



MPC AGENDA

Meeting: August 24, 2020 6:00 p.m. – 6:30 p.m.

Virtual Meeting

Meeting Link: <https://call.lifesizecloud.com/4943298>

1. CALL TO ORDER

2. EXCUSED FROM MEETING

3. ADOPTION OF AGENDA

4. ADOPTION OF MINUTES

4.1 August 4, 2020

5. DEVELOPMENT REPORT

5.1 August 20, 2020

6. DEVELOPMENT PERMITS/REQUESTS

6.1 Plan 001 0191; Block 29; Lot 3 - TOB-D-10-20 – Discretionary Use

6.2 Plan 041 1235; Block 50; Lots 1-2 – TOB-D-21-19– Discretionary Use – Condition Amendment

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 AUGUST 4, 2020.

MPC MEMBERS

CHAIR Tom Rose
BOARD MEMBERS Kevin Jones
Ron Wickson
John Slomp
Doug Barlow
Irvin Morey
Sonya Procter

STAFF Amanda Davis – Development Officer

1. CALL TO ORDER

Chair Rose called the meeting to order at 6:03 p.m.

2. EXCUSED FROM MEETING

- None

3. ADOPTION OF AGENDA

55/20 Moved by **MEMBER BARLOW** that the agenda is approved as presented.

CARRIED

4. ADOPTION OF MINUTES

4.1 **Adoption of minutes from the Municipal Planning Commission meeting on May 5, 2020.**

56/20 Moved by **MEMBER PROCTER** that the Municipal Planning Commission minutes of May 5, 2020 are approved as presented.

CARRIED

5. DEVELOPMENT REPORT

5.1 **Adoption of the development report for the period ending July 27, 2020.**

57/20 Moved by **MEMBER WICKSON** that the development report for the period ending July 27, 2020 is approved as presented and discussed as attached to and forming part of these minutes.

CARRIED

6. DEVELOPMENT PERMITS/REQUESTS

6.1 Plan 3872T; Block 3; Lot 16; Plan 3872T; Block 3; Lot 17; Plan 3872T; Block 3; Part of Lot 18 – TOB-D-07-20 – Discretionary Use

Development permit TOB-D-07-20 was presented and discussed.

56/20

Moved by **MEMBER WICKSON** that the Municipal Planning Commission approves the discretionary use development permit TOB-D-07-20 on Plan 3872T; Block 3; Lot 16; Plan 3872T; Block 3; Lot 17; Plan 3872T; Block 3; Part of Lot 18 for the placement of a third permanent shipping container with the following conditions:

1. The shipping container is permitted for storage only and shall not be used as a building or construction material.
2. The shipping container shall not be stacked and shall be placed in accordance with the site plan.
3. The shipping container may be permanent.

CARRIED

6.2 Plan 3158AB; Block 14; Lots 18-19 – TOB-D-08-20 Discretionary Use

Development permit TOB-D-08-20 was presented and discussed.

57/20

Moved by **MEMBER MOREY** that the Municipal Planning Commission approves the discretionary permit TOB-D-08-20 on Plan 3158AB; Block 14; Lots 18-19 allowing for a Home occupation 2 with the following conditions:

1. That the Home Occupation shall be subordinate to the principal residential use of the dwelling and shall not change the external appearance of character of the dwelling. There shall be no business activities associated with the home occupation conducted on the lot outside the dwelling.
2. The Home Occupation shall be permitted at the site, if the business expands considerably and causes negative adverse effects on neighboring properties in the future due to business growth, the business may be required to relocate within the non-residential district.
3. The business operator shall be a full-time resident of the dwelling.
4. Only one Home Occupation is permitted on the site per the application.
5. Parking is approved per the site plan dated July 27, 2020 with three stalls at the rear of the property.
6. The development permit for the use is only valid for the period of time the property is occupied by the applicant for such approved use and is not transferable to another location or another person.

CARRIED

6.3 Plan 3158AB; Block 14; Lots 18-19 – TOB-D-09-20S – Discretionary Use

Development permit TOB-D-09-20S was presented and discussed.

58/20

Moved by **MEMBER SLOMP** that the Municipal Planning Commission approves the discretionary use development permit TOB-D-09-20S on Plan 3158AB; Block 14; Lots 18-19 allowing for a Home Occupation 2 free standing sign as presented. The free standing sign shall be permitted on the boulevard in front of the property. The applicant is responsible to maintain the condition of the sign.

CARRIED

7. SUBDIVISIONS

None

8. INFORMATION ITEMS

None

9. QUESTION PERIOD

None

10. CLOSED SESSION

None

11. ADJOURNMENT

59/20

Moved by **MEMBER ROSE** adjourned the regular Municipal Planning Commission meeting of August 4, 2020 at 6:25 p.m.



Chairperson



Chief Administrative Officer



Development Report

Meeting: August 24, 2020
 Agenda Item: 5.1

The following development permits were issued between July 27, 2020 and August 20, 2020:

PERMIT NUMBER	LOCATION	DEVELOPMENT
TOB-D-07-20	412, 414, and 418 – 1 st Avenue	Addition of shipping container
TOB-D-08-20	306 – 3 rd Avenue	Home Occupation 2 – retail sales
TOB-D-09-20S	306 – 3 rd Avenue	Home Occupation 2 – free standing sign
TOB-D-10-20	<i>For MPC consideration</i>	
TOB-D-11-20	501 – 2 nd Avenue	Use addition: resturant and upgrade front landing pad.

Non-Compliant Development

Development permit TOB-D-01-20 was issued for the demolition of a 28' x 8' garage and replaced with a 32' x 40' garage. Confirmation to Commence work was granted to the applicant on March 3, 2020. It was brought to my attention that the accessory building was constructed with living units. The applicant was contacted on August 4 to verify the claim that the accessory building was constructed with living units. This was confirmed shortly thereafter.

The current Land Use Bylaw does not allow for accessory building with living units. We, administration and ORRSC has been working with the applicant to offer solutions to deal with the non-complaint development. The applicant may either initiate a Land Use Bylaw amendment or remove the living units from the accessory building. On August 13 the applicant confirmed in an email that he would prepare a Land Use Bylaw amendment application. He was instructed to cease any further development related to the living units at this time.