planning Commission minutes for July 17th, 2019 be approved as presented.

CARRIED: Unanimously

4. OATH OF OFFICE – NEW MEMBER AT LARGE

Mayor Creasey administered Oath of Office for Debbi Gallant, Member at Large.

5. NEW DEVELOPMENT PERMIT APPLICATIONS

A. **61/251.55 2019 – Temporary Building & 13% Parking Variance**
4924 46 Street
Lot 10, Block 1, Plan 142 4946 & Lot 1, Block 1, Plan 002 0879

A representative for the Applicant was in attendance to provide additional information and answer questions.

Development Officer, Crystal Chappell, presented an application for a Temporary Building with a 13% Parking Variance to be located at 4924 46 Street; Lot 10, Block 1, Plan 142 4946 & Lot 1, Block 1, Plan 002 0879, zoned C4 (Highway Commercial District). Variances between 10% - 100% require approval from the Municipal Planning Commission.

Thirteen (13) Property Owners within 60m of the subject site were notified. No responses were received in regards to the application.

The purpose of the C4 District is to provide an area for vehicle-oriented commercial uses requiring high visibility locations adjacent to a major transportation route.

Discussion was held with regard to adding the following conditions to the Development Permit:

- a) Applicant/Business Operator/Landowner to install a 1.8m fence from garbage enclosure (Northeast along property line) to the sidewalk to prevent pedestrian traffic from cutting through adjacent lands no later than October 11th, 2019.
- b) Property Owner to consolidate 4924 – 46 Street (Lot 10, Block 1, Plan 142 4946 & Lot 1, Block 1, Plan 002 0879) by Plan of Survey or Descriptive Plan of Survey no later than January 2nd, 2020.

After discussion, the following amended motion was put forward:

MOVED BY: Member Hibbs

RESOLVED that the Municipal Planning Commission approved a Temporary Building with a 13% parking variance to be located at 4924 46 Street; Lot 10, Block 1, Plan 142 4946 & Lot 1, Block 1, Plan 002 0879, zoned C4.

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 maintain a valid City of Lacombe Business License throughout the duration of business operation. Any tenant conducting work in the City of Lacombe will also require a Business License.
5. Prior to Building Permit issuance, Applicant to provide a **Traffic Impact Assessment** to assess any traffic and safety implications related to:
 - a) use of the North access and effect of street parking on sight lines while South exit temporarily closed;
 - b) possibility of Tim Hortons' traffic accumulating on both 46 Street and Highway 12;
 - c) feasibility of encouraging leftward exit from Drive Thru window; and
 - d) diverging queuing aisle near the South exit and pedestrian safety in addition to parking lot traffic.
6. Prior to Building Permit issuance, the Applicant shall provide a **Traffic Accommodation**, to the satisfaction of the City, addressing how pedestrian and vehicular traffic will be accommodated during construction.
7. Prior to Building Permit Issuance, the Applicant shall submit a Development Permit Deposit in the amount of \$2,000.00.
8. Applicant is to obtain a Building Permit prior to location of the mobile store on the property.
9. Applicant is to remove the mobile store prior to October 11th, 2019, or within thirty (30) days of re-opening the permanent store, whichever comes sooner.

10. Applicant/Business Operator/Landowner to install a 1.8m fence from garbage enclosure (Northeast along property line) to the sidewalk to prevent pedestrian traffic from cutting through adjacent lands no later than October 11th, 2019.
11. Property Owner to consolidate 4924 – 46 Street (Lot 10, Block 1, Plan 142 4946 & Lot 1, Block 1, Plan 002 0879) by Plan of Survey or Descriptive Plan of Survey no later than January 2nd, 2020.
12. The decision of the Municipal Planning Commission being mailed 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 **September 11th, 2019** at 4:30 p.m.*

CARRIED: Unanimously

6. OLD BUSINESS

A. POLICY ON REFERRALS: Redacting, Deadlines, Identification

A policy does not yet exist; however, City staff are working towards creating such. There was discussion regarding proper redacting practices, appropriate deadlines for neighboring consultation feedback and identification standards.

7. NEXT MPC MEETING

A. September 4th, 2019

8. ADJOURNMENT

MOVED BY: Member Gallant

THAT this meeting now adjourns at 5:31 p.m.

CARRIED: Unanimously

Chairperson

Date