



**CITY OF LACOMBE**  
**MUNICIPAL PLANNING COMMISSION**  
**MINUTES 051717**

**DATE:** May 17, 2017  
**PLACE:** City of Lacombe Council Chambers  
**TIME:** 5:00 p.m.

**PRESENT:**

Steve Christie	Mayor
Reuben Konnik	Councilor
Wayne Rempel	Councilor
Sandra Badry	Member at Large

**STAFF:**

Debbi Bonnett, Acting Manager of Planning and Development  
Gail Long, Development Officer  
Crystal Chappell, Development Officer

**1. CALL TO ORDER**

The meeting was called to order by Chairperson Christie at 5:00 p.m.

**2. ADOPTION OF AGENDA**

**MOVED BY:** Member Badry

THAT the Agenda be adopted as amended.

**CARRIED:** Unanimously

**3. ADOPTION OF MINUTES**

**MOVED BY:** Member Rempel

That the Municipal Planning Commission minutes for May 3, 2017 be confirmed as presented.

**CARRIED:** Unanimously

**4. NEW DEVELOPMENT APPLICATION**

**A. 61/250.73 (2017), Manufacturing Facility; #5, 7102 52 Street, Lot 5 Plan 062 8084; Zoned UC - University Commercial District**

The property owner, also a business partner of the applicant, was in attendance to present the application and provide additional information if needed.

The Development Officer, Gail Long presented the discretionary use application for assembly of safety trailers and showers. Assembly is proposed to and shall occur within Bay #5, and storage is available within a fenced storage area.

A total of twenty (20) property owners within 60m of the subject site were notified. Three responses were received with two in support, and the third in support but with concerns. The concerns were with regard to parking and about the business operations migrating out of doors into the condominium's common area.

The Municipal Planning Commission approved the application with conditions.

**MOVED:** Member Konnik

**RESOLVED** that the Municipal Planning Commission approve the location of a manufacturing facility for the assembly of "safety shower" modules and small safety trailers at #5, 7102 52 Street, zoned UC.

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 obtain and maintain a valid business license from the City of Lacombe.
5. Applicant is to obtain a building permit and any required plumbing, electrical and gas permits for any leasehold improvements.
6. Manufacturing and storage of safety shower modules and safety trailers shall only occur within the bay or within the fenced compound located on the west boundary of the parcel which has been assigned to this unit. Parking areas and driving laneways are not to be utilized for this purpose.
7. Parking spaces for the business shall be located outside of the bay, as assigned by the Condo Board Association.
8. Applicant shall make separate application for any signs proposed on the property.
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.

**B. 61/250.15 (2017), Manufacturing Facility and Pipefitting & Assembly; 3809 53 Avenue; Lot 2, Block 4, Plan 042 2304; zoned I1, Light Industrial**

The property owner was in attendance to present the application and provide additional information if needed. The applicant was also present, but did not speak to the application.

The Development Officer presented information regarding an application to relax the requirement for hard surfacing for a permitted use (Manufacturing, General) at 3809 53 Avenue. Increased landscaping is also required for the property to bring it up to the standards of the Land Use Bylaw. In addition to other required conditions of approval there was discussion about the occupants of 3809 53 Avenue keeping their possessions within their property lines, and off of adjacent City land.

A total of eleven (11) property owners within 60m of the subject site were notified. No responses were received.

The Municipal Planning Commission varied the hard surfacing requirement, but still required paving each access adjoining the City Street in addition to required landscaping and other conditions.

**MOVED:** Member Rempel

**RESOLVED** that the Municipal Planning Commission approve the location of a manufacturing facility -pipefitting and assembly, at 3809 53 Avenue, Lot 2 Block 4 Plan 042 2304, zoned I1.

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 obtain and maintain a valid business license from the City of Lacombe.
5. Applicant is to obtain a building permit and any required plumbing, electrical and gas permits *for any leasehold improvements*.
6. All landscaping areas are to be protected by concrete curbs or other barriers, as approved by the Development Authority, having a minimum height of 140mm or separated from the street or parking area by a paved, curbed sidewalk.
7. No outdoor storage shall be located in the front yard of the parcel.
8. Prior to Development Permit issuance, the applicant/landowner shall submit a revised landscaping plan showing landscaped areas, areas of hard surfacing of the accesses, parking spaces, location of loading spaces, and the location of garbage disposal area, to the satisfaction of the Development Authority.
9. Prior to Development Permit issuance, **but no later than June 15, 2017**, 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, but not less than \$2,000. Security will be released once a site inspection demonstrates that the landscaping has been completed in accordance with the approved plan, has been well maintained, and is in healthy condition. Landscaping estimates are to include estimated costs for required fencing.

10. Applicant shall provide a minimum of 8 parking spaces for the proposed use to the satisfaction of the Development Authority. Each parking space is to be a minimum of 2.75m x 5.5m.
11. All parking spaces shall be identified with concrete parking barriers.
12. Applicant is to provide a minimum of one loading space.
13. Applicant shall provide for on-site garbage disposal area(s), and appropriate screening, to the satisfaction of the Development Authority.
14. Both accesses shall be hard surfaced a minimum of 6m into the parcel from the front property boundary, with the connection of hard surfacing to the City street.
15. Prior to development permit issuance, **but no later than June 15, 2017**, 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 of the hard surfacing, as estimated by an appropriate trade professional, and not less than \$2,000. Security will be released once a site inspection demonstrates that the hard surfacing has been completed in accordance with the approved plan. The costs for hard surfacing, parking curbs and pavement markings are to be included in the cost estimates.
16. Curb stop must remain visible and at proper elevation PRIOR to pouring concrete or completing landscape work.
17. Applicant shall make separate application for any signs proposed on the property.
18. 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.
19. Prior to development permit issuance, the applicant shall submit a development permit deposit in the amount of \$2,000.00.
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.

## **5. BUSINESS**

### **A. Next MPC Meeting: June 7, 2017**

## **6. ADJOURNMENT**

**MOVED BY:** Member Badry

THAT this meeting now adjourns at 5:28p.m.

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Chairperson

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Date