



MUNICIPAL PLANNING COMMISSION

Council Chambers, Irricana Centennial Centre, 222 2 Street

Date: September 8, 2026 **Time:** 6:30PM

A. ATTENDANCE

B. CALL TO ORDER

C. AGENDA

D. MINUTES

Item D1: Minutes from July 20, 2026 MPC Meeting

E. OLD BUSINESS

F. NEW BUSINESS

Item F1: D2026:011 Variance Request

G. ADJOURN

Item D1

Minutes from July 20, 2026 MPC Meeting



MEETING MINUTES

MUNICIPAL PLANNING COMMISSION

Council Chambers, Irricana Centennial Centre, 222 2 Street

Date: July 20, 2026 Time: 6:00 PM

A. ATTENDANCE

Members:

Councillor: Nathanial Fleming, Chair

Deputy Mayor: Julie Sim

Councillor: Megan Hoefnagel

Support Staff:

CAO: Doug Hafichuk

Staff: Patty Malthouse

B. CALL TO ORDER

- (i) The meeting was called to order by Chairperson Fleming at 5:57 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 October 6, 2025 MPC Meeting

Moved by Member Sim to accept the Minutes from the
October 6, 2025 MPC Meeting, as presented.
CARRIED

E. CORRESPONDENCE FROM PREVIOUS MEETING

F. NEW BUSINESS

- (i) Item F1: D2026:014 Hotel Irricana Site Redevelopment

Moved by Member Sim that the Municipal Planning Commission approve Development Permit Application D2026:014 for the redevelopment of the property municipally addressed as 210 – 2 Street, subject to the conditions described.

CARRIED

G. ADJOURN

- (i) Adjournment

Moved by Member Hoefnagel to adjourn the meeting at 6:50pm.

CARRIED

Chairperson

Chief Administrative Officer



MUNICIPAL PLANNING COMMISSION

To: Chair and Commission Members
From: Chief Administrative Officer
Date: September 8, 2026
Purpose: Request for Decision
Subject: D2026:011 Variance Request

Summary:

To seek Municipal Planning Commission approval of a side-yard setback variance in support of Development Permit Application D2026:011 for an existing shipping container at 56 Booth Crescent.

Application Details:

File No.: D2026:011
Applicant: Shane Grey
Landowner: Shane Grey
Property Address: 56 Booth Crescent
Legal Description: Lot 51, Block 16, Plan 7910060

Background and Discussion:

The subject property is located within the R-1 Residential District. The applicant has applied to retain an existing 20-foot shipping container for permanent residential storage. The container is located on an existing concrete pad and is entirely contained within the subject property. The submitted site plan identifies the container as approximately 2.4 m by 6.05 m.

The application was initiated voluntarily by the property owner, who contacted the Town to confirm whether a Development Permit was required to normalize the existing container in compliance with local Land Use Bylaw requirements.

A subsequent site inspection identified no material concerns with the development, with the application meeting requirements for a conditional approval. The only matter requiring consideration by the Municipal Planning Commission is the location of the container relative to the side property line.

The Land Use Bylaw requires a 1.5 m side-yard setback, while the existing container is approximately 0.2 m from the property line. The resulting variance exceeds Administration's delegated approval authority.

The adjoining development consists of a detached garage, with an existing property-line fence separating the two properties. The applicant has advised that the neighbouring property owner is supportive of the container's location. Administration identified no drainage, maintenance, access or encroachment concerns during its site review. While the container is intended to remain as a permanent storage structure, it is inherently movable should future maintenance or access requirements arise.

In Administration's opinion, the existing location represents the most practical placement of the container given the overall use and layout of the property. Relocating the container elsewhere on the site would interfere with existing access and usable parking area without providing an identifiable planning benefit. The applicant has similarly indicated that moving the container further inward would materially reduce the area available to park vehicles at the rear of the property.

Administration is otherwise satisfied that the Development Permit can be appropriately issued subject to applicable conditions, including requirements respecting the exterior appearance of the container. The applicant has already acknowledged the need to finish the container in a manner complementary to the surrounding residential development.

Accordingly, MPC is being asked only to authorize the required setback variance. If approved, Administration will complete consideration of Development Permit D2026:011 under its delegated authority.

Recommendation:

Administration supports the requested variance. The existing location does not create an identified land-use, drainage, maintenance, access or encroachment concern and represents the most practical placement given the existing use and layout of the property.

Approval of the variance would allow Administration to complete the Development Permit process and normalize an existing development that the property owner voluntarily brought forward for municipal approval.

Recommended Motion(s):

Option #1:

Motion #1: **THAT** the Municipal Planning Commission approve a variance to the required side-yard setback from 1.5 metres to 0.2 metres for the shipping container located at 56 Booth Crescent (Lot 51, Block 16, Plan 7910060), in support of Development Permit Application D2026:011.

Option #2:

As determined by the Municipal Planning Commission.

Respectfully submitted,

“Doug Hafichuk”

Chief Administrative Officer

ATTACHMENTS:

Attachment ‘A’ – Development Permit Application

Attachment ‘B’ – Supplementary Materials

Item F1

Attachment 'A' – 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: **Shane Grey**

Address: **56 Booth Crescent**

Phone: **[REDACTED]**

Alt Phone:

Fax:

Email: **[REDACTED]**

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:

DEVELOPMENT PERMIT APPLICATION

4. Land Description

Municipal Address: **56 Booth Crescent**

Legal Description: Plan # **791 0060** Block # **16** Lot # **51**

5. Development Details *(Describe the scope of work covered under the Development Permit)*

I would like to get a permit to allow for the seacan that I have placed in the Southeast corner of the concrete pad on the East side of the property. Please see marked up location plan. This would be used as a storage container until such time that we sell or transfer the property to our daughter which I believe makes this a "permanent" storage.

6. Variance(s) Requested *(Describe any variances being requested)*

7. Anticipated Start **June 14, 2026**

8. Anticipated Completion **Permanent Storage**

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)
	Development Fees <i>(as described in the Master Rates Bylaw)</i>	
	3.3.3.a Completed Development Permit Application <i>(This Form)</i>	
	3.3.3.b Site Plan indicating all buildings, parking, storage, fencing, and signage	
	Legal description of Site, with North Arrow	
	All property lines clearly drawn	
	Area dimension of the Land to be developed	
	Measured setbacks from the proposed development to all property lines	
	Area and external dimensions, including height, for all proposed development	
	Location and dimension of off-street parking and loading areas	
	All Site access points	
	Rights-of-way and easements	
	Location of all existing buildings, roads, water bodies (etc) on the Site	
	3.3.3.c Statement of the proposed use(s) for the Site	
	Intended days and hours of operation	
	Identification of provincial or federal licensing requirements	
	3.3.3.d Signed Owner Authorization <i>(If applying as Agent)</i>	
	3.3.3.e Anticipated Commencement and Completion Dates <i>(This Form)</i>	
	3.3.3.f Floorplan indicating all uses and occupancies for each building	
	Floorplan, elevations and sections	
	Detail on exterior finishes (materials, colours)	
	3.3.3.g Lot Grading Plan and/or Stormwater Management Plan <i>(Commercial/Industrial)</i>	
	3.3.4.a Certificate of Title	
	3.3.4.b Surveyor's Certificate or Real Property Report	
	3.3.4.c Lot Grading, Drainage and/or Stormwater Management Plan <i>(Residential)</i>	
	3.3.4.d Groundwater and/or Geotechnical Analysis	
	3.3.4.e Private Sewage Disposal Site Evaluation	

	3.3.4.g Other Information Requested by the Development Authority	
	• Engineering drawings, studies, or reports	
	• Traffic impact assessment (TIA)	
	• Environmental site assessment (ESA)	
	• Fire and/or safety inspection reports	
	• Third-party applications and/or approvals	

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

Applicant Initial		Received (Office Use)
	1.	
	2.	
	3.	
	4.	
	5.	
	6.	
	7.	
	8.	
	9.	
	10.	

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

	I certify that I am submitting this application as the Registered Owner of the subject property.
	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.

12. Right of Entry *(Please initial)*

	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.
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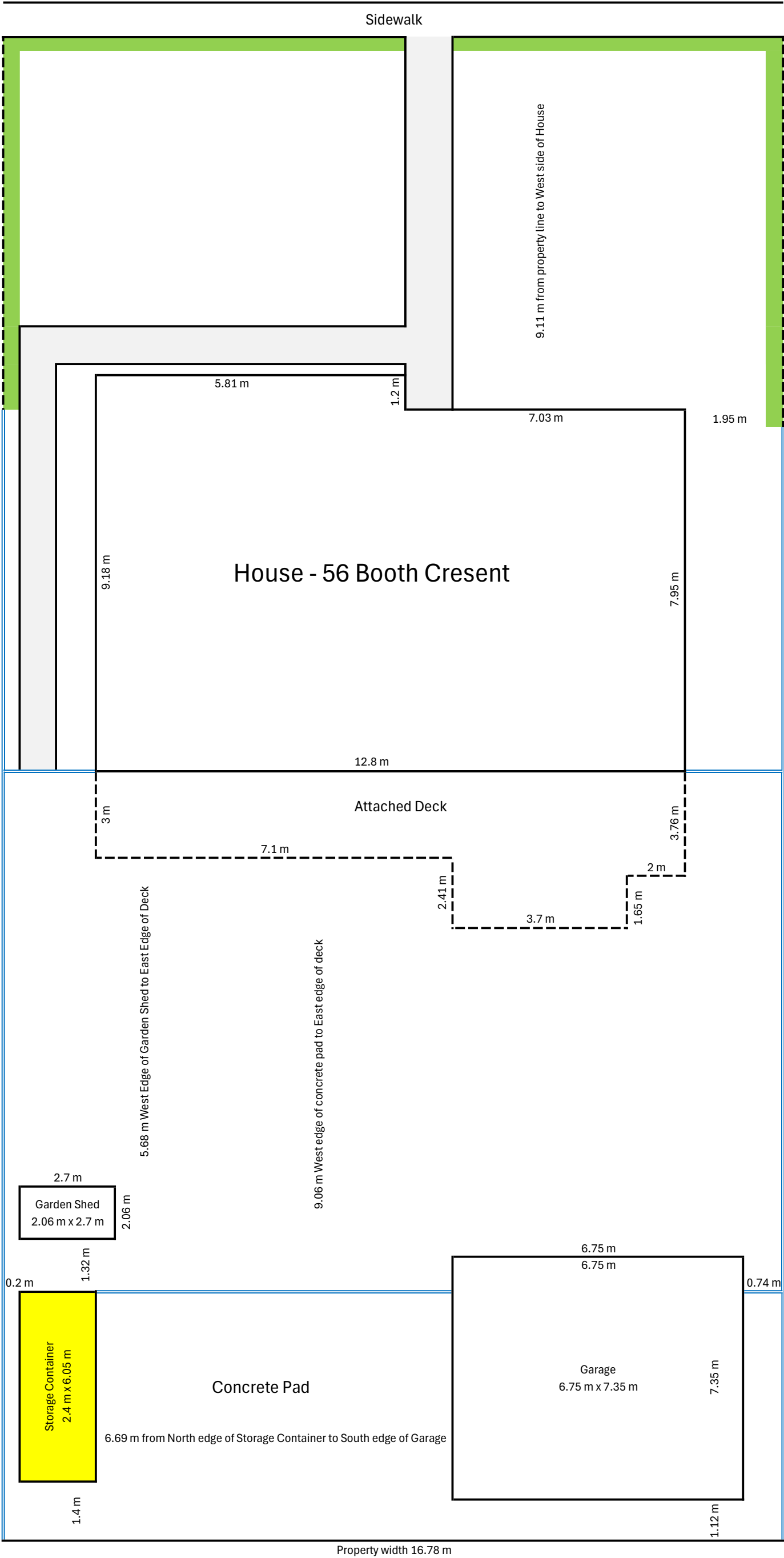
13. Collection and Use of Information

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



Item F1

Attachment 'B' – Supplementary Materials

Site Photos of 56 Booth Crescent

(July 2026)

