



Municipality of Crowsnest Pass
Municipal Planning Commission Minutes
Wednesday, March 27, 2024, at 2:00 PM

PRESENT: Justin Ames, Chair
Sam Silverstone, Vice-Chair
Dave Filipuzzi, Member
Dean Ward, Member
Don Montalbetti, Member
Doreen Johnson - Member

ADMINISTRATIVE: Johan Van Der Bank, Manager of Development & Trades
Katherine Mertz, Development Officer
Shay Sawatzky, Assistant Development Officer – Recording Secretary
Sasha Lassey, Assistant Development Officer

ABSENT: Joanne Tulk, Member (Apologies)
Ryan Dyck, ORRSC

1. CALL TO ORDER

Justin Ames called the meeting to order at 2:02 pm.

2. ADOPT AGENDA

2.1 Additions

Roundtable discussion on potential new policy for servicing multi-unit residential developments.

MOTION by Dean Ward to adopt the agenda, as amended.
CARRIED

3. CONSENT AGENDA

3.1 The Communicator Winter Issue - Alberta Development Officer's Association (ADOA) – Received as information.

4. ADOPTION OF MINUTES

MOTION by Dave Filipuzzi to adopt the minutes of February 28, 2024.
CARRIED

5. **SUBDIVISION APPLICATIONS**

6. **DEVELOPMENT PERMIT APPLICATIONS**

6.1 **DP2023-187 - 13037 21 Avenue, Blairmore (Lot 16-18 Block 14 Plan 3319I)**

For a "Multi-Unit Residential Building" (discretionary use) with a 50% variance to the front yard setback, a 17% variance to the height and a variance from two storeys to three storeys, and a 2% variance to the parking stall dimension.

The Committee discussed Community Standards concerns; Time Specific Conditions were added to include Condition number 8, as follows:

8. Within 30 days of the establishment of the condominium association the applicant / developer / landowner shall provide evidence satisfactory to the Development Officer that the condominium association bylaws include the following requirements:
 - (I) Each condominium unit owner shall maintain the originally approved landscaping plan on their unit; and
 - (II) The rear lane (common property) shall be maintained free and clear of obstructions for year-round access to the garage of each condominium unit, and there shall be no parking of vehicles in the rear lane; and
 - (III) The condominium association bylaws related to these standards shall not be revised unless the Municipality of Crowsnest Pass is notified of the proposed changes before the revised bylaws are adopted.

MOTION by Dean Ward to approve, as amended.

CARRIED

6.2 **DP2024-009 - 13338 21 Avenue, Blairmore (Lot 11 & 12 Block 7 Plan 3319I)**

- For an existing "Single-Detached Dwelling" (permitted use) with a 30% variance to the front yard setback, a 48% variance to the secondary front yard setback and a 17% variance to the minimum floor area; and
- For an existing "Accessory Building up to 72.8m²" (Shed 'A' – 10.8m²) (permitted use); and For an existing "Accessory Building up to 72.8m²" (Shed 'B' – 7.18m²) (permitted use); and For an existing "Accessory Building up to 72.8m²" (Garage – 47.6m²) (permitted use) with a 57% variance to the west side yard setback and a 10% variance to the south rear yard setback; and
- For an existing "Accessory Building up to 72.8m²" (Greenhouse – 8.75m²) (permitted use) with an 87% variance to the east side yard setback.

MOTION by Dave Filipuzzi to approve, as presented.

CARRIED

6.3 DP2024-012 7909 28 Avenue, Coleman (Lot 1 Block 2 Plan 1355LK)

- For an existing “Accessory Building up to 72.8m²” (Shed- 11.59m²) (permitted use) with a 100% variance to the side yard setback; and
- For an existing “Accessory Building up to 72.8m²” (Gazebo - 11.15m²) (permitted use)

MOTION by Don Montalbetti to approve, as presented.

CARRIED

6.4 DP2024-020 - 1805 129 Street, Blairmore (Lot 16 & 17 Block 24 Plan 2933AA)

For an existing “Single-Detached Dwelling” (permitted use) DP1983-140 with a 54% variance to the front yard balcony projection; and

For an existing “Accessory Building up to 72.8m²” (Shed – 7.4m²) with a 15% variance to the north side yard setback.

MOTION by Dean Ward to approve, as presented.

CARRIED

6.5 DP2024-026 - 8637 16 Avenue, Coleman (Lot N/A Block B Plan 2820IB)

- For an existing “Single Detached Dwelling” with an attached raised deck (105m² - constructed 1950) (discretionary use);
- For an existing “Accessory Building up to 72.8m² secondary to an approved principal building” (71.51m² Barn constructed in 1930) (permitted use) with a 75% variance to the front yard setback and a 69% variance to the east side yard setback; and
- For a proposed “Accessory Building up to 72.8m² secondary to an approved principal building” (53m² Garage) (permitted use) with a 74% variance to the front yard setback.

MOTION by Dave Filipuzzi to approve, as presented.

CARRIED

6.6 DP2024-030 - 2814 90 Street, Coleman (Lot 11 Block N/A Plan 9511807)

- For an “Accessory Building over 95.2m²” (156m² shop - discretionary use) with a 41% variance to the height.

MOTION by Dean Ward to approve, as presented.

CARRIED

6.7 DP2024-023 - 13421 21 Avenue, Blairmore (Lot 6 & a portion of Lot 7 Block 10 Plan 3319I)

- For an existing “Accessory Building up to 72.8m²” (Shed – 5.76m²) with a 100% variance to the rear yard setback; and

- For an existing “Accessory Building up to 72.8m²” (Shed – 8.64m²); and
- For an existing “Accessory Building up to 72.8m²” (lean-to – 6.36m²) with an 87% variance to the east side yard setback and a 100% variance to the rear yard setback.

The Committee discussed concerns re. storm water run-off from the roof of the lean-to addition / structure; Prior to Issuance Conditions were added to include Condition number 3, as follows:

3. That the landowner provides within 90 days of the issuance of the notice of decision, and to the satisfaction of the development officer, either:
 - (a) Install eaves troughs on the accessory building that is located on the side and rear property boundaries (i.e. the lean-to addition) and provide a signed encroachment agreement with the adjacent landowner (listing the municipality as a third party) and/or the Municipality for any encroachment onto private property and/or the public lane; or
 - (c) Remove the lean-to addition / structure to ensure there is no drainage or encroachment into the adjacent lot 7 or the public lane;

and failure to comply with this condition within 90 days of the date of the Notice of Decision will result in the issuance of a Stop Order.

MOTION by Doreen Johnson to approve, as amended.

CARRIED

7. BYLAW AMENDMENTS

7.1 Bylaw 1177, 2023 - Schedule A – Presented for information.

8. APPEALS

9. ROUND TABLE DISCUSSION

Staff reviewed with Municipal Planning Commission some of the challenges regarding the servicing of multi-unit residential developments (bareland condo vs. fee simple lots based on servicing cost), the need to provide early and consistent information to applicants that will be considered in the decision making on their applications [Section 638.2 (3) of the MGA is relevant], and the expectation that this or similar housing forms are expected to increase in the future.

MOTION by Justin Ames that a letter is sent to Council under signature of the Municipal Planning Commission Chair to recommend that Council consider the expected increase in multi-unit residential development and the need to develop a policy regarding utility servicing of multi-unit residential buildings in scenarios where the land is held in fee simple vs. rental vs. condominium plan, and for utility servicing in general, based on the Municipal Government Act, current Municipality of Crowsnest Pass bylaws and

engineering standards, and/or best practices from other municipalities that will guide applicants in determining an appropriate, feasible, and cost-effective servicing approach, and how this will be considered in the decision-making process on development permit and subdivision applications.

CARRIED

10. NEXT MEETING

10.1 Next Meeting April 24, 2024

11. IN CAMERA

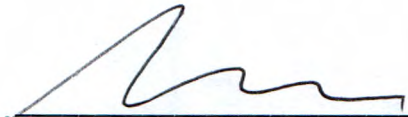
12. ADJOURN

MOTION by Justine Ames to adjourn the meeting at 3:37pm.

CARRIED

APPROVAL OF MINUTES

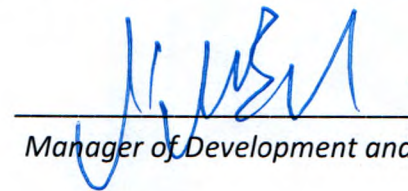
Approved By:



Chairperson

April 24, 2024

Date



Manager of Development and Trades

April 24, 2024

Date



Date April 24, 2024

Mayor Painter and Municipal Council
Municipality of Crowsnest Pass
Box 600
Crowsnest Pass, AB T0K 0E0

**Re: Utility Servicing of Multi-Unit Residential Developments
Recommendations to Council**

Dear Mayor Painter and Councillors,

At the March 27, 2024 meeting of the Municipal Planning Commission, Staff reviewed with Municipal Planning Commission some of the challenges regarding the servicing of Multi-Unit residential developments (bareland condo vs. fee simple lots based on servicing cost), the need to provide early and consistent information to applicants that will be considered in the decision making on their applications [Section 638.2 (3) of the MGA is relevant], and the expectation that this or similar housing forms are expected to increase in the future.

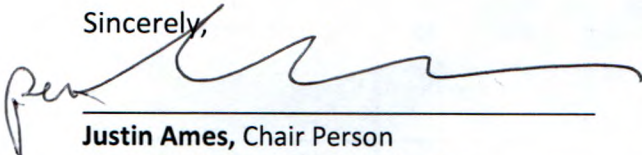
Based on the review, Justin Ames made a motion to recommend that Council develop a policy based on current Municipality of Crowsnest Pass bylaws and engineering standards and/or on best practices from other municipalities that will guide applicants in determining an appropriate and feasible servicing approach and how this will be considered in the decision-making process on development permit and subdivision applications.

The **Municipal Planning Commission** hereby made the following motion/s for recommendation:

MOTION by Justin Ames that a letter be sent to Council under signature of the Municipal Planning Commission Chair to recommend that Council consider the expected increase in multi-unit residential development and the need to develop a policy regarding utility servicing of multi-unit residential buildings in scenarios where the land is held in fee simple vs. rental vs. condominium plan, and for utility servicing in general, based on the Municipal Government Act, current Municipality of Crowsnest Pass bylaws and engineering standards, and/or best practices from other municipalities that will guide applicants in determining an appropriate, feasible, and cost-effective servicing approach, and how this will be considered in the decision-making process on development permit and subdivision applications.

Thank you for your consideration.

Sincerely,



**Justin Ames, Chair Person
Municipal Planning Commission**