



TOWN OF SLAVE LAKE
MUNICIPAL PLANNING COMMISSION
MEETING ON JULY 28, 2021
AT 5:30 PM
COUNCIL CHAMBERS

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1. **Introductions**
2. **Adoption of Agenda**
3. **Minutes of Previous Meetings**
 - a) Minutes of July 7, 2021
4. **Business Arising from the Minutes**
5. **Development Permit Applications**
6. **Land Use By-Law/Statutory Plan Amendments**
7. **Proposed Subdivisions**
 - a) 6011.18/ SUB 01.21
Mo Mouallem
ATS NW-25-72-6-W5
8. **Other Business**
9. **MPC Development Concerns**
10. **Next Meeting**
11. **Adjournment**

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**MUNICIPAL PLANNING COMMISSION
MINUTES OF MEETING HELD MONDAY, MAY 31, 2021
@ 5:30 P.M.
COUNCIL CHAMBERS**

PRESENT: S. Torresan-Chykerda, J. Brandle, S. Shah, T. Kelham, and B. Ferguson
ABSENT: R. King
OTHERS: Samantha Dyck, Acting Director of Planning & Development

S. Torresan-Chykerda called the meeting to order at 5:29 p.m.

1. Adoption of the Agenda

MOVED BY B. Ferguson to accept the agenda as presented.

CARRIED

2. Minutes of Previous Meetings

MOVED T. Kelham to accept the minutes of May 31, 2021 meeting as presented.

CARRIED

3. Business Arising from the Minutes

4. Development Permit Applications

- a) DP #57.05.21
Marc Boissonneault
Discretionary Use
Logging, Clear Cut, & Log Haul Operation

*B. Ferguson abstained from the application and left the room prior to discussion.

MOVED BY S. Shah that the Municipal Planning Commission approves Development Permit #57.05.21 to conduct clear cut, logging, and a log haul operation in the UE – Urban Expansion District on ATS NE-25-72-6-W5 subject to the following conditions.

1. Logging and clearing operations are to commence and be completed no later than September 30, 2021
2. The landowner will be required to enter into a Road Use Agreement with the Town of Slave Lake. All trucking of equipment, logs, etc. associated with the logging, clearing, and log haul operations shall be in accordance with the Road Use Agreement and approve truck route map.
3. Access to ATS NE-25-72-6-W5 shall be gained via a temporary access off of 15th Avenue SE. Please contact Calvin Couturier, Director of Operations at 780-849-4107 to discuss the temporary access to this site.
4. The temporary access shall be developed in accordance with the Town’s Development Standards and Procedures.
5. There will be no burning of logs, wood, or debris associated with the logging operation.
6. If in the progress of work on this development the landowner/applicant desires to change in any way from the

terms and conditions of this development permit, he/she shall notify the Town in writing and submit amended drawings, and if necessary, shall apply for a new development permit.

7. The Town assumes no responsibility or liability for any inaccuracy, mistake or error of law or fact, which arises from the information supplied by or on behalf of the landowner/applicant.
8. If the development authorized by this development permit is not commenced and completed within eighteen (18) months from the date of issuance of this development permit, the permit is deemed to be VOID unless an extension has been granted by the Development Authority or the Municipal Planning Commission. It is the landowner/applicant's responsibility to advise the Town if the development will not be completed within the 18-month time frame and request an extension.

PERMIT COMPLIANCE

9. The Landowner and applicant shall comply with the Town's Development Standards and Procedures, the Town's Policies and Procedures, the Town's municipal bylaws, the Alberta Safety Codes Act, all applicable federal and provincial legislation and any conditions of caveat, covenant, easement, or other instrument registered on title to the lands.

PUBLIC LANDS

10. The landowner/applicant is responsible for ensuring that all improvements on the lot, such as building, driveway, etc., do not interfere with fire hydrants, storm drains, light standards, or utility easements, etc., and landowner/applicant will be held responsible for damage he or his contractors may cause.
11. Prior to construction proceeding, any existing damage to sidewalks, roads or public utility services is to be reported to the Town or the landowner/applicant will be held responsible for damage.
12. Any existing public landscaped areas that are damaged during construction are to be repaired to their original condition by the landowner/applicant.

GENERAL CONDITIONS

13. The landowner/applicant and any other contractors working on this development are to be properly licensed by the Town and/or the Province.
14. The landowner/applicant shall ensure that the construction site remains in a tidy and orderly condition and that construction debris and materials are contained within the boundaries of the parcel and not permitted to scatter to neighbouring parcels.

ADDITIONAL NOTES: (not conditions of the Development Permit)

- If you require a time extension in order to complete your development, please contact the Planning Department at 780-849-8004.
- Please remember to CALL BEFORE YOU DIG by contacting Alberta 1st Call at 1-800-242-3447 or CLICK BEFORE YOU DIG at <http://albertaonecall.com>.

CARRIED

5. Land Use Bylaw/Statutory Plan Amendments

6. Proposed Subdivisions

7. Other Business

- a) **6015.02.2021**
MD 124 Development Referrals
Cabin

MOVED BY J. Brandle that the Municipal Planning Commission directs Administration to send a letter to the Municipal District of Lesser Slave River indicating that the Town of Slave Lake has no concerns with Development Permit Application 21-D-022.

8. MPC Development Concerns

9. Meeting Review

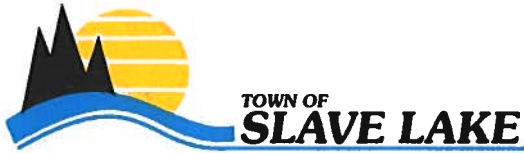
Next regularly scheduled meeting is June 21, 2021 or July 5, 2021.

Adjournment: Meeting adjourned at 5:42 pm

Recorder: Samantha Dyck
Minutes Prepared by: Samantha Dyck

Chairperson

Date



**REPORT TO THE MUNICIPAL PLANNING COMMISSION
MEETING OF JULY 19, 2021**

FROM: Samantha Dyck
Director of Planning & Development

DATE: July 15, 2021

SUBJECT: Subdivision

FILE: 6011.13/SUB 01.14

PURPOSE

The purpose of this report is for the Municipal Planning Commission to consider a subdivision.

BACKGROUND

Name of Applicant: Mo Mouallem

Name of Owner: 561477 Alberta Ltd

Subject Properties: ATS NW-25-72-6-W5

Existing Use: Undeveloped

Proposed Use: Hobby Farm

Subdivision Decision Deadline: July 20, 2021

Existing Land Use District: The noted site is currently zoned UE – Urban Expansion District.

Municipal Reserve: Municipal Reserves of 6.7 hectares were deferred on NW 25-72-6-W5.

Environmental Reserves: Environmental Reserves are recommended along the boundary of each side of the Sawridge Creek of a minimum of 6 m to protect the bank. (S 664.1.1)

Conservation Reserve: A subdivision Authority may require the owner of a parcel of land that is subject of a proposed subdivision to provide part of the parcel to the Town as a Conservation Reserve (S.664.2(1))

Proposal:

The Tentative Plan shows a proposed subdivision of ATS NW-25-72-6-W5 to create 2 lots.

The subject site is located south of Highway 2 and has the Sawridge Creek running through it.

The application indicates that the proposed use is to create 2 lots. The land is currently undeveloped.

Referral Comments:

Alberta Infrastructure & Transportation

No ~~Response~~ Concerns

ATCO Gas

No Response

ATCO Pipelines

No Response

Aspen Regional Health Authority

No Response

ATCO Electric

No Response

Cable T.V. Slave Lake Ltd.

No Response

Canada Post

No Response

High Prairie School Division No. 48

No Response

Living Waters Catholic Regional Division No. 42

No Response

TELUS Communications Inc.

No Response

TELUS Tactical Planning North

No Response

Town Staff:

Director of Finance

No Concerns

Director of Community Services

No Response

Director of Protective Services

No Response

Director of Operations

No Response

Adjoining Property Owners' Input:

Only one property owner contacted the Planning Department and she was only concerned that there would be the ability to have a development between her house and the creek.

Plan Analysis:

(1) Municipal Development Plan

The subject site is within the Natural Environment and Open Space AND Residential and General Urban designation in the Town of Slave Lake's Municipal Development Plan; as such no amendment to the Municipal Development Plan will be required.

(2) Southwest Area Structure Plan

The subject site is within the High Density Residential, Environmentally Sensitive, and Low-Density designations of the Southwest Area Structure Plan; as such no amendment to the ASP is required.

(3) Land Use Bylaw

The noted site is currently zoned UE – Urban Expansion District.

(4) Inter-municipal Development Plan

The noted site is located within the Inter-municipal Development Plan Fringe area. In accordance with Map 4.6 the area is designated as Urban Residential and Environmentally Sensitive Area.

(5) Subdivision and Development Regulation/Municipal Government Act

Section 8 of the new Subdivision and Development Regulation requires that the written decision of a Subdivision Authority include reasons for the decision, including an indication of how the Subdivision Authority has considered any submissions made to it by the adjacent landowners and the matters listed in Section 7 of the Regulation. Section 7 indicates that, in making a decision, a Subdivision Authority must consider its topography; its soil characteristics; storm water collection and disposal, any potential for flooding, subsidence or erosion; accessibility to a road; the availability and adequacy of water supply, sewage disposal system and solid waste disposal; whether the proposal complies with the requirements of the Private Sewage Disposal Systems Regulation; the use of land in the vicinity; and any other

matters that it considers necessary to determine whether the land is suitable for the purposes for which the subdivision is intended.

(7) Subdivision and Development Regulation

Section 14 of the Regulation applies to land that is subject to an application and **within 1.6 kilometers of the center line of a highway right of way.**

Section 14 of the Regulation provides that with respect to land described above, a Subdivision Authority shall not approve an application for subdivision unless the land is:

1. for agricultural purposes on parcels 16 hectares or greater;
2. a single parcel with an existing residence from an un-subdivided quarter section,
3. an undeveloped single residential parcel from an un-subdivided quarter that is located 300 meters away from the highway,
4. contained in an area where there is an agreement between the municipality and the Minister of Infrastructure and Transportation and the use is permitted in the agreement, or
5. contained in an Area Structure Plan satisfactory to the Minister of Infrastructure and Transportation.

DISCUSSION

Planning Considerations:

Inter-municipal & Regional Considerations

The subdivision application was referred to the Municipal District of Lesser Slave River No. 124 (M.D.) and the Sawridge First Nation as the subject lands are located with the Regional Growth Plan (RGP) and Inter-municipal Development Plan (IDP) areas.

No comments were received from the Sawridge First Nation.

The Municipal District of Lesser Slave River No. 124 expressed two concerns:

1. Road Access – How will Lot 1 receive access? If a bridge would be needed, then a Fiscal Impact Assessment would be required. If access is to come through NE-25-72-6-W5, then an access easement would need to be registered on both land titles.
2. A Flood Plan Analysis may be needed to find a suitable building pocket without flood risk for this property. A caveat showing the suitable building pocket should be registered on title.

Access to Subdivision

Access to the remainder lot shall be from Main Street South. Access to the proposed Lot 1 shall be accomplished in one of two ways, either through an access easement registered on title or through the Lot 1 being consolidated with ATS NE-25-72-6-W5.

Lot Sizes

In accordance with Section 113 of the Land Use Bylaw #22-2007 there is no required minimum parcel area. The proposed parcels will be 17.09 hectares and 9.005 hectares.

Environmental Reserve - ER

The lands adjacent to Sawridge Creek meet the requirements for Environmental Reserve.

Municipal Reserves - MR

Municipal Reserves are not required for this application, as Municipal Reserves of 6.47 hectares was required in 1993 and caveated on title. The Planning Department recommends deferring to this caveat to the remainder lot.

Proximity to Sewage or Landfill Facilities

In accordance with Subdivision Regulations the proposed site is not within the specified distances from Sewage or Landfill facilities and as such, can be considered by the Subdivision Approving Authority.

Potential for Flooding

The subject site lies within a Designated Flood Fringe or near a Designated Flood way and as such there exists potential for flooding.

Soil Stability

There are no concerns on this site with regard to soil stability.

Servicing

The proposed use is agriculture and so servicing is not necessary at this time.

Taxes and Local Improvement Levies

Land taxes for the subject lands have been paid in full and currently there are no outstanding local improvement levies that apply to this parcel.

The proposed subdivision meets with all other requirements and no other issues arise with respect to municipal infrastructure at this time.

RECOMMENDATION

The Planning Department recommends that the Municipal Planning Commission approve Subdivision Application 6011.18/SUB 01.21 subject to the following conditions.

- That prior to endorsement of an instrument affecting this plan, all outstanding land taxes and local improvement levies must be paid.

Notes: (These are not conditions of approval)

The applicant is to provide 6m of Environmental Reserve on each side of Sawridge Creek.

The deferred MR reserve caveat shall be carried forward on the balance of the parcel.

Legal access to proposed Lot 1 must be provided by means of an access agreement to be registered on title to the adjacent parcel (ATS NE-25-72-6-W5) or alternatively, Lot 1, Block 1, may be consolidated with the title of the adjacent parcel (ATS NE-25-72-6-W5). Registration of the Access Easement must be dealt with concurrently upon registration of the subdivision at Land Titles.

MOTION:

The Municipal Planning Commission (MPC) considered the application in relation to the Municipal Development Plan and the Land Use Bylaw #22-2007 and have concluded that the proposed subdivision meets the intent of these statutory plans.

The MPC also considered the servicing of the subdivision in that the lot being subdivided will not need services as there will be no development occurring. Based on this information the MPC feels the proposed lots will not require municipal infrastructure at this time.

The MPC considered the referral comments received from the various referral agencies and adjacent property owners. As no concerns were received, the MPC feels the proposed subdivision should have no negative impacts on the surrounding developments.

The MPC considered the soil characteristics and the proposed lots in relation to potential flooding and concluded there is low risk of flooding.

That the Municipal Planning Commission approves Subdivision Application 6011.18 /SUB 01.21 subject to the following conditions:

- That the Developer registers an access easement plan as well as an access easement document concurrently with the Plan of Subdivision, on Lot 1 and ATS NE-25-72-6-W5 and that the Town of Slave Lake is named as a Third Party on this easement.
- That prior to endorsement of an instrument affecting this plan, all outstanding land taxes and local improvement levies must be paid, pursuant to the Municipal Government Act R.S.A., 2000, Sec. 645(1), or arrangements made which are satisfactory to the municipality.
- Subdivision to be affected by a Plan of Survey, pursuant to Section 657 of the Municipal Government Act, or by such other means as is satisfactory with the Registrar of Land Titles for the North Alberta Land Registration District.
- Any and all easements required by the municipality or any franchise utility as a result of this subdivision shall be provided by the developer at no cost to the municipality or any franchise utility and shall be registered on title by Utility Right-of-Way Plan concurrent with the registration of the plan of subdivision. [Municipal Government Act, R.S.A., 2000, Sec. 655]

Attachments

1. Location Map
2. Subdivision Application Form
3. Tentative Plan of Subdivision

Report Submitted:

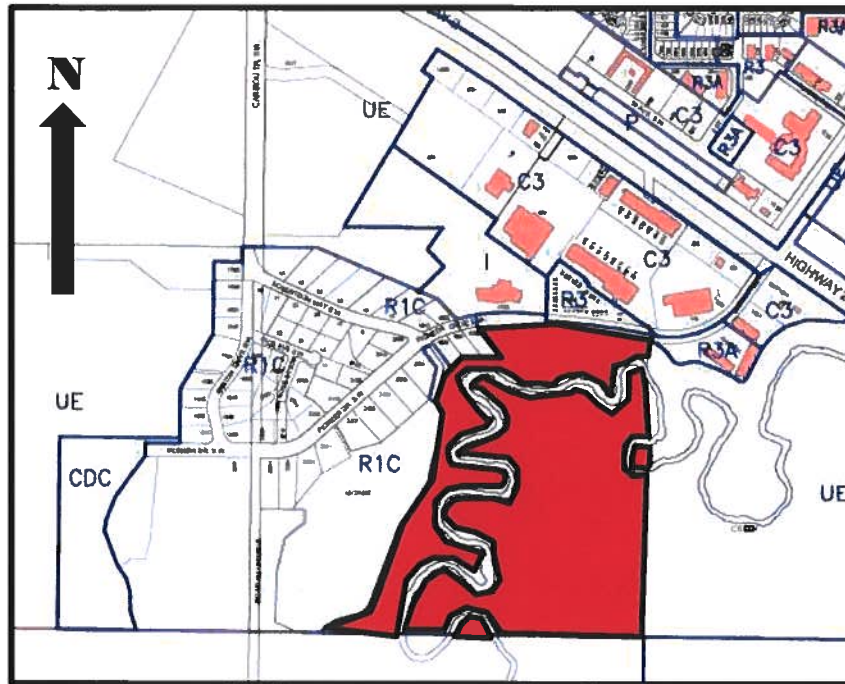


Samantha Dyck
Acting Director of Planning & Development

Location Map

Proposed Subdivision 6011.18/SUB 01.21

ATS NW-25-72-6-W5





APPLICATION FOR SUBDIVISION

By Plan of Subdivision

Date of Receipt: May 18, 2021

By other Instrument

File No.: 6011.18/SUB 01.21

Fees Submitted: \$850.00

Proof of Separate Services: N/A

(Applicable for Semi-Detached/Duplex)

This Form is to be completed in full, wherever applicable, by the Registered Owner of the subject lands or by a person authorized to act on his/her behalf.

Name of Registered Owner of Subject Lands: 561477 Alberta Ltd. (Gordon Ferguson)

Address and Phone Number: Box 240, Slave Lake, T0G 2A0 Phone: 780-849-9116

Authorized Person Acting on behalf of Registered Owner: Moe Mouallem

Address and Phone Number: 28 Parkdale Way, Slave Lake Phone: 587-338-0791

LEGAL DESCRIPTION AND AREA OF LANDS TO SUBDIVIDED

All/part of the NW 1/4 sec. 25 twp. 72 range 6 west of 5 meridian

Being all/parts of Lot Block Plan C of T. No. 082268791+2 Area 30.5949

LOCATION OF LAND TO BE SUBDIVIDED

- a. The land is situated in the municipality of Slave Lake.
b. Is the land situated immediately adjacent to the municipal boundary? Y or N
c. Is the land situated within 0.8 Km of the centre line of a highway ROW? Y or N
d. Is the land adjacent to the bed and shore of a river, stream, watercourse, lake or other body of Water? Y or N
e. Does the land contain, either wholly or partially, the bed and shore of a river, stream, watercourse, lake or other body of water? Y or N

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

- a. Existing use of the land None
b. Proposed Use of the Land Hobby Farm
c. The designated use of the land as per the Land Use Bylaw UE

PHYSICAL CHARACTERISTICS OF THE LAND TO BE SUBDIVIDED

- a. Describe the nature of the topography of the land (flat, rolling, steep, mixed) Mixed
b. Describe the nature of the vegetation and water on the land (brush, shrubs, tree stands, woodlots, etc., sloughs, creeks, etc.) Treed Areas, Cleared Areas, Sunridge Creek.
c. Describe the kind of soil on the land (sandy, loam, clay, etc.) Topsoil, clay.

EXISTING BUILDING(S) ON THE LAND PROPOSED TO BE SUBDIVIDED

- a. Describe any buildings, historical or otherwise, and any structures on the land and whether they are to be demolished or moved: No buildings

WILDFIRE RISK ASSESSMENT

- a. If the subject lands are located within or adjacent to the Wildfire/Urban Interface, provide a Wildfire Risk Assessment.

REGISTERED OWNER OR PERSON ACTING ON HIS/HER BEHALF

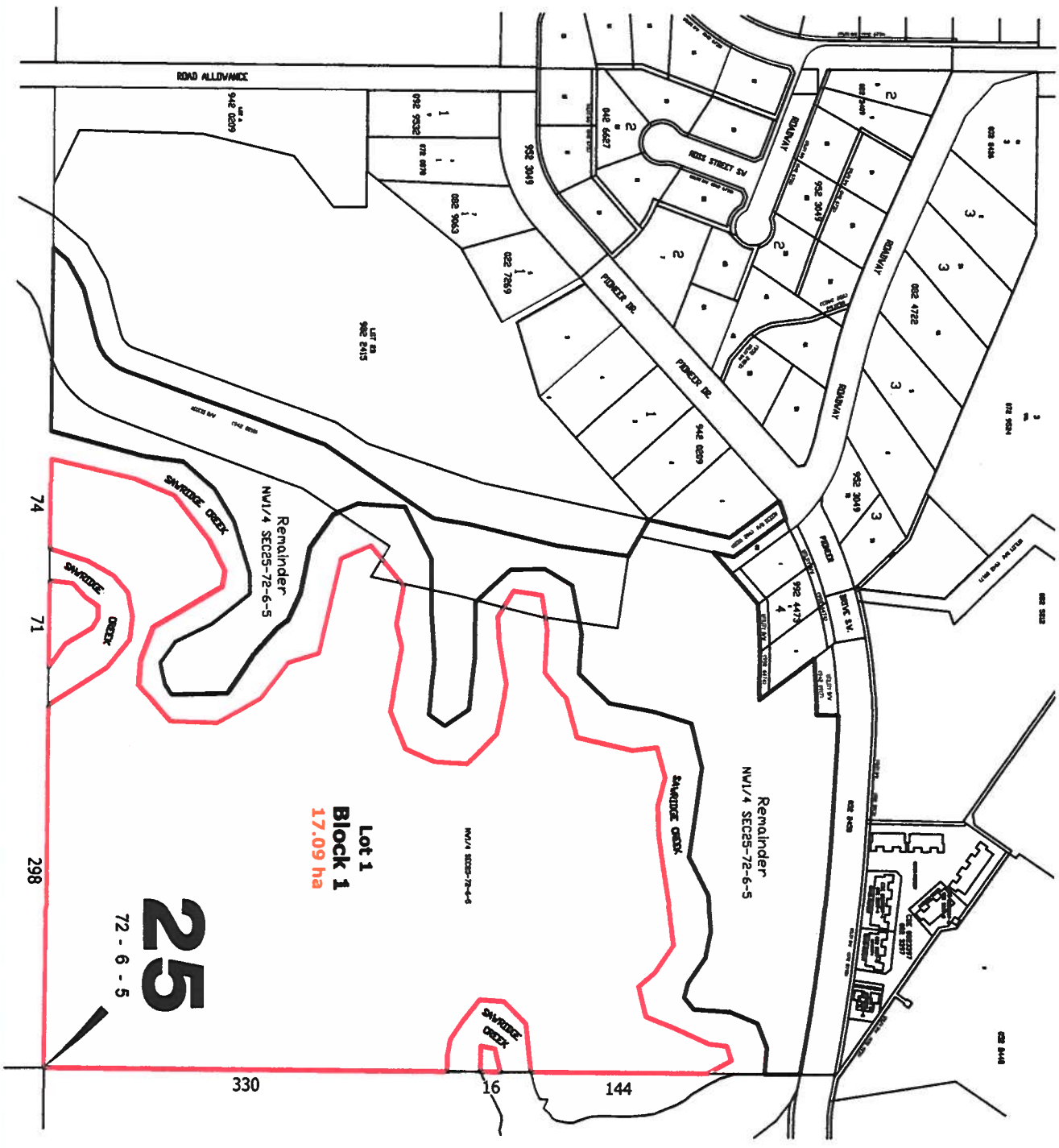
I, Moe Mouallem hereby certify that I am the registered owner or I am authorized to act on behalf of the registered owner, and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision approval.

Signature: [Handwritten Signature]

Date: 2021-05-03

The personal information is being collected under the authority of the Municipal Government Act M-26 and will be used for administering the affairs of the Town of Slave Lake and provision of services. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act.

**TENTATIVE PLAN SHOWING PROPOSED SUBDIVISION WITHIN
N.W. 1/4 Sec.25, Twp.72, Rge.6, W.5th Mer. (C. of T. 082 268 754 +2)**



25
72 - 6 - 5

**Lot 1
Block 1
17.09 ha**



(Areas and dimensions are based off parcel mapping obtained from Altalis. Exact areas and dimensions are to be confirmed at time of survey.)

**MOHAMED MOUALLEM
ALS, CLS, P.Eng.**

Job No.: 2141136	Date: May 4, 2021
CAD: BL - CK: MM	Dwg Name: 2141136-T
Revision: Issued	Rev: 0