



CITY OF LACOMBE
MUNICIPAL PLANNING COMMISSION

MINUTES 052015

DATE: May 20, 2015

PLACE: City of Lacombe Council Chambers

TIME: 5:00p.m.

PRESENT: Sandra Badry Acting Chairperson
Reuben Konnik Councilor
Debbie Gallant Member at Large

REGRETS: Steve Christie Mayor
Wayne Rempel Councilor

STAFF: Lyla Peter, Manager of Planning and Development
Gail Long, Development Officer
Kristen Harder, Development Officer

1. CALL TO ORDER

The meeting was called to order by Acting Chairperson Badry at 4:57 p.m.

2. ADOPTION OF AGENDA

MOVED BY: Member Konnik

THAT the Agenda be adopted as presented.

CARRIED: Unanimously

3. ADOPTION OF MINUTES

MOVED BY: Member Gallant

That the Municipal Planning Commission minutes for May 07, 2015 be confirmed as amended.

CARRIED: Unanimously

4. NEW DEVELOPMENT PERMITS

A. 61/251.05(15), 35 Erica Drive, Lot 51, Block 8, Plan 142 0989: Secondary Suite. Zoned R1b (Residential Medium Lot Single Detached Dwellings) District.

The applicant was present at the meeting.

Development Officer Gail Long presented information regarding the application to approve the location of a secondary suite in the basement of the residence at 35 Erica Drive. A secondary suite is listed as a discretionary use in the R1b district, requiring Municipal Planning Commission approval.

Seventeen (17) property owners within 60m of the subject site were notified. No comments were received in response to the adjacent landowner circulation notice.

A secondary suite is allowed to occupy no more than 75 m² or a maximum of 40% of the total floor area (both the main level and basement) of a detached dwelling, whichever is less. The existing home totals 422.61m² on all levels. The applicant has advised that the secondary suite will be 95.41m² in size, which exceeds the maximum size allowed for a secondary suite by 28%. However, the proposed secondary suite is well below the maximum size allowed in relation to the total floor area of the home, occupying only 23% of the total floor area of the dwelling.

By being contained in the principle dwelling, the size of the suite likely has no additional impact to the neighbours. Considerations such as lot coverage or height of a suite if it were contained in an accessory building is not a concern.

There is no lane located at the rear of the parcel. The home on this lot, currently under construction, will have an attached garage which will allow for two parking spaces for residents of the home. The applicant is proposing two tandem on-site parking spaces to be located on the south side of the garage adjacent the side property boundary.

Section 9.8 (11) regulates the concentration of secondary suites to 10% on a block. This particular block consists of 26 lots and allows for a total of 3 secondary suites. This is the first application for a secondary suite to be considered in this particular block.

Although the proposed secondary suite exceeds the size limitation normally allowed for secondary suites, all other requirements set out in the Land Use Bylaw are being met. It is the opinion of Planning and Development Services that the size of the proposed secondary suite would not have an impact on adjacent properties. Planning and Development Services is recommending approval of the secondary suite as proposed.

The City of Lacombe has no concerns regarding the application.

MOVED BY: Member Konnik

"RESOLVED that the Municipal Planning Commission approve a 28% variance to the maximum size requirement to allow a secondary suite to be located at 35 Erica Drive, Lot 51 Block 8 Plan 142 0989, zoned R1b."

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 apply for and receive a building permit for the secondary suite and must ensure that the secondary suite is fully compliant to the Alberta Building Codes prior to suite occupancy.

5. Applicant to obtain any necessary electrical, plumbing and gas permits and must ensure compliance prior to suite occupancy.
6. In addition to the two parking spaces provided for residents of the home in the attached garage, the applicant is to develop two on-site parking stalls for occupants of the secondary suite. The first 6m of the parking pad adjacent the front property boundary must be paved.
7. Access onto the parcel from Erica Drive shall not exceed the maximum driveway width of 10m at the front property boundary.
8. Applicant shall be required to submit a Development Deposit of \$1,000.00 prior to receipt of the Building Permit.
9. The decision of the Municipal Planning Commission being mailed to adjacent landowners, a sign posted on site, and advertised in the local newspaper, and no appeal against the decision being successful.

APPROVED: Unanimously

B. 61/251.06(15), 4716 49A Avenue, Lot 28, Block 7, Plan RN1: Parking Facility. Zoned C1 (Central Commercial) District.

The applicant was not present at the meeting.

Development Officer Gail Long presented information and background regarding the application.

At the March 18, 2015 meeting, the Municipal Planning Commission approved renovations and a change in use of the existing building at 4711-49B Avenue from a hotel to retail and office space. In order to accommodate the proposed development, approval was granted for a 50% variance to the number of parking spaces required. Members of the Municipal Planning Commission were advised that should rezoning of an adjacent lot be approved, the applicant would be applying for a parking facility on the adjacent parcel to provide additional off-street parking for occupants of the building. Rezoning of the property has now occurred and an application for an outdoor parking facility at 4716-49A Avenue has been received.

Seventeen (17) property owners within 60m of the subject site were notified. No responses have been received.

The Land Use Bylaw defines a parking facility as "a structure or an area providing for the parking of motor vehicles". The parcel has been used as an additional parking area for the hotel development located on an adjacent lot at 4711-49B Avenue for a number of years. The applicant is proposing that the entire lot continue to be used as a parking area to provide additional surface parking for the newly renovated commercial building.

A total of 16 parking spaces can be provided on the parcel. The commercial development previously approved had a variance of 50% to parking. With this additional parking being provided, the variance effectively decreases to 14% (38 of the required 44 spaces being provided).

One-way traffic is proposed for the parking lot, with vehicles entering the parking area from the laneway and exiting onto 49A Avenue. The parking lot will be resurfaced with new asphalt and precast concrete curbs and pavement markings will be required. The landowner will be required to distribute parking spaces for the tenants.

The Land Use Bylaw requires the planting of coniferous and deciduous trees and shrubs, based on the landscaped area being provided. The overlay district requires that parking lots be screened by low fences or framed by screening vegetation (eg. shrubs). The overlay district states that landscaping shall be provided between public roadways and surface parking lots, with the minimum width of landscaping from the property line to the parking lot surface being 2m when abutting a public roadway.

The applicant is proposing a small landscaped area on both sides of the exit from the parking area, adjacent 49A Avenue. Other than this landscaped area, the entire parcel will be hard surfaced. Prior to development permit issuance, details of the plantings will be required to the satisfaction of the Development Authority.

To delineate property lines, the applicant is proposing a black chain link fence with black slats along the southwest side of the property boundary, and at the rear adjacent 49A Avenue. Planning and Development Services is recommending the chain link fence be replaced with a post and cable fence to match what was approved for the parking area at the rear of the commercial development. With the exception of both accesses, the fence should be located around the entire perimeter of the property. The fence should be angled at the intersection of the laneways to allow for vehicle turning movements, as shown below:

The parking lot is to be utilized specifically for tenant parking.

MOVED BY: Member Gallant

“RESOLVED that the Municipal Planning Commission approve a parking facility in the Old Town Main Street District: Mixed Use Overlay District, to occur at 4716-49A Avenue, Lot 28 Block 7 Plan RN1, zoned C1, in order to provide additional parking for the retail and office space located on an adjacent lot at 4711-49B Avenue.”

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 relieving or excusing the applicant from complying with the Land Use Bylaw 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. All landscaping areas are to be protected by concrete curbs or other approved barriers having a minimum height of 140mm.
5. To delineate property lines, with exception of the accesses, a post and cable fence will be required around the perimeter of the property. The fence shall angle at the intersection of the two laneways to provide for vehicular turning movements.
6. Prior to development permit issuance, the applicant shall submit a landscaping plan to the satisfaction of the Development Authority. 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, and not less than \$2,000. The estimate must include the cost for fencing.
7. Applicant shall ensure that the parking area is resurfaced with hard surfacing. All parking spaces shall be identified with cement parking curbs and pavement markings.
8. Surface drainage shall not impact the adjacent property located to the northwest of the proposed parking area.
9. Prior to development 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 for resurfacing the parking area as estimated by an appropriate trade professional, and not less than \$2,000. Parking curbs and pavement markings are to be included in the cost estimate.
10. Prior to development permit issuance, the applicant shall submit a development permit deposit in the amount of \$2,000.00.
11. Prior to release of any deposits, the applicant will be required to complete the landscaping and hard surfacing requirements in accordance with the approved plans, to the satisfaction of the Development Authority, and will have received satisfactory final inspections in all secondary permit disciplines (*building, electrical, plumbing and gas*), where applicable.
12. Applicant shall apply for any signage for the proposed parking lot through a separate permit.
13. The decision of the Municipal Planning Commission/Development Officer being mailed to adjacent landowners, a sign posted on site, and advertised in the local newspaper, and no appeal against the decision being successful.

APPROVED: Unanimously

5. BUSINESS

A. Next MPC Meeting: Wednesday, June 3, 2015

6. ADJOURNMENT

THAT this meeting now adjourns at 5:07p.m.

MOVED BY: Member Gallant

CARRIED: Unanimously

Acting Chairperson Badry