



CITY OF LACOMBE
MUNICIPAL PLANNING COMMISSION

MINUTES 040616

DATE: April 6, 2016

PLACE: City of Lacombe Council Chambers

TIME: 5:00p.m.

PRESENT: Steve Christie Mayor
Wayne Rempel Councilor
Reuben Konnik Councilor

REGRETS: Debbie Gallant Member at Large
Sandra Badry Member at Large

STAFF: Lyla Peter, Manager, Planning and Development
Gail Long, Development Officer
Deb Bonnett, Development Officer

1. CALL TO ORDER

The meeting was called to order by Chairperson Christie at 5:01 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 Rempel

That the Municipal Planning Commission minutes for March 16, 2016 be confirmed as presented.

CARRIED: Unanimously

4. NEW DEVELOPMENT APPLICATION

- A. 61/255.01 (2016), 23 Regent Close, Lot 64, Block 1, Plan 992 4728, Home Occupation 2 – Personal Service Massage Therapy, zoned R1b – Medium Lot Single Detached Dwelling**

The applicant was in attendance to provide additional information.

Development Officer, Deb Bonnett presented information regarding the application for a home occupation 2 – personal services – massage therapy at 23 Regent Close. As a home occupation 2 is a discretionary use, the application is being referred to the Municipal Planning Commission for consideration.

A total of twenty five (25) property owners within the City boundaries received notification. One letter opposing the application has been received with no comment. Five letters of support has been received with the following comments:

- Glad to have this
- Am a customer
- She is very good at her job, very nice neighbor
- I know the applicant and is a good person
- I support this because I am in support of my neighbor and also support small businesses especially in Lacombe which does not have enough business other than too many liquor stores and outlets.

The applicant is requesting approval to provide message therapy services from the residence located at 23 Regent Close. The business will operate part time, Monday - Friday from 9:00 a.m. - 7:00 p.m. The applicant has indicated there will be 2 clients per day. One parking space for the business will be provided.

This business is considered a Home Occupation 2 as the applicant will be operating out of the primary dwelling and will be allowing customers into the home. As a result, this home occupation will increase the traffic in the area.

The residence has an attached front garage that provides for two parking spaces. The applicant has indicated that there will be 2 clients per day, therefore it is the opinion of Planning and Development Services that only one parking space will be required. This parking can be provided for on the concrete driveway leading to the attached garage.

The Municipal Planning Commission recently approved a similar application limiting the hours from 9 a.m. to 6 p.m. from Monday to Friday, and allowing operations to 8:00 p.m. two evenings per week.

The applicant indicated that she is reducing her work hours, however does have clients that like a 6:00 appointment.

Recommendations:

While it is proposed that there will be 2 customers per day, the Planning and Development Department believes there will be little impact on the neighbourhood and are recommending approval subject to the conditions outlined below.

MOVED: Member Konnik

“RESOLVED that the Municipal Planning Commission approve the discretionary use for a Home Occupation 2: Massage Therapy, to be located at 23 Regent Close, Lot 64, Block 1, Plan 992-4728, 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. 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.
3. Applicant to obtain and maintain a valid business license from the City of Lacombe.
4. Only the applicant, and additional family members approved by the Development Authority shall be engaged on the premises for the purpose of carrying on the home occupation.

5. All business related parking is to occur within the property boundaries. Regent Close may not be utilized to accommodate the parking needs of the Home Occupation 2.
6. Hours of operation shall be limited from Monday through Friday, 9 AM to 7PM.
7. 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.
8. This permit is valid for the address stated on the application and is not transferable to a new address.
9. Only one sign shall be allowed on the property for the Home Occupation use. The sign may have the logo of the business if desired, shall display only the name of the business and the telephone number, shall not exceed 0.16m² in size, is to be unlit, and is to be affixed to the front face of the dwelling or a free-standing sign post not to exceed 1.5m in height.
10. Applicant shall provide the City with confirmation that their business has been approved by Alberta Health Services prior to commencement of the Home Occupation 2.
11. 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.

Please note that this decision is subject to an appeal period which ends on April 28, 2016 at 4:30pm.

CARRIED: Unanimously

B. 61/250.40 (2016), 34 Northstar Drive, Lot 8 Block 3 Plan 772, Existing detached garage (accessory residential building) requiring a rear yard variance, R1b – Medium Lot Single Detached Dwelling

The applicants was not in attendance.

Development Officer, Deb Bonnett presented information regarding the application for an existing detached garage at 34 Northstar Drive. The bylaw requires a rear yard setback of .9 meters. The garage has been located .73 meters from the rear yard boundary requiring a 19% variance.

A total of thirty four (34) property owners within 60m of the subject site were notified. One response has been received indicating support of the application. No comments were included.

City records indicate that the garage has been located on the property since at least 1990. There is no record of any development or building permits for the garage. The Land Use Bylaw requires that a 0.9 meter rear yard be provided. The garage has been constructed 0.73 meters from the rear boundary requiring a variance of 19% (.17m). A building permit will be required to confirm compliance to the Safety Codes Act.

A tarp structure is also located on the property. This type of structure is neither a permitted or discretionary and shall have to be removed.

Recommendations:

The garage has been located on the property for 26+ years. To date no complaints have been received regarding this development, therefore the Planning and Development is recommending approval as submitted subject to the conditions listed.

MOVED: Member Rempel

“RESOLVED that the Municipal Planning Commission approve a rear yard variance of 19% as it applies to the location of an existing detached garage at 34 Northstar Drive, Lot 8, Block 3, Plan 772 0821, 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 is to obtain a City of Lacombe building permit for the detached garage to confirm compliance to the Building Code requirements.
5. Applicant to apply for and obtain any required secondary permits (electrical, plumbing, gas).
6. The tarp structure shall be removed prior to an updated compliance certificated being issued, or by June 30, 2016, whichever is sooner.
7. 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.

Please note that this decision is subject to an appeal period which ends on April 28, 2016 at 4:30pm.

CARRIED: Unanimously

- C. 61/250.53 (2016),** 36 Tennyson Close, Lot 34 Block 1 Plan 012, Variances for **Rear** Yard Setback Requirement for an existing garage and side yard requirements for an existing garden shed, **zoned** – R1c – Smaller Lot Single Detached Dwelling

The applicant was not in attendance.

Development Officer, Deb Bonnett presented information regarding the application for approval of an existing detached garage and garden shed at 36 Tennyson Close. The bylaw requires a 0.9 meters rear yard and 0.9 meter side yard be provided. The garage has been located 0.81 meters from the rear boundary requiring a 9% (.08m) variance. The shed has been located 0.32 meters from the side boundary requiring a 64% variance (.58m).

A total of thirty two (32) property owners within 60m of the subject site were notified. At the writing of the agenda, no responses have been received.

There is no record of either a development or building permit for the garden shed. As the shed is over 10 m², a building permit is required. The Land Use Bylaw requires that a 0.9 meter side yard be provided. The shed has been constructed 0.32 meters from the side boundary requiring a 64% variance (.58m). A building permit will be required to confirm compliance to the Safety Codes Act. Due to the proximity of the shed to the property line, there may be additional building permit requirements typically not required of a shed.

City records indicate that a development & building permit for the garage were issued in 2002, however, it was not located in accordance with the approved plan. The Land Use Bylaw requires that a 0.9 meter rear yard be provided. The garage has been constructed .82 meters from the rear boundary requiring a variance of 9% (.08m). There is also no record of compliance with the Safety Codes Act. A building permit will be required to confirm compliance to the Safety Codes Act.

Recommendations:

It appears both the garage and shed have been on the property for a number of years. To date, no complaints have been received regarding either development, therefore the Planning and Development is recommending approval of the existing garage and shed, subject to the conditions listed.

MOVED: Member Konnik

“RESOLVED that the Municipal Planning Commission approve a rear yard variance of 9% as it applies to the location of an existing detached garage and a side yard variance of 64 % as it applies to the location of an existing shed at 36 Tennyson Close, Lot 34, Block 1, Plan 012 4669, zoned R1c.”

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 for the detached garage & shed to confirm compliance to the Building Code requirements.
5. Applicant to apply for and obtain any required secondary permits (electrical, plumbing, gas).
6. 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.

Please note that this decision is subject to an appeal period which ends on April 28, 2016 at 4:30pm.

CARRIED: Unanimously

- D. **61/250.58 (2016)**, 5102 College Avenue; Lot 2 Block 8 Plan 032 6218, Location of a Freestanding/Community Identification Sign, **zoned** – CUC - Canadian University College Campus District

The applicant was not in attendance.

Development Officer Gail Long presented information regarding the application for a Class 2 Freestanding/Community Identification Sign to be constructed on the southeast corner at 5102 College Avenue, near the intersection of College Avenue and 52 Street. The proposed sign will serve as an entry sign to the Burman University area for those travelling west on College Avenue. It is proposed that the sign be slightly curved to allow for some visibility from 52 Street.

The proposed sign is a freestanding sign, and is also considered to be a community identification sign as it will be used to identify Burman University campus. Although a Class 2 sign is a permitted use in the CUC District, there are no guidelines in the City's Land Use Bylaw for the location of this type of sign in the CUC District, and the sign that is being proposed exceeds the total size allowed for commercial and industrial districts. In addition, the City's Land Use Bylaw only allows community identification signs in residential areas.

Due to the lack of information in the Land Use Bylaw for the type of sign being applied for, the proposed freestanding/community identification sign is being considered a discretionary use requiring approval from the Municipal Planning Commission.

A total of seven (7) properties were notified of the proposed development. No responses were received.

Freestanding Identification Sign

There are various maximum sizes and heights allowed in the City's Land Use Bylaw for the location of freestanding signs, as follows:

DISTRICT	MAXIMUM SIZE	MAXIMUM HEIGHT
Residential	4.5 m ²	4.5m
C1, C4	4.65m ²	6m
C2, C3, C6, I1, I2	7m ²	6m
C5, DC1, DC2	30m ²	10m

No guidelines are in place for the size and height of a freestanding identification sign that would be allowed in the CUC District. The sign proposed for the site would be 1.98m high at the highest point, and a maximum of 8.3m in length, for a maximum size of 15.77m².

The City has identified that the location of the proposed sign will be located on top of a gas line that once was used to service the lot. The applicant has confirmed with ATCO Gas that the gas line was disconnected at the street and there is no active service on the lot.

Community Identification Sign

The Land Use Bylaw states that a community identification sign may only be allowed in residential areas, with the location, size, design and character of all community signs to be to the satisfaction of the Municipal Planning Commission. Although the sign is not located within a residential area, but being proposed in the CUC District, it is intended to be located along College Avenue as an entrance feature for those travelling west to the University's campus area. The sign will be located on lands owned by the University and will be set back 10.67m from the paved road surface (or approximately 5.82m from property line) from 52 Street; and 6.4m from the paved road surface (or approximately 2m from property line) from College Avenue. The City's Engineer has reviewed the proposed location of the sign and has indicated there will be no sight line issues.

It is the landowner's intentions to remove some of the trees along the south boundary of the parcel, and a mountain ash tree at the southeast corner of the parcel that will be located in front of the proposed sign. It appears that some of these trees may be located on City property. Prior to Development Permit issuance, the applicant will be required to submit a landscaping plan for review and approval of the Development Authority. If it is determined that there will be a loss of City trees, compensation for additional tree plantings will be reviewed as part of the landscaping plan.

Landscaping Specifications

The applicant is proposing a landscaped bed at the base of the sign consisting of decorator rock and flowers. Two to three flood lights with sensors, to be located at ground level within the landscaped bed, will illuminate the sign to allow for nighttime visibility. The Land Use Bylaw requires that electrical power to freestanding signs is to be underground.

The area around the sign structure shall be kept clean and free of overgrown vegetation, and free of refuse material as a condition of any sign permit.

MOVED: Member Rempel

Recommendation:

The proposed sign will be similar to what has been located along University Drive to serve as an entry sign for those travelling to Burman University from the south. It is the opinion of Planning and Development Services that the sign will not have an impact on neighbouring properties, is sized appropriately, and meets the intent of the Land Use Bylaw for a Freestanding/Community Identification sign. The Department is recommending approval, subject to conditions.

“RESOLVED that the Municipal Planning Commission approve the location of a Class 2 Freestanding/Community Identification Sign to be located at 5102 University Drive, Lot 2 Block 8 Plan 032 6218, zoned CUC.

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 shall work with ATCO Gas to have the existing gas line abandoned and/or relocated on the lot. The City will require the applicant to provide written confirmation from ATCO Gas that this has been completed prior to commencement of construction of the sign.
5. The proposed sign shall be set back from 52 Street a minimum of 10.67m from the road surface and from College Avenue a minimum of 6.4m from the road surface.
6. The sign base shall be covered with topsoil, and seeded, or concealed by vegetation or ornamental rock contained within a planting bed, to the satisfaction of the Development Authority.
7. Electrical power to the sign is to be underground.
8. Applicant to obtain any required building and electrical permits for the sign.
9. Illumination of the sign shall not shine or reflect light directly onto neighboring properties or into the direction of oncoming traffic. The illumination intensity and brightness of the sign shall be to the satisfaction of the Development Officer
10. The area around the sign structure shall be kept clean and free of overgrown vegetation and refuse materials.
11. The applicant is responsible for the cleaning, painting, repair or replacement of any defective parts of the sign in a manner that does not alter the basic design or structure of the sign and does not include a change in copy.
12. 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.

Please note that this decision is subject to an appeal period which ends on April 28, 2016 at 4:30pm.

CARRIED: Unanimously

- E. **61/250.44 – 61/250.47 (2016)**, 4300, 4304, 4308 & 4312 Homestead Road , Lots 183 to 186 Block 2 Plan 152 5243, Variances to maximum parcel coverage - Four Unit Rowhouse , **zoned – R4** - Medium Density Residential District

The applicant was not in attendance.

Development Officer Gail Long presented information regarding the application for the construction of one four unit rowhouse. The two outside units (4300 & 4312 Homestead Road) meet the requirements of the Land Use Bylaw. However, the two units in the middle (4304 & 4308 Homestead Road) require variances to the maximum lot coverage.

A total of seven (7) properties were notified of the proposed development. No comments have been received to the circulation notice.

All four units being proposed meet the required setback requirements as outlined in the Land Use Bylaw. The two outside units meet the maximum lot coverage; however, the two interior units exceed the maximum lot coverage. When calculating maximum lot coverage, the residence, deck and steps, and verandah and steps are included.

The LUB allows for a maximum 35% lot coverage for the principal building in the R4 zoning. Both units proposed to be constructed on 4304 and 4308 Homestead Road have a lot coverage of 42.34%, requiring a 21% variance.

Two gravel pads are proposed to be located at the rear of each lot, providing the required parking spaces for each unit.

Administration advised that the lane that will be used to access the parking spaces will be paved and therefore the parking spaces should also be paved.

Recommendations:

Because the units are fairly similar between one another, Planning and Development Services is of the opinion that the proposed variances required to the two middle units will not have an impact on adjacent landowners and is recommending approval, subject to conditions.

MOVED: Member Konnik

“RESOLVED that the Municipal Planning Commission approve the development of one four-unit rowhouse on 4300, 4304, 4308 & 4312 Homestead Road, Lots 183-186 Block 2 Plan 152 5243 with a 21% variance to the maximum lot coverage at 4304 Homestead Road, Lot 184 Block 2 Plan 152 5243 and a 21% variance to the maximum lot coverage at 4308 Homestead Road, Lot 185 Block 2 Plan 152 5243, 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. Applicant is to obtain a City of Lacombe building permit prior to commencement of construction.
4. Applicant to apply for and obtain required secondary permits (electrical, plumbing, gas)
5. The exterior of the building, including paints, shall be completed within twelve (12) months from the date of issue of the building permit.
6. 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.
7. The builder must construct within 100mm of the design landscape elevation and illustrated drainage patterns unless otherwise approved by the Development Officer.
8. Curb stop must remain visible and at proper elevation PRIOR to pouring concrete or completing landscape work.
9. Applicant to complete minimum front yard landscaping requirements on each lot: (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 Development Authority.
10. 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.

11. Applicant to provide two parking spaces (surface to be consistent with the final surface of the lane) in the rear yard of each lot. Each parking space is to be a minimum of 2.75m x 6m.
12. Lot grading to conform to building grade plan as approved by Engineering Services at the time of subdivision.
13. This lot has been serviced with both Sanitary and Storm lines. Sanitary lines have a RED cap, while Storm lines have a GREEN cap. TO CONFIRM, call PUBLIC WORKS. Applicant must ensure service connections are correct. Any cross connections will be remedied at the applicant expense.
14. **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.**
15. This development requires a party wall agreement. Applicant to have agreement registered on land title and submit a copy to the City within one (1) year of construction completion.
16. Applicant to apply for and install one water meter per unit.
17. 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.
18. Prior to Building Permit issuance, the applicant is to provide a Fire Plan, to the satisfaction of the City's Fire Chief.
19. Prior to building permit issuance, the applicant shall submit a development permit deposit in the amount of \$1,000.00 per lot.
20. 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.

Please note that this decision is subject to an appeal period which ends on April 28, 2016 at 4:30pm.

CARRIED: Unanimously

- F. **61/250.48 – 61/250.52 (2016)**, 120, 124, 128, 132, & 136 MacKenzie Ranch Way , Lots 178 to 182 Block 2 Plan 152 5243, Variances to maximum parcel coverage - Five Unit Rowhouse , **zoned – R4 - Medium Density Residential District**

The applicant was not in attendance.

Development Officer Gail Long presented information regarding the applications for the construction of one five unit rowhouse. The two outside units (120 & 136 MacKenzie Ranch Way) meet the requirements of the Land Use Bylaw. However, the three units in the middle (124, 128, 132 MacKenzie Ranch Way) require variances to the maximum lot coverage.

One (1) property owner was notified of the proposed development. No comments have been received to the circulation notice.

All five units being proposed meet the required setback requirements as outlined in the Land Use Bylaw. The two outside units meet the maximum lot coverage; however, the three interior units exceed the maximum lot coverage. When calculating maximum lot coverage, the residence, deck and steps, and verandah and steps are included.

The LUB allows for a maximum 35% lot coverage for the principal building in the R4 zoning. The three middle lots (124 - 132 MacKenzie Ranch Way) all have a lot coverage of 43%. Due to the different lot sizes, 124 and 132 MacKenzie Ranch Way will require a 23% variance to the maximum lot coverage, while 128 MacKenzie Ranch Way requires a 22% variance to the maximum lot coverage.

Two gravel pads are proposed to be located at the rear of each lot, providing the required parking spaces for each unit.

Recommendations:

MOVED: Member Rempel

Because the units are fairly similar between one another, Planning and Development Services is of the opinion that the proposed variances required to the three middle units will not have an impact on adjacent landowners and is recommending approval, subject to conditions.

“RESOLVED that the Municipal Planning Commission approve the development of one five-unit rowhouse on 120-136 MacKenzie Ranch Way, Lots 178-182 Block 2 Plan 152 5243 with a 23% variance to the maximum lot coverage at 124 and 132 MacKenzie Ranch Way, Lots 179 and 181 Block 2 Plan 152 5243, and a 22% variance to the maximum lot coverage at 128 MacKenzie Ranch Way, Lot 180 Block 2 Plan 152 5243, 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. Applicant is to obtain a City of Lacombe building permit prior to commencement of construction.
4. Applicant to apply for and obtain required secondary permits (electrical, plumbing, gas)
5. The exterior of the building, including paints, shall be completed within twelve (12) months from the date of issue of the building permit.
6. 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.
7. The builder must construct within 100mm of the design landscape elevation and illustrated drainage patterns unless otherwise approved by the Development Officer.
8. Curb stop must remain visible and at proper elevation PRIOR to pouring concrete or completing landscape work.
9. Applicant to complete minimum front yard landscaping requirements on each lot: (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 Development Authority.
10. 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.
11. Applicant to provide two parking spaces (surface to be consistent with the final surface of the lane) in the rear yard of each lot. Each parking space is to be a minimum of 2.75m x 6m.
12. Lot grading to conform to building grade plan as approved by Engineering Services at the time of subdivision.
13. This lot has been serviced with both Sanitary and Storm lines. Sanitary lines have a RED cap, while Storm lines have a GREEN cap. TO CONFIRM, call PUBLIC WORKS. Applicant must ensure service connections are correct. Any cross connections will be remedied at the applicant expense.

14. 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.
15. This development requires a party wall agreement. Applicant to have agreement registered on land title and submit a copy to the City within one (1) year of construction completion.
16. Applicant to apply for and install one water meter per unit.
17. 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.
18. Prior to Building Permit issuance, the applicant is to provide a Fire Plan, to the satisfaction of the City's Fire Chief.
19. Prior to building permit issuance, the applicant shall submit a development permit deposit in the amount of \$1,000.00 per lot.
20. 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.

Please note that this decision is subject to an appeal period which ends on April 28, 2016 at 4:30pm.

CARRIED: Unanimously

5. BUSINESS

A. Next MPC Meeting: Wednesday, April 20, 2016

6. ADJOURNMENT

THAT this meeting now adjourns at 5:30 p.m.

MOVED BY: Member Konnik

CARRIED: Unanimously

Chairperson Christie

Date