



**CITY OF LACOMBE**  
**MUNICIPAL PLANNING COMMISSION**

**MINUTES 060116**

**DATE:** June 1, 2016

**PLACE:** City of Lacombe Council Chambers

**TIME:** 5:00p.m.

**PRESENT:**

Steve Christie	Mayor
Debbie Gallant	Member at Large
Reuben Konnik	Councilor
Wayne Rempel	Councilor

**REGRETS:** 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 5:07 p.m.

**2. ADOPTION OF AGENDA**

**MOVED BY:** Member Rempel

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 18, 2016 be confirmed as presented.

**CARRIED:** Unanimously

**4. NEW DEVELOPMENT APPLICATION**

- A. 61/251.13 (2016), 70 Valley Crescent, Lot 19A & 19B, Block 2 Plan 782 0684, Side Yard Setback Variance For An Existing Detached Dwelling, zoned R2 - General Residential**

Development Officer, Deb Bonnett presented information regarding the application. An application has been received to legalize an existing secondary suite located in the basement of the detached dwelling located at 70 Valley Crescent.

A total of thirty three (33) property owners within 60m of the subject site were notified. No responses had been received to the circulation notice.

The detached dwelling located on the property sits on both lots 19A and 19B. The main floor of the home is 118.88m<sup>2</sup>. The secondary suite in the home uses the entire basement of the house and therefore is also 118.88m<sup>2</sup>. The total area of the home is 237.76m<sup>2</sup>.

A secondary suite is allowed to occupy no more than 75m<sup>2</sup> or a maximum of 40% of the total floor area (main level, upper level, and basement) of a detached dwelling, whichever is less. The secondary suite in the home occupies 50% of the total house and requires a variance of 25% to the maximum percentage size. The suite also requires a 59% variance to the maximum floor space size.

The suite contains three bedrooms and is greater than 60m<sup>2</sup> – and thus requires a minimum of two parking spaces. The property has two driveways – one for each lot. The driveway to the south can accommodate one vehicle. The detached garage to the rear of the property can accommodate one vehicle. A second vehicle can be parked on the pad in front of the garage, thus allowing the vehicle in the garage to exit the property. This allows for three vehicle spaces on site, without tandem parking. A fourth vehicle will need to be accommodated on-site without tandem parking. This should be accommodated without widening either driveway at the street – so the creation of a parking pad is required. This hard surfaced pad can be created within the front yard, adjacent to the north driveway and should not interfere with any existing trees.

Section 9.8 (11) regulates the concentration of secondary suites to 10% on a block. This particular block consists of 30 lots and allows for a total of 3 secondary suites. Only one other suite has been approved for this block. Therefore the 10% regulation has not yet been achieved for this block.

Along with the suite, there are a number of existing items on-site that should be dealt with through this approval process. The existing dwelling is located 1.16m from the south property line – which does not conform to this bylaw. Approving a variance to leave the dwelling as sited will ensure that the suite can also be approved. This requires a 22.67% sideyard variance.

Further, one covered deck, one uncovered deck and a walkway between the decks have been added to the site. These decks and walkway measure 3.4 x 4.3m, 3.4m x 4.3m and .9m x 3.04m. This adds to the square footage of the house – thus making the total size of the house 151m<sup>2</sup>. Parcel coverage measures at 24.3%.

The garage was approved by a permit in 1988. However there is a shed, measuring 2.43m x 2.43m which is situated behind the garage on the utility right of way. It must be moved off the utility right of way.

### **Recommendations:**

The intent of this application is to legalize an existing suite. With legalization, the suite will be required to meet Alberta Building Code regulations – which is important for safety of the tenants, property owners, neighbours and emergency service personnel. The property is zoned R2 – General Residential, which allows for semi-detached and duplex dwelling units. These units are not size restricted. Therefore, while the existing suite exceeds the size regulations of the Land Use Bylaw, a different type of dwelling unit could be delivered on this site that would not be size restricted. Therefore there are limited concerns with approving the size variances for the suite. The concerns lie with ensuring that parking on the street is not impacted (either by a widened driveway) or by inadequate parking on site. With additional parking pads, these concerns should be addressed. Planning staff is recommending approval subject to the conditions outlined below.

MOVED: Member Rempel

**"RESOLVED** that the Municipal Planning Commission approve a 23% side yard variance to the dwelling, and further approve a 59% variance to the maximum size of a secondary suite to be located within the principal dwelling at 70 Valley Crescent, Lots 19A & 19B, Block 2 Plan 782 0684 zoned R2."

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 the decks and to ensure that the secondary suite and decks are fully compliant to the Alberta Building Codes within six months of Building Permit issuance.
5. Applicant to obtain any necessary electrical, plumbing and gas permits and must ensure compliance within six months of Building Permit issuance.
6. Applicant is to develop one hard surfaced on-site parking space from Valley Crescent. This parking space must be a minimum of 2.75m x 6m, and must be located within the confines of the property and shall not access the street directly. No widening of the existing driveways where they meet Valley Crescent shall be allowed
7. Applicant to relocate the existing shed. The shed shall not be located on the right of way running the rear of the property, and shall be located a minimum of 0.9m from a property boundary and 1.2m from an existing building.
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.

*Please note that this decision is subject to an appeal period which ends on June 23, 2016 at 4:30pm.*

**CARRIED:** Unanimously

## **5. BUSINESS**

**A. Next MPC Meeting: Wednesday, June 15, 2016**

## **6. ADJOURNMENT**

**MOVED BY:** Member Konnik

THAT this meeting now adjourns at 5:15 p.m.

**CARRIED:** Unanimously

**7. RECONVENE**

**MOVED BY:** Member Rempel

THAT this meeting reconvene.

**CARRIED:** Unanimously

<b>PRESENT:</b>	Steve Christie	Mayor
	Debbie Gallant	Member at Large
	Wayne Rempel	Councilor

<b>REGRETS:</b>	Sandra Badry	Member at Large
	Reuben Konnik	Councilor

<b>STAFF:</b>	Lyla Peter, Manager, Planning and Development
	Gail Long, Development Officer
	Deb Bonnett, Development Officer

**8. DISCUSSION ON MOTION**

The applicant arrived after the meeting ended and had some questions regarding the proposed conditions. It was noted that there is currently three parking spaces on the lot. The applicant questioned the need to provide for two parking spaces for the existing secondary suite. It was also questioned whether or not there would be a need to hard surface the two vehicle parking pad accessing from Valley Crescent. The applicant recognized the need to apply for the new deck that had been constructed, but questioned the need to apply for the second deck that has been existing for several years.

After discussion regarding how the parking could be provided on site to meet the condition of the development permit, as well as discussion on the need for building permits, members concurred that no changed would be made to the original motion.

**9. ADJOURNMENT**

**MOVED BY:** Member Gallant

THAT this meeting now adjourns at 5:41 p.m.

**CARRIED:** Unanimously

\_\_\_\_\_  
Chairperson Christie

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Date