
Council Chambers, Irricana Centennial Centre, 222 2 Street

Date: August 11, 2025 **Time:** 6:45PM

A. ATTENDANCE

B. CALL TO ORDER

C. AGENDA

D. MINUTES

Item D1: Minutes from June 2, 2025 MPC Meeting

E. CORRESPONDENCE FROM PREVIOUS MEETING

F. OLD BUSINESS

G. NEW BUSINESS

Item G1: D2025:020 Soppit (Variance Request for 229 – 6 Street)

H. ADJOURN

Item D1

Minutes from June 2, 2025 MPC Meeting

MUNICIPAL PLANNING COMMISSION

Council Chambers, Irricana Centennial Centre, 222 2 Street

Date: June 02, 2025 Time: 6:00 PM

A. ATTENDANCE

Members:

Mayor: Jim Bryson, Chair
Councillor: 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 6:00 pm.

C. AGENDA

- (i) Item C1: Adopt Agenda

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

D. MINUTES

- (i) Item D1: Minutes from December 9, 2024 MPC Meeting

Moved by Member Fleming to accept the Minutes from the
December 9, 2024 MPC Meeting, as presented.
CARRIED

E. CORRESPONDENCE FROM PREVIOUS MEETING

F. OLD BUSINESS

G. NEW BUSINESS

Mayor Bryson closed the hearing at 6:24 pm and instructed the Committee to deliberate on the development application.

- (i) Item G1: Subdivision Application S2025:001 Whitney – Pioneer Industrial Park

Moved by Member Bryson that Subdivision Application S2025:001 be approved, for the creation of Pioneer Industrial Park, a light industrial subdivision within Lot 1, Block 1, Plan 0512579, subject to the conditions of approval as outlined in the MPC Report dated June 2, 2025.

CARRIED

Drake Whitney left the meeting at 6:27 pm

- (ii) Item G2: Subdivision Application S2025:002 Nizalik – Subdivision of Residential Parcel

Moved by Member Fleming that the Municipal Planning Commission approve Subdivision Application S2025:002 to create one new residential lot from the lands legally described as Lots 12-16 inclusive and the westerly 6.383 meters throughout Lot 17, Block 4, Plan 5087W, subject to the conditions recommended in the MPC report from June 2, 2025.

CARRIED

- (iii) Item G3: Development Application D2025:003 Leckie – Secondary Suite

Moved by Member Sim that the Municipal Planning Commission approve Development Permit Application D2025:003 to allow a Secondary Suite at 210 – 3 Avenue, subject to the conditions outlined in the MPC report dated June 2, 2025.

CARRIED

- (iv) Item G4: Development Application D2025:011 Dornstauder – Variance Request

Moved by Member Sim that the Municipal Planning Commission approve Development Permit Application D2025:011 to allow a variance to the side yard setback at 303 – 1 Street, subject to the conditions outlined in the MPC report dated June 2, 2025.

CARRIED

H. ADJOURN

(i) Adjournment

Moved by Member Fleming to adjourn the meeting at 6:49 pm.

Jim Bryson
Chairperson

Doug Hafichuk
Chief Administrative Officer

To: Chair and Commission Members

From: Chief Administrative Officer

Date: August 11, 2025

Purpose: Variance Request

Subject: D2025:020 Soppit

Summary:

This report seeks MPC approval for rear and side yard setback variances for a long-standing garden shed at 229 – 6 Street. The variances exceed the Development Officer’s 15% approval authority but present no planning, safety, or neighbourhood impact concerns. All other elements identified in the related Real Property Report review have been or will be approved administratively.

Application Details:

File No.: D2025:020
Applicant: Soppit, Diane & Brad
Landowner: Soppit, Diane & Brad
Legal Description: Lot 8, Block 15, Plan 7711329

Background and Discussion:

This file originated from a routine Real Property Report (RPR) Compliance Review undertaken in connection with the sale of the property. The review identified several long-standing improvements, some of which required a retroactive Development Permit to formalize and the need to address measurable variances.

Principal Dwelling – Front and Side Yard Setbacks

The RPR identified minor variances to the principal dwelling:

- Front Yard Setback: 5.87m vs 6.0m required – variance of 0.13m (2.1%).
- Side Yard Setback: 1.32m vs 1.5m required - variance of 0.18m (12%).

Both variances are minor in nature, have no material impact on the property, adjacent parcels, or the streetscape, and are within the Development Officer's 15% variance authority under LUB 007:2023. Approval will be granted administratively.

Deck and Sunroom

An above-grade deck was originally approved in 2000. It has since been enlarged and now hosts an enclosed sunroom affixed to the principal dwelling. Both structures are acceptable under the Land Use Bylaw and fully compliant with applicable codes.

Their inclusion in the Development Permit application is a routine matter to ensure complete and accurate municipal records. Approval will be granted administratively under the Development Officer's authority.

Garden Shed – Variances Requiring MPC Approval

The property also contains a wood garden shed in the southwest corner of the lot. While the structure is acceptable under the Land Use Bylaw and in good repair, it does not meet setback requirements:

| <i>Setback</i> | <i>LUB</i> | <i>Existing</i> | <i>Variance</i> | <i>% Variance</i> |
|-----------------------|-------------------|------------------------|------------------------|--------------------------|
| <i>Rear Yard</i> | 1.5 m | 0.96 m | 0.54 m | 36% |
| <i>Side Yard</i> | 1.0 m | 0.67 m | 0.33 m | 33% |

These variances exceed the 15% maximum allowable for administrative approval and therefore require MPC decision.

The applicant had considered relocating the shed to meet setbacks, but given its long-standing presence, lack of complaints, and safe, serviceable condition, the more pragmatic approach is to request variance approval rather than risk damaging the structure during relocation.

Circulation and Comment:

There has been no public circulation to adjacent landowners on the basis that the application is for long-standing, non-problematic structures identified through a routine compliance review, the requested variances are minor in effect, and there is no anticipated negative impact on neighboring properties.

Recommendation:

Administration recommends that the Municipal Planning Commission approve the outstanding variances for the wood shed on the basis that the structure is long-standing, in good repair, poses no safety or neighborhood impact concerns, and that relocation would be impractical and risk damage.

Doing so will enable administrative approval of the file and bring the property into full compliance with current Land Use Bylaw requirements.

Recommendation Motion(s):

Option #1:

Motion #1: **THAT** MPC approve variances to reduce the rear yard setback from 1.5m to 0.96m and the side yard setback from 1.0m to 0.67m for the existing accessory building (wood shed) at 229 – 6 Street.

Option #2:

As determined by the Municipal Planning Commission.

Respectfully submitted,

“Doug Hafichuk”

Chief Administrative Officer

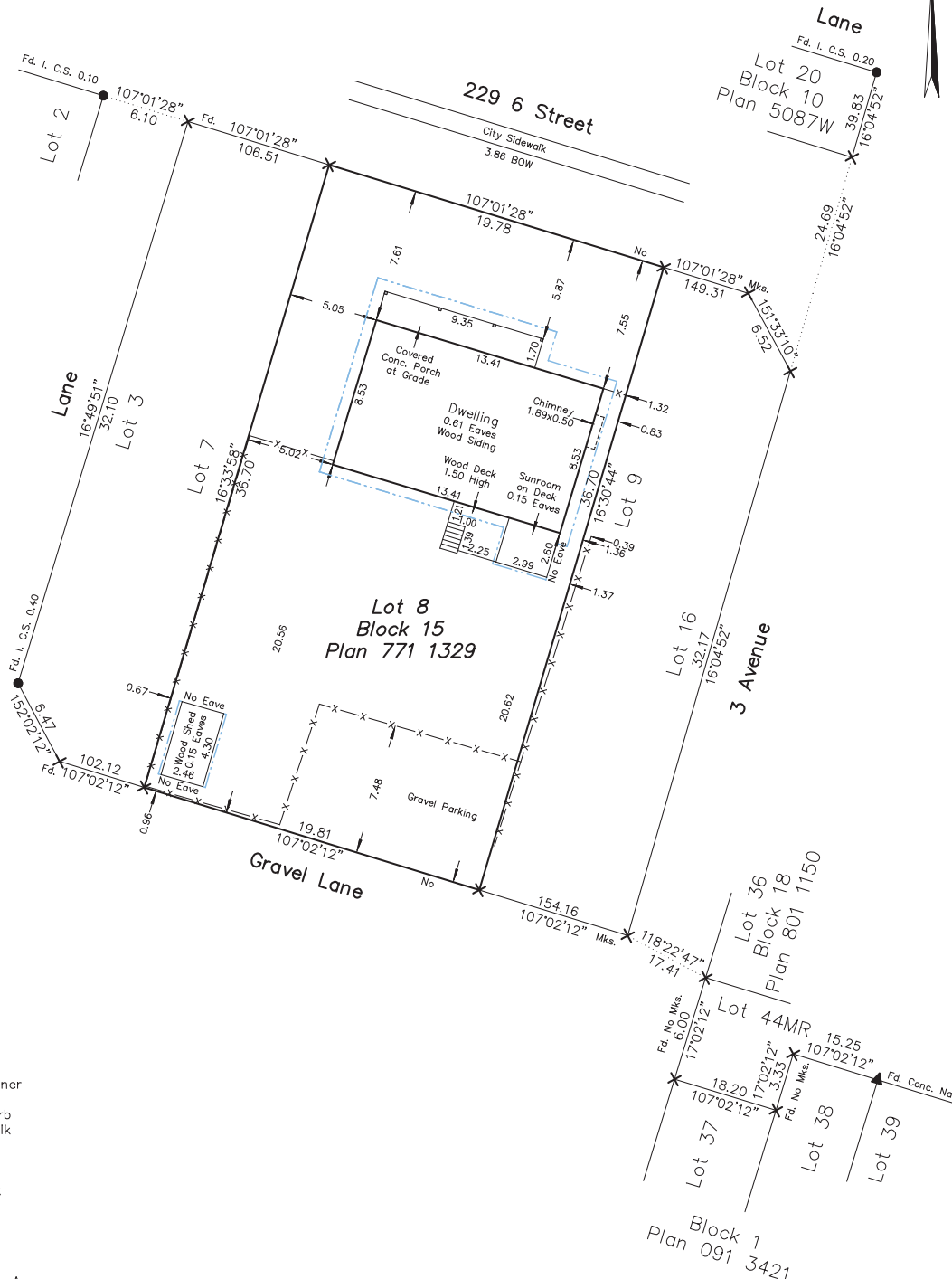
ATTACHMENTS:

Attachment 'A' – Real Property Report for 229 – 6 Street

Item G1

Attachment 'A' – Real Property Report for 229 – 6 Street

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Ac—Arc Length
A/C—Accessory
A/C—Air Conditioner
Bldg—Building
BOC—Back of Curb
BOW—Back of Walk
Calc.—Calculated
Cant.—Cantilever
Conc.—Concrete
C.S.—Countersunk
Drill—Drill Hole
Enc.—Encroaches
Fd.—Found
I.—Iron Post
I.B.—Iron Bar
M.A.—Maintenance Access
Mk.—Mark
O.D.—Overland Drainage
P/L—Property Line
R—Radius
Reg.—Registration
Ret.—Retaining
R/W—Right of Way
W/O—Walkout Basement
W.W.—Window Well

UNLESS NOTED OTHERWISE LINES OUTSIDE OF PROPERTY ARE NOT TO SCALE.

Arc Surveys Ltd.

#202, 337 41 Avenue N.E.
Calgary, Alberta T2E 2N4
Ph.: 403-277-1272 www.arcsurveys.ca
Fax: 403-277-1275 info@arcsurveys.ca

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| Surveyed: JF | Drawn: WY/WY | Scale: 1: 250 | 0m 2.5 5 10 | File No.: 252436 |
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