



**MINUTES OF THE MUNICIPAL PLANNING COMMISSION
MEETING OF THE TOWN OF BASSANO HELD IN COUNCIL
CHAMBERS ON January 14, 2019.**

PRESENT

CHAIR: Tom Rose
BOARD MEMBERS: Kevin Jones
Ron Wickson
John Slomp
Doug Barlow
Lynn MacWilliam
Sonya Procter

STAFF: Amanda Davis – Development Officer

OTHER: Madelene Crapo – Observer
Tom MacPhail - Observer

1. CALL TO ORDER

Chair Rose called the meeting to order at 6:00 p.m.

2. EXCUSED FROM MEETING

None

3. ADOPTION OF AGENDA

001/19 Moved by **MEMBER PROCTER** that the agenda is approved with an amendment to Development Permit/Requests 6.1 Temporary Permit Extension – Plan 2600AM, Block 16, Lots 8-9.

CARRIED

4. ADOPTION OF MINUTES

4.1 Adoption of minutes from the Municipal Planning Commission meeting on November 26, 2018.

002/19 Moved by **MEMBER JONES** that Municipal Planning Commission minutes of November 26, 2018 are approved as presented.

CARRIED

5. DEVELOPMENT REPORT

5.1 Adoption of the development report for the period ending January 8, 2019.

003/19 Moved by **MEMBER SLOMP** that the development report for the period ending January 8, 2019 is approved as presented.

CARRIED

6. DEVELOPMENT PERMITS/REQUESTS

6.1 Temporary Permit Extension – Plan 2600AM, Block 16, Lots 8-9

Members discussed the status/state of the temporary development permits. Discussion ensued.

Member Barlow requests clarification from the building inspector regarding frost wall requirements as the information provided in the applicant's supplemental documents differs from that of previous information given.

004/19 Moved by **MEMBER SLOMP** that the Municipal Planning Commission (MPC) acknowledges that the applicant is in breach of Development Permit TOB-D-14/17 and TOB-D-16/17 due to:

- a. The unsightly condition of the property and the negative impact that it has on the surrounding property owners,
- b. That the Accessory Building installed is 50' x 16' (800 sq. ft) versus the approved size of 40' x 16' (640 sq. ft),
- c. That propagating of flowers and plants is occurring within the Accessory Building, and
- d. That two home-based businesses are operating on the premise however, only one was granted.

The MPC also acknowledges and takes partial responsibility for the issues resulting in the Development Permit application and approval process in 2017 and the guidance provided by the municipality to the applicant. As a result, the MPC will take reasonable measures to work with the applicant to reach compliance of the temporary development permits TOB-D-14/17 and TOB-D-16/17 by allowing the Accessory Building 50'x16' (800 sq. ft.) to remain in place while the Development Officer works with the applicant on an updated proposal. And, that the applicant may continue to operate the sale of plants and things from the Accessory Building and the home addition while the Development Officer works with the applicant on an updated proposal. The timeline to complete these items shall not exceed the expiry date of the temporary permits (September 25, 2019).

The reasonable measures taken above by the MPC are taken in good faith and it does not guarantee future approval for operations on this site in any capacity.

To reach compliance of item (a) above the applicant must:



- a. Clean-up the side yards and rear yard within 90 days which includes but is not limited to:
 - i. Removal of all wood piles,
 - ii. Removal of all garbage bags,
 - iii. Storage of all lawn items and hand tools,
 - iv. Remove piles of household items strewn around the property,
 - v. Alignment of registered vehicles and utility trailers in the rear of the property, and
 - vi. Removal and clean-up of any other item deemed appropriate by the Development Officer, Amanda Davis or her delegate.

During this process, the MPC directs the Development Officer and Planner I. MacDougall of Oldman River Regional Services Commission to prepare a course of action to address the development process and limitations on this file moving forward. It is recognized that this may be a timely process and that a kick-off meeting has been scheduled for January 15, 2019.

Finally, no decisions regarding the request for an extension to the temporary permits will be considered at this time because more information and planning is required.

CARRIED

7 SUBDIVISIONS

None

8 INFORMATION ITEMS

None

9 QUESTION PERIOD

None

10 IN CAMERA

None

11 ADJOURNMENT

Chair Rose adjourned the regular Municipal Planning Commission meeting of January 14, 2019 at 6:52 p.m.


Chairperson


Chief Administrative Officer