

**Municipal District of Pincher Creek No. 9  
MUNICIPAL PLANNING COMMISSION**

**July 2, 2019**

**6:30 pm**

**Agenda**

**1. Adoption of Agenda**

**2. Minutes**

- a. Meeting Minutes of June 4, 2019

**3. Closed Meeting Session**

**4. Unfinished Business**

Nil

**5. Development Permit Applications**

- a. Development Permit Application No. 2019-33  
Windsor Heritage Drop In Centre Society  
Lots 22-24, Block 3, Plan 2177S  
Sign for Commercial Building

**6. Development Reports**

- a. Development Officer's Report  
- Report for the month of June, 2019

**7. Correspondence**

Nil

**8. New Business**

**9. Next Regular Meeting – September 3, 2019; 6:30 pm**

**10. Adjournment**

2a

**Meeting Minutes of the  
Municipal Planning Commission  
June 4, 2019, 6:30 pm  
Municipal District of Pincher Creek No. 9 Administration Building**

**ATTENDANCE**

Commission: Reeve Brian Hammond, Councillors Quentin Stevick, Rick Lemire, Bev Everts, and Terry Yagos, and Member Michael Gerrand and Chairman Jim Welsch

Staff: Director of Development and Community Services Roland Milligan, Planning Advisor Gavin Scott, Assistant Planner Hailey Winder, and Accounting Clerk Joyce Mackenzie-Grieve

Chairman Jim Welsch called the meeting to order, the time being 6:34 pm.

**1. ADOPTION OF AGENDA**

Councillor Quentin Stevick 19/012

Moved that the Municipal Planning Commission Agenda for June 4, 2019, be approved as presented.

Carried

**2. ADOPTION OF MINUTES**

Councillor Terry Yagos 19/013

Moved that the Municipal Planning Commission Meeting Minutes for May 7, 2019, be approved as presented.

Carried

**3. CLOSED MEETING SESSION**

Councillor Rick Lemire 19/014

Moved that the Municipal Planning Commission close the meeting to the public, under the authority of the *Municipal Government Act*, Section 197(2.1), the time being 6:34 pm.

Carried

Councillor Quentin Stevick 19/015

Moved that the Municipal Planning Commission open the meeting to the public, the time being 7:31 pm.

Carried

4. **UNFINISHED BUSINESS**

There was no unfinished business to discuss.

5. **DEVELOPMENT PERMIT APPLICATIONS**

- a. Development Permit Application No. 2019-21  
Castle Mountain Resort  
Lot 1, Block 3, Plan 9911497; Castle Mountain Resort  
RV Use During Summer Months

Member at Large Michael Gerrand 19/016

Moved that Development Permit No. 2019-21, for the RV Use During Summer Months, be denied, on the grounds that the proposed use does not comply with the Castle Mountain Resort Area Structure Plan (Bylaw No. 1069-02).

Member At Large Mike Gerrand requested a recorded vote.

- Councillor Quentin Stevick – In Favour
- Councillor Rick Lemire – In Favour
- Member At Large Jim Welsch – In favour
- Reeve Brian Hammond – In Favour
- Councillor Bev Everts – Opposed
- Member Mike Gerrand – In Favour
- Councillor Terry Yagos – In Favour

Carried 6/1

- b. Development Permit Application No. 2019-23  
Dexter Bonertz  
Block 12, Plan 9811884, NW 27-7-2 W5M  
Accessory Building – Barn

Councillor Quentin Stevick 19/017

Moved that Development Permit No. 2019-23, for the Farm Building – Barn, be approved, subject to the following Condition(s):

1. That this development meets the minimum provisions as required in Land Use Bylaw 1289-18.
2. That the applicant adhere to conditions set forth within the required Alberta Transportation Roadside Development Permit No. 5464-19, attached to and forming part of this permit.

Carried

- c. Development Permit Application No. 2019-26  
Yagos Ranching Ltd.  
NE 19-6-1 W5M  
Shooting Range

Councillor Rick Lemire

19/018

Moved that Development Permit No. 2019-26, for the Shooting Range, be approved, subject to the following Condition(s):

1. That this development meets the minimum provisions as required in Land Use Bylaw 1289-18.
2. That the applicant supply confirmation that the range complies with the Canadian Firearms Center guidelines.
3. That the developer erect and maintain a sign, to the satisfaction of the development authority, on the parcel within close proximity of the Castle River indicating there is a private shooting range in the vicinity.

Councillor Terry Yagos

Moved that the motion be amended to exclude signage.

Denied

Councillor Quentin Stevick requested a recorded vote,

Councillor Quentin Stevick – In Favour  
Councillor Rick Lemire – In Favour  
Chairman Jim Welsch – In Favour  
Reeve Brian Hammond – In Favour  
Councillor Bev Everts – Opposed  
Member Michael Gerrand – In Favour  
Councillor Terry Yagos - Opposed

Carried 5/2

## 6. DEVELOPMENT REPORT

- a. Development Officer's Report

Reeve Brian Hammond

19/019

Moved that the Development Officer's Report, for the period ending May 2019, be received as information.

Carried

7. **CORRESPONDENCE**

- a. Letter from AUC

Councillor Bev Everts

19/020

Moved that the letter from AUC, dated May 7, 2019, regarding Proceeding 23377 – Response to Request for Proceeding Review Hold, and letter from AUC, dated May 7, 2019, regarding Municipal District of Pincher Creek No. 9 Submissions be received as information.

Carried

8. **NEW BUSINESS**

9. **NEXT MEETING** – July 2, 2019; 6:30 pm.

10. **ADJOURNMENT**

Councillor Terry Yagos

19/021

Moved that the meeting adjourn, the time being 7:47 pm.

Carried


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Chairperson Jim Welsh  
Municipal Planning Commission

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Director of Development and Community  
Services Roland Milligan  
Municipal Planning Commission

## Recommendation to Municipal Planning Commission

<b>TITLE:</b> <b>DEVELOPMENT PERMIT NO. 2019-33</b>  <b>Applicant:</b> <b>Windsor Heritage Drop-in Centre Society</b> <b>Location</b> <b>Lots 22-24, Block 3, Plan 2177S</b> <b>100 Breckenridge Ave., Hamlet of Lundbreck</b>  <b>Division:</b> <b>5</b> <b>Size of Parcel:</b> <b>N/A</b> <b>Zoning:</b> <b>Hamlet Commercial</b> <b>Development:</b> <b>LED Fascia Sign (2.2m x 0.91m)</b>	
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<b>PREPARED BY:</b> Roland Milligan	<b>DATE:</b> June 26, 2019
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<b>DEPARTMENT:</b> Planning and Development
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<b>Signature:</b>  <hr style="width: 100%;"/>	<b>ATTACHMENTS:</b> 1. Development Permit Application No. 2019-33 2. GIS Aerial 3. Email from Adjacent Landowner
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<b>APPROVALS:</b>			
 Department Director	2019/06/26 Date	 CAO	26 June 19 Date

<b>RECOMMENDATION:</b>  That Development Permit No. 2019-33, for a LED Fascia Sig be approved, subject to the following Condition(s):  <b>Condition(s):</b>  1. That this development meets the minimum provisions as required in Land Use Bylaw 1289-18. 2. That the applicant adhere to conditions set forth within the required Alberta Transportation Roadside Development Permit, to be attached to and form part of this permit.
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<b>BACKGROUND:</b> <ul style="list-style-type: none"> <li>- On June 6, 2016, the MD received Development Permit Application No. 2019-33 (<i>Attachment No. 1</i>) for the installation of an illuminated fascia sign to be installed on the Windsor Drop-In Centre within the Hamlet of Lundbreck.</li> <li>- This application is in front of the MPC because: <ul style="list-style-type: none"> <li>- Within the Hamlet Commercial, only one unilluminated sign of 0.5m<sup>2</sup> or less in area is allowed within the district without a permit.</li> </ul> </li> </ul>
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## Recommendation to Municipal Planning Commission

- Within the land use district, Sign is a discretionary use.
- The proposed sign is to be a 2.0 m<sup>2</sup> (21.5 ft<sup>2</sup>) illuminated sign.
- The illumination will not flash or roll across the sign.
- The purpose of the sign is to advertise the events that take place at the Centre.
- The application was circulated to the adjacent landowners; at the time of preparing this report, one response was received supporting the development (*Attachment No. 3*).
- A Roadside Sign application was submitted to Alberta Transportation. At the time of preparing this report no response had been received.



MUNICIPAL DISTRICT OF PINCHER CREEK NO. 9  
DEVELOPMENT PERMIT APPLICATION FOR SIGNS

Date Application Received 2019/06/13  
Date Application Accepted 2019/06/14

DEVELOPMENT PERMIT APPLICATION NO. 2019-33  
PERMIT FEE \$150.00  
RECEIPT NO. 41042  
Roll No. 0185.000

**SECTION 1: GENERAL INFORMATION (completed by all permit applicants)**

Applicant: WINDSOR HERITAGE DROP IN CENTRE SOCIETY  
Address: Box 281 100 BRECKENRIDGE AVENUE LUNDBRECK Telephone: 403 625-0941  
Owner of Land (if different from above): \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Interest of Applicant (if not the owner): SOCIETY PRESIDENT H. Clark

**SECTION 2: SIGN INFORMATION**

Check One:  Permanent  Temporary  
Nature of Sign INFORMATION Length 85" Height 36"  
Area in Square Footage 21-25 Type of Support MANUFACTURER BRACKET  
Electrical:  Yes  No  
Flashing or Animated:  Yes  No  
Lot 22-24 Block 3 Plan 2177S Quarter Section \_\_\_\_\_  
Applicant's Interest:  Owner of Building  
 Owner of Land Where Sign is Proposed (if applicable)

**SECTION 3: TO BE COMPLETED BY APPLICANTS FOR PERMANENT SIGN ONLY**

Building Owner: WINDSOR HERITAGE DROP IN CENTRE SOCIETY  
Telephone Number: 403 625-0941  
Occupancy of Building: SENIORS DROP IN CENTRE  
Number of Existing Signs: \* ONE



**SECTION 4: TO BE COMPLETED BY APPLICANTS FOR TEMPORARY SIGN ONLY**

The lot is:  A Single Business Occupancy  
 A Multiple Business Occupancy  
 A Farm Operation

The sign is proposed to be displayed on the above site for \_\_\_\_\_ days.

Identification No. \_\_\_\_\_ Number of Existing Signs \_\_\_\_\_

Sign Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

**SECTION 5: AUTHORIZATION**

I hereby understand that should the Land Use Bylaw or conditions of this permit be contravened my sign is liable to be impounded and that I shall be responsible for the payment of costs prior to the recovery of the sign from the municipality.

The information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts in relation to this application for a Development Permit.

I also consent to an authorized person designated by the municipality to enter upon the subject land and buildings for the purpose of an inspection during the processing of this application.

DATE: JUNE 7th 2019

H. Clark (PRESIDENT)  
Applicant

\_\_\_\_\_  
Registered Owner

**Information on this application form will become part of a file which will be considered at a public meeting.**



FACING SOUTH WEST



FACING NORTH WEST



FACING WEST



WRITE MESSAGES AND  
CHOOSE IMAGES EASILY  
DISPLAY UP TO 4 LINES AT  
A TIME ON 36" TALL SIZES

114

SIGN: 114" FROM GROUND TO  
BASE OF SIGN  
- 32" FROM CORNER OF  
BUILDING

APPROXIMATE SIGN PLACEMENT

Attachment N



Highway No. 3

Viewable Area for Proposed Sign



131 m to Highway R/W

Windsor Heritage Drop-In Centre  
100 Breckenridge Ave.  
Hamlet of Lundbreck



**Roland Milligan**

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**From:**  
**Sent:** June 23, 2019 5:08 PM  
**To:** Roland Milligan  
**Subject:** Re: Development Permit Application No. 2019-33

Hello Mr. Milligan,

Having received your letter of June 14, 2019 regarding the above Subject, we wish to state our utmost support for the Windsor Heritage Drop In Centre.

We understood through the grapevine several months ago, the Seniors' Group had experienced a decrease in membership. For this particular reason and also for the benefit of the entire community of Lundbreck, we definitely would like to see this application approved.

Keeping such small, older communities "thriving" entails a massive effort by every community resident. The Seniors put forth tremendous energy. During my residency in Lundbreck, I was a member, and later, so was my husband. We both supported, participated and witnessed the enormous outpouring of time, thought and activity. Good solid social enjoyment, face-to-face communication (Thankfully, we seniors *still know how* that works!) with each and every moment shared, be it at coffee, potlucks or other get-togethers. Understandably, activities of this nature consume incredible energy from the members. Their DRIVE and POSITIVE outlook is so very *refreshing*...in this day and age!

Speaking of "AGE". No denying it, seniors always will be. Thus today's Seniors of the Windsor Heritage Drop In Centre are actively attempting to create a better community for the next "*up and comers*"...

In conclusion, we wholeheartedly say, "Yes. Approval is a necessity." Such signage has will be a "drawing card" for events already in planning stages, or planned. Perhaps it also would serve notice to the Public that the facility is available for events other than those of the present Senior Membership. Lundbreck, with eyes wide open, stands to benefit wholly by the M.D. of Pincher Creek approving this high-value application.

Thank you.

**DIRECTOR OF DEVELOPMENT AND COMMUNITY SERVICES REPORT**  
**June, 2019**

**Development / Community Services Activities includes:**

- June 4 Meeting with AltaLink
- June 4 Planning Session
- June 5 Ag Services Shop Facility Inspection
- June 6 Ag Service Board Meeting
- June 11 Council Committee Meeting
- June 12 Joint Worksite Health and Safety Committee Meeting
- June 12 MD of Ranchland Draft IDP Meeting
- June 13 Violence and Harassment Prevention Plan & Health and Safety Metric
- June 19 Tour and Meeting with MD Ranchland ASB
- June 24-28 Absent / Working off site

**PLANNING DEPARTMENT STATISTICS**

**Development Permits Issued by the Director for June 2019**

No.	Applicant	Division	Legal Address	Development
2019-29	Castle Mountain Resort	3	Lot 6, Plan 9711993 NE 24-4-4 W5M	Pump house for snow making
2019-30	Daniel Fieldman	3	Part SW 3-6-2 W5M	Manufactured Home with Deck
2019-32	Todd Jackson	3	Block 14, Lot 23, Plan 8810351 505 2 <sup>nd</sup> Avenue, Beaver Mines	Single Detached Residence
2019-34	Brad & Tracy Keller	4	Block 2, Lot 1, Plan 0815791 301 3 <sup>rd</sup> Avenue, OMD Rec Area	Attached Garage

**Development Permits Issued by Municipal Planning Commission for June 2019**

No.	Applicant	Division	Legal Address	Development
2019-23	Dexter Bonertz	3	Block 12, Plan 9811884 NW 27-7-2 W5M	Accessory Building - Barn
2019-26	Yagos Ranching Ltd.	3	NE 19-6-1 W5M	Shooting Range

**Development Statistics to Date**

DESCRIPTION		2019 to Date	2018 to Date (May)	2017	2016
Dev Permits Issued	2 – Jan 2 – Feb 1 – March 9 – April 9 – May 6 - June	29 23 – DO / 6 - MPC	22 17-DO / 5-MPC	65 45-DO /20- MPC	64 40-DO /24- MPC
Dev Applications Accepted	2 – Jan 2 – Feb 3 – March 12 – April 9 – May 5 - June	33	24	63	66
Utility Permits Issued	1 – Jan 3 – Feb 2 – March 3 – April 5 – May 4 – June	18	14	22	25
Subdivision Applications Approved	4 – Feb 2 – April 2 – May 1 - June	9	4	3	12
Rezoning Applications Approved	1 – Feb	1	0	2	1
Compliance Cert	1 – Jan 2 – Feb 2 – March 3 – April 3 – May 3 - June	14	5	22	27

**RECOMMENDATION:**

That the report for the period ending June 30, 2019, be received as information.

Prepared by: Roland Milligan, Director of Dev. And Comm Services



Date: June 30, 2019

Reviewed by:

Date:

Submitted to: Municipal Planning Commission

Date: July 2, 2019