

MPC AGENDA

Meeting: November 9, 2020 6:30 p.m. – 6:40 p.m.

Virtual Meeting

Meeting Link: <https://call.lifesizecloud.com/5828904>

1. CALL TO ORDER

2. EXCUSED FROM MEETING

3. ADOPTION OF AGENDA

4. ADOPTION OF MINUTES

4.1 October 27, 2020

5. DEVELOPMENT REPORT

5.1 None

6. DEVELOPMENT PERMITS/REQUESTS

6.1 Plan 3872T; Block 3; Lot 15 - TOB-D-16-20 – Variance

7. SUBDIVISIONS

None

8. INFORMATION ITEMS

None

9. QUESTION PERIOD

10. IN CAMERA

None

11. ADJOURNMENT



MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING OF THE TOWN OF BASSANO HELD VIRTUALLY ON OCTOBER 27, 2020.

MPC MEMBERS

CHAIR

Tom Rose

BOARD MEMBERS

Kevin Jones
Ron Wickson
John Slomp
Doug Barlow
Irvin Morey
Sonya Procter

STAFF

Amanda Davis – Chief Administrative Officer

OTHER

Madeline Baldwin – ORRSC Planner
Sandra Stanway – Brooks Bulletin

1. CALL TO ORDER

Chair Rose called the meeting to order at 6:06 p.m.

2. EXCUSED FROM MEETING

- None

3. ADOPTION OF AGENDA

MPC71/20 Moved by **MEMBER WICKSON** that the agenda is approved as presented.

CARRIED

4. ADOPTION OF MINUTES

4.1 Adoption of minutes from the Municipal Planning Commission meeting on October 13, 2020.

MPC72/20 Moved by **MEMBER MOREY** that the Municipal Planning Commission minutes of October 13, 2020 are approved as presented.

CARRIED

5. DEVELOPMENT REPORT

5.1 Adoption of the development report for the period ending October 19, 2020.

MPC73/20 Moved by **MEMBER JONES** that the development report for the period ending October 19, 2020 is approved as presented and discussed as attached to and forming part of these minutes.

CARRIED

6. DEVELOPMENT PERMITS/REQUESTS

6.1 Plan 201 1468; Block 31; Lot 10 - TOB-D-14-20 – Discretionary Use

Development permit TOB-D-14-20 was presented and discussed. No additional resident concerns were received regarding the development following the October 13, 2020 meeting.

MPC74/20 Moved by **MEMBER PROCTER** that the Municipal Planning Commission approves the discretionary use development permit TOB-D-14-20 on Plan 201 1468; Block 31; Lot 10 in accordance with the application, the narrative and the site plan received on October 5, 2020 the following variances and conditions:

Variances

1. That the front yard setback is relaxed from 25 feet to 9.9 feet for the existing building.
2. That the side yard setback is relaxed from 20 feet to 4 feet for the existing building.

Conditions

1. The proposed development shall conform with all Federal, Provincial and Municipal statutes, regulations, codes, and standards except as waived in writing by the appropriate authority.
2. Any future development (demolition or new) must comply with the Town of Bassano's Land Use Bylaw which is subject to change from time to time.
3. A civic address must be affixed to the front and side of the property in accordance with Fire Bylaw 885/19.
4. The development shall allow for a tire shop; transportation dispatch depot; and outdoor storage.
5. Parking: Parking shall not be permitted on the boulevard.
6. Landscaping: The applicant is required to enhance the landscape plan to include a variety of approved materials (e.g. ground cover, feature rocks, or vegetation) in accordance with Schedule 8, Section 3 of the Land Use Bylaw. The landscape plan shall be provided to the development officer for approval. The property must be maintained and free of weeds and other noxious vegetation in accordance with the Community Standards Bylaw #878/18 which is subject to change.
7. Outdoor Storage, Fencing and Screening: the applicant shall install fence screening along the entire area adjacent to the residential district. The fence screening plan shall be provided to the development officer for approval and must include a fence between 6 – 8 feet with slats, corrugated steel or another method that provides appropriate screening of the commercial/industrial activities. The outdoor storage of equipment and business-related items shall be kept tidy and in order.
8. Mitigation of Impacts from Noise, Odor, Vibration and Air Quality: the development authority shall not require a mitigation plan at this time. This may be subject to change based on long-term business operations. The applicant shall respect noise requirements as stated in the Town's Community Standards Bylaw 878/18 which is subject to change.
9. The east man door facing 2nd Avenue shall be painted to improve building aesthetics.
10. A business license must be obtained from the Town of Bassano.

11. The disposal of fluids must be done in accordance with provincial and federal guidelines. Proper storage of fluids must be provided on site to prevent any potential site contamination or fire hazard.
12. The disposal of any fluids except water and wastewater is not permitted in the municipal infrastructure.
13. If a sump drain exists at the premise or is installed, a screening system must be installed at the discharge point to catch any solids from entering the sanitary mainline.

CARRIED

7. SUBDIVISIONS

None

8. INFORMATION ITEMS

None

9. QUESTION PERIOD

None

10. CLOSED SESSION

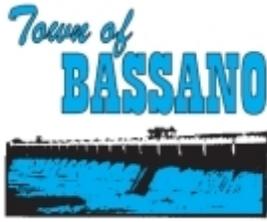
None

11. ADJOURNMENT

MPC75/20 Moved by **MEMBER ROSE** adjourned the regular Municipal Planning Commission meeting of October 27, 2020 at 6:14 p.m.

Chairperson

Chief Administrative Officer



REQUEST FOR DECISION

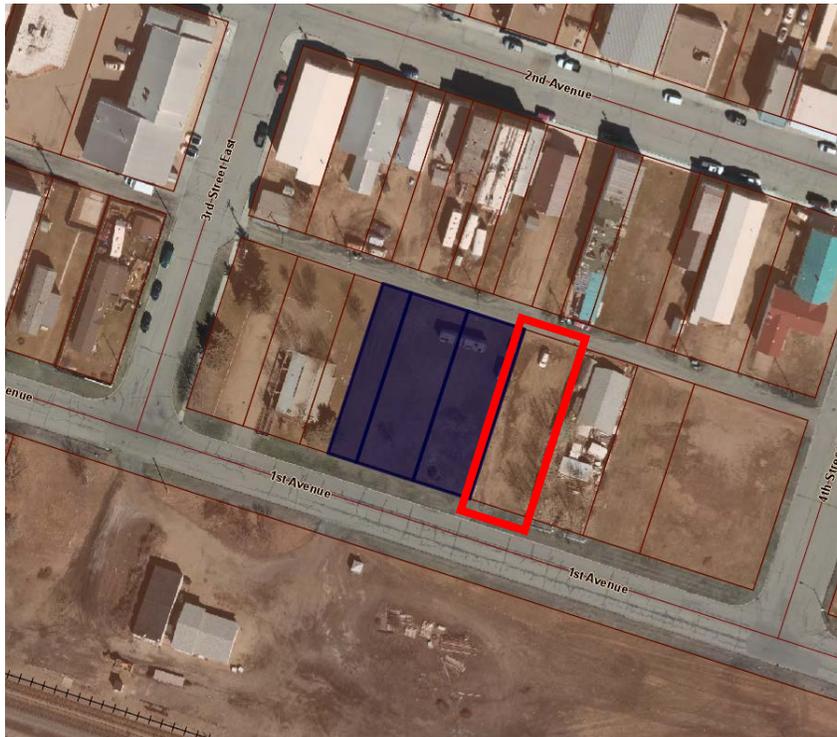
Meeting: November 9, 2020 MPC
Agenda Item: 6.1

Variance – Plan 3872T, Block 3, Lot 15 Development Permit Application TOB-D-16-20

BACKGROUND

Applicant: Brant Ching
Plan 3872T; Block 3; Lot 15
Land Use District: Industrial Commercial (IC)
Location: 422 – 1st Avenue, Bassano

Council approved the sale of the above property on September 14, 2020 with the condition that the property is consolidated with the three adjacent lots and that a development permit is obtained to extend the security fence along the lots.



A variance (front yard fence height) is being sought to accommodate the placement of a fence in accordance with the attached application/site plan.

Notice of the variance was emailed or hand delivered mailed to adjacent landowners on November 2, 2020. At the time this report was prepared, no comments have been received from adjacent landowners regarding the proposed development.

The maximum fence height in the IC district is 3 feet in the front yard, 8 feet in the side and rear yards. The applicant requests a variance to allow for a 6-foot fence in the front yard. The applicant proposes a stone-grey metal clad fence in the front yard. The clad fence with restrict visibility of interior items. The remainder of the yard would be 6-foot chain link fence with grey privacy slats.

The MPC's must decide on the front yard variance, the side and rear yard fence plan conforms to the Land Use Bylaw.

When deciding on the application, the MPC must determine if:

1. The variance unduly interferes with the amenities of the neighborhood,
2. The variance materially interferes with or affects the use, enjoyment or value of neighboring properties, and
3. The proposed development conforms with the use prescribed for that land or building within Schedule 2 – Use Regulations.

The Development Officer confirms,

1. The variance does not unduly interfere with the amenities of the neighborhood. Other commercial properties in this district have 6' high fences in the front yard.
2. The variance as proposed does not seem to materially interfere with or affect the use, enjoyment of value of the neighboring properties.
3. The proposed development conforms with the use prescribed within Schedule 2 – Use Regulations.

OPTIONS:

#1 – That the Municipal Planning Commission approves the development permit TOB-D-16-20 on Plan 3872T; Block 3; Lot 15 to allow for a variance of 3' to 6' for the height of a fence in the front yard of the property. The front fence shall be constructed of a stone-grey metal clad material per the application.

#2 – That the Municipal Planning Commission does not permit a variance of 3' to 6' to allow for the construction of a fence in the front yard as outlined in development permit TOB-D-15-19. Rationale required.

PROPOSED RESOLUTION

That the Municipal Planning Commission approves the development permit TOB-D-16-20 on Plan 3872T; Block 3; Lot 15 to allow for a variance of 3' to 6' for the height of a fence in the front yard of the property. The front fence shall be constructed of a stone-grey metal clad material per the application.

Prepared by: Amanda Davis, Development Officer

Attachments:

1. Development Permit Application TOB-D-16-20
2. Public Notice to Adjacent Landowners – November 2, 2020

TOWN OF BASSANO
 Non-Residential Fence Development Permit Application

TOWN OF BASSANO
 OCT 28 2020
 RECEIVED

Date of Application: Oct 26, 2020

Development Permit Application No. TOB-D-16-20

IMPORTANT NOTICE: This application **does not** permit you to commence construction until such time as a notice of decision has been issued by the Development Authority. If a decision has not been received within 40 days of the date of application and no extension agreement has been entered into, you have the right to deem the application refused and file an appeal to the Subdivision and Development Appeal Board.

**THIS DOES NOT CONSTITUTE A BUILDING PERMIT.
 A SEPARATE BUILDING PERMIT MUST BE OBTAINED BEFORE CONSTRUCTION BEGINS.**

APPLICANT INFORMATION

Name of Applicant: Brant Ching
 Mailing Address: XXXXXXXXXXXXXXXXXXXX Phone: XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX Phone (alternate): XXXXXXXXXXXXXXXXXXXX
 City: XXXXXXXXXXXXXXXXXXXX Email: XXXXXXXXXXXXXXXXXXXX
 Postal Code: XXXXXX

Is the applicant the owner of the property? Yes No
 IF "NO"

Name of Owner: _____
 Mailing Address: _____ Phone: _____
 _____ Phone (alternate): _____
 City: _____ Email: _____
 Postal Code: _____

Applicant's interest in the property: Agent
 Contractor
 Tenant
 Other _____

PROPERTY INFORMATION

Municipal Address of Development: 422-1st Avenue Roll Number: 251004
 Legal Description: Lot(s) 15 Block 3 Plan 3872 T
 Land Use District: Industrial
 What is the existing use? Industrial

TOWN OF BASSANO

DEVELOPMENT INFORMATION

This application is to: (Check all that apply)

Construct a new building (if greater than 500 ft² see abandoned well information section)

The building is for:

Commercial Use

Industrial Use

Public/Institutional Use

Alter/renovate/add to the existing building (if greater than 500 ft² see abandoned well information section)

Change in or intensification of use

Projected Construction Cost _____

Anticipated Construction Start Date _____ Completion Date _____

Describe the proposed use, any changes from existing use, and any work to be done.

build 6' high fence
on south side of Lot 15

WAIVERS

Is a waiver of one or more standards of the Land Use Bylaw being requested? Yes No

If yes, please specify:

BUILDING REQUIREMENTS

	Principal Building	Office Use
Parcel Size	<input type="checkbox"/> m ² <input type="checkbox"/> sq. ft.	<input type="checkbox"/> m ² <input type="checkbox"/> sq. ft.
Building Size	<input type="checkbox"/> m ² <input type="checkbox"/> sq. ft.	<input type="checkbox"/> m ² <input type="checkbox"/> sq. ft.
Height of Building	<input type="checkbox"/> m <input type="checkbox"/> ft.	<input type="checkbox"/> m <input type="checkbox"/> ft.
Proposed Setbacks from Property Lines		
Front	<input type="checkbox"/> m <input type="checkbox"/> ft.	<input type="checkbox"/> m <input type="checkbox"/> ft.
Rear	<input type="checkbox"/> m <input type="checkbox"/> ft.	<input type="checkbox"/> m <input type="checkbox"/> ft.
Side	<input type="checkbox"/> m <input type="checkbox"/> ft.	<input type="checkbox"/> m <input type="checkbox"/> ft.
Side	<input type="checkbox"/> m <input type="checkbox"/> ft.	<input type="checkbox"/> m <input type="checkbox"/> ft.
Parcel Type:	<input type="checkbox"/> Interior Lot	<input type="checkbox"/> Corner Lot

ABANDONED WELL INFORMATION

This applies to developments that require a new permit from the municipality for:

- new buildings larger than 500 sq. ft. (47 sq. m.), or
- additions to buildings that will result in the building being this size or larger.

If your development proposal fits the criteria above, you are required to do the following:

1. Obtain map and well information

Please go to the AER's Abandoned Well Viewer (viewer) on the AER website at www.aer.ca. The viewer will provide a map identifying all recorded abandoned well surface locations in the selected area and list any additional details that are available, including the licensee(s) of record and the latitude and longitude of each well's surface location.

If you do not have Internet access or have questions about the information provided by the viewer, you may contact:

- the AER Customer Contact Centre by telephone at: **1-855-297-8311 (toll-free)**, or
- by e-mail at: [Inquiries@aer.ca](mailto:Inquiries@ aer.ca), or
- the AER Information Services by mail at: **Suite 1000, 250 – 5 Street SW, Calgary, Alberta T2P 0R4**.

2. Submit the following as part of your development permit application

- the AER information, including a map of the search area from the viewer and a statement that there are no wells in the project area or a list and map identifying the location of abandoned wells within the search area (including the surface coordinates, as provided by the viewer or AER Information Services); and
- if an abandoned well is present, a detailed site plan must be provided that accurately illustrates the actual well location (i.e. latitude, longitude) on the subject parcel as identified in the field and the setback established in the AER Directive 079 (a minimum 5 m radius around the well) in relation to existing or proposed building sites.

If there is an abandoned well located in the area of the proposed surface development, the applicant is advised to contact the well licensee of record for any additional information that may be needed or to physically locate the well, and to discuss the proposed development and abandoned well issue in more detail.

DECLARATION OF APPLICANT/AGENT

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to the application for a Development Permit. I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

IMPORTANT: This information may also be shared with appropriate government/other agencies and may also be kept on file by those agencies. The application and related file contents will become available to the public and are subject to the provisions of the Freedom of Information and Protection of Privacy Act (FOIP).

Brant Ching
APPLICANT

Registered Owner (if not the same as applicant)

TOWN OF BASSANO
Non-Residential Fence Development Permit Application

DEVELOPMENT APPLICATION SUBMISSION REQUIREMENTS

The following items shall be attached to all Development Permit Applications for new buildings or exterior changes to existing buildings. This is not an exhaustive list and the Designated Officer may request additional information that is required to assess the application.

- Copy of Site Plan.** Site plan shall provide the following information:
(May be provided on a survey plan or a sketch on the following page)
- Legal Description and Municipal Address of Subject Property
 - Scale, North Arrow & Land Use District
 - Adjacent roadways & lanes
 - Lot Dimensions, Lot Area, and Percentage of Lot Coverage for all structures
 - Any buildings with dimensions of foundation and projections
 - The proposed distance from the front, side, and rear property lines
 - Location of Lot Access, Existing Sidewalk(s) and Curbs
 - Location of Fire Hydrant, Street Light, Power/Telephone/Cable Pedestal(s) (if located within property frontage)
 - Location of any Registered Utility Right of Ways and easements
 - Landscaping plan
 - Lighting plan
 - Number and location of parking spaces, both on and off-street

- Copy of Building Plans.** Plans shall be to scale and contain the following information:
- Scale and Dimensions of Exterior Walls and Interior Rooms
 - Floor Plan of the space proposed to be developed
 - Building Elevations including Front, Sides, and Rear elevations, Building Height (From Finished Grade), Roofing Material, and Roof Pitch

- Map or additional information from the AER regarding location of abandoned wells.**
- If applicant is not the registered owner,** a written statement (or this application) signed by the registered owner consenting to this application.

Change of Use

- Permitted Use - Application Fee of \$200.00 payable to the Town of Bassano is included.**
- Discretionary Use or requesting a Waiver/Variance (s) - Application Fee of \$300.00 payable to the Town of Bassano is included.**

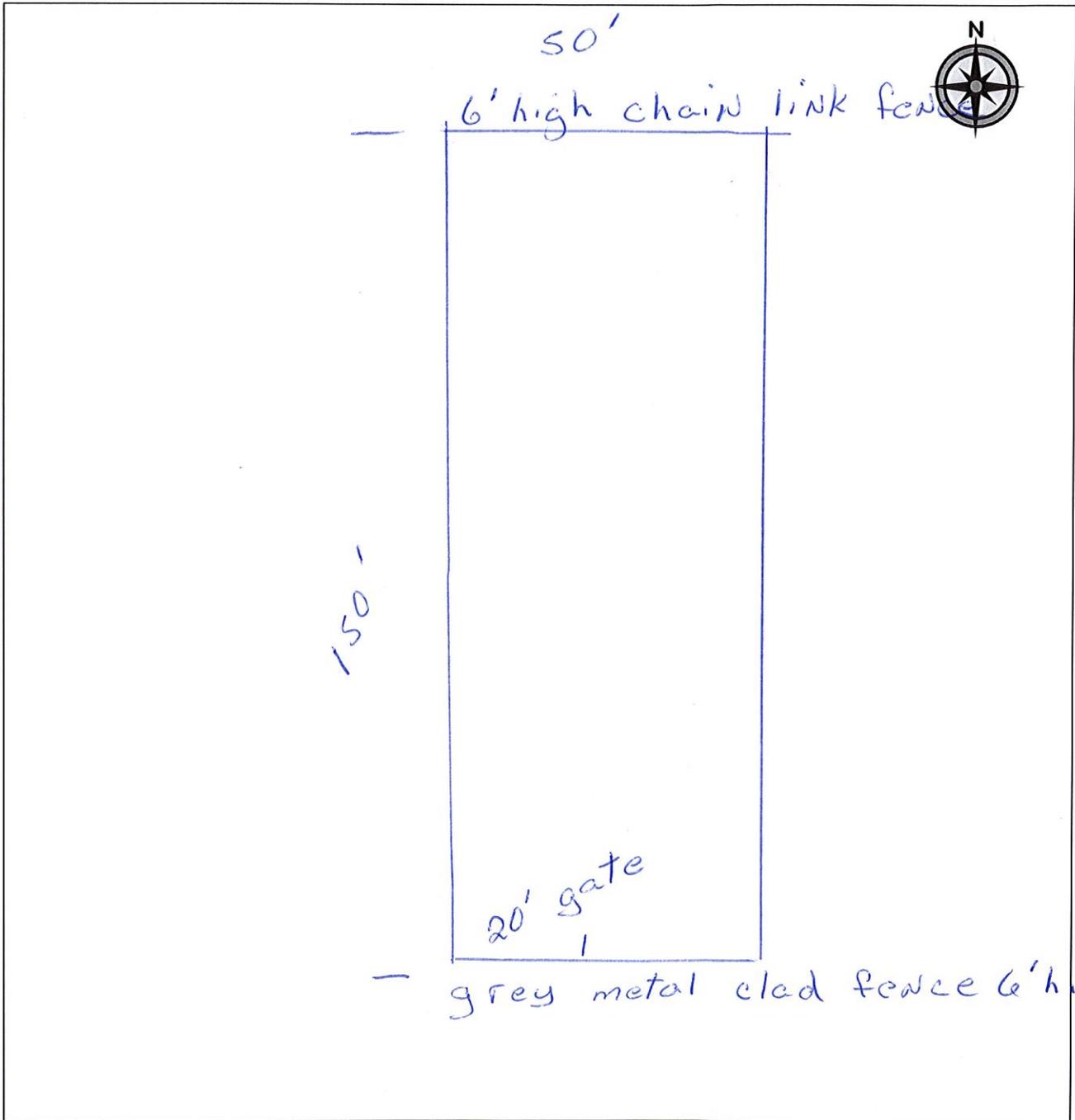
All other Development

- Permitted Use (includes fence) - Application Fee of \$300.00 payable to the Town of Bassano is included.**
- Discretionary Use or requesting a Waiver/Variance (s) - Application Fee of \$400.00 payable to the Town of Bassano is included.**

TOWN OF BASSANO
Non-Residential Fence Development Permit Application

SKETCH OF PROPOSED DEVELOPMENT

Where development involves **BUILDING** and not just a change in use, please provide a sketch of the proposed development. Be sure to include any existing structure(s) (indicate using a **solid line**) and the proposed addition(s) or new building(s) (indicated using a **dashed line**). Include the information required for a site plan.



Town of Bassano

Development Officer Contact Information: cao@bassano.ca or 403-641-3788



TOWN OF BASSANO

PUBLIC NOTICE OF DEVELOPMENT APPLICATION ADJACENT LANDOWNERS AND PERSONS LIKELY TO BE AFFECTED

***Hand delivered or emailed on November 2, 2020**

Notice is hereby given that an application will be considered by the Municipal Planning Commission (MPC) for a Development Permit about the following:

DEVELOPMENT APPLICATION:	Development Permit No. TOB-D-16-20 Application for: Fence variance in the front yard.
DISTRICTING:	Industrial Commercial (IC) Variance requested
CIVIC ADDRESS:	422 – 1st Avenue
LEGAL DESCRIPTION:	Plan 3872T, Block 3, Lot 15

Dear Sir or Madame:

Pursuant to Section 34 of Land Use Bylaw No. 845/13 of the Town of Bassano, notice is hereby given that on **Monday November 9, 2020 at 6:30 p.m.**, the MPC will consider **Development Application No. TOB-D-16-20**. The meeting will be held virtually <https://call.lifesizecloud.com/5828904>.

The application under consideration is to provide a variance to allow for a 6-foot fence in the front of the property. The maximum height of a fence that is permitted within the Land Use Bylaw in a front yard in the IC district is 3.0 feet.

Persons requesting to be heard at the meeting may submit comments to the Development Officer no later than Monday November 9, 2020 at 12:00 p.m. Persons who do not submit comments for inclusion in the agenda package may attend the meeting and submit comments in person. A copy of the application is available for inspection at the Town Office – 502 – 2nd Avenue Bassano, Alberta. Comments may be dropped off or mailed to the Town Office; or directed to Amanda Davis, Development Officer/Town of Bassano at cao@bassano.ca or 403-641-3788.

Amanda Davis, MBA
Development Officer
Town of Bassano

