# AGENDA MUNICIPAL PLANNING COMMISSION COUNTY OF NORTHERN LIGHTS TUESDAY, MARCH 28th, 2023 AT 11:00 A.M.

#### COUNTY COUNCIL CHAMBERS, MANNING, ALBERTA

https://us02web.zoom.us/j/84106724773

0		CALL	TO	ADDED
U.	L.0	CALL	. 10	ORDER

- 02.0 ADOPTION OF THE AGENDA
- 03.0 ADOPTION OF THE MINUTES
  - A) Tuesday, March 14, 2023, Municipal Planning Commission Meeting Minutes
- 04.0 PLANNING AND DEVELOPMENT
  - A) Development Permits Issued by the Development Officer
    - a. DP-22-31 Manufactured Home
  - B) Development Permits To Be Issued or Discussed by MPC
    - a. DP-23-01 Fertilizer Storage & Sales Discretionary Use
  - C) Miscellaneous
- 05.0 ADJOURNMENT

#### **MINUTES**

### MUNICIPAL PLANNING COMMISSION COUNTY OF NORTHERN LIGHTS

### TUESDAY, MARCH 14th, 2023 AT 11:00 A.M. COUNTY COUNCIL CHAMBERS, MANNING, ALBERTA

https://us02web.zoom.us/j/89677415950

PRESENT:

Gary These Ward One Weberville/Stewart

Kayln SchugWard TwoWarrensville/Lac CardinalBrenda YasinskiWard ThreeDixonville/Chinook ValleyBrent ReeseWard FourDeadwood/Sunny ValleyGloria DechantWard FiveNorth Star/Breaking Point

Terry Ungarian Ward Six Hotchkiss/Hawk Hills

**REGRETS:** 

Linda Halabisky Ward Seven Keg River/Carcajou

IN ATTENDANCE:

Theresa Van Oort – Chief Administrative Officer

Teresa Tupper - Executive Assistant/ Recorder

Josh Hunter – Director of Finance

Dan Archer – Mile Zero Banner Post Reporter

Anna Glover - ISL Engineering Planning & Development Technician

Dave McRae - Land Use Planning Manager, ISL Engineering and Land Service

#### 01.0 CALL TO ORDER

Chair/Reeve Terry Ungarian called the Tuesday, March 14, 2023 Municipal Planning Commission Meeting to order at 11:24 a.m.

#### 02.0 ADOPTION OF THE AGENDA

007/14/03/23MPC MOVED BY Councillor Dechant to acknowledge receipt of the Tuesday,

March 14, 2023 Municipal Planning Commission Agenda and adopt it as

presented. CARRIED

#### 03.0 ADOPTION OF THE MINUTES

A) Tuesday, February 14, 2023 Municipal Planning Commission Meeting Minutes

008/14/03/23MPC

MOVED BY Councillor Schug to acknowledge receipt of the Tuesday, February 14, 2023 Municipal Planning Commission Meeting Minutes and adopt them as presented.

CARRIED

#### 04.0 PLANNING AND DEVELOPMENT

- A) Development Permits Issued by the Development Officer
  - a. DP-23-03 Single Detached Dwelling
- 009/14/03/23MPC MOVED BY Councillor These to acknowledge receipt of Development Permit DP-23-03; issued by the Development Officer and accept it for information.

  CARRIED
  - B) Development Permits To Be Issued or Discussed by MPC
    - a. DP-23-02 Temporary Storage Yard Discretionary Use
- 010/14/03/23MPC MOVED BY Councillor Dechant to grant a variance to section 131.1.(b) (front yard setback adjacent to local roads) and section K2.2(c) (side yard minimums) to Development Permit DP-23-02.

  CARRIED

011/14/03/23MPC MOVED BY Councillor Schug to approve Development Permit DP-23-23, temporary storage yard; subject to the following fifteen (15) conditions:

- This permit approval is issued on the condition that all other approvals required by other regulatory jurisdictions be obtained and maintained throughout the course of this development and its operation.
- 2. That the development proceeds in accordance with the attached plans and site plan to reflect the proposed location within NE-29-90-21-W5M.
- 3. That the permit is valid until March 14, 2026.
- 4. That business operations shall be conducted between 6 am and 8 pm, 7 days a week
- 5. That no permanent structures be constructed on the site.
- 6. That no additional site grading shall be removed.
- 7. That the applicant/owner shall preserve existing tree stands to provide screening of the development site in accordance with Section I9 of the Land Use Bylaw.
- 8. That the temporary storage area be open only to employees of Advantage North Services Ltd., and its affiliates.

03.A

- 9. That the applicant/owner shall consult County of Northern Lights Public Works when installing culverts for site access approaches to ensure the approaches are constructed in accordance with County standards.
- 10. The applicant/owner shall enter into a road use agreement with the County obligating the applicant/owner to assume responsibility for roadway maintenance (or money in lieu) for Range Road 233
- 11. If any evidence of environmental impact is visible during operation of the temporary storage yard the applicant must follow contamination discovery procedures. If any impacts are noted, the County and Alberta Environment and Parks (AEP) must be notified immediately.
- 12. That the applicant/owner shall be responsible for dust control, mud, snow, and other debris control when moving gravel to and from the site.
- 13. Stormwater released from the property into the County ditch must be no greater than the pre-existing flow rate, and erosion control measures must be implemented to prevent material from passing onto County property as per Section I16.1 of the Land Use Bylaw.
- 14. That the applicant/owner shall follow all requirements for waste storage and transportation in accordance with the Waste Control Regulations of the Alberta Environmental Protection and Enhancement Act.
- 15. That, if any evidence of archaeological, paleontological, historic structures, or Aboriginal Traditional Use sites are observed during activities on site, the applicant/owner must notify the Heritage Division of Alberta Culture and Status of Women immediately in accordance with Section 31 of the Historical Resources Act. CARRIED
  - C) Miscellaneous

#### 05.0 ADJOURNMENT

Chair/Reeve Terry Ungarian adjourned the Tuesday, March 14, 2023 Municipal Planning Commission Meeting at 11:28 a.m.

Chair/Reeve	Chief Administrative Officer
Terry Ungarian	Theresa Van Oort
Date Signed	



#### **COUNTY OF NORTHERN LIGHTS**

#600, 7th Avenue NW Box 10, Manning, AB TOH 2MO Ph (780) 836-3348 Fax (780) 836-3663 Toll Free 1-888-525-3481

### DEVELOPMENT PERMIT NOTICE OF DECISION

**APPLICATION NO.:** 

DP-22-31

**ROLL NO.:** 

182377

DEVELOPMENT:

MANUFACTURED HOME

LAND USE DISTRICT:

Agriculture General (A)

**LEGAL DESCRIPTION (ATS Location):** 

SE-5-88-21-W5M

NAME & ADDRESS OF APPLICANT(s):

**DANNY DRIEDGER** 

Box 2843

La Crete, AB TOH 2H0

DECISION OF THE DEVELOPMENT AUTHORITY IN RESPECT TO THE ISSUANCE OF THE DEVELOPMENT PERMIT:

**APPROVED** 

APPROVED with the following conditions

REFUSED for the following reason(s)

(See below for conditions and appeal procedures)

#### APPROVAL GRANTED SUBJECT TO COMPLYING TO THE FOLLOWING CONDITIONS:

- The owner/developer must contact an accredited agency contracted by Municipal Affairs to obtain the following permits or approvals applicable:- Home Warranty Coverage- Provincial Plumbing Permit- Gas Inspection Permit-Bullding Permit- Electrical Permit. A copy of the approved permits must be submitted to the County of Northern Lights for their files.
- 2. That manufactured homes or mobile homes are constructed on a permanent foundation meeting the requirements of the Alberta Building Code.
- 3. Exterior finish to be wood, metal or similar siding, brick or stucco to the satisfaction of the Development Authority. The finish and appearance should complement other structures and natural site features.
- 4. The development/construction shall comply with the approved plans and application.
- 5. Additional development or construction is not allowed without an approved development permit from the County of Northern Lights.

Please Note:

This development permit lapses and is considered void if the development approved has not commenced within twelve (12) months from the date of issue of the notice.

2023-01-23 DATE OF DECISION 2023-01-24

ISION DATE OF ISSUE OF NOTICE OF DECISION

DEVELOPMENT DEFICER

Application Number:DP-22-31

Page 1 of 2

#### **COUNTY OF NORTHERN LIGHTS**

#600, 7th Avenue NW Box 10, Manning, AB TOH 2MO Ph (780) 836-3348 Fax (780) 836-3663 Toll Free 1-888-525-3481

#### **IMPORTANT NOTICES**

- You may wish to appeal the decision of the subdivision and development authority to the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either in person or by mail so as to reach the Secretary of the Subdivision and Development Appeal Board at the County office NOT LATER THAN 21 DAYS AFTER THE DATE OF ISSUE OF NOTICE OF DECISION. (There is NO right to appeal any development on Direct Control (DC).
- The Land Use Bylaw provides that any person claiming to be affected by a decision of the development authority
  may appeal to the Secretary of the Subdivision and Development Appeal Board WITHIN 21 DAYS AFTER THE
  NOTICE OF DECISION IS PUBLISHED IN THE LOCAL NEWSPAPER.
- 3. A decision of the Subdivision and Development Appeal Board is final and binding on all parties and persons subject only to an appeal upon or question of jurisdiction or law pursuant to Section 689 of Municipal Government Act. An application for leave to appeal to the Appellate Division of the Supreme Court of Alberta shall be made:
  - a) to a judge of the Appellate Division; and
  - b) within Thirty (30) days after the issue of the order, decision, permit or approval sought to be appealed.



#### DEVELOPMENT PERMIT APPLICATION FORM A

"An Agriculture Based Community"

	NISTRATIVE USE
	N NO. DP-22-31
	OCT 21, 2022
ROLL NO.	182377

County of Northern Lights, # 600, 7th Ave. NW 8ox 10, Manning, AB, T0H 2M0
W: www.countyofnorthernlights.com | E: info@countyofnorthernlights.com | T: (760) 836-3348 | F: (780) 836-3863

I / We hereby make application under the provisions of the Land Use Bylaw for a Davelopment Permit in accordance with the plans and supporting information submitted herewith and form part of this application. I / We understand that this application will not be accepted without the following:

(a) application fee;
 (b) site plan sketch that includes all relevant detail to the proposed development (e.g.: proposed and existing structures, property lines, creeks/ravines, parking and vehicle access, building plans, etc.)

COMPLETE IF DIFFERENT FROM APPLICANT
NAME OF REGISTERED OWNER
ADDRESS
POSTAL CODE
EMAIL ADDRESS*
a, you agree to receive correspondence by small.
PHONE (CELL) PHONE (RES) PHONE (BUS)
n:Block:Lot (percel):
Number of Acres 160 or Number of Heatares  Ifactured home - approximately 1200sqft in size.  rew piles  SS POINT(S) PUBLIC USE(S)/ UTILITIES  E(S)/ USES(S) OTHER (SPECIFY)  TRIAL STRUCTURE(S)/ USES(S)  Value of Construction: \$ 100,000
E ALTERATION TO EXISTING
ROAD DINTERNAL SUBDIVISION ROAD DOTHER  STH: PERCENTAGE OF LOT OCCUPIED:%
ROAD DINTERNAL SUBDIVISION (C.)  IGTH: PERCENTAGE OF LOT OCCUPIED: %  REAR: SIDES: HEIGHT HEIGHT
REAR: SIDES: HEIGHT HEIGHT
REAR: SIDES:
Page

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□ ALBERTA NE	W HOME WARRANTY / OR PROOF	OF EXEMPTION DISTANCE TO ROAD / HIGHWAY
ADDITIONAL INI	FORMATION AS REQUIRED:	
☐ ELEVATIONS	D 0010 1241-	☐ HOURS OF OPERATION
□ NUMBER OF	DWELLING UNITS	□ NUMBER OF EMPLOYEES
	BUSINESS ACTIVITIES	
21110, 232		
LANDOWNER	LETTER OF AUTHORIZATION	☐ ADJACENT LANDOWNER LETTERS OF SUPPORT
MANUFACTUR	ED HOME (MOBILE HOME)	10000 56
17_	ATCO INVES	SIZE: WIDTH LENGTH56'
Section Section	NO DE MODELLE LE-158 SERIE NO DE SERIE	6H-0-300
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CORRECT	LOUDING THE TOTAL LO	Las Danamil
	<u> OC+21</u>	SIGNATURE OF APPLICANT
NOTE:	Date	10 To 10 10 10 10 10 10 10 10 10 10 10 10 10
	gistered Ilred if different Date	SIGNATURE OF REGISTERED LANDOWNER / LEASEHOLDER
from Applicant	illed u dutelsin	Y
		FOR ADMINISTRATIVE USE
LAND US	DISTRICT:	THAPITY NO.
FEE ENC	OSED: YES INO D	AMOUNT: \$ RECEIPT NO.:
DEFINED	USE:	
PERMITT	ED/DISCRETIONARY:	
VARIANO	:E:	
1		

Page 2 of 2

Range Road 0 0 SE 5, 88,21,5 **COUNTY OF NORTHERN LIGHTS APPROVED** septic tank

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PAGE 03/03

10/21/2022 10:02AM 7808363649



# Abandoned Wells Map Legend Abandoned Wells (Large Scale) Abandoned\_Well\_Revised (Large Abandoned\_Well\_Loc\_Pointer ATS v4\_1 Alberta Provincial Boul Citations approximate development location Township Road 880 @ Government of Alberta While every effort is made to ensure data from this site is accurate and current, the Government of Alberta is not liable for any loss or damage arising from the possession, publication, or use of, that data This information is provided "as is" without warranty Tuesday, October 25, 2022 13:51:45 -06:00 Alberta Government 0.9 Kilometers Map Scale: 1: 18,056 0.46 0.9



#### Memorandum

Integrated Expertise. Locally Delivered.

`7909 - 51 Avenue NW, Edmonton, AB T6E 5L9 T: 780.438.9000 F: 780.438.3700

To:

Reeve and Council - County of Northern Lights

Date: March 28, 2023

Attention:

Josh Hunter, Director of Finance

Project No.: 15856

Cc:

David Schoor & Dave McRae

Reference:

DP-23-01 Richardson International Fertilizer Storage & Sales

From:

Anna Glover, Planning and Development Technician

#### **Application**

The applicant proposes to replace the existing fertilizer storage tank systems with an upgraded system, plus a truck loading area, and accessory structures including an office building and storage shed in the north Manning industrial park (Lot 14, Block 2, Plan 082 5397 – SW-3-92-23-W5M). Existing storage buildings, and trailers will remain. The development is subject to the Airport Protection (AP) Zone 1 District in the Land Use Bylaw (LUB). The AP Zone 1 district lists Fertilizer Storage & Sales as a Discretionary Use.

The existing structures have no records of approved development permits, and the proposed use has been developed as part of LUB amendment 23-61-482 to support agricultural and industrial development in the Airport Protection Districts but to limit some types of agricultural development that could propose risks because of their proximity to airports.

#### Site and Surrounding Lands

The development will be located approximately 1.0 km north of Manning, 600 m east of Highway 35, approximately 640 m east of the Manning Airport and 250 m north of Township Road 920. Access is by way of a local road directly adjacent to the west. The site has previously been levelled and topsoil removed. The east boundary of the 10.43 ac site is buffered by trees.

Aerial imagery indicates the adjacent lots are occupied by trailers, seacans and associated storage and warehouse buildings. The quarter sections to the west are cultivated agriculture land.

The industrial subdivision is not within any historical value classified land designation area and is not within the wildlife biodiversity zone. There are no active or abandoned wellsite, and no record of spills or contamination.

#### Site Access and the Transportation Network

The site has two accesses, approximately 142 m apart along the west boundary of the parcel from the local industrial park road. The local industrial park road connects to Township Road 920 which is classified as "Collector" in the Level of Service (LOS) Road classification policy, which then connects to Highway 35.

#### Memorandum



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The applicant will also be required to enter into a development agreement with the County if any upgrading of the existing access or other improvements are needed.

#### Compliance with Approved Plans and Land Use Compatibility

The development is located within the boundaries of the Manning Intermunicipal Development Plan (IDP) and is designated as Commercial/Industrial. The proposed development is compatible with this designation.

The site is also located in the North Manning Area Structure Plan (ASP) and is designated for light industrial purposes. The proposed development is compatible with this designation.

The application was reviewed against the County's Municipal Development Plan (MDP) and Land Use Bylaw (LUB) and relevant Provincial legislation. The proposed development meets the intent of, and the development criteria contained in, Policy 6.3 (Industrial Development Policies) of the MDP. As well Policy 6.3.9 identifies the County's support for industrial and commercial use along Highway 35 North of Manning. The replacement structures will continue to meet the intent of Section 12 Airport Protection Zone 1 District but will be a discretionary use.

#### **Circulation and Comments**

The application was circulated to affected agencies and adjacent landowners for review, consideration, and comment, and no comments were received.

#### Recommendation

Based on a review of the Land Use Bylaw and existing site conditions and structures, it is recommended that this application be APPROVED subject to the following conditions:

- 1. This permit approval is issued on the condition that all other approvals required by other regulatory jurisdictions be obtained and maintained throughout the course of this development and its operation.
- 2. That the development proceeds in accordance with the attached plans and site plan to reflect the proposed location within Lot 14, Block 2, Plan 082 5397 SW-3-92-23-W5M.
- 3. That additional development or construction is not allowed without an approved development permit from the County of Northern Lights.
- 4. The applicant/owner shall consult County of Northern Lights Public Works when installing culverts for site access approaches to ensure the approaches are constructed in accordance with County standards.
- 5. The applicant/owner shall carry out snow removal in such a manner that culverts are not blocked.

#### Memorandum



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- 6. Stormwater released from the property into the County ditch must be no greater than the preexisting flow rate, and erosion control measures must be implemented to prevent material from passing onto County property as per Section I16.1 of the Land Use Bylaw. The applicant/owner shall be responsible for dust control and mitigating contamination into adjacent ditches.
- 7. Any outdoor lighting shall be installed in accordance with Section K12.3(n) of the Land Use Bylaw.
- 8. That the applicant/owner shall screen from view the development site in accordance with Section 19 of the Land Use Bylaw.
- 9. That the applicant/owner shall follow all requirements for fertilizer storage and transportation in accordance with the Alberta Environmental Protection and Enhancement Act.



## DEVELOPMENT PERMIT APPLICATION FORM A

"An Agriculture Based Community"

FOR ADMINISTRATIVE USE
APPLICATION NO. $_{\mathrm{DP-23-01}}$
DATE RECEIVED January 24, 2023
ROLL NO. 313719

COMPLETE IF DIFFERENT FROM APPLICANT

County of Northern Lights, # 600, 7th Ave. NW Box 10, Manning, AB, T0H 2M0
W: www.countyofnorthernlights.com | E: info@countyofnorthernlights.com | T: (780) 836-3348 | F: (780) 836-3663

I / We hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and form part of this application. I / We understand that this application will not be accepted without the following:

(a) application fee;

APPLICANT INFORMATION

(b) site plan sketch that includes all relevant detail to the proposed development (e.g.: proposed and existing structures, property lines, creeks/ravines, parking and vehicle access, building plans, etc.)

NAME OF APPLICANT Richardson International LTD	NAME OF REGISTERED OWNER
ADDRESS 2800 - One Lombard Pl. Winnipeg, MB	ADDRESS
POSTAL CODE R3B 0X8	POSTAL CODE
EMAIL ADDRESS* mark.sottana@richardson.ca	EMAIL ADDRESS*
*By supplying the Town with an email address	s, you agree to receive correspondence by email.
PHONE (CELL) PHONE (RES) PHONE (BUS) 204-998-0065	PHONE (CELL) PHONE (RES) PHONE (BUS)
LAND INFORMATION	
Address of proposed development site: LOT 14, BLOCK 2, PLAN 082	5397
Logal description of proposed development site S.W.1/4 SEC.3-TWP.92-RGE	23-W-5TH MER. RTHERN LIGHTSLot (parcel):
QTR/LS:Section:Township: ALBERTA	F
Size of the Parcel to be developed	Number of Acres or Number of Hectares
Description of the existing use of the land:Agricultural/ Indus	
Proposed Development: Agricultural Crop Inputs including dry fert	illizer storage/blending and storage shed. Will sell these products to customers.
Circle any proposed uses(s):  SIGN(S)  DWELLING UNITS(S)  HOME OCCUPATION(S)  CULVERT(S)/ ROAD ACCES  ACCESSORY STRUCTURE  COMMERCIAL OR INDUST	<u> </u>
Estimated: Date of Commencement: 5/1/23 Date of Commencement:	Completion: 10/1/23   Value of Construction: \$_3,000,000
PROPOSAL INFORMATION	
DEVELOPMENT IS: ☐ NEW ■ EXISTING	☐ ALTERATION TO EXISTING
LAND IS ADJACENT TO: EPRIMARY HIGHWAY ELOCAL R	OAD DINTERNAL SUBDIVISION ROAD DOTHER
LOT AREA: LOT WIDTH: LOT LENGT	TH: PERCENTAGE OF LOT OCCUPIED:%
PRINCIPAL BUILDING SETBACK: FRONT: F	REAR: SIDES:/_ HEIGHT
ACCESSORY BUILDING SETBACK: FRONT: F	REAR: SIDES:/_ HEIGHT

ADDITIONAL INFORMATION INCLUDED		
■ SITE PLAN □ FLOOR PLAN □ LAND TITLE ■ ABANDONED OIL WELL DECLARTION SIGNED		
□ ALBERTA NEW HOME WARRANTY / OR PROOF OF EXEMPTION □ DISTANCE TO ROAD / HIGHWAY		
ADDITIONAL INFORMATION AS REQUIRED:		
☐ ELEVATIONS ☐ SOIL TESTS ☐ HOURS OF OPERATION		
□ NUMBER OF DWELLING UNITS □ NUMBER OF EMPLOYEES		
□ PROPOSED BUSINESS ACTIVITIES		
□ LANDOWNER LETTER OF AUTHORIZATION □ ADJACENT LANDOWNER LETTERS OF SUPPORT		
MANUFACTURED HOME (MOBILE HOME)  SERIAL NUMBER: YEAR BUILT: SIZE: WIDTH LENGTH		
SERIAL NOWIDER TEAN BOILT SIZE. WISTIT ELNOTI		
DECLARATION		
I/WE HEREBY AUTHORIZE REPRESENTATIVES OF THE COUNTY TO ENTER MY/OUR LAND FOR THE PURPOSE OF CONDUCTING A SITE INSPECTION IN CONNECTION WITH THIS APPLICATION		
I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT		
NOTE: Date SIGNATURE OF APPLICANT		
Signature of Registered  Landowner required if different  Date  SIGNATURE OF REGISTERED LANDOWNER / LEASEHOLDER		
from Applicant		
FOR ADMINISTRATIVE USE  LAND USE DISTRICT:		
FEE ENCLOSED: YES   NO   AMOUNT: \$ RECEIPT NO.:		
FEE ENCLOSED: YES   NO   AMOUNT. \$ RECLIFT NO		
DEFINED USE:		
DEFINED USE: PERMITTED/DISCRETIONARY:		











