



CITY OF LACOMBE
MUNICIPAL PLANNING COMMISSION
MINUTES 041719

DATE: April 17th, 2019

PLACE: City of Lacombe Council Chambers

TIME: 5:00 p.m.

PRESENT:	Grant Creasy Thalia Hibbs Don Gullekson Don Easton	Mayor Councillor Councillor Member at Large
REGRETS:	Brian McLoughlin	Member at Large
STAFF:	Debbie Bonnett Crystal Chappell Jennifer Kirk	Planning & Development Manager Development Officer II Development Officer I

1. CALL TO ORDER

A. Mayor Creasy called the meeting to order at 5:00 p.m.

2. ADOPTION OF AGENDA

MOVED BY: Councillor Hibbs

That the agenda be approved as presented.

CARRIED: Unanimously

3. ADOPTION OF MINUTES

MOVED BY: Member Easton

That the Municipal Planning Commission minutes for April 3rd, 2019, be approved as presented.

CARRIED: Unanimously

4. NEW DEVELOPMENT PERMIT APPLICATIONS

A. 61/250.42 2019 – Detached Dwelling with a Secondary Suite
5620 52nd Avenue
Lot 3, Block 26, Plan RN1E

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

Development Officer, Crystal Chappell, presented an application for a Detached Dwelling with a Secondary Suite to be located at 5620 52nd Avenue (Lot 3, Block 26, Plan RN1E and zoned R1 – Residential Detached District). Secondary suites are listed as a Discretionary Use in the R1 District.

Twenty-one (21) adjacent property owners were notified, with one (1) response being received in opposition of the proposed development. The comments included an inquiry to see the proposed floor plans and if further development of the site (in the form of a garden suite) would be possible.

The applicant is proposing to develop a detached dwelling with a secondary suite. The principal dwelling unit would utilize the entire main floor, second floor, half of the garage and the storage & mechanical rooms in the basement which are inaccessible to the secondary suite.

The secondary suite will be 76m² in area. The 76m² suite is 43% of the-177m² principle dwelling unit. A suite is allowed to cover up to 40% of the floor area of the main dwelling or 75m² – whichever is less. A variance of 5m² or 8% is required for the principal-to-secondary dwelling unit ratio of 40%.

The required parking for the suite will be accommodated by the attached garage and front driveway.

The number of suites per block is limited to 12% of the existing parcels on that block. In this instance 3 suites would be allowed on this block. This proposed suite would be the third on the block.

After discussion, the following motion was put forward:

MOVED BY: Councillor Hibbs

RESOLVED that the Municipal Planning Commission approved a Detached Dwelling and Secondary Suite with a 5m² (8%) floor area ratio variance as well as a 1.3m (13%) driveway width variance to be located at 5620 52 Avenue; Lot 3, Block 26, RN1E, 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. Prior to building permit issuance, the applicant shall submit a development permit deposit in the amount of \$1,000.00.
5. Applicant is to obtain a City of Lacombe building permit prior to commencement of construction.
6. **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.**
7. The builder must construct within 100mm of the design landscape elevation and illustrated drainage patterns unless otherwise approved by the Development Officer.
8. Applicant may not connect floor drain in garage floor slab to City services. Slope floor for drainage.
9. Applicant to apply for and obtain any required secondary permits (electrical, plumbing, gas).
10. Curb stop must remain visible and at proper elevation PRIOR to pouring concrete or completing landscape work.
11. Applicant to complete minimum front yard landscaping requirements: (a) a minimum of one (1) tree; or (b) a landscape bed consisting of a minimum of three (3) shrubs; **and** (c) placement of sod unless other landscaping material is approved by the Development Authority.
12. Applicant shall provide four (4) parking spaces for the residential development. Please note that tandem parking is prohibited for secondary suite developments. Parking layout is to be in accordance with the approved site plan.

13. Applicant to hard surface the front driveway no later than one (1) year from construction completion. The maximum driveway width is as approved on the plot plan, unless otherwise approved by the Development Authority.
14. Applicant to display the assigned civic address on the main building, facing the road or street, so that it can be clearly read from the roadway. Further information can be obtained from the Development department.
15. Where an existing driveway is to be relocated, removed, or replaced, the applicant will ensure that any unnecessary dropped curb and driveway aprons are replaced or repaired to the City's satisfaction. 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.
16. This lot has been serviced with both Sanitary and Storm lines. TO CONFIRM, call PUBLIC WORKS. Applicant must ensure service connections are correct. Any cross connections will be remedied at the applicant expense.
17. 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 **May 8, 2019** at 4:30pm.*

CARRIED: Unanimously

**B. 61/250.41 2019 - Detached Dwelling with a Secondary Suite
57 Mackenzie Avenue
Lot 92, Block 2, Plan 142 0541**

The Applicant was not in attendance to provide additional information and answer questions.

Development Officer, Crystal Chappell, presented an application for a Detached Dwelling with a Secondary Suite to be located at 57 Mackenzie Avenue; Lot 92, Block 2, Plan 142 0541, zoned R1 (Residential Detached District). The principal dwelling unit would utilize the entire main floor, second floor, the garage, a downstairs laundry facility, and a shared area in the basement where the secondary suite is located.

Secondary suites are listed as a Discretionary Use in the R1 District.

Twelve (12) property owners within 60m of the subject site were notified. Two (2) responses were received in support of the application. One respondent noted that there should be parking provisions in place for the rear of the property.

The proposed dwelling includes 131m² of living space for the principal living space and an additional 57m² allocated toward the secondary suite. Further to these measurements, the storage/mechanical room is a 24m² shared space, and is to be included in the allowable floor area for the secondary suite. The secondary suite occupant would utilize approximately 40% of this storage area as most of the fixtures are for the entire house. With the shared space included in the floor area calculations, the principal dwelling unit contains 146m² of living space and the secondary suite 67m². The 67m² suite is 46% of the 146m² principle dwelling unit. A suite is allowed to cover up to 40% of the floor area of the main dwelling or 75m² – whichever is less. Therefore, a 16% variance is required for the principal-to-secondary dwelling unit ratio of 40%.

Parking for the suite will be provided at the rear of the dwelling. The applicant will also be required to provide a paved walkway leading from the rear parking area to the rear entrance of the suite.

The number of suites per block is limited to 12% of the existing parcels on that block. In this instance, two (2) parcels are allowed to contain secondary/garden suites. This proposed suite would be the first on the block.

After discussion, the following motion was put forward:

MOVED BY: Councillor Gullekson

RESOLVED that the Municipal Planning Commission approved a Detached Dwelling and Secondary Suite with a 9m² (16%) floor area ratio variance to be located at 57 Mackenzie Avenue; Lot 92, Block 2, 142 0541, 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. Prior to building permit issuance, the applicant shall submit a development permit deposit in the amount of \$1,000.00.
5. Applicant is to obtain a City of Lacombe building permit prior to commencement of construction.
6. **This lot requires 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.**
7. The builder must construct within 100mm of the design landscape elevation and illustrated drainage patterns unless otherwise approved by the Development Officer.
8. Applicant to install both a sump pump and storm line connection. (While storm lines are in place the elevation of the service requires a sump pump to bring water from weeping tile system up to storm service).
9. Applicant may not connect floor drain in garage floor slab to City services. Slope floor for drainage.
10. Applicant to apply for and obtain any required secondary permits (electrical, plumbing, gas).
11. Curb stop must remain visible and at proper elevation PRIOR to pouring concrete or completing landscape work.
12. Applicant to complete minimum front yard landscaping requirements: (a) a minimum of one (1) tree; or (b) a landscape bed consisting of a minimum of three (3) shrubs; **and** (c) placement of sod unless other landscaping material is approved by the Development Authority.
13. Applicant shall provide two (2) parking spaces for the principal dwelling unit and hard surface the front driveway no later than one (1) year from construction completion. The maximum driveway width is as approved on the plot plan, unless otherwise approved by the Development Authority.
14. Applicant to develop two (2) parking stalls for the secondary suite on a gravel pad at the rear of the lot with minimum dimensions of 5.5m x 5.5m, within the property, no later than one (1) year from construction completion.
15. Applicant to display the assigned civic address on the main building, facing the road or street, so that it can be clearly read from the roadway. Further information can be obtained from the Development department.
16. 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 **May 8, 2019** at 4:30pm.*

CARRIED: Unanimously

MOVED BY: Member Easton

A. Discussion on Tandem Parking

THAT the Municipal Planning Commission recommended to City Council that various amendments to Land Use Bylaw 400 be considered, including but not limited to tandem parking.

CARRIED: Unanimously

6. NEXT MPC MEETING

A. Wednesday, May 15th, 2019.

7. ADJOURNMENT

MOVED BY: Councillor Gullekson

THAT this meeting now adjourns at 5:45 p.m.

CARRIED: Unanimously

Chairperson

Date