



AGENDA

REGULAR MEETING OF THE SUBDIVISION AUTHORITY OF THE TOWN OF TABER, TO BE HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION BUILDING, ON MONDAY, AUGUST 19, 2019 AT 3:30 PM, IMMEDIATELY FOLLOWING THE PUBLIC HEARING AT 3:30 PM.

	<u>MOTION</u>
1. CALL TO ORDER	
2. ADOPTION OF AGENDA	X
3. ADOPTION OF THE MINUTES	
ITEM No.3.1 Minutes of Regular Meeting of Subdivision Authority: July 15, 2019	X
4. SUBDIVISION APPLICATION(S)	
ITEM No.4.1 Subdivision TT 19-0-004 Eureka Lots	X
5. CLOSE OF MEETING	X



Subdivision Authority Request for Decision

Meeting Date: August 19, 2019

Subject:

Minutes of Regular Meeting of Subdivision Authority: July 15, 2019

Recommendation:

Council adopts the minutes of the Regular Meeting of Subdivision Authority held on July 15, 2019, as presented.

Background:

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.

Legislation / Authority:

Municipal Government Act, Section 208(1)(a)(c).

Strategic Plan Alignment:

N/A

Financial Implication:

N/A

Service Level / Staff Resource Implication:

N/A

Justification:

Approval of minutes is in accordance with the *Municipal Government Act*, Section 208.



Alternative(s):

Council adopts the minutes of the Regular Meeting of Subdivision Authority held on July 15, 2019, as amended.

Attachment(s): Minutes

APPROVALS:

Originated By:
Raeanne Keer

Chief Administrative Officer (CAO) or Designate: _____

MINUTES OF THE REGULAR MEETING OF THE SUBDIVISION
AUTHORITY OF THE TOWN OF TABER, IN THE PROVINCE OF
ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION
BUILDING, ON MONDAY, JULY 15, 2019, AT 3:33 PM, IMMEDIATELY
FOLLOWING THE PUBLIC HEARING AT 3: 30 PM.

Mayor

Andrew Prokop

Members

Garth Bekkering

Jack Brewin

Carly Firth

Joe Strojwas

Louie Tams

Absent

Mark Garner

Chief Administrative Officer

Cory Armfelt

Staff

Meghan Brennan

Erica Dam

Lisa DeBona

Emily Hembrough

Raeanne Keer

Phyllis Monks

John Orwa

Kory Ostrup

Gary Scherer

Jeremy Sillito

Michael Stevens

CALL TO ORDER

Mayor Prokop called the meeting to Order at 3:33 PM.

ADOPTION OF AGENDA

RES. 8/2019 MOVED by Councillor Bekkering that the Subdivision Authority adopts the Agenda, as presented.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

1) Minutes of Regular Meeting of Subdivision Authority: June 24, 2019

RES. 9/2019 MOVED by Councillor Firth that the Subdivision Authority adopts the minutes of the Regular Meeting of Subdivision Authority held on June 24, 2019, as presented.

CARRIED UNANIMOUSLY

Councillor Tams declared a pecuniary interest in Agenda Item 4.1) Subdivision TT 19-0-002 5402, 5406A & 5406B 50 Avenue, and left the meeting at 3:34 PM.

SUBDIVISION APPLICATION(S)

1) Subdivision TT 19-0-002 - 5402, 5406A & 5406B 50 Ave

P. Monks, Director of Planning and Economic Development, stated that Administration received an Application of Subdivision for 5402, 5406A, and 5406B 50 Avenue to adjust the lot lines between the three properties to correctly reflect the current building.

SUBDIVISION APPLICATION(S) – CONT'D

1) Subdivision TT 19-0-002 - 5402, 5406A & 5406B 50 Ave – CONT'D

RES. 10/2019

MOVED by Councillor Strojwas that the Subdivision Authority approves Subdivision application TT 19-0-002, Lots 1, 2, & Portion of Lot 3, Block 8, Plan 5638 L within NW ¼ Sec. 32, Twp. 9, Rng. 16 W4M with the following conditions:

- 1) That approval shall apply to a subdivision plan within NW ¼ Sec. 32, Twp. 9, Rng. 16 W4M,
- 2) 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,
- 3) 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,
- 4) Compliance to be maintained with existing policy documents including but not limited to the Municipal Development Plan and Land Use Bylaw 14-2016, to the satisfaction of the Development Authority,
- 5) The Developer shall install and maintain fire separations between the buildings to the satisfaction of the Development Authority prior to endorsement,
- 6) The subdivision plan shall be registered in a manner satisfactory to the Land Titles Office; and,
- 7) A Party Wall Agreement shall be registered on Title that identifies improvement costs and provides all parties with protection.

CARRIED UNANIMOUSLY

Councillor Tams did not return to the Regular Meeting of the Subdivision Authority.

11/2019

Meeting Date
15/07/2019

CLOSE OF MEETING

RES. 11/2019 MOVED by Councillor Bekkering that this Regular Meeting of the Subdivision Authority is hereby Closed.

CARRIED UNANIMOUSLY 3:36 PM

MAYOR

CHIEF ADMINISTRATIVE OFFICER



Subdivision Authority Request for Decision

Meeting Date: August 19, 2019

Subject:

Subdivision TT 19-0-004 Eureka Lots

Recommendation:

That the Subdivision Authority approves Subdivision Application TT 19-0-004 of Block X, Plan 7819AQ within S.E ¼ Sec.8, Twp. 10, Rge. 16, W4M with the following conditions:

1. That approval shall apply to a subdivision plan within SE ¼ Sec. 8, Twp. 10, Rge. 16, W4M, surveyor file number H24519
2. 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,
3. Easements and/or rights of ways shall be registered against the land for the provision of storm, drainage, gas, power and other utilities as required,
4. The subdivision plan shall be registered in a manner satisfactory to the Land Titles Office,
5. 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.

Background:

Administration has submitted an application for a subdivision on 69th Avenue to subdivide a 2.38 acre lot (proposed Lot 2, Block 14) from the remainder for a land sale approved by Council. This subdivision will also create a 1.16 acre lot (proposed Lot 1, Block 14) on which a right of first refusal will be registered by the purchaser.

The subdivision was circulated to landowners within 100m² as well as advertised in the newspaper for two weeks prior to bringing it forward to Municipal Planning Commission on August 12, 2019. The Development Authority recommended approval of the subdivision application as presented.

Legislation / Authority:

Bylaw 10-2018 Part 2(12) Subdivision and Development Authority.



Strategic Plan Alignment:

Develop Community & Promote Growth: Develop new economic initiatives

Financial Implication:

Costs associated with legal survey, circulation and registration will be covered by the Town. The Town will generate revenue from the land sale once subdivision is complete.

Service Level / Staff Resource Implication:

Administration's time is required to process the subdivision application, advertise and circulate to neighbors.

Justification:

The subdivision will allow for a land sale.

Alternative(s):

That the Subdivision Authority approves Subdivision Application TT 19-0-004 of Block X, Plan 7819AQ within the S.E. ¼ Sec. 8, Twp. 10, Rge. 16 W4M with amendments to the conditions.

That the Subdivision Authority does not approve Subdivision Application TT 19-0-004 of Block X, Plan 7819AQ within the S.E. ¼ Sec. 8, Twp. 10, Rge. 16 W4M with reasons.

Attachment(s): Subdivision Plan
 Subdivision Plan
 Subdivision Report

APPROVALS:

Originated By:

Phyllis Monks

Chief Administrative Officer (CAO) or Designate: _____



Application for Subdivision Approval

Planning and Economic Development

A-4900 50th St.
 Taber, Alberta T1G 1T1
 Phone: 403-223-6009
 Fax: 403-223-5530

Office Use Only			
Use: <input type="checkbox"/> Permitted <input type="checkbox"/> Discretionary <input type="checkbox"/> Prohibited		Land Use District:	Roll No:
Subdivision No:	Subdivision Fee \$	Off-Site Levy: \$	Security Deposit: \$
Application Received:	Date Advertised:	Permit Effective:	Total Fees: \$

- **The issuance of building permits cannot take place until certain conditions outlined by the subdivision approval process, including the requirements outlined by the Subdivision Servicing Agreement, have taken place.**
- **The parcel will not officially be subdivided until Land Titles registers the plan and creates the new *Certificate of Title*. It is the land owner's responsibility to initiate registration with Land Titles.**
- **Please attach the follow:**
 - Application fee
 - Tentative Plan of Subdivision prepared by an Alberta Land Surveyor (include a digital copy)
 - Servicing Agreement (3 copies)
 - Current Copy of Certificate of Title

I/We hereby make application for Subdivision in accordance with the requirements of the Municipal Government Act and the Subdivision and Development Regulations.

Applicant:	Name:		
	Address:		
	Town:	Postal Code:	
	Phone Res:	Phone Cell:	
	Email:		
	Business License#:		
	Interest in the proposed subdivision, if not the registered owner: <input type="checkbox"/> Agent <input type="checkbox"/> Contractor <input type="checkbox"/> Tenant <input type="checkbox"/> Other explain:		
Registered Owner: (if different from applicant)	Name:		
	Address:		
	Town:	Postal Code:	
	Phone Res:	Phone Cell:	
	Email:		
Legal Description of Land to be Subdivided:	All/Part of the ____ ¼ of Section ____ Township ____ Range ____ W4M		
	Being all/part of: Lot/Unit ____ Block ____ Plan 7819 AQ		
	Municipal Address (if applicable):		
Location of Land to be Subdivided:	The land is situated in the Municipality of:		
	Is the land situated immediately adjacent to the municipal boundary?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, name of Municipality:
	Is the land situated within 0.8 kilometers of the right-of-way of a Highway?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, Highway No:
	Does the proposed parcel contain or it is bounded by a river, stream, lake, or other body of water, or by a drainage ditch or canal?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, name:
	Is the proposed parcel within 1.5 kilometers of a sour gas facility?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Use of Land to be Subdivided:	Total Number of lots to be created:		Size of Lot(s) or range:
	Describe the existing use of the land:		
	Describe the proposed use of the land:		
	Current land use designation:		
	Proposed land use designation:		
Characteristics of the Land to be Subdivided	Describe any existing buildings:		
	Will any structures be demolished or moved?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, explain:

The personal information requested on this form is being collected for a Subdivision application and is protected by the Freedom of Information and Protection of Privacy (FOIP) Act. If you have questions about the collection, contact our FOIP Coordinator at (403) 223-5500.



**Application for Subdivision Approval
Form E**

Planning and Economic Development

A-4900 50th St.
Taber, Alberta T1G 1T1
Phone: 403-223-6009
Fax: 403-223-5530

Describe the nature of the topography of the land (flat, rolling, steep, mixed, etc.):	
Describe the nature of the vegetation and water on the land (brush, shrubs, trees, woodlots, sloughs, creeks, etc.):	
Type of soil (sand, loam, clay, etc.):	
Describe the manner of providing water and sewage services:	

I (we), _____ hereby certify that I am (we are)
Print full name(s)

- the registered owner(s)
 authorized to act on behalf of the registered owner(s)

And that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application for subdivision.

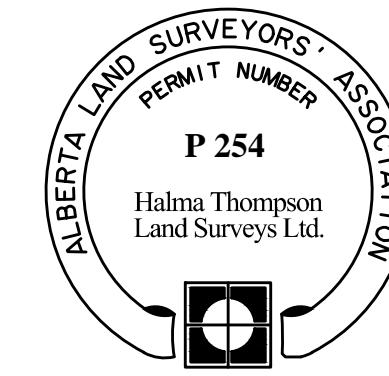
Signed: _____	Date: _____
<small>Applicant</small>	
Signed: _____	Date: _____
<small>Registered Owner (If different than applicant)</small>	
Signed: _____	Date: _____
<small>Development Officer</small>	

To be completed by the registered owner(s):
<p>Right of Entry:</p> <p>I, _____, hereby authorize representatives of the Town of Taber to enter my land for the purpose of conducting a site inspection in connection with my application for subdivision.</p> <p>This right is granted pursuant to Section 653(2) of the <i>Municipal Government Act</i>.</p> <p align="center">Signed: _____ Date: _____</p> <p align="center"><small>Registered Owner</small></p>

SCHEDULE OF AREAS		
PARENT PARCEL	NEW PARCEL	AREA (ha)
BLOCK 'X', PLAN 7819 AQ	LOT 1, BLOCK 14	0.468
BLOCK 'X', PLAN 7819 AQ	LOT 2, BLOCK 14	0.873
AREA 'B', PLAN _____	LOT 2, BLOCK 14	0.091
TOTAL		1.432



SURVEYOR: Michael A. Thompson, ALS
 Surveyed between the dates of
 March 23, 2015, and
 July 11, 2019, in accordance with
 the provisions of the Surveys Act.



LAND TITLES

PLAN No. _____

ENTERED AND REGISTERED

ON _____

INSTRUMENT No. _____

A.D. REGISTRAR

REGISTERED OWNERS:

TOWN OF TABER

SUBDIVISION AUTHORITY:

OLDMAN RIVER REGIONAL SERVICES COMMISSION
 File No. TT-19-0-004

ABBREVIATIONS:

Δ	Central Angle of Curve	Mp	2 metre standard Alberta Survey Marker Post
φ	Diameter	MR	Municipal Reserve
3TM	3 rd Transverse Mercator	N,E,S,W	North, East, South, West
A	Arc	NAD	North American Datum
ASCM	Alberta Survey Control Marker	Pit	4 Pits
A/R	Access Road	PI	4 Road Pits
C of T	Certificate of Title	P/L	Pipeline
ckm	Check Measured	PUL	Public Utility Lot
cs	Countersunk	R	Radius
CSRS	Canadian Spatial Reference System	R/W	Right of Way
Fd	Found	Re-est	Re-established
ha	Hectares	Rest	Restored
I	Statutory Iron Post	RGE	Range
km	Kilometre	SEC	Section
m	Metre	TWP	Township
M	Mound	URW	Utility Right-of-Way
MER	Meridian		
Mk	Mark		

LEGEND:

- (with 4005) Alberta Survey Control Marker
- (with 4005) Statutory iron post found
- (with 4005) Statutory iron post placed, marked P254
- (with 4005) Positions where Statutory Iron posts are to be placed pursuant to Section 47 of the Surveys Act
- RP Georeferenced Point

- Distances are ground, are in metres and decimals thereof, and are between survey monuments unless otherwise shown.
- Bearings are grid (3TM NAD'83), derived from GNSS observations, and are referred to the meridian through 111° West Longitude.
- Lands dealt with by this plan are bounded thus _____ and contain 1.432 ha.

NOTES:

- The georeferenced point is a statutory iron post, 3TM NAD'83(Original) Coordinate: 5,519,095.34 N, -81,316.64 E.
- A combined factor of 0.999858 was used to scale ground distances to the projected plane.
- The 3TM grid coordinate values for monuments found and/or placed are to be placed pursuant to Section 47 of the Surveys Act, and survey markers and reference monuments shown on this plan are listed in a table attached to the subdivision instrument.

CERTIFICATE : SECTION 47, SURVEYS ACT

REGISTERED ON : _____

AS NUMBER : _____

All Statutory Monuments were placed in the ground between the dates of _____ and _____ and are positioned in accordance with coordinates shown attached to the subdivision instrument, except for the following:

 REGISTRAR

PLAN SHOWING SURVEY OF

SUBDIVISION

OF PART OF

BLOCK X, PLAN 7819 AQ

AND

AREA 'B', PLAN _____

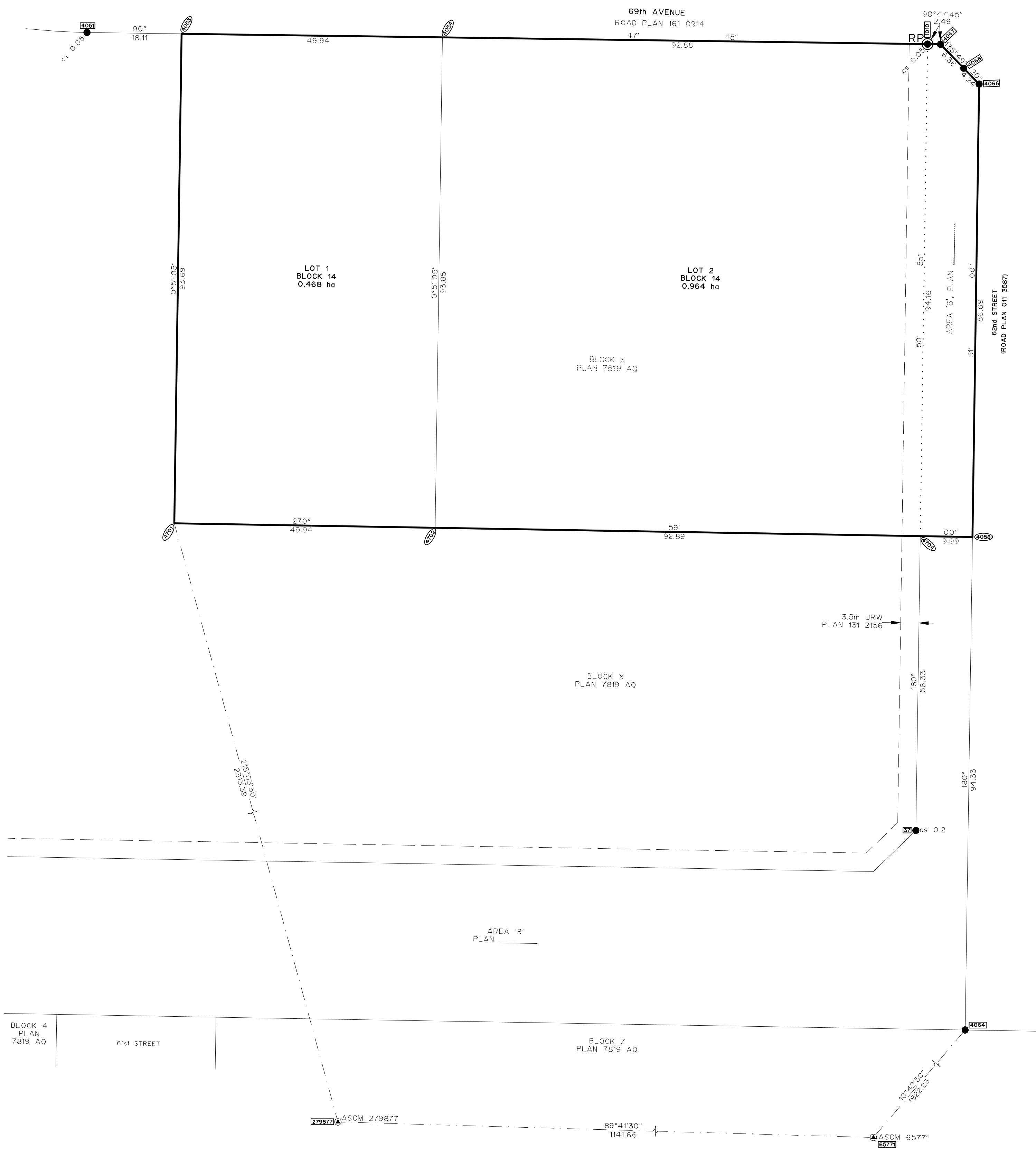
(SE 1/4 SEC 8-10-16-4)

TOWN OF TABER

ALBERTA

SCALE 1:500

DRAWN: DRL CHECKED: MAT JULY 15, 2019	HALMA THOMPSON LAND SURVEYS LTD.	200-410 Stafford Drive N Lethbridge AB, T1J 2L2 Phone (403) 381-1320 Fax (403) 381-1366	JOB H24519 DRAWING H24519L
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**SUBDIVISION APPROVING AUTHORITY
DECISION REPORT**

Subject: PLAN OF SUBDIVISION – 69 Ave.

Date: July 31, 2019

Subdivision Application No: TT 19-0-004

Proposed Subdivision Summary:

<i>Applicant</i>	Town of Taber
<i>Owner/Developer</i>	Town of Taber
<i>Legal Description</i>	Block X, Plan 7819AQ; SE 8-10-16-W4M
<i>Location</i>	69 Ave
<i>Subdivision Area</i>	0.964 ha (2.38 ac) & 0.468 ha (1.16 ac)
<i>Proposed Lots</i>	2 Medium Industrial (M-2) lots
<i>MDP Designation</i>	Taber Town Plan Bylaw 7-2016
<i>Community ASP</i>	None.
<i>Neighbourhood Structure Plan (NSP)</i>	None.
<i>LUB District</i>	Medium Industrial (M-2) Land Use Bylaw 14-2016 as amended by Council from time to time.
<i>Existing Uses</i>	Vacant land

Internal / External Circulation:

Circulation was sent out on July 16, 2019, all relevant comments are addressed within the Planning Considerations and Conditions of approval. All circulation comments are on file for review as required.

Planning Considerations:

Topography/Soil Characteristics/ Physical Characteristics	The subject lands are mainly flat as the sites are within the developed industrial area. The soils are described as clay. There are no buildings on site.
Storm Water & Collection	All plans are to be approved by the Development Authority.
Water Supply, Sewage Disposal and Solid Waste Disposal	All plans are to be approved by the Development Authority.
Subdivision Design - Roads, Accessibility, & Circulation	The plan of subdivision provides 2 Medium Industrial (M-2) lots. Lot 2 will require the creation of an access off 69 Ave to the satisfaction of the Development Authority.
Open Space / Parks	N/A
Reserves	N/A
Land Use Bylaw	M-2 - 2 lots Area of Site: Minimum Standard required: 900.0 m ² Minimum Standard provided: 9640 m² Width of Site: Minimum Standard required: 25.0 m Minimum Standard provided: 92.88m

Recommendation:

That the subdivision application by Town of Taber be **APPROVED** with the following conditions:

Prior to entering into a Servicing Agreement	1. That approval shall apply to an industrial subdivision plan within SE ¼ Sec. 8, Twp. 10, Rng. 16 W4M.
Prior to construction commencing	2. 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. 3. Easements and/or rights of way shall be registered against the land for the provision of storm, drainage, gas, power, and other utilities are required.
Prior to plan endorsement	4. 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; 5. The subdivision plan shall be registered in a manner satisfactory to the Land Titles Office.

Notations

1. This approval is subject to all relevant environmental legislation and the Alberta Environmental Protection and Enhancement Act.
2. It is the developer's responsibility to ensure that boundary grades tie in with adjacent properties.

3. It is the developer's responsibility to determine whether the use approved by this tentative plan of subdivision is achievable or whether such use may be constrained or precluded by site conditions, including constraints on use resulting from environmental conditions or legislation or both.

Author: Ben Young
Departmental Review:

Subdivision Approving Authority

Approval Date