



Municipality of Crowsnest Pass  
Municipal Planning Commission Minutes  
Wednesday, August 23, 2023, at 2:00 PM

- PRESENT:** Justin Ames, Chair  
Gaston Aubin, Vice Chair  
Dave Filipuzzi, Member  
Don Montalbetti, Member  
Sam Silverstone, Member  
Dean Ward, Member
- ADMINISTRATIVE:** Katherine Mertz, Development Officer  
Johan Van Der Bank, Manager of Development & Trades  
Sasha Lassey, Recording Secretary
- ABSENT:** Joanne Tulk, Member (Apologies)
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1. **CALL TO ORDER**

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

2. **ADOPT AGENDA**

**MOTION** by Dean Ward to accept the agenda as presented.

**CARRIED**

3. **ADOPTION OF MINUTES**

**MOTION** by Dave Filipuzzi to adopt the minutes of July 26, 2023, as presented.

**CARRIED**

4. **CONSENT AGENDA**

4.1 The Communicator Summer Issue - Alberta Development Officers Association (ADOA).

**MOTION** by Dean Ward to accept the Communicator Summer Issue periodical from Alberta Development Officers Association (ADAO) as information.

**CARRIED**

5. **SUBDIVISION APPLICATIONS**

6. **DEVELOPMENT PERMIT APPLICATIONS**

6.1 **DP2022-197 - SE8-8-7-W5M, Coleman (Lot 1 Block 40 Plan 9813593)**

**MOTION** by Dean Ward to:

Approve an extension for DP2022-197, for a Temporary Development Permit for "Resource Processing Activities" (discretionary use) until Dec 31, 2023, and revise the conditions of the original Notice of Decision, issued February 22, 2023, as follows:

- *Revise condition 4 to provide an extension of time for the temporary development permit for the removal of the material from the premises to December 31, 2023, and*
- *Revise condition 4 to remove the requirement of a \$5,000 security deposit to guarantee the completion of the activity authorized under the development permit at the expiry date of the temporary development permit, and*
- *Revise condition 5 to require a security deposit of \$5,000 for remediation work including topsoil and seed at the completion of the project by June 30, 2024, or alternatively to topsoil and seed the stockpile if the project is not completed, and*
- *Remove conditions 6-8 relating to the establishment of a berm, which has been dealt with in another development application.*

**CARRIED**

6.2 **DP2022-200 - 14890 21 Avenue, Frank (Lot 4-5 Block 28 Plan 3661I)**

**MOTION** by Don Montalbetti to:

Refuse DP2022-200, for a "Single-Family Dwelling" with a ground level deck (permitted use) with a 48% variance to the minimum floor area from 102m<sup>2</sup> to 53.5m<sup>2</sup>, for the following reason:

*There are no apparent onerous site conditions present that support the excessive variance request.*

**CARRIED**

6.3 **DP2023-134 - 8350 22 Avenue, Coleman (Lot N/A Block 13 Plan 6808CU)**

**MOTION** by Dave Filipuzzi to:

Approve DP2023-134, for:

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- an “Accessory Building over 72.83m<sup>2</sup> in area” (Detached Garage 233m<sup>2</sup>) (discretionary use) with a 55.8% variance to the height from 4.5m to 7.01m.
- four (4) of the existing “Accessory Buildings up to 72.83m<sup>2</sup> in area” to be demolished and removed from the property (permitted use).
- for an existing “Single-Family Dwelling” constructed in 1915 (permitted use), with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

**6.4 DP2023-141 - 8924 24 Avenue, Coleman (Lot 14 Block 35 Plan 9610405)**

**MOTION** by Don Montalbetti to:

Approve DP2023-141, for a “Single-Family Dwelling” (permitted use) with a 0.7% variance to the northwest side yard setback and a 32% variance to the minimum floor area, with conditions as identified by Alternative A in the MPC request for decision package. The reason for allowing the variance request is that there are onerous site conditions (steep slope) that render the majority of the parcel undevelopable, and as a result the developable portion of the property is less than 3.0 acres, with a resulting lesser variance requirement.

**CARRIED**

**6.5 DP2023-143 - 22818 5 Avenue, Hillcrest (Lot 16-17 Block 23 Plan 5150S)**

**MOTION** by Dean Ward to:

Approve DP2023-143, for an “Accessory Building up to 72.83m<sup>2</sup> in area” (Shed) (permitted use) with a 50% variance to the north side yard setback from 1.2m to 0.6m and a 66% variance to the maximum lot coverage for accessory buildings from the standard 15% to 25%, with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

**6.6 DP2023-144 - 12130 20 Avenue, Blairmore (Lot 24 Block 2 Plan 1210518)**

**MOTION** by Dave Filipuzzi to:

Approve DP2023-144, for a “Sign (Fascia / Wall Sign)” (discretionary use), with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

6.7 **DP2023-145 - 8633 22 Avenue, Coleman (Lot 3-8 Block 27 Plan 6808CU)**

**MOTION** by Gaston Aubin to:

Approve DP2023-145, for Three (3) "Accessory Buildings" (Pergolas) (discretionary use), with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

6.8 **DP2023-153 - 6501 22 Avenue, Coleman (Lot 1 Block 22 Plan 232AI)**

**MOTION** by Gaston Aubin to:

Approve DP2023-153, for an "Accessory Building up to 72.83m<sup>2</sup> in area" (permitted use – 10.4m<sup>2</sup> shed) with a 100% variance to the west side yard setback from 1.2m up to the property line, with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

7. **BYLAW AMENDMENTS**

7.1 Received for Information - **Bylaw No. 1157, 2023 - Land Use Bylaw Amendment – Add Subdivision Marketing Sign to Comprehensive Mixed Use (CM-1) Land Use District**

8. **APPEALS**

Katherine Mertz reviewed three recent development appeals with the committee.

8.1 **DP2023-TH013:** For the operation of two "Tourist Homes" on either side of the existing "Duplex" (Discretionary use). The appeal hearing was held by the Subdivision and Development Appeal Board on August 3, 2023, and was subsequently denied.

8.2 **DP2023-067:** For a Berm to provide for "Screening" (permitted use) as required as a condition for the "Campground" adjacent to the west issued under development permit DP2021-197. The appeal hearing, which is being held by the Land Rights and Property Tribunal is currently open and a decision is expected to be rendered soon.

8.3 **Stop Order:** For a campground operating without a development permit. This appeal hearing is scheduled for August 29, 2023, by the Subdivision and Development Appeal Board.

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9. ROUND TABLE DISCUSSION

Johan van der Bank provided some information to the committee on review timelines for the upcoming Omnibus 3 Amendments to the Land Use Bylaw.

- Next MPC sub-committee meeting – September 20, 2023
- Council Workshop – October 4, 2023
- Municipal Planning Commission Information Session – October 25, 2023
- 1<sup>st</sup> Reading at Council – Early November
- Omnibus 3 Passed – December 2023 or early 2024

10. NEXT MEETING

10.1 Next Meeting September 20, 2023

11. IN CAMERA

12. ADJOURN

**MOTION** by Dave Filipuzzi to adjourn the meeting at 3:13pm.

**CARRIED**

APPROVAL OF MINUTES

Approved By:

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Chairperson

\_\_\_\_\_  
Manager of Development and Trades

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

September 20, 2023

September 29, 2023