

## MPC AGENDA

Meeting: February 26, 2018 6:30 p.m.  
Council Chambers  
502 – 2 Avenue Bassano

---

1. CALL TO ORDER
2. EXCUSED FROM MEETING
3. ADOPTION OF AGENDA
4. ADOPTION OF MINUTES
  - 4.1 January 22, 2018 MPC Meeting
5. DEVELOPMENT REPORT
  - 5.1 Development Officer's Report
6. DEVELOPMENT PERMITS/REQUESTS
  - 6.1 Home Occupation II – Lots 18-20, Block 11, Plan 4437AD
7. SUBDIVISIONS
8. INFORMATION ITEMS
9. QUESTION PERIOD
10. IN CAMERA
11. ADJOURNMENT



**MINUTES OF THE MUNICIPAL PLANNING COMMISSION  
MEETING OF THE TOWN OF BASSANO HELD IN COUNCIL  
CHAMBERS ON January 22, 2018**

---

PRESENT

CHAIR: Tom Rose

COUNCILLORS: Doug Barlow  
Kevin Jones  
Lynn MacWilliam  
John Slomp  
Ron Wickson

BOARD MEMBER Wanda Wallace

STAFF: Stephanie Stokes

OTHERS IN ATTENDANCE: Media (Brooks Bulletin)  
Bruce McIntosh – Bud North Inc.

---

**1. CALL TO ORDER**

Councillor Rose called the meeting to order at 6:30 p.m.

**2. EXCUSED FROM MEETING**

All present

**3. AGENDA**

**005/18** Moved by **BOARD MEMBER WALLACE** that the agenda of the Municipal Planning Commission be adopted as presented,

**MOTION CARRIED**

**4. MINUTES**

**006/18** Moved by **COUNCILLOR WICKSON** that the Municipal Planning Commission approve the minutes of the regular meeting held on January 8 as presented.

**MOTION CARRIED**

**5. DEVELOPMENT REPORT**

- 007/18** Moved by **COUNCILLOR JONES** that the Development Report from January 8, 2018 to January 19, 2019 be accepted as presented.

**MOTION CARRIED**

**6. DEVELOPMENT PERMITS/REQUESTS**

**6.1 Medical Marijuana Production Facility – Bud North Inc.**

The Municipal Planning Commission reviewed and asked questions regarding the development permit application from Bud North Inc. to establish a Medical Marijuana Production Facility at 517 2<sup>nd</sup> Avenue.

**7. SUBDIVISIONS - none**

**8. INFORMATION ITEMS – No items**

**9. QUESTION PERIOD - No items**

**10. In Camera – no items**

- 008/18** Moved by **COUNCILLOR SLOMP** that the Municipal Planning Commission move in Camera to discuss:

Development

- 009/18** Moved by **COUNCILLOR BARLOW** that Council move out of Camera at 7:30. PM.

- 010/18** Moved by **COUNCILLOR SLOMP** that the Municipal Planning Commission approve the development application for a Medical Marijuana Production Facility to Bud North Inc. at 517 2<sup>nd</sup> Avenue under the following conditions:

1. Prior to the development becoming operational, an authorization and approval as a licensed producer of medical marijuana shall be obtained from Health Canada and a copy filed with the Municipality.
2. As a condition of this permit and its validity to remain in effect, the developer/owner shall be required to adhere to the Government of Canada's Access to Cannabis for Medical Purposes Regulations (ACMPR), and any subsequent updated legislation.
3. All recommendations from Alberta Health Services shall be adhered to.

4. The developer/owner shall obtain all required authorizations, approvals or clearances as a licensed producer of medical marihuana from the R.C.M.P. with copies of official approval correspondence filed with the Municipality.
5. Prior to construction or commencement of the development, the developer/owner shall obtain all necessary permits under the Alberta Safety Codes Act, (including building, electrical, gas, plumbing and private sewage disposal system) as required. Permits must be obtained from an accredited Safety Codes Agency.
6. The developer/owner shall comply with all legislative requirements of The Safety Codes Act as it applies to building, electrical, gas, plumbing and private sewage permits issued by an accredited agency on behalf of the municipality.
7. The development must be done in a manner where all of the processes and functions are fully enclosed within a stand-alone building including all loading stalls and docks, garbage containers and waste material.
8. The development shall not operate in conjunction with another approved use.
9. The development shall not include an outdoor area for storage of goods, materials or supplies.
10. Prior to commencing development, the Developer shall provide a plan for off-street parking satisfactory to the Development Officer which meets or exceeds the minimum number of motor vehicle parking stalls required in accordance with Schedule 5 of the Town of Bassano Land Use Bylaw 845-13. Any caveats required in accordance with section 7.13 of Schedule 5 of the Land Use Bylaw 845-13 shall be approved by the Development Officer prior to registration. Any caveats required to satisfy the approved plan shall be registered prior to the facility becoming operational.
11. All outdoor lighting shall be located and arranged so that no direct rays of light are directed at any adjoining properties; or interfere with the use of adjacent properties; or directed at any public road.
12. The property shall be maintained in a neat and orderly manner.
13. Fencing shall be provided as outlined on the development permit application, and all security fencing, intrusion monitoring and facility security shall be erected, operational and sited as required by Federal authorities and the Access to Cannabis for Medical Purposes Regulations (ACMPR).
14. The development must include equipment designed and intended to remove odors from the air where it is discharged from the building as part of a ventilation system. Outgoing air will be treated in order to ensure that the facility produces no discernable odor.
15. The applicant must submit to the satisfaction of the Development Officer, a public utility waste management plan, completed by a qualified professional that includes detail on:
  - i. The incineration of waste products and airborne emission, including smell;

- ii. The quantity and characteristics of liquid and waste material discharged by the facility; and
  - iii. The method and location of collection and disposal of liquid and waste material.
16. Operating hours are to the hours of 7:00 a.m. to 10.00 p.m. seven (7) days a week (Monday to Sunday).
17. Prior to becoming operational a municipal Business License shall be obtained and maintained pursuant to Municipality Business License Bylaw No 832/11.
- and

The Municipal Planning Commissions also grants waivers to the following:

- a. Reduce front property line setback line from 7.6 meters to 0. Meters.
- b. Reduce rear property linesetback rom 7.6 meters to 0.16 meters
- c. Reduce secondary front property line setback from 7.6 meters to 0.26 meters.
- d. Allow for the building to exceed the maximum site coverage of 50% to approximately 65%.

**MOTION CARRIED**

## **11. ADJOURNMENT**

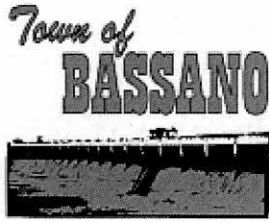
Councillor Rose adjourned the regular meeting of the Municipal Planning Commission at 7:33 p.m.

---

MPC Chairman

---

Development Officer



## DEVELOPMENT REPORT

Meeting: February 26, 2018  
Agenda Item: 5.1

---

Kevin Miller, Development Officer

---

Report Period: Jan 22 – Feb 26, 2018

**DEVELOPMENT PERMITS APPROVED:**

None

**DEVELOPMENT PERMITS FOR MPC:**

Lots 18-20, Block 11, Plan 4437AD  
Home Occupation II

**OTHER INFORMATION**

None



# REQUEST FOR DECISION

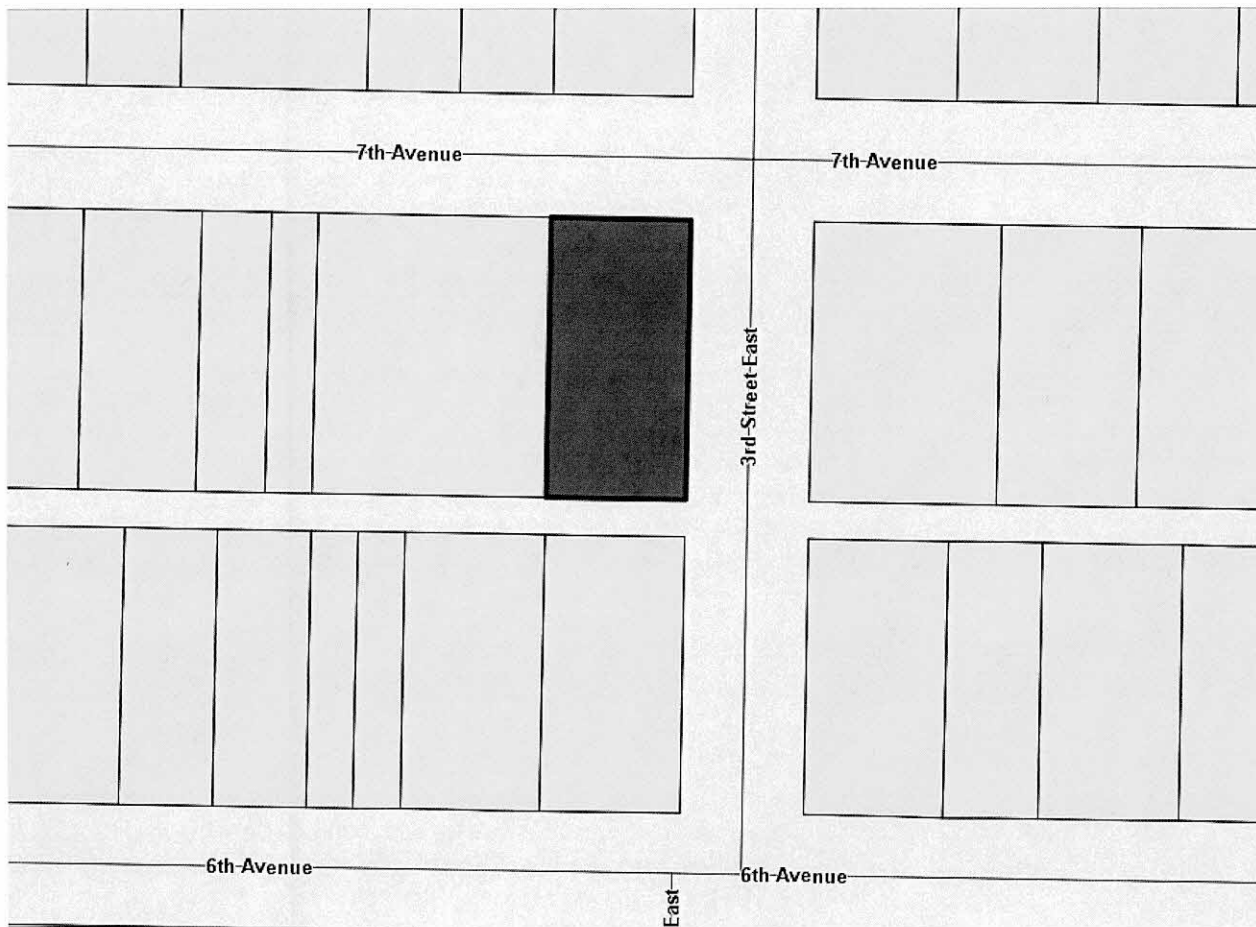
Meeting: 2018-02-26 MPC  
Agenda Item: 6.1

---

## TOB-D-01/18 Home Occupation II – Lot 18-20, Block 11, Plan 4437AD

---

### BACKGROUND:



The Applicant has submitted a Development Permit Application for the purposes of providing firearms safety training courses within Bassano.

The business is expected to operate 7 days/week, with approximately 1-5 client visits to the home occupation per week, with an estimated frequency of less than 1 per day.

The Development Officer finds that this application is for a Home Occupation II as it would have customer visits to the premises:



## Home Occupation 1

11.1 A small-scale, home occupation contained within the principal dwelling involving:

- (a) phone and office use only;
- (b) no outdoor storage and/or display of goods; and
- (c) no customer/client visits to the residence.

## Home Occupation 2

11.2 All other home occupations shall be classified as a Home Occupation 2 and may involve:

- (a) the use of a principal structure, garage and/or accessory structure;
- (b) limited outdoor storage provided that it is screened from view and/or display of goods within the residence, garage or accessory structure;
- (c) limited volume of on-premises sales;
- (d) limited customer/client visits.

The Development Officer reports that the land in question is currently zoned Residential – R1. The proposed development is a Discretionary use under our Land Use Bylaw:

Use Category: Residential		
Specific Use Type	R1	R2
Dwelling units		
Dwelling single-unit	P	D
Prefabricated dwelling	P	D
Manufactured home		
Manufactured home community		
Moved-in dwelling	D	D
Dwelling 2 unit	D	P
Dwelling 3-unit, 4-unit		P
Dwelling group		D
Row (more than 4 units)	D	P
Apartment Building	D	P
Other		
Home occupation 1	P	P
Home occupation 2	D	D
Secondary suite	D	
Show Home	D	D
Assisted living	D	D
Senior citizen housing	D	D
Surveillance suite		

The Development Officer sees no increase in traffic or parking impacting the residential area, and the owner indicates 3 off-street parking stalls are available at the subject property.

All training uses replica/dummy firearms and ammunitions. No life firearms or ammunitions are proposed to be stored as part of the business, nor any other hazardous materials.





No signage is proposed for the business.

No outdoor storage of materials or equipment is proposed.

Notice of the proposed development were mailed to adjacent landowners on January 31, 2018.

One individual attended the Town of Bassano offices to state that they believed business ventures do not belong in residential areas, especially with the available commercial buildings available downtown. As of the writing of this report, no written submissions were received.

The Municipal Planning Commission may consider conditions for the development permit. Conditions you may impose include:

1. Regulating the hours of operation of the business
2. Regulating the number of customer visits
3. Make the Development Permit temporary that may be renewed in a specified timeframe

Should the MPC choose to approve the Development Permit application, the Development Officer recommends the following conditions be required for the development:

4. The owner/developer shall comply with all Municipal, Provincial and Federal law.
5. The owner/developer shall obtain and maintain a Town of Bassano Business License.
6. The development shall not include an outdoor storage area for goods, materials or supplies.

**OPTIONS:**

- #1 – Approve Development Permit TOB-D-01/18 without conditions
- #2 – Approve Development Permit TOB-D-01/18 with conditions 4, 5 and 6 listed above
- #3 – Deny Development Permit TOB-D-01/18

**PROPOSED RESOLUTION:**

THAT The Municipal Planning Commission APPROVE Development Permit TOB-D-01/18 with the following conditions:

1. The owner/developer shall comply with all applicable municipal, provincial, and federal legislation.
2. The owner/developer shall obtain and maintain a valid Town of Bassano Business License.
3. The approved development shall not include an outdoor storage area for goods, materials or supplies.
4. <Any other condition(s) as desired by the MPC>

**Prepared and Approved By: Kevin Miller, CAO & Development Officer**

**Date: February 20, 2018**

