

## MEETING MINUTES MUNICIPAL PLANNING COMMISSION

**TIME AND PLACE: 6:30 p.m., September 12, 2011 Town Office Council Chambers**

---

**PRESENT** Mayor Robb Stuart  
Councillor Steve Blamire  
Councillor Pat Doll  
Councillor Wayne Milaney (arrived at 6:45 p.m.)

**ABSENT** Councillor Cory Jasper

**STAFF** Lori Conkin – Chief Administrative Officer  
Andy Weiss – Development Officer

**DELEGATIONS** Mathew Chant for Agenda item 5.a  
Roly Thompson for Agenda item 5.b

### CALL TO ORDER

**Item 1.a** Andy Weiss called the meeting to order at 6:37 p.m. and assumes the role of acting Chairperson for this meeting.

### ADOPTION OF AGENDA

**Motion 2.a** Moved by Councillor Pat Doll that the September 12, 2011 Municipal Planning Commission Meeting Agenda is adopted as presented.

**MOTION CARRIED**

### ADOPTION OF PREVIOUS MINUTES

**Motion 3.a** Moved by Councillor Pat Doll that the Minutes of the June 13, 2011 Municipal Planning Commission Meeting are adopted as presented.

**MOTION CARRIED**

### PERMIT APPLICATIONS

#### 5.a Development Permit Application (DP11-015)

**BACKGROUND:** The applicant Mathew Chant has made application for a Development Permit to construct a front deck at 1407 Westview Drive in Bowden. Based on his submitted application, the proposed deck would be located approximately 5.65 meters from the front parcel boundary.

**Councillor Wayne Milaney abstains from voting as he was not present for the discussions on this item.**

**Motion 5.a** Moved by Councillor Pat Doll that the Municipal Planning Commission approves Development Permit Application DP11-015 from Mathew Chant for a Development Permit to construct a front deck at 1407 Westview Drive in Bowden with a front yard variance to 5.65 meters, subject to all applicable bylaw provisions.

**MOTION CARRIED**

**5.b Development proposal at 2035 – 20<sup>th</sup> Avenue**

**Mayor Robb Stuart informs the Municipal Planning Commission that Mr. Thompson is his cousin.**

**BACKGROUND:** The applicant Roly Thompson has submitted a proposal to renovate the existing detached garage at 2035 – 20<sup>th</sup> Avenue in Bowden. (The “old fire hall” located across the street from the town office to the west) Discussion items included:

- The municipality is not in possession of a surveyor’s Real Property Report for this parcel and as such, there is no indication that this structure is placed in accordance with existing Land Use Bylaw requirements for minimum setback distances.
- The existing driveway is less than the 6.0 meter minimum length requirement and is graveled instead of being hard-surfaced as per the requirements of the current bylaw.

**Motion 5.b** Moved by Councillor Wayne Milaney that the Municipal Planning Commission directs Mr. Thompson to obtain a surveyor’s Real Property Report to determine the exact location of existing structures on this parcel and then to bring his proposal back to the Municipal Planning Commission for further deliberation.

**MOTION CARRIED**

**6. DEVELOPMENT OFFICER’S REPORT**

**Motion 6.a** Moved by Councillor Steve Blamire that the Municipal Planning Commission receives the Development Officer’s Report for information.

**MOTION CARRIED**

**ADJOURNMENT**

**Motion 7** Moved by Mayor Robb Stuart that the September 12, 2011 Municipal Planning Commission Meeting adjourns at 7:10 p.m.

**MOTION CARRIED**

---

**Councillor Cory Jasper, Chairperson**

---

**Andy Weiss, Development Officer**