



CITY OF LACOMBE
MUNICIPAL PLANNING COMMISSION
MINUTES 071917

DATE: July 19, 2017
PLACE: City of Lacombe Council Chambers
TIME: 5:00 p.m.

PRESENT:

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

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 5:08 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 July 5, 2017 be confirmed as presented.

CARRIED: Unanimously

4. NEW DEVELOPMENT APPLICATION

A. 61/255.13 (2017), Home Occupation 2 – Personal Services (Nails); 90 Iron Wolf Boulevard; Lot 7, Block 3, Plan 072 9620; Zoned R2, Residential Single & Semi-Detached District

The applicant was in attendance to introduce the application and provide additional information if required.

A total of twenty-nine (29) property owners within 60m of the subject site were notified. Two (2) responses were received in support of the application.

The proposed Home Occupation 2 is to provide nail services, retail sales, and nail training (to no more than two students at a time); three days/week from 10:00 a.m. to 6:00 p.m. In addition to offering nail services, the applicant is also proposing to conduct nail training, with no more than 2 students on the premises at any one time.

The Home Occupation will use approximately 9.29m² of space within the residence, and the sale of goods will be limited to the sale of nail products.

10 customers per week are anticipated with one client at a time and appointments being anywhere from 1/2 hour to 1 1/2 hours in duration. The property can accommodate three parking stalls; however, if the applicant is to conduct training on the site, a total of four parking spaces will be required to accommodate the two students attending the training sessions. To achieve this, an existing shed would require relocation, however, the landowner has not agreed to this.

The applicant has advised that she would limit the training to one student at a time, or hold classes in another location.

The Municipal Planning Commission approved the application with conditions.

MOVED: Member Badry

RESOLVED that the Municipal Planning Commission approve the discretionary use for a Home Occupation 2: Nail Services, to be located at 90 Iron Wolf Boulevard, Lot 7, Block 3, Plan 072 9620, 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 obtain and maintain a valid business license from the City of Lacombe.
5. If classes are conducted on site, the class shall be limited to one student at a time.
6. Only residents of the principal dwelling, and a maximum of one non-resident employee, shall be engaged on the premises for the purpose of carrying on the home occupation.

7. The display area for sale of retail goods within the principal dwelling or accessory residential building shall be limited to 20m².
8. Hours of operation shall be limited to Monday through Saturday from 10 a.m. to 6 p.m.
9. In addition to the two parking spaces required for occupants of the principal dwelling, the applicant shall provide one additional parking space for business related customers. The parking area shall be hard surfaced or gravel surfaced, and shall be constructed no later than October 31, 2017.
10. Applicant shall provide a hard surfaced pathway from the parking area to the entryway to the home.
11. All business related parking is to occur within the property boundaries. Iron Wolf Boulevard may not be utilized to accommodate the parking needs of the Home Occupation 2.
12. 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.
13. 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.
14. Prior to permit issuance, the applicant shall submit a development permit deposit in the amount of \$1,000.00.
15. This permit is valid for the address stated on the application and is not transferable to a new address.
16. 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.
17. Applicant shall provide the City with confirmation that their business has been approved by Alberta Health Services (*if applicable*) prior to commencement of the Home Occupation 2.
18. The decision of the Municipal Planning Commission being placed on the City's web page, 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 August 4, 2017 at 4:30pm.

B. 61/251.27 (2017), Warehouse Building / Fence Height Variance; 4518 – 46 Avenue; Lot 9, Block 3, Plan 792 2891; Zoned I1, Light Industrial District

The applicant(s) were not in attendance.

Development Officer Gail Long presented information regarding the application for a proposed development at 4518 46 Avenue. The applicant is proposing to construct an over height fence on the perimeter of the property in addition to two industrial buildings. The warehouse buildings are considered a permitted use and will require separate permits. The proposed fence will require MPC approval.

The maximum height of a fence is 1.8 meters. The applicant is proposing that the fence will be 2.43m in height which will include a 2.13m chain link fence with a 45° angled barbed wire on top. If approved, a 35% variance to the maximum height of the fence will be required.

The purpose of the over-height fence is to protect the property and employee vehicles within the parcel as staff work away from home for extended periods of time. Staff advised that if the proposed buildings require variances, the applications will be presented to MPC when all information has been received. The new development will enhance the area; therefore, Planning and Development Services supported the application subject to conditions.

MOVED: Member Rempel

RESOLVED that the Municipal Planning Commission approve the construction of an industrial warehouse building with a 35% height variance to a perimeter fence to be located at 4518 46 Avenue; Lot 9, Block 3, Plan 792 2891, 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 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. Applicant shall obtain a City of Lacombe building permit for the warehouse building prior to construction of the fence.
5. Applicant is to obtain electrical, plumbing and gas permits as required.
6. The exterior of the buildings, including paints, shall be completed within twelve (12) months from the date of issue of this building permit.
7. If it is deemed that upgrades are required to the existing water and/or sewer services to accommodate the proposed development, the applicant will be required to apply for and complete any upgrades at their expense, to the satisfaction of the City of Lacombe.
8. Prior to Building Permit issuance, the applicant must provide a grading plan for review and approval by the City's Engineering Department.
9. **The builder must construct within 100mm of the design landscape elevation and illustrated drainage patterns unless otherwise approved by the Development Officer.**
10. Curb stop must remain visible and at proper elevation PRIOR to pouring concrete or completing landscape work.
11. Prior to building permit issuance, the applicant shall submit a Fire Safety Plan to the satisfaction of the City's Fire Chief.
12. 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.
13. Prior to Building Permit issuance, the applicant must provide elevation drawings showing what the exterior of the building on all four sides, to the satisfaction of the Development Authority.
14. Prior to building permit issuance, the applicant shall submit a site plan identifying site access, parking layout, loading space, bike rack location (including details), areas of hard surfacing, and landscaping, including size & types of trees and shrubs, to the satisfaction of the Development Authority. Location and type of fencing being proposed shall be shown on the site plan.
15. Any area located in the front yard shall be either hard surfaced or landscaped to the satisfaction of the Development Authority. This includes hard surfacing of both accesses to the parcel.
16. Front access points from the street should not exceed 15 m in width, unless otherwise approved by the City Engineer.
17. Based on the size of the building(s) constructed on site, applicant shall provide on-site parking spaces in accordance with the City's Land Use Bylaw. All required parking spaces shall be hard surfaced to the satisfaction of the Development Authority.

18. All parking spaces shall be identified with cement parking curbs and pavement markings consisting of white or yellow lines that are approximately 7.6cm wide. Where parking is located on a gravel surface at the side or rear of the parcel, parking spaces are to be identified with parking barriers.
19. Applicant shall provide for the placement of one bicycle rack providing parking for a minimum of four bicycles per building, to be located within 30m of the principal public entrance to the building. If the bicycle parking area is provided in or adjacent to vehicle parking, the parking area for the bicycle rack is to be raised above the parking lot grade or protected by barriers.
20. All landscaping areas are to be protected by concrete curbs or other approved barriers having a minimum height of 140mm.
21. Applicant is to provide a minimum of one loading space.
22. 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. 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 at the end of the second growing season. Landscaping estimates are to include estimated costs for required fencing.
23. Prior to building 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 any hard surfacing required on site as estimated by an appropriate trade professional, and not less than \$2,000. Security will be released once a site inspection demonstrates that parking barriers are in place and the pavement markings have been completed in accordance with the approved plan. Parking curbs and pavement markings are to be included in the cost estimate.
24. Prior to building permit issuance, the applicant shall submit a development permit deposit in the amount of \$2,000.00.
25. Applicant shall provide for an area for on-site garbage disposal and pickup in accordance with City of Lacombe specifications. Appropriate screening of the area is required, with both the disposal area and screening being to the satisfaction of the Development Authority.
26. 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.
27. Application to maintain a valid City of Lacombe Business License throughout the duration of business operation.
28. The decision of the Municipal Planning Commission being placed on the City's web page, 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 August 4, 2017 at 4:30pm.

Please note that a separate development permit and building permit are required for the 2nd building.

CARRIED: Unanimously

5. BUSINESS

A. Next MPC Meeting: August 2, 2017

6. ADJOURNMENT

MOVED BY: Member Badry

THAT this meeting now adjourns at 5:23 p.m.

CARRIED: Unanimously

Chairperson

Date