

**MINUTES OF THE MEETING OF THE MUNICIPAL PLANNING COMMISSION OF THE TOWN OF TABER, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, JANUARY 21, 2013 AT 4:30 P.M.**

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**PRESENT:** Councilor Louie Tams  
Edwyn Ellingson  
Ron Levagood

**ABSENT:** Councilor John Papp  
Ray Sheen

**ALSO PRESENT:** Greg Birch- CAO  
Jill Koroluk- Development Officer  
Lorraine Belanger - Planning and Economic Development Assistant

**ITEM #1 - CALL TO ORDER**

E. Ellingson called the Meeting of the Municipal Planning Commission to order at 4:32 p.m.

**ITEM #2 - ADOPTION OF THE AGENDA**

MOVED by Councilor L. Tams to adopt the agenda as presented.

CARRIED UNANIMOUSLY

**ITEM#3 - DELEGATIONS**

None

**ITEM #4 - ADOPTION OF THE MINUTES**

MOVED by R. Levagood the Municipal Planning Commission adopt the minutes of the Meeting of the Municipal Planning Commission held on December 10, 2013 as presented.

CARRIED UNANIMOUSLY

**ITEM #5- BUSINESS ARISING FROM THE MINUTES**

Discussion regarding the progress of the Warning Letter issued to Taber Small Engine and deadlines for compliance took place.

**ITEM #6 - HOME OCCUPATION APPLICATIONS**

None

**ITEM #7a**

**DP 13-06 Shell/ Smittys - Portable Electronic Sign  
5754 46 AV**

J. Koroluk summarized the application and noted the applicant Henk De Vleiger was in attendance to speak to the application. She noted that MPC has the discretion to approve this sign as per the LUB. She commented that a review by Administration of the site indicated that there actually would be 2 signs on the site within 45 m of each other, a situation that was technically non conforming. She noted that the applicant was also applying for a permanent electronic sign, (his preference), but MPC had the authority to approve the signs should they see fit.

H. De Vlieger noted that he had given a lot of thought to applying for both signs. In his mind, he felt that the electronic advertising was the way of the future to generate traffic to his businesses. He clarified that his application at the Shell station, that sign would be for point of sale advertising only. He also noted that Shell would not allow for any modification of the sign in the "empty white space" near the bottom.

Discussion among members followed in regard the number of signs at the location and their function. Trends where multiple electronic signs were being permitted on single sites in Lethbridge was also noted and discussed.

J. Koroluk clarified that for both applications, John Thomas from Alberta Transportation was to review the final design, display and brightness of the signs.

**MOVED E. Ellingson the MPC approve application with the following amendment to the condition, the truck parking sign currently on site be relocated.**

1. The sign shall be situated as shown on the development permit application, and shall not be moved around the property to other advertising locations.
2. Renewals may be permitted in 180 days at the discretion of the Development Officer.
3. The sign design, display and layout must be approved by Alberta Transportation prior to installation.
4. The sign must be located on private property (Lot 7) a minimum of 3.0m back from the property line.
5. The sign must meet any applicable Provincial Signage requirements.
6. The Electronic Message Centre (EMC) approved under this permit must comply with the following requirements at all times:
  - a) Each display must last not less than 8 seconds.
  - b) Each display must be a self contained message with no continuation of one message into a subsequent message.
  - c) The display must be static with no motion pictures, scrolling, flashing or emission of intermittent light, animation, or movement between displays and the change between displays must be immediate.
  - d) The display must be self dimming for night time conditions and the level of lighting at all times must be to the satisfaction of the Development Authority who may direct the level of lighting be adjusted.
  - e) The EMC must be monitored by the Applicant at all times and in the event of a malfunction, the EMC must be designed to either
    - i) Provide a continuous static display without varying or increasing the lighting level or;
    - ii) Provide no display
7. The EMC must not employ any supplementary flashing or intermittent lighting either as part of the sign or on its supporting structure.

8. Prior to installation of the EMC the applicant must apply for an Electric Permit where required.

CARRIED UNANIMOUSLY

**ITEM NO 7b. DP 13-04 1089990 AB Ltd.  
Permanent Electronic Sign  
46 Av and Barton Dr**

J. Koroluk summarized the application.

**MOVED** by Councillor Tams the Municipal Planning Commission approve the freestanding changeable copy sign panel permit application for the freestanding sign located Southwest of the intersection of 46<sup>th</sup> Av and Barton Dr (existing Smitty's Sign):

1. The sign design, display and layout must be approved by Alberta Transportation prior to installation.
2. The sign must meet any applicable Provincial Signage requirements.
3. The Electronic Message Centre (EMC) approved under this permit must comply with the following requirements at all times:
  - a) Each display must last not less than 8 seconds.
  - b) Each display must be a self contained message with no continuation of one message into a subsequent message.
  - c) The display must be static with no motion pictures, scrolling, flashing or emission of intermittent light, animation, or movement between displays and the change between displays must be immediate.
  - d) The display must be self dimming for night time conditions and the level of lighting at all times must be to the satisfaction of the Development Authority who may direct the level of lighting be adjusted.
  - e) The EMC must be monitored by the Applicant at all times and in the event of a malfunction, the EMC must be designed to either
    - iii) Provide a continuous static display without varying or increasing the lighting level or:
    - iv) Provide no display
  - f) The EMC must not employ any supplementary flashing or intermittent lighting either as part of the sign or on its supporting structure.
  - g) Prior to installation of the EMC the applicant must apply for a Building and Electric Permit where required.

CARRIED UNANIMOUSLY

**ITEM NO 7b. DP 13-02 Jim Fuller  
Conversion of Carport to Attached Garage (setback waiver)  
5406 62 AV**

J. Koroluk summarized the application. She noted the waiver required for the project was for the rear yard set back.

**MOVED** by R. Levagood the Municipal Planning Commission approve DP Application 13-02, for the conversion of an existing carport into an attached garage at 5406 – 62<sup>nd</sup> Ave., Lot 24, Block 26, Plan 0913379 with the following conditions:

1. Pursuant to Section 2(12)(a)(i) of Land Use Bylaw No. 4-2006, as amended, a waiver is granted to the normal 6.0m rear yard setback so that the garage may be as close as 2.33m to the rear property line.
2. The side yard setback shall be a minimum of 1.20m from the east property line to the side of the finished wall along the east side of the garage.
3. The maximum site coverage shall be no more than 50%.
4. The site is to be developed as per the site plan submitted.
5. **The applicant must obtain a Building Permit to ensure the development complies with the Alberta Fire Code and Alberta Building Code.** It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical, and Gas permits.
6. All outstanding taxes, if any, are paid to the Town of Taber prior to proceeding with development.
7. Prior to occupancy, the applicant will provide an Updated Real Property Report to the Town of Taber

CARRIED UNANIMOUSLY

**ITEM NO 8. INFORMATION ITEMS (TABLED FROM DECEMBER 10, 2012)**

**a) RFD- Enforcement Illegal Fabric Buildings**

L. Belanger summarized the RFD and added since the December meeting, a survey of buildings had been undertaken to determine the location of structures. This survey brought to light four locations, one in particular that would require a warning/ stop order as per the LUB. One other structure that was somewhat recent was located at the UFA store, the remaining 2 locations were very old structures.

Councillor L. Tams commented that he was in favour of option 1 in the agenda as this option would give staff the time and flexibility to do their jobs as situations arise. It also would give staff support during the enforcement process and help deal with individual situations fairly as they arise.

**MOVED** by Councillor L. Tams Municipal Planning Commission approve Option 1 as presented in the RFD:

- 1) That the Municipal Planning Commission direct the administration to address fabric structures as we become aware of their existence via complaints, compliances or a permitting process.

CARRIED UNANIMOUSLY

**ITEM NO 10. MEDIA ENQUIRIES**

None

**ITEM NO 10. CLOSE OF MEETING**

**MOVED** by R. Levagood this meeting of the Municipal Planning Commission be closed.

CARRIED UNANIMOUSLY AT 5:30 P.M.

*Raymond Allen*

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CHAIRMAN