

SMOKY LAKE COUNTY

Minutes of the **Municipal Planning Commission** meeting from **Thursday, January 11, 2024**, held in Smoky Lake County Council Chambers as well as Virtually online.

The meeting was Called to Order at 2:00 p.m. by the Chairperson, Dominique Cere, in the presence of the following persons:

Attendance:

Dan Gawalko	Councillor Div. 1	Present in Chambers
Linda Fenerty, Deputy Reeve	Councillor Div. 2	Present in Chambers
Dominique Cere	Councillor Div. 3	Present in Chambers
Lorne Halisky	Councillor Div. 4	Absent
Jered Serben, Reeve	Councillor Div. 5	Present in Chambers
Lydia Cielin	Interim CAO	Present in Chambers
Jordan Ruegg	P&D Manager	Present Virtually
Patti Priest	Recording Secretary	Present in Chambers

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3 Members of the Public Guests virtually present.

5 Smoky Lake County Staff Members.

2.0 ADOPTION OF AGENDA

MPC24.007: Fenerty

That the Agenda for the Municipal Planning Commission meeting for Thursday, January 11, 2024, be adopted as presented.

CARRIED UNANIMOUSLY.

3.0 MINUTES

MPC24.008: Fenerty

That the Minutes of Municipal Planning Commission meeting held on Thursday, December 14, 2023, be adopted as presented.

CARRIED.

4.0 REQUEST FOR DECISION

4.1 Development Permits to be Considered:

4.1.1 DP-001-24: PLAN 7520244, BLOCK 5, LOT 19, for the development of a Manufactured Home

MPC24.009: Gawalko

That the Municipal Planning Commission **APPROVE** Development Permit No. 001-24: **PLAN 7520244, BLOCK 5, LOT 19, for the development of a Manufactured Home**, subject to the following conditions:

1. The proposed Manufactured Home shall be sited and constructed as per the Site Plan, dated December 15, 2023, attached to, and forming part of, this Development Permit, and shall conform to the following setbacks:
 - Minimum Front Yard Setback (from property line adjacent to 7th Street): **7.62 meters (25.0 feet)**.
 - Minimum Rear Yard Setback: **VARIANCE GRANTED TO 4.87 meters (16.0 feet)**.
 - Minimum Side Yard Setback: **1.5 meters (5.0 feet)**.
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2. The proposed Manufactured Home shall have a minimum ground floor area of **65.0 square meters (700.0 square feet)**.
3. The proposed Manufactured Home shall not exceed a maximum of **10.0 meters (32.8 feet)** in height.

4. Maximum lot coverage shall not exceed 45% of the total lot area, of which, a maximum of 15% of the total lot area may be covered by Accessory Buildings.
5. The Developer shall provide verification to the Development Authority that the Manufactured Home fully complies with National Manufactured Home Standard and the Alberta Building Code. Proof of a CSA A-277 certification will satisfy these requirements.
6. The height of the main floor above grade of the Manufactured Home shall be consistent with the height of the main floor of dwellings in the immediate and general area.
7. The roof pitch of the Manufactured Home shall be consistent with the roof pitch of dwellings in the immediate and general area.
8. Exterior finishing materials used on the roof and the exterior walls of the Manufactured Home shall be consistent with materials used on dwellings in the immediate and general area and in good condition.
9. The minimum roof overhang or eaves of the Manufactured Home should be consistent with the overhang or eaves of other dwellings in the immediate and general area.
10. The placement of the Manufactured Home shall ensure that the side or end facing the street on which the Manufactured Home fronts contains a prominently placed front door and windows in quantity and size that are consistent with dwellings in the immediate area.
11. The Manufactured Home shall be placed on a full perimeter foundation that complies with the Alberta Building Code unless the Manufactured Home is designed to be supported on longitudinal floor beams, in which case an alternate skirted foundation system may be employed.
12. Any accessory structures (such as patios, porches, additions and skirting) associated with the Manufactured Home shall be factory-prefabricated units or the equivalent thereof, and so designed and erected as to harmonize with the Manufactured Home. Any associated accessory structure shall be considered as part of the main building and shall be erected only after having obtained a Development Permit.
13. The floor area of any porch or addition shall be proportionate to the floor area of the Manufactured Home, with this relationship being determined by the Development Authority.
14. No Accessory Building, use or parking space shall be located in the front yard of a lot where a Manufactured Home is located.
15. For the purposes of storage, any furniture, domestic equipment or seasonally used equipment shall be stored in an adequate covered storage or screening.
16. Where applicable, the hitch and wheels shall be removed from the Manufactured Home upon placement on the lot.
17. During construction, the Developer shall keep the site in a clean and tidy manner, free from rubbish and non-aggregate debris.
18. The Developer shall be required to obtain any and all necessary permits, approvals, licenses and authorizations from any and all agencies, departments and authorities as may be required. This includes obtaining the relevant Safety Codes Act Permits (Building, Gas, Plumbing, Electrical and Private Sewage Disposal System).

CARRIED.

5.0 ISSUES FOR INFORMATION

5.1 Nil.

6.0 CORRESPONDENCE

6.1 Nil.

7.0 DELEGATION

7.1 Nil.

NEXT MEETING

The next Municipal Planning Commission Meeting will be at the call of Chairperson and Public Notice of the next meeting be provided at least 24 hours in advance in accordance with the *Municipal Government Act, RSA 200, cM-26.1 s195*, by posting the information on the Smoky Lake County website.

8.0 ADJOURNMENT

MPC24.010: Cere

That the Municipal Planning Commission Meeting of January 11, 2024, adjourn at 2:07 p.m.

CARRIED.

Dominique Cere, Chairperson

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Lydia Cielin, Interim CAO