



MUNICIPAL PLANNING COMMISSION

Council Chambers, Irricana Centennial Centre, 222 2 Street

Date: April 15, 2024 Time: 6:45PM

A. **ATTENDANCE**

B. **CALL TO ORDER**

C. **AGENDA**

D. **MINUTES**

Item D1: Minutes from January 29, 2024 MPC Meeting

E. **CORRESPONDENCE FROM PREVIOUS MEETING**

F. **OLD BUSINESS**

G. **NEW BUSINESS**

Item G1: D2024-001 (Five Star Permits, ATB Signage)

H. **ADJOURN**

Item D1

Minutes from January 29, 2024 MPC Meeting

MUNICIPAL PLANNING COMMISSION

Council Chambers, Irricana Centennial Centre, 222 2 Street

Date: January 29, 2024 Time: 5:30PM

A. ATTENDANCE

Members:

Mayor: Jim Bryson, Chair
Deputy Mayor: Julie Sim
Councillor: Nathaniel Fleming

Support Staff:

CAO: Doug Hafichuk
Staff: Patty Malthouse

B. CALL TO ORDER

(i) The meeting was called to order by Mayor Bryson at 5:30 pm.

C. MINUTES

(i) None

D. NEW BUSINESS

(i) Item I1: Selection of Vice-Chair

Mayor Bryson called for nominations for Vice-Chair

Deputy Mayor Sim nominated Nathaniel Fleming

Councillor Fleming accepted the nomination for Vice-Chair

(ii) Item I2: Development Application D2023:010 (Cheema, Little Nest Daycare)

A Development Application has been received requesting a Change of Use at 619 – 1 Avenue, Lots 8-11, Block 5, Plan 5087W, for the purpose of operating a licensed Childcare Facility.

Moved by Councillor Fleming that D2023:010 be approved, subject to the following conditions, as recommended by the Development Officer;

- Condition #1: That the Applicant provide the Development Officer with evidence of Provincial licensing prior to commencing operations;
- Condition #2: All employee parking be on-site;
- Condition #3: At least two customer parking spaces be provided on-site;
- Condition #4: The Applicant must provide an on-site parking configuration, to the satisfaction of the Development Officer, which prescribes the number of spaces available;
- This configuration must be provided to, and accepted by, the Development Officer prior to commencement of operations, and maintained throughout the operation of the business;
- Condition #5: Signage may not be backlit, and sign illumination must minimize off-site light pollution;
- Condition #6: The form and content of any signage must be approved, in writing, by the Development Officer, prior to installation;
- Condition #7: Outdoor space used for recreation and amenities be restricted to the North and West portions of the property; AND
- Condition #8: Existing fencing on the North of the Property (abutting 611 - 1 Avenue), be modified to the maximum allowable height (2m for side and rear yards), to the satisfaction of the Development Officer, within 120 days of commencing operations.

In Favour: Mayor Bryson, Deputy Mayor Sim, Councillor Fleming
Opposed: None
CARRIED

E. NEXT MEETING

The next meeting of the Municipal Planning Commission will be scheduled as required.

F. ADJOURN

(i) Adjournment

Moved by Mayor Bryson to adjourn the meeting at 6:37 pm.

Mayor Bryson
Chairperson

Doug Hafichuk
Chief Administrative Officer

Pending Approval

To: Chair and Commission Members
From: Development Officer
Date: April 15, 2024
Purpose: Sign Application Requiring Variance
Subject: D2024:001 (ATB Financial)

Summary:

The applicant is seeking to update the existing signage at 440 – 1 Avenue. The proposed location of the signage requires a variance that can only be granted by the Municipal Planning Commission.

Background and Discussion:

Development Application D2024:001 is for the replacement of existing signage at 440 – 1 Avenue (ATB Financial), with the application made by Five Star Permits on behalf of the Property Owner.

The application meets all style, size, text, and materials requirements of the Land Use Bylaw, however, the proposed location for the new signage does not meet requirements as Section 6.6.3.e of the Land Use Bylaw requires *fascia signage to be at least 0.5 metres from the roofline (or parapet)*.

The unique style of the building, a low-profile modular office, makes it difficult to meet sign-positioning requirements while still achieving visibility and aesthetic objectives, and the applicant is requesting that a variance be granted to allow for intended design.

Under the Land Use Bylaw, the Development Officer may grant variances of up to 15% of any measurable standard, however, the requested variance exceeds that approval authority. As a result, the application has been referred to the Municipal Planning Commission consideration.

Having reviewed the application and discussed details with the Applicant, the Development Officer is satisfied that the requested variance is appropriate and can be granted under Section 2.7 (Variance Authority) of the Land Use Bylaw. The Development Officer recommends a broad variance (up to 90%) be granted to allow for maximum flexibility in sign positioning.

Circulation and Comment:

No circulation has been made for this application.

Recommendation:

The Development Officer recommends that application D2024:0010 be approved and that the applicant be granted a variance of up to 90% of the measurable standard to allow for the placement of new signage as shown in the application.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** the Applicant be granted a variance of up to 90% of the measurable standard to allow for the placement of signage as shown in the application.

Motion #2: **THAT** D2024:001 be approved.

Option #2:

As determined by the Municipal Planning Commission.

Respectfully submitted,

“Doug Hafichuk”

Development Officer

ATTACHMENTS:

Attachment 'A' – D2024:001 Development Permit Application

Item G1

Attachment 'A' – D2024:001 Development Permit Application



DEVELOPMENT PERMIT APPLICATION

SIGN Land Use Bylaw 007:2023

Town of Irricana
Box 100
Irricana, Alberta T0M 1B0

Phone: 403-935-4672
Fax: 403-935-4270
E-Mail: Irricana@irricana.com

I/We hereby make application for a development permit under the provisions of the Land Use Bylaw in accordance with the plans and supporting information submitted herewith which form part of this application. It is understood that the Development Authority will not accept incomplete applications.

PERMIT NO. D2024:001 FEES: \$40.00 RECEIPT NO. 20241452

1. APPLICANT INFORMATION:

Name: David Atkinson - Five Star permits	
Mailing Address: [REDACTED]	
Phone: [REDACTED]	Alternate:
Fax: [REDACTED]	E-Mail: [REDACTED]

2. REGISTERED OWNER INFORMATION: (If different from applicant)

Name: Larry Martin	
Mailing Address: 440 1 Avenue	
Phone: [REDACTED]	Alternate:
Fax: [REDACTED]	E-Mail:

3. LAND DESCRIPTION:

Property Address: 440 - 1 Avenue, Irricana, AB
Legal Description: Plan: 8210697 Block: 23 Lot:

4. SIGN DETAILS:

Type:	
Size of Sign: Fascia Wall Signs	
Size of Copy Area: 1.6 sf(0.14m2) x 2	
Freestanding-Height from base to top:	Awning-Height from grade:
Setbacks –property lines: Front: Rear: Side: Side:	
<input checked="" type="checkbox"/> Site Plan <input type="checkbox"/> Replica Drawing <input type="checkbox"/> Temporary Other:	

5. ESTIMATED DATE OF:

Commencement: end of April 2024
Completion: 1 day install

6. AUTHORIZATION:

I hereby certify that I am the Registered Owner or am the applicant and authorized to act on behalf of the Registered Owner.

Signed: _____ Date: March 27, 2024

7. RIGHT OF ENTRY:


I hereby authorize, as registered owner or applicant authorized to act on behalf of the registered owner, the Town of Irricana to enter my land for the purpose of conducting a site inspection I connection with my application for development approval. This right is granted pursuant to the Municipal Government Act.

Signed: _____ Date: March 27, 2024

This personal information is being collected under the authority of the Freedom of Information and Protection of Privacy Act, Section 32 and will be used to administer municipal land use, planning bylaws and activities. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. If you have any questions about the collection of information please contact the FOIP Coordinator, 222 – 2 Street, Irricana, AB, T0M 1B0, (403) 935-4672.

8. APPLICATION REQUIREMENTS CHECKLIST(Land Use Bylaw 007:2023)

An application for a Development Permit shall be made to the Development Officer using the prescribed form, signed by the registered owner or his agent and accompanied by:

- the municipal address of the land or building where the sign is to be erected;
- the legal description of the land on which the proposed sign is to be erected;
- the name of the business or development where the sign is to be erected;
- the applicant's name, address and telephone number, and where the applicant is not the owner of the sign or land, the name, address and telephone number of the sign or land owner;
- for portable sign developments, the length of time the sign is to be displayed at the location address, and a site plan showing the location of the sign on the site in relation to property lines, existing buildings and public roads; and
- a working drawing for the proposed sign showing:
 - the overall dimensions;
 - the method of illumination, if any; 
 - the materials from which the sign is to be constructed;
 - the copy on the sign;
 - method used to support the sign including type of wall construction if the sign is anchored to a building or the size and depth of all concrete footings for freestanding signs;
 - where applicable, the location of the sign on the building;
 - any sidewalks or pedestrian passageways that the proposed sign will extend over;
 - the total height of the sign above grade;
 - the clearance from grade of the lowest portion of the sign;
 - the maximum extension of the sign above the building roof or parapet wall; and
 - for canopy, awning, projecting and freestanding signs, a site plan showing a north arrow, the curb property line and location of any existing or proposed buildings on which signs are to be displayed and the location of any existing signs on the building or site.

For Office Use Only:

Property Address: _____

Permit No.: _____

PLANNING DOCUMENT REVIEW

- Alberta Land Use Framework Calgary Regional Plan Municipal Sustainability Plan
- Municipal Development Plan Land Use Bylaw

The proposed development is located within a _____ District.

The proposed development is listed as:

- Permitted Discretionary Discretionary MPC (referral)

Reason(s):

NOTICE OF DECISION

This development permit application is:

- Approved
- Approved with Conditions:
- Refused for the following reasons:
- Tabled for further information:

Date of Decision: _____ Permit Issued: _____

Development Authority Signature: _____

To Whom It May Concern:

Re: Authorization to install Exterior Signage for the exterior of building

Please accept this as authorization for **Five Star Permits** to apply for, and receive any permits and/or licensing, regarding modifications and installation of the following:

- Exterior Signage

For details on the scope of work being completed, please refer to the attached drawing package.

Municipal Address:	440 1 AVE IRRICANA
Legal Address: Plan	
Block	
Lot	


Requested modifications are being installed for: _____

THIS AUTHORIZATION DOES NOT CONSTITUTE A CONTRACT.

Signed this 2 day of March, 2024

Owner or Landlord's Signature [Signature]

Print Name: LARRY MARTIN

Telephone Number: 



PROJECT: 440 1 ave Irricana, AB T0M 1B0
 DESIGN#: 23-05-208
 SCALE: N/A
 DESIGNER: Danny Johnson

BNL CONTACT: Ian Alvarado
 DATE: May 10, 2023
 REVISION: Rev.2.02/12/2024

Client approvals:





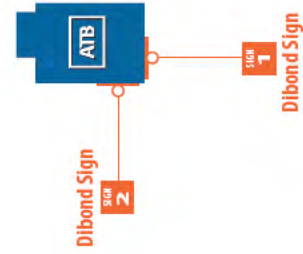
- Discard existing sign
- Replace with Dibond Blade Sign
- Repair holes and retouch
- Discard existing sign
- Replace with Dibond Blade Sign
- Repair holes and retouch

PROJECT: 440 1 ave Irricana, AB TOM 180
 DESIGN#: 23-05-208
 SCALE: N/A
 DESIGNER: Danny Johnson

BNL CONTACT: Ian Alvarado
 DATE: May 10, 2023
 REVISION: Rev.2.02/12/2024



Client approvals:



- Appropriate sign size and dimension are to be confirmed during survey
- Subject to engineering review and additional structure may be needed for reliable mounting

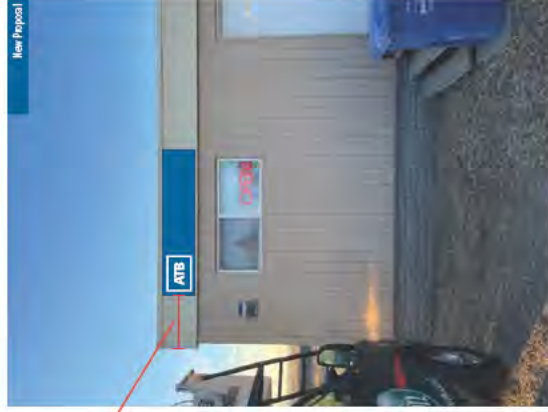


SCALE: 1/2" = 1'-0"

Dibond Sign

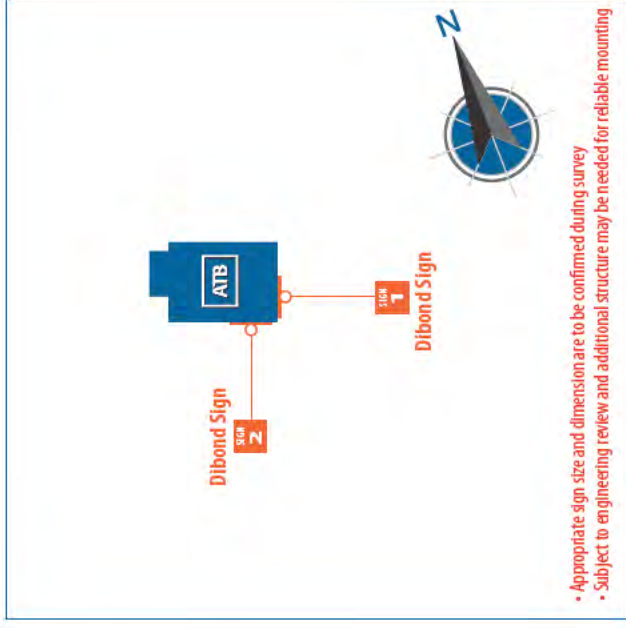
Remove existing sign. Supply and install new Dibond panel c/w ATB blue 3M opaque graphic vinyl film background, 3M opaque white vinyl logo.

SWATCH	MATERIAL / PAINT	DESCRIPTION (APPROVED COLOR MATCHES)	APPLICATION	CORPORATE COLOR SPECIFICATIONS
OVF-1	Opaque Vinyl Film	Avery S050-678-0 Opaque Vinyl Film	Applied 1st Surface	ATB Blue (Pantone 300)
OVF-2	Opaque Vinyl Film	3M 7725-10 Opaque Vinyl Film	Applied 1st Surface	White



Match sign #2 measurement to corner.

New Payson

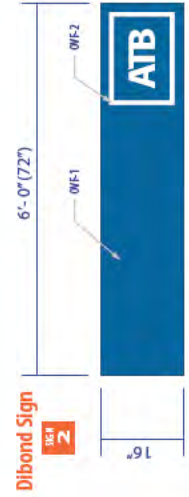


- Appropriate sign size and dimension are to be confirmed during survey
- Subject to engineering review and additional structure may be needed for reliable mounting

PROJECT: 440 1 ave Irricana, AB T0M 1B0
 DESIGN#: 23-05-208
 SCALE: As Indicated
 DESIGNER: Danny Johnson

BNL CONTACT: Ian Alvarado
 DATE: May 10, 2023
 REVISION: Rev.2.02/12/2024

Client approvals:



SCALE: 1/2" = 1'-0"

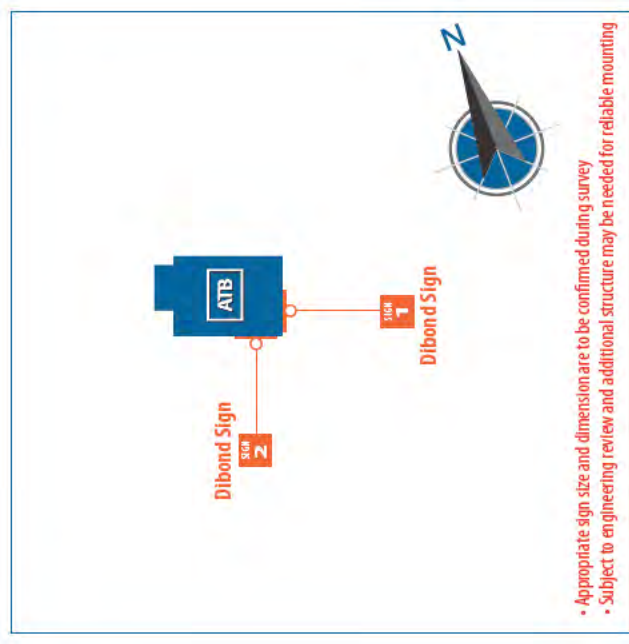
Dibond Sign

Remove existing sign. Supply and install new Dibond panel c/w ATB blue 3M opaque graphic vinyl film background, 3M opaque white vinyl logo.

SWATCH	MATERIAL / PAINT	DESCRIPTION (APPROVED COLOR MATCHES)	APPLICATION	CORPORATE COLOR SPECIFICATIONS
OWF-1	Opaque Vinyl Film	Avery SC960-678-O Opaque Vinyl Film	Applied 1st Surface	ATB Blue (Pantone 300)
OWF-2	Opaque Vinyl Film	3M 7725-10 Opaque Vinyl Film	Applied 1st Surface	White



Replace existing sign. Measure right side of sign to corner. Match sign # 1 to corner.



PROJECT: 440 1 ave Irricana, AB T0M 1B0
 DESIGN#: 23-05-208
 SCALE: As Indicated
 DESIGNER: Danny Johnson

Client approvals:

BNL CONTACT: Ian Alvarado
 DATE: May 10, 2023
 REVISION: Rev.2.02/12/2024

