

MINUTES OF THE REGULAR MEETING OF THE DEVELOPMENT  
AUTHORITY OF THE TOWN OF TABER, IN THE PROVINCE OF  
ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION  
BUILDING, ON TUESDAY, MAY 21, 2024, AT 1:30 PM.

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**Chairperson**

Roger Miles

**Vice Chairperson**

Ron Hadden - Absent

**Members**

Jack Brewin

Cody Fletcher

Monica McLean – Virtually Attended

**Chief Administrative Officer**

Derrin Thibault

**Staff**

Chris Eagan

Celina Newberry

**CALL TO ORDER**

The meeting was called to order by R. Miles at 1:32 pm.

**ADOPTION OF THE AGENDA**

RES 46/2024      MOVED by J. Brewin the agenda be adopted as  
presented.

CARRIED UNANIMOUSLY

**ADOPTION OF THE MINUTES**

**Minutes for the April 15, 2024, Regular Municipal Planning  
Commission Meeting**

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RES 47/2024            MOVED by M. McLean that the Municipal Planning Commission adopts the minutes of the Regular Municipal Planning Commission meeting held April 15, 2024, as presented.

CARRIED UNANIMOUSLY

**BUSINESS ARISING FROM THE MINUTES**

None

**ACTION ITEMS**

**DP 24-072 4629 50 Avenue - Garage with Variance**

RES 48/2024            MOVED by J. Brewin that the Municipal Planning Commission approves Development Permit DP 24-072 for Secondary Garage with Variance at 4629 50 Avenue, Lot 11, Block 1, Plan 4539JK, with the following Eighteen (18) conditions:

- 1) The site is developed as per the site plan submitted;
- 2) A variance for the maximum gross floor area allowable for accessory structures of 31.31m<sup>2</sup> was granted by the Municipal Planning Commission on May 21, 2024. The maximum gross floor area is varied to 131.31 m<sup>2</sup> from 100 m<sup>2</sup>.
- 3) The development otherwise conforms to the district requirements of the Residential Single & Two Dwelling District (R-2);
- 4) The maximum interior height for the garage is 3.7 metres;
- 5) A maximum exterior height for the garage shall be 5 metres;
- 6) The foundation must be staked by a qualified professional;
- 7) If the garage is to be used for operation of a business a separate development permit will be required at that time;
- 8) The applicant must obtain a Building Permit to ensure the development complies with

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the National Fire Code 2019 (AE) and the National Building Code 2019 (AE). It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical, and Gas permits;

- 9) The applicant shall be responsible having all the underground utilities located on the property and ensuring that the building will not be located overtop any of them. If the building is to be located over top any underground utilities it would be the applicant's responsibility to either relocate the building to an approved location on the property or remedy to the situation to the satisfaction of the affected utility provider;
- 10) The contractor commissioned for construction must have a valid Business License for the Town of Taber;
- 11) The exterior finish of the detached garage shall be professionally manufactured and complimentary to the finishing of the subject dwelling;
- 12) A lot drainage (grade) plan illustrating water will not accumulate at or near the buildings (positive drainage), nor accumulate on the lot, and will not adversely affect adjacent properties shall be produced by a qualified professional and supplied to the Town of Taber prior to the Building Permit being issued. In addition, the foundation must be staked by a qualified professional;
- 13) During construction, the site shall be maintained in a neat and orderly manner so as to ensure that neighbours are not directly impacted by construction activity. This includes parking of construction vehicles and storage of construction materials, debris, and topsoil. Any damage to neighbours' property, including fences, driveways, or landscaping that occurs due to this construction shall be repaired. Erosion shall be controlled so that soil and dust is not conveyed off site. Standing water on the site

shall also be controlled by the applicant. (Non-compliance of these items are subject to fines as indicated under Bylaw 20-2022);

- 14) The developer shall contact the Planning Department a minimum of 5 days prior to construction commencing to arrange for a pre-inspection. Failure to do so could result in the applicant being held accountable for repairing existing damage to the surrounding infrastructure;
- 15) In accordance with policy PLN-4, a \$2,500.00 damage deposit shall be forwarded to the Town office (Planning Department) prior to construction. Any damages to public streets, sidewalks, or services as a result of construction of this building shall be restored to Town standards at the applicant's expense prior to issuance of an occupancy permit,
- 16) Prior to occupancy, the shallow utilities, curb and gutter must be installed to the satisfaction of the Development Authority;
- 17) Prior to occupancy, the applicant will provide an Updated Real Property Report to the Town of Taber;
- 18) All outstanding taxes, if any, are paid to the Town of Taber prior to proceeding with development.

CARRIED UNANIMOUSLY

### **DP 24-089-3601 Trout Pond Avenue - Shipping Container**

RES 49/2024      MOVED by C. Fletcher that the Municipal Planning Commission approves Development Permit DP 24-089 for Shipping Container at 3601 Trout Pond Avenue, NE ¼ Sec. 1, Twp. 10, Rge. 7, W4M, with the following Five (5) conditions:

- 1) The site is developed as per the attached site plan;
- 2) The shipping container shall be painted and maintained in a proper state of repair;
- 3) The shipping container shall not have any signs or logo's for the purpose of advertising

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- on it and any type of signage for advertising would require a separate permit;
- 4) The applicant to ensure water will not accumulate at or near the shipping container (positive drainage) on site, nor accumulate on the lot, and will not adversely affect adjacent properties,
  - 5) The development conforms to the district requirements of the Institutional and Recreational (IR).

CARRIED UNANIMOUSLY

**DP 24-096 5913 56 Avenue - Addition of Use**

RES 50/2024      MOVED by J. Brewin that the Municipal Planning Commission approves Development Permit DP 24-096 for Addition of use of Auto Body and Repair Shop with Automotive Storage at 5913 56 Avenue, Lot 22, Block 2, Plan 2012044, with the following Nine (9) conditions:

- 1) The site is developed as per the submitted site plan;
- 2) The development shall otherwise conform to the district requirements of the Medium Industrial District (M-2);
- 3) Any signage not included with this permit will require a separate permit;
- 4) The applicant shall obtain a Building Permit for the additional use to ensure the development complies with the National Fire Code 2019 (AE) and the National Building Code 2019 (AE). It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical, and Gas permits;
- 5) The applicant shall obtain approval from AMVIC and provide evidence of the same to the Planning Department prior to occupancy;
- 6) The applicant shall obtain any other provincial, federal or regulatory approvals as required;

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- 7) Any further changes in the type of use, or increases in the intensity of use outside of this application shall require an additional Development Permit;
- 8) Automotive Storage shall not include storage for the purpose of auto wrecking/salvage.
- 9) All outstanding taxes, if any, are paid to the Town of Taber prior to proceeding with development.

CARRIED UNANIMOUSLY

**DP 24-098 - 9 Westview Court - Single Family Dwelling with Secondary Suite**

RES 51/2024

MOVED by C. Fletcher that the Municipal Planning Commission approves Development Permit DP 24-098 for a Single Detached Dwelling with a Secondary Suite at 9 Westview Court, Lot 14, Block 9, Plan 2110184, with the following Eighteen (18) conditions:

**Location**

- 1) The site is developed as per the site plan submitted;
- 2) A variance of 1.64 metres for the maximum allowable driveway width was granted by Municipal Planning Commission on May 21, 2024. The maximum allowable driveway width is increased to 7 metres from 5.36 metres.
- 3) The development otherwise conforms to the district requirements of the Residential Single and Two Dwelling District (R-2);

**Prior to Release**

- 4) The architectural controls and vertical grade points must be approved by the developer;
- 5) A New Home Warranty documentation must be supplied prior to the issuance of the Building Permit;

**Prior to Construction**

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- 6) All outstanding taxes, if any, are paid to the Town of Taber prior to proceeding with development;
- 7) The applicant must obtain a Building Permit to ensure the development complies with the National Fire Code 2019 (AE) and the National Building Code 2019 (AE). It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical, and Gas permits;
- 8) The foundation must be staked by a qualified professional;
- 9) The developer shall contact the Planning Department a minimum of 5 days prior to construction and/or servicing commencing to arrange for a pre-inspection. Failure to do so could result in the applicant being held accountable for repairing existing damage to the surrounding infrastructure;
- 10) In accordance with policy PLN-4, a \$2,500.00 damage deposit shall be forwarded to the Town office (Planning Department) prior to construction. Any damages to any of the Town's infrastructure including, but not limited to, public streets, sidewalks, or services as a result of construction of this project shall be restored to Town standards at the applicant's expense prior to issuance of an occupancy permit;

**Permanent**

- 11) In accordance with Section 2.15.3(5) of the Land Use Bylaw 13-2020 a minimum of 3 parking spaces measuring no less than 3 metres by 6 metres each must be located on the property, with one space being designated for the secondary suite;
- 12) A minimum of 7.5 metres of amenity space shall be designated for private use by the secondary suite;
- 13) The contractor commissioned for construction must have a valid Business License for the Town of Taber; The

developer shall enter into a Development/Servicing Agreement with the Town of Taber, to provide new services to the property;

- 14) The curb stop shall only be operated by the Town of Taber's Public Services. Any attempt to contravene this may be subject to a fine as outlined in Bylaw 20-2020 part 8.0. The water curb stop shall be set at finished grade elevation to ensure accessibility by Public Services prior to installation of water metre and access to Town water. Public Services shall determine if water curb stop is acceptable and so advise the Town office prior to occupancy of the dwelling. As per Bylaw 20-2020 part 5.30, temporary water service for a maximum of 60 days must be arranged through the Town Office;
- 15) During construction, the site shall be maintained in a neat and orderly manner so as to ensure that neighbours are not directly impacted by construction activity. This includes parking of construction vehicles and storage of construction materials, debris, and topsoil. Any damage to neighbours' property, including fences, driveways, or landscaping that occurs due to this construction shall be repaired. Erosion shall be controlled so that soil and dust is not conveyed off site. Standing water on the site shall also be controlled by the applicant. (Non-compliance of these items are subject to fines as indicated under Bylaw 20-2022);
- 16) A lot drainage (grade) must be maintained to ensure water will not accumulate at or near the buildings (positive drainage), nor accumulate on the lot, and will not adversely affect adjacent properties;
- 17) Prior to occupancy, the shallow utilities, curb and gutter must be installed to the satisfaction of the Development Authority;
- 18) Prior to occupancy, the applicant will provide an Updated Real Property Report to the



Town of Taber and obtain a compliance letter.

CARRIED UNANIMOUSLY

**DP 24-099 4614 52 Avenue - Moved-on Shed**

RES 52/2024

MOVED by J. Brewin that the Municipal Planning Commission approves Development Permit DP 24-099 for Moved-on Shed at 4614 52 Avenue, Lots 20-21, Block 2, Plan 4539JK, with the following Nine (9) conditions:

- 1) The site is developed as per the site plan, to the satisfaction of the Development Authority;
- 2) The development conforms to the requirements of the Residential Single and Two Dwelling District (R-2);
- 3) The Moved-on Shed shall be kept in good repair;
- 4) The applicant shall be responsible having all the underground utilities located on the property and ensuring that the building has not been located overtop any of them prior moving the building onto the property. If the proposed location of the building has been located over top any underground utilities it is the applicant's responsibility to either relocate the building to a new location (this must be approved by the Development Authority) on the property or remedy to the situation to the satisfaction of the affected utility provider;
- 5) The applicant must obtain a Building Permit to ensure the development complies with the National Fire Code 2019 (AE) and the National Building Code 2019 (AE). It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical, and Gas permits;
- 6) The exterior finishes of the moved-on shed shall be professionally manufactured and complimentary to the finishing of the subject building;
- 7) Applicant to ensure water will not

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accumulate at or near the buildings (positive drainage) on site, nor accumulate on the lot, and will not adversely affect adjacent properties;

- 8) During construction, the site shall be maintained in a neat and orderly manner so as to ensure that neighbours are not directly impacted by construction activity. This includes parking of construction vehicles and storage of construction materials, debris, and topsoil. Any damage to neighbours' property, including fences, driveways, or landscaping that occurs due to this construction shall be repaired. Erosion shall be controlled so that soil and dust is not conveyed off site. Standing water on the site shall also be controlled by the applicant. (Non-compliance of these items are subject to fines as indicated under Bylaw 20-2022);
- 9) All outstanding taxes, if any, are paid to the Town of Taber prior to proceeding with development.

CARRIED UNANIMOUSLY

**TT 24-0-004 5500 A,B,C,D 54 Avenue**

MOVED by C. Flecher the Subdivision Authority approve Subdivision TT 24-0-004, Lot 26, Block 19, Plan 5365L. within SW ¼ Sec. 5, Twp. 10, Rge. 16, W4M, civically described as 5500 A, B, C, D 54 Ave., with the following conditions:

1. That approval shall apply to a residential subdivision plan within Lot 26, Block 19, Plan 5365L SW ¼ of Sec. 5, Twp. 10, Rge. 16, W4M.
2. On site stormwater retention and low impact development considerations should be utilized in development, to the satisfaction of the Development Authority.
3. That pursuant to Section 655(1)(b) of the Municipal Government Act, the Developer shall enter into a Development Agreement with the Town of Taber, with careful

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attention being paid to the applicant installing or paying for municipal services, road improvements and the installation of public utilities that are necessary to service the subdivision. This will be registered on all forthcoming titles.

4. The Developer shall be responsible for keeping the development area in a neat and tidy fashion, particularly, as it pertains to blowing debris and weeds during development of the subdivision.
5. Easements and/or rights of way shall be registered against the land for the provision of storm, drainage, gas, power, and other utilities as required by the utility provider.
6. Development Permits will be required for any new development on the lots. Approval of this subdivision does not constitute approval of any future development permit applications.
7. That pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the Town of Taber prior to endorsement.
8. Compliance is to be maintained with existing policy documents including but not limited to Land Use Bylaw 13-2020, to the satisfaction of the Development Authority.
9. The subdivision plan shall be registered in a manner satisfactory to the Land Titles Office.

Member J. Brewin requested a friendly amendment that “the Development Authority recommends” be added to the beginning of the motion.

Member C. Fletcher accepted the amendment.

RES 53/2024            MOVED by C. Flecher that the Development Authority recommends that the Subdivision Authority approve Subdivision TT 24-0-004, Lot 26, Block 19, Plan 5365L. within SW ¼ Sec. 5, Twp. 10, Rge. 16, W4M, civically

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described as 5500 A, B, C, D 54 Ave., with the following conditions:

1. That approval shall apply to a residential subdivision plan within Lot 26, Block 19, Plan 5365L SW ¼ of Sec. 5, Twp. 10, Rge. 16, W4M.
2. On site stormwater retention and low impact development considerations should be utilized in development, to the satisfaction of the Development Authority.
3. That pursuant to Section 655(1)(b) of the Municipal Government Act, the Developer shall enter into a Development Agreement with the Town of Taber, with careful attention being paid to the applicant installing or paying for municipal services, road improvements and the installation of public utilities that are necessary to service the subdivision. This will be registered on all forthcoming titles.
4. The Developer shall be responsible for keeping the development area in a neat and tidy fashion, particularly, as it pertains to blowing debris and weeds during development of the subdivision.
5. Easements and/or rights of way shall be registered against the land for the provision of storm, drainage, gas, power, and other utilities as required by the utility provider.
6. Development Permits will be required for any new development on the lots. Approval of this subdivision does not constitute approval of any future development permit applications.
7. That pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the Town of Taber prior to endorsement.
8. Compliance is to be maintained with existing policy documents including but not limited to Land Use Bylaw 13-2020, to the satisfaction of the Development Authority.

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9. The subdivision plan shall be registered in a manner satisfactory to the Land Titles Office.

CARRIED UNANIMOUSLY

**Proposed Land Use Bylaw Amendment 11-2024 Text Amendment**

RES 54/2024      MOVED by M. Mclean that the Municipal Planning Commission accepts Bylaw 11-2024 to amend Land Use Bylaw 13-2020 as information and recommends adoption by Council.

CARRIED UNANIMOUSLY

**Building Permit Statistics**

No Motion Required

**Standing Items**

None

**DELEGATIONS**

None

**MEDIA INQUIRIES**

None

**CLOSED SESSION**

None

**OPEN SESSION**

None

**CLOSE OF MEETING**

RES 55/ 2024      MOVED by C. Fletcher that the meeting be closed at 2:18 pm.

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CARRIED UNANIMOUSLY



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CHAIRPERSON



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CHIEF ADMINISTRATIVE OFFICER OR DESIGNATE



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