
Council Chambers, Irricana Centennial Centre, 222 2 Street

Date: September 3, 2024 **Time:** 6:15PM

A. ATTENDANCE

B. CALL TO ORDER

C. AGENDA

D. MINUTES

Item D1: Minutes from April 15, 2024 MPC Meeting

E. CORRESPONDENCE FROM PREVIOUS MEETING

F. OLD BUSINESS

G. NEW BUSINESS

Item G1: D2024-012 Licensed Childcare Facility (BGC Irricana)

Item G2: D2024-009 Mobile Home in R2 District (Hiscock)

H. ADJOURN

Item D1

Minutes from April 15, 2024 MPC Meeting

MUNICIPAL PLANNING COMMISSION

Council Chambers, Irricana Centennial Centre, 222 2 Street

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

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 6:45 pm.

C. AGENDA

(i) Item C1: Adopt Agenda

Moved by Member Sim to adopt the Agenda, as presented.
CARRIED

D. MINUTES

(i) Item D1: Minutes from January 29, 2024 MPC Meeting

Moved by Member Fleming to accept the Minutes from the
January 29, 2024 MPC Meeting, as presented.
CARRIED

E. CORRESPONDENCE FROM PREVIOUS MEETING

F. OLD BUSINESS

G. NEW BUSINESS

- (i) Item G1: Development Application D2024:001 (Five Star Permits)

A Development Application has been received requesting a variance for the replacement of existing signage at 440 – 1 Avenue (ATB Financial), Block 23, Plan 8210697.

Moved by Member Fleming 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.

CARRIED

Moved by Member Sim that D2024:001 be approved.

CARRIED

H. ADJOURN

- (i) Adjournment

Moved by Mayor Bryson to adjourn the meeting at 7:09pm.

CARRIED

Jim Bryson
Chairperson

Doug Hafichuk
Chief Administrative Officer

To: Chair and Commission Members
From: Development Officer
Date: September 3, 2024
Purpose: Site-Specific Approval; Licensed Childcare Facility
Subject: D2024:012 (BGC Irricana)

Summary:

Seeking approval for Development Application D2024:012, submitted by the Boys & Girls Club (BGC Irricana), to operate a Licensed Childcare Facility within the existing space at the Irricana Recreation Centre.

Background and Discussion:

The Town of Irricana owns the Irricana Recreation Centre and, under an existing agreement, provides a portion of the building to BGC Irricana for use in delivering youth-oriented programming. The Recreation Centre is situated in a "PSR - Public Park, School, and Recreation District," and serves as a hub for various community activities.

Application Details:

- **Applicant:** Boys & Girls Club (BGC Irricana)
- **Proposed Use:** Licensed Childcare Facility
- **Location:** Irricana Recreation Centre; 302 – 3rd Street
- **Zoning:** PSR - Public Park, School, and Recreation District
- **Hours of Operation:** 6:30 AM to 6:00 PM
- **Capacity:** 10-18 children per day, ages Kindergarten to 10 years
- **Staff:** 3 staff members on-site

In support of the application, the Applicant described the intended purpose (below):

"The Airdrie Boys and Girls Club (BGC Irricana Club) will provide children kindergarten to age 10 a safe and supportive childcare environment during the before, after school, and summertime hours. The Airdrie Boys and Girls Club believes that activities should be age-appropriate"

and address the developmental needs of each child including their physical, emotional, social, creative, and intellectual needs. We strive to create programming that is intentional and adjusted to the changing needs of the community.

This program strives to become Licensed by Alberta Child Care Licensing. Licensed programs allow qualifying parents to access the childcare subsidy grant available through the Government of Alberta.

Your support in licensing this program will aid many families in the ongoing struggle of locating and accessing high quality childcare through our partnership with the Government of Alberta.”

The Applicant has been providing similar programming at the location for an extended period without issue or disturbance. Further, the Irricana Recreation Centre is well-suited for the proposed use, given:

1. *Ample Parking:* The facility offers sufficient parking to accommodate staff and parents during drop-off and pick-up times.
2. *Minimal Impact:* The operation of a Childcare Facility is expected to have minimal impact on adjacent lands and existing uses.
3. *Complementary Services:* The service offering is complementary to the existing programming at the Recreation Centre, further enhancing its value to the community.

Provincial licensing for the Childcare Facility is currently underway. However, Land Use Approval from the Town is required before the licensing process can be completed, with evidence of licensure recommended as a condition of approval.

Zoning Considerations:

The PSR District does not *explicitly* list Childcare Facility as either a Permitted Use or a Discretionary Use, however, the Municipal Planning Commission may wish to consider a site-specific approval (i.e., An approval that does not extend to other properties) using the “Similar Use” provision in the Land Use Bylaw.

The Development Officer recommends using a Similar Use provision in this situation, on the basis that the activities taking place in a Childcare Facility are inherently both similar and complimentary to other permissible uses within the PSR District, such as Recreation and Education.

Ultimately, the proposed Licensed Childcare Facility aligns with the Town's strategic goals of supporting community services and enhancing the use of existing public facilities, and the Similar Use provision provides a reasonable basis for approval, and the application is recommended for approval with the conditions outlined.

Circulation and Comment:

No circulation has been made for this application.

Recommendation:

The Development Officer recommends approval of Development Application D2024:012, subject to the following conditions:

1. **Provincial Licensing:** The applicant must provide evidence of provincial licensure for the Childcare Facility before commencing operations.
2. **Adherence to Approved Hours:** The facility's hours of operation must align with those proposed in the application (6:30 AM to 6:00 PM).
3. **Compliance with Land Use Bylaw:** The operation must comply with all other relevant provisions of the Town's Land Use Bylaw.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** the Development Application D2024:012 be approved, subject to the recommended conditions.

Option #2:

As determined by the Municipal Planning Commission.

Respectfully submitted,

"Doug Hafichuk"

Development Officer

ATTACHMENTS:

Attachment 'A' – D2024:012 Development Permit Application

Item G1

Attachment 'A' – D2024:012 Development Permit Application

Town of Irricana
PO Box 100
222 – 2 Street
Irricana, AB T0M 1B0

Phone: 403-935-4672
Fax: 403-935-4270
Email: Irricana@Irricana.com

Change of Use or Intensification of Use

Land Use Bylaw 007:2023

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 may refuse to accept incomplete applications.

1. Primary Applicant Information *(Include additional applicant information on separate page)*

Name: BGC Irricana (c/o Denisa Sanness, BGC Airdrie)

Address: 302 - 3rd Street, Irricana, AB, T0M 1B0

Phone: 403-948-3331

Alt Phone: 877-948-3331

Fax:

Email: On File

2. Registered Owner Information *(If different than above)*

Name: Town of Irricana

Address: Box 100, 222-2 Street, Irricana, AB, T0M 1B0

Phone: 403-935-4672

Alt Phone:

Fax:

Email: On File

3. Land Description

Municipal Address: 302 - 3rd Street, Irricana, AB, T0M 1B0

Legal Description: Plan # 5087W

Block # 13

Lot # 1-12

4. Change of Use Details

Present Use: PSR District, Various Discretionary Uses

Proposed Use: Site-Specific Approval to add Licensed Childcare Facility to current uses.

DEVELOPMENT PERMIT APPLICATION

5. Please Indicate the Anticipated Start Date Associated with this Change of Use

Date: October 1, 2024 (Actual Date TBD)

5a. If this is a Temporary Change of Use, Please Indicate the Anticipated Completion Date

Date: ----

6. Required Information for Complete Application *(Applicant to initial beside each to confirm submission)*

Applicant Initial		Received (Office Use)
BGC	Development Fees (as described in the Master Rates Bylaw)	DH
BGC	Completed Development Permit Application (this Form)	DH
BGC	Owner Authorization (if not Legal Property Owner) <i>Town Approval as Owner</i>	DH
	Documentation:	
	a. Siteplan indicating all buildings, parking, storage, fencing, and signage <i>On File</i>	DH
	b. Floorplan indicating all uses and occupancies for each building <i>On File</i>	DH
	c. Drawings, studies, or technical reports (as applicable) <i>N/A</i>	DH
	d. Fire Inspections, Safety Inspections, or Third-Party Approvals (as applicable) <i>On File</i>	DH
	Description of Proposed Use, Operations, or Business, including:	
BGC	a. Intended Days and Hours of Operation	DH
BGC	b. Identification of Provincial or Federal Licensing Requirements	DH

7. Supporting Documentation *(Additional information provided to support the application)*

Applicant Initial		Received (Office Use)
	1.	
	2.	
	3.	
	4.	
	5.	

8. Authorization *(Please initial beside the applicable option)*

	I certify that I am submitting this application as the Registered Owner of the subject property.
BGC	I certify that I am authorized by the Registered Owner of the subject property to submit this application on their behalf and have submitted evidence of such authorization.

9. Right of Entry *(Please initial)*

BGC	I authorize the Town of Irricana and its agents to access the subject property for the purpose of processing this application and making a determination thereto.
-----	---

10. Collection and Use of Information

In submitting this application, I certify that the information provided is true and correct and that the Town of Irricana shall not be liable for any errors or omissions associated with this application. I acknowledge that additional information may be requested prior to acceptance of this application or in the future.

Further, I acknowledge that the information provided in relation to this application, including correspondence, is subject to the Freedom of Information and Protection of Privacy Act (FOIP) and may be subject to public disclosure under the Act.

Via Email (On File) _____

Applicant Signature

August 29, 2024 _____

Date of Signature

To: Chair and Commission Members
From: Development Officer
Date: September 3, 2024
Purpose: Relocated Manufactured Home in R2 District
Subject: D2024:009 (Hiscock)

Summary:

Seeking approval for the placement of a Relocated Manufactured Home on an undeveloped residential lot located at 211 - 1st Street.

Background and Discussion:

The Applicant is seeking approval to relocate a Manufactured Home to the newly acquired property at 211 - 1st Street. The property, an undeveloped residential lot, is designated as "R2 - Residential Two-Dwelling District", allowing for a Manufactured Home as a Discretionary Use.

The proposed placement of the Manufactured Home satisfies the requirements outlined in Section 5.3 (Moved-in or Relocated Buildings) of the Land Use Bylaw. This section ensures that relocated structures meet specific standards for quality, safety, and aesthetics.

The structure, its orientation on the property, and the proposed exterior finishes have been reviewed and are similar/compatible to those of adjacent properties. The proposed development is complimentary to the existing streetscape, contributing positively to the overall character of the neighborhood.

Although a detailed site plan was not provided with the initial application, the Development Officer has assessed the available information and is satisfied that all dimensional requirements, such as setbacks and maximum developable land, have been adequately considered.

As a condition of approval, the Applicant will be required to provide an updated Real Property Report within 60 days of occupancy to confirm compliance.

Ultimately, the proposed development is well aligned with the intent and requirements of the R2 district and makes good use of an undeveloped residential lot that may otherwise be challenging to develop.

Circulation and Comment:

No circulation has been made for this application.

Recommendation:

The Development Officer recommends approval of Development Application D2024:009, subject to the following conditions:

1. Provision of an Updated Real Property Report: The Applicant must submit an updated Real Property Report within 60 days of occupancy to confirm that all dimensional requirements have been met.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** the Development Application D2024:009 be approved, subject to the recommended conditions.

Option #2:

As determined by the Municipal Planning Commission.

Respectfully submitted,

"Doug Hafichuk"

Development Officer

ATTACHMENTS:

Attachment 'A' – D2024:009 Development Permit Application

Item G2

Attachment 'A' – D2024:009 Development Permit Application

Town of Irricana
PO Box 100
222 – 2 Street
Irricana, AB T0M 1B0

Phone: 403-935-4672
Fax: 403-935-4270
Email: Irricana@Irricana.com

Development or Alteration of Lands

Land Use Bylaw 007:2023

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 may refuse to accept incomplete applications.

1. Applicant Information *(Include additional applicant information on separate page)*

Name: Lorne and Mae Hiscock <u>Lorne and Mae Hiscock</u>	
Address: 17710 Saskatchewan St Crossfield AB T0M 0S0 <u>1710 Saskatchewan St. Crossfield T0M0S0</u>	
Phone: [REDACTED]	Alt Phone: <u>T0M0S0</u>
Fax: [REDACTED]	Email: [REDACTED] <u>[REDACTED]@hotmail.com</u>

2. Registered Property Owner Information *(If different than above)*

Name:	
Address:	
Phone:	Alt Phone:
Fax:	Email:

3. Designated Agent *(Agent is Authorized to Represent the Registered Property Owner)*

Name:	
Address:	
Phone:	Alt Phone:
Fax:	Email:

9. Required Information for Complete Application *(Applicant to initial beside each to confirm submission)*

Applicant Initial	Items Listed Below MUST Be Provided Unless Explicitly Excluded by the Development Authority <i>Refer to Town of Irricana Land Use Bylaw 007:2023 for Additional Details</i>	Received (Office Use)
LH MH	Development Fees <i>(as described in the Master Rates Bylaw)</i>	DH
LH MH	3.3.3.a Completed Development Permit Application <i>(This Form)</i>	DH
LH MH	3.3.3.b Site Plan indicating all buildings, parking, storage, fencing, and signage	
LH MH	<ul style="list-style-type: none"> Legal description of Site, with North Arrow 	DH
LH MH	<ul style="list-style-type: none"> All property lines clearly drawn 	DH
LHMH	<ul style="list-style-type: none"> Area dimension of the Land to be developed 	DH
LH MH	<ul style="list-style-type: none"> Measured setbacks from the proposed development to all property lines 	DH
LHMH	<ul style="list-style-type: none"> Area and external dimensions, including height, for all proposed development 	DH
LHMH	<ul style="list-style-type: none"> Location and dimension of off-street parking and loading areas 	DH
Lh mH	<ul style="list-style-type: none"> All Site access points 	DH
LHMH	<ul style="list-style-type: none"> Rights-of-way and easements TBD 	DH
LHMH	<ul style="list-style-type: none"> Location of all existing buildings, roads, water bodies (etc) on the Site 	DH
	3.3.3.c Statement of the proposed use(s) for the Site	
	<ul style="list-style-type: none"> Intended days and hours of operation N/A 	DH
	<ul style="list-style-type: none"> Identification of provincial or federal licensing requirements N/A 	DH
	3.3.3.d Signed Owner Authorization <i>(If applying as Agent)</i> N/A	DH
Lh mH	3.3.3.e Anticipated Commencement and Completion Dates <i>(This Form)</i>	DH
Lh mH	3.3.3.f Floorplan indicating all uses and occupancies for each building	DH
Lh mh	<ul style="list-style-type: none"> Floorplan, elevations and sections 	DH
Lh mh	<ul style="list-style-type: none"> Detail on exterior finishes (materials, colours) 	DH
	3.3.3.g Lot Grading Plan and/or Stormwater Management Plan <i>(Commercial/Industrial)</i> N/A	DH
Lh mh	3.3.4.a Certificate of Title	DH
Lh mh	3.3.4.b Surveyor's Certificate or Real Property Report N/A	DH
	3.3.4.c Lot Grading, Drainage and/or Stormwater Management Plan <i>(Residential)</i> N/A	DH
	3.3.4.d Groundwater and/or Geotechnical Analysis N/A	DH
	3.3.4.e Private Sewage Disposal Site Evaluation N/A	DH

13. Collection and Use of Information

In submitting this application, I certify that the information provided is true and correct and that the Town of Irricana shall not be liable for any errors or omissions associated with this application. I acknowledge that additional information may be requested prior to acceptance of this application or in the future.

Further, I acknowledge that the information provided in relation to this application, including correspondence, is subject to the Freedom of Information and Protection of Privacy Act (FOIP) and may be subject to public disclosure under the Act.



Applicant Signature



Date of Signature

Back Rd

50'

38'

14'

←7'→

29' x 52' house

52'

Future Attached Garage

Walkway

Side Rd

44'

Driveway

Road

1st

Hiscocke — 211 — 1st



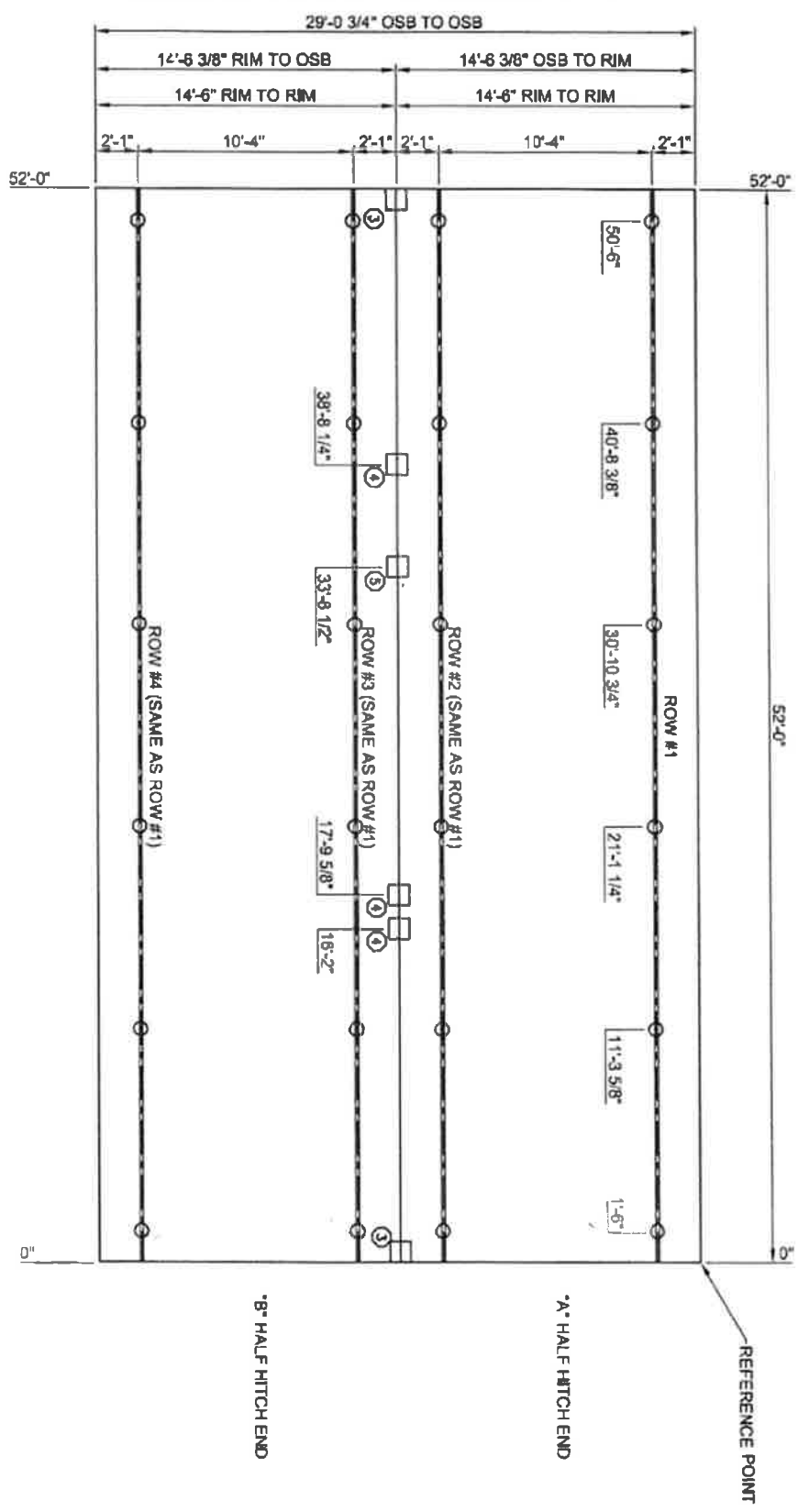
Not to Scale



MODULE MEDICINE HAT
 WEST INNER PARK CONSULTANT
 MEDICINE HAT, ALBERTA T1G 1T8
 (403) 827 1595

THIS DRAWING IS INTENDED TO SHOW THE PERIMETER OUTLINE AND OVERALL DIMENSIONS AND STEEL FRAME SUPPORT LOCATIONS FOR THE APPLICABLE MODULES. THIS DRAWING AND RELATED DRAWINGS ARE BASED ON THE REQUIREMENT OF CSA STANDARD Z 240.10.1 AND THE MODULE FIELD INSTALLATION MANUAL, AND ARE GIVEN AS A GUIDE ONLY FOR THE DESIGN AND CONSTRUCTION OF THE SUPPORTING STRUCTURE. THE PURCHASER IS CAUTIONED TO SEEK PROFESSIONAL ADVICE FOR THE SUPPORTING STRUCTURE DESIGN AND CONSTRUCTION. DUE TO CONSTRUCTION TOLERANCES DIMENSIONS CAN VARY FROM THOSE SHOWN. DIMENSIONS CAN ALSO VARY WITH OPTIONAL EQUIPMENT ORDERED.

NOTE: NO ALLOWANCES HAVE BEEN MADE FOR ANY SPACES BETWEEN THE MODULES AT THE MARRIAGE LINES



NOTE: ALL LOADS IN POUNDS

UNFACTORED DESIGN LOADS

ROOF LINE LOAD	= 42 psf
ROOF DEAD LOAD	= 10 psf
FLOOR LIVE LOAD	= 40 psf
FLOOR DEAD LOAD	= 15 psf

	FROM HITCH END	FROM REAR SIDEWALL
DRAIN #1	12'-2"	23'-8"
DRAIN #2	45'-0"	9'-6"
WATER	30'-0"	1'-0"
ELECT	44'-9"	9'-0"

- STEEL FRAME PIER
- REFER TO CSA STANDARD Z 240.10.1
- FOOTING INFORMATION
- △ PERIMETER PIER
- △ REFER TO FIELD INSTALLATION MANUAL
- △ TABLE C, PAGE 29 FOR FOOTING INFORMATION

APPROVER'S SEAL

MODIFICATIONS

MODEL: 30302-1646
 2016 MAANSUPA

TITLE: PILING PLAN

SHEET: XP-101

PROPRIETARY AND CONFIDENTIAL
 THESE DRAWINGS AND SPECIFICATIONS ARE ORIGINAL
 PROPERTY AND CONFIDENTIAL MATERIALS OF CHAMPION
 COPYRIGHT © 1976-2017 BY CHAMPION

DRAWN BY: LXC
 SCALE: 1/8" = 1'-0"

DATE: 3/31/15

PILE DESIGN SPECIFICATIONS:

1. PILE DESIGN LOADS (FACTORED LOADS):

- **MAXIMUM ALLOWABLE LOAD:**
 COMPRESSION = 267.9 kN (60.3 kips)
 TENSION = 196.3 kN (44.1 kips)

2. DESIGN CRITERIA:

a) SOIL ASSUMED TO BE GENERALLY AS FOLLOWS:

- SOIL LAYER
- STIFF CLAY OR DENSE SAND

3. PILE INSTALLER TO USE CALIBRATED EQUIPMENT AND CREATE PILE INSTALLATION REPORT (INCLUDING TORQUE AND DEPTH READINGS) AND SUBMIT TO ENGINEER UPON COMPLETION.

MAXIMUM INSTALL TORQUE - 24.4 kN-m (18.0 ft-kip)

4. IF MINIMUM TORQUE IS NOT ACHIEVED EXTENSIONS SHOULD BE ADDED TO ACHIEVE GREATER EMBEDMENT AND/OR GREATER TORQUE.

5. MINIMUM PILE EMBEDMENT HELIX MUST BE SITUATED BELOW MAXIMUM FROST PENETRATION DEPTH.

6. TOLERANCES:

- PILE TOP TO BE LOCATED WITHIN 40mm (1.5 in) OF CENTER OF APPLIED LOAD.
- PILE TO BE INSTALLED WITHIN 1.5 DEGREES OF VERTICAL.

7. STRUCTURAL STEEL MEMBERS SHALL CONFORM TO:

- CSA S16.1-01 (LIMIT STATE DESIGN).
- PIPE SHAFT - MINIMUM ASTM A252 GRADE 3 STEEL PIPE, STANDARD SPECIFICATION FOR WELDED OR SEAMLESS STEEL PIPE PILES.
- HELIX PLATE - ASTM A36 OR CSA G40.21 44W HOT ROLLED STRUCTURAL STEEL PLATE. (NEW MATERIAL ONLY)

8. CORROSION CRITERIA (ASSUMED):

- CORROSION RATE = 0.03 mm/year
- DESIGN LIFE = 50 years
- WALL THICKNESS LOSS OUTSIDE = 1.5 mm

9. WELDING TO CONFORM TO:

- CSA W59 AND CSA W47.1
- WELD TENSILE STRENGTH = 480 MPa (69.6 ksi)
- ALL WELDS TO BE 5/16" (7.9) FILLET WELDS UNLESS NOTED OTHERWISE.

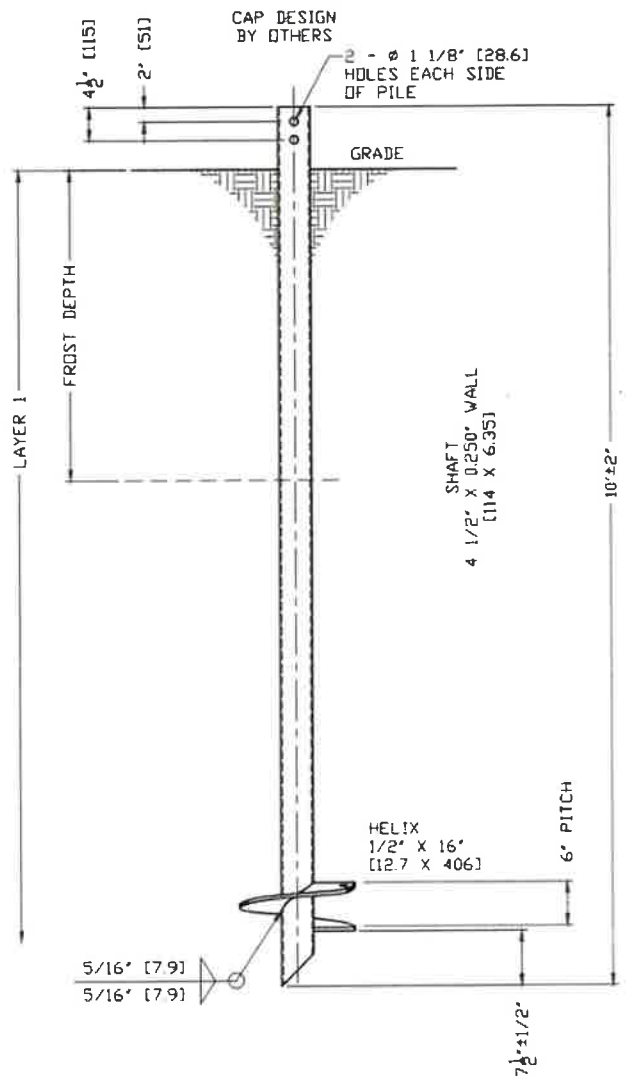
10. FABRICATION SHALL BE CARRIED OUT IN ACCORDANCE WITH STANDARD PRACTICES AND ALL APPLICABLE CODES.

11. ABOVE DESIGN AND COMPONENTS SHALL CONFORM TO THE LATEST EDITIONS OF THE ALBERTA BUILDING CODE, N.B.C. AND APPLICABLE BUILDING CODES.

12. ALL PILES TO BE INSPECTED PRIOR TO INSTALLATION. STRUCTURALLY DAMAGED PILES SHOULD NOT BE INSTALLED.

NOTE:

- THIS DESIGN AND INFORMATION IS SPECIAL TO ALMITA'S PRODUCT AND IS NON-TRANSFERABLE TO OTHER MANUFACTURERS.



SP4 PILE DETAIL
PIL-0412-250-10-B-003



PERMIT TO PRACTICE
ALMITA PILING INC.

RM SIGNATURE: *[Signature]*

RM APEGA ID #: 57561

DATE: 16-APR-2024

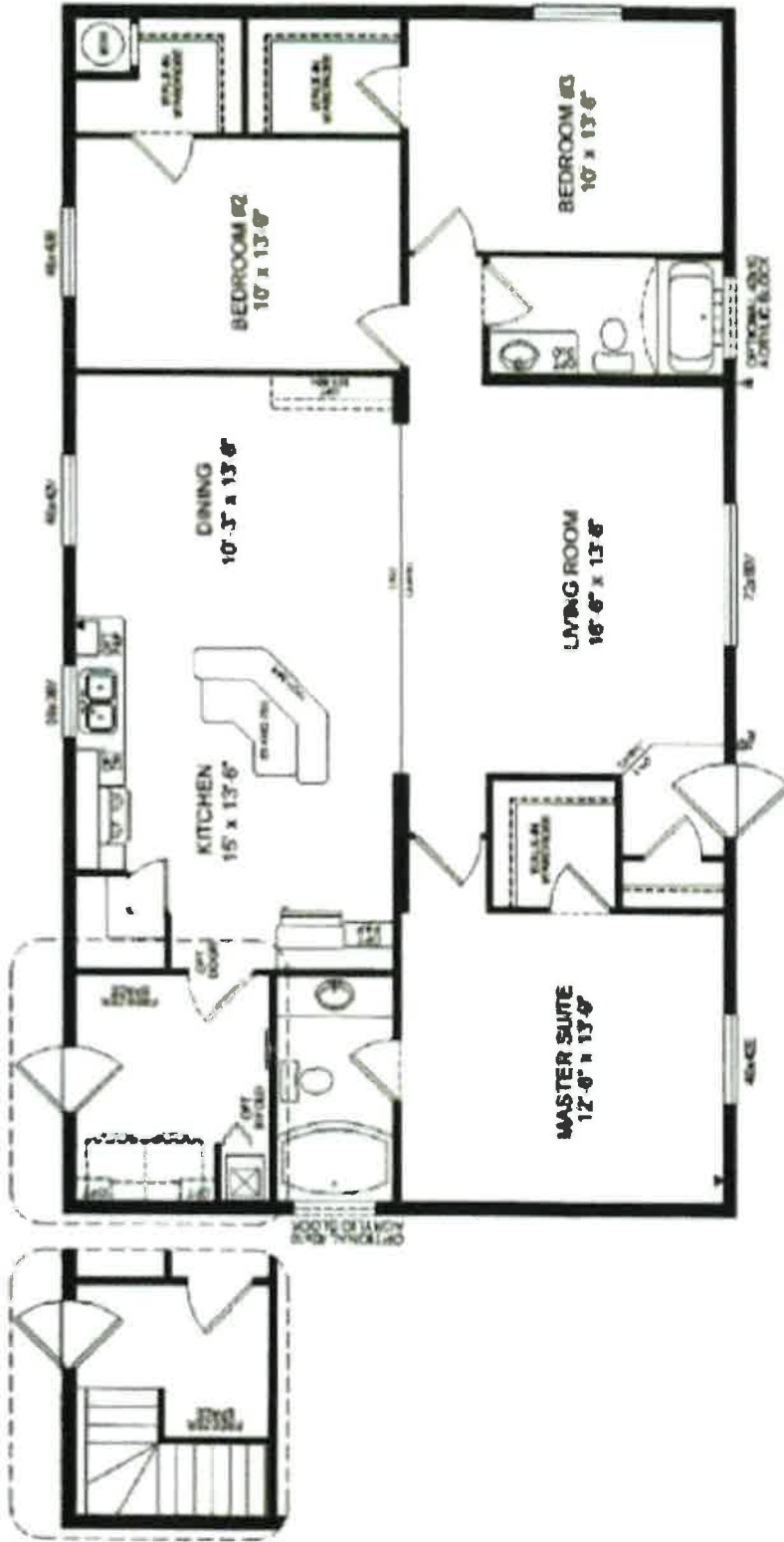
PERMIT NUMBER: P008549
 The Association of Professional Engineers and Geoscientists of Alberta (APEGA)

THIS DRAWING IS VALID ONLY UNTIL MARCH 01, 2025.

Disclaimer:
 Almita's screw piles are designed for use only under certain conditions. Only a certified engineer is qualified to determine the safe and proper use of these screw piles based on project design requirements, site and soil specifications and other data relevant to their use. This generic drawing is intended to outline general engineering information and product quality specifications only. Almita has not been provided any information about the site or project for which the piles are to be utilized, and therefore, shall not be held liable for any losses, damages, or claims of any kind arising from the use of the piles, including but not limited to the installation of the piles or any errors, omissions, conflicts or discrepancies in the information the customer uses or provides to any third party for the purpose of particular site or project. Almita is under no obligation to verify or check the completeness or accuracy of the work done relative to the use and/or installation of the piles.

Piles are provided on an "as is" basis. The customer acknowledges that it has been given the opportunity to inspect the piles before agreeing to their purchase and before taking delivery. Almita provides no warranty for any pile installation that has not been provided by Almita or under Almita's direct supervision.

<p>115, 625 PARSONS ROAD SW Edmonton, AB T6X 0W9 1-800-363-4868</p>	CLIENT	DRAWING NUMBER	REV.	
	VARIOUS	PRJ-2024-IN1000-07	0	
	PROJECT	DRAWN BY	REVIEWED BY	SCALE
	RESIDENTIAL AND COMMERCIAL FOUNDATIONS	J. GREWAL	R. SCHMIDT	NTS
	SHEET TITLE	ISSUED FOR		
	SCREW PILE TYPE SP4 X 10' LG	CONSTRUCTION		
LOCATION	ORIGINAL ISSUE DATE	PROJECT NUMBER		



The Brighton

Size: 29 x 52 (1508 square feet)

Due to the large variety of options, some may not be exactly as described.







