



**MINUTES OF THE MUNICIPAL PLANNING COMMISSION  
HELD MAY 19, 2020 AT 5:00 P.M.  
CITY OF COLD LAKE COUNCIL CHAMBERS**

**PRESENT**

Councillors:  
Mayor Craig Copeland  
Bob Buckle  
Chris Vining  
Duane Lay  
Kirk Soroka  
Vicky Lefebvre

**ALSO PRESENT**

Howard Pinnock, General Manager Planning and Development  
Brad Schultz, Planner  
Fakharah Nazir, Development Officer  
Denise Pollard, Recording Secretary

**ABSENT**

Jurgen Grau, Councillor  
Kelly Eljaji, Kelly's Signature Homes - Applicant

**CALL TO ORDER**

Mayor Copeland called the meeting to order at 5:03p.m.

**ADOPTION OF  
AGENDA**

Moved by K. Soroka that the agenda be adopted as presented.

**Carried Unanimously**

**DISCLOSURE OF  
INTEREST**

None

**ADOPTION OF  
MINUTES**

None

**OLD BUSINESS**

None

**NEW BUSINESS**

**DP #220049 Application for Addition to Service Station**

F. Nazir presented the application for Development Permit #220049 from Kelly's Signature Homes for an addition to an existing Service Station (car wash) at 1302 & 1304 8 Avenue, which is a Discretionary Use within the RMX - Residential Mixed Use District.

Mayor Copeland asked the Commission members if they had any questions.

Several Commission members inquired why it is the Developer's responsibility to determine who is responsible for the fire hydrant in question; discussion ensued.

B. Schultz advised:

- There is an existing fire hydrant on the east side of the building that the applicant has suggested needs to be moved to prevent it from being hit by vehicles exiting the future extension.
- It's currently not clear whether the hydrant is on the City boulevard or on the Developer's property.
- Administration is recommending that the developer be required to submit a real property report detailing the location of the hydrant in order to determine who is responsible for the cost of moving the hydrant.
- Typically infrastructure is the Developer's expense; if it needs to be moved to accommodate his expansion it will likely be at his expense.

V. Lefebvre asked about classifying the development as a Service Station vs. Drive-Through Vehicle Services.

B. Schultz advised that:

- A car wash is typically classified under drive-through vehicle services but can fall under either of the definitions.
- "Drive-Through Vehicle Services" are not listed as a permitted or a discretionary use within the RMX District, meaning the existing car wash would be considered a non-conforming use.
- A "Service Station", however, is a Discretionary-MPC Use within the RMX District.
- Given that the existing car wash has been in place for many years with no known issues or concerns being raised, it would be reasonable to reclassify the development as a Service Station so that it would be considered a conforming use under the Land Use Bylaw and will allow the business the opportunity to expand.

V. Lefebvre asked if the business is classified as a Service Station can they put in gas pumps.

B. Schultz advised that a development application would have to be submitted and approved before gas pumps could be installed.

C. Vining inquired about expanding the building to the 13 Street side because normally a building wouldn't be that close to the sidewalk. He also asked if there were underground utilities in the boulevard.

B. Schultz advised that:

- The underground utilities are located in the alley and/or street and third party utilities in the area are overhead.
- Although the application does not conform to 7.13(1)(b) which states that no part of a service station building shall be located closer than 6.00m to a side or rear property line, this application is for an expansion of an existing facility, the location of the existing building and the site layout does not allow for these specific requirements to be met.
- Administration is of the opinion that these requirements could be waived under the authority of 3.8(3), as the proposed expansion of the facility does not have any foreseeable negative impact on adjacent properties.

B. Buckle asked about landscaping.

B. Schultz advised that:

- Given that most of the site is required for ingress/egress to the wash bays, there is little opportunity to provide a substantial amount of landscaping without impairing vehicle circulation on the site.
- Administration would recommend that the applicant be required to provide some planters along the building to introduce some soft landscaping in the spirit of the Land Use Bylaw.

Discussion ensued and the Commission inquired if a condition can be imposed requiring the applicant to hard surface the entire lot, in addition to some planters.

B. Schultz advised that yes the Commission can impose a landscaping condition requiring the Developer to hard surface the lot.

## MOTION

Moved by D. Lay that the Municipal Planning Commission Approve Development Permit 220049 subject to the following conditions:



1. Meeting all other requirements of the Land Use Bylaw 382-LU-10 as amended.
2. Meeting the requirements of the Current Alberta Building Code and Safety Codes Act.
3. Meeting all other requirements of the City of Cold Lake Engineering Standards.
4. Meeting the requirements of all other applicable legislation.
5. Meeting the requirements of the current Alberta Fire Code.
6. Any exterior signage will be permitted subject to approval of all architectural and structural plans.
7. Developer shall provide a Real Property Report detailing the location of fire hydrant which needs to be moved.
8. Developer shall be required to hard surface all areas of the lot and adjoining boulevard that are required for vehicle access and circulation and shall provide soft landscaping through the use of planters as well as on any areas not required for vehicle circulation.

**Carried Unanimously**

**ADJOURNMENT** Moved by C. Vining that the meeting be adjourned, at this time being 5:36 p.m.

**Carried Unanimously**

**NEXT MEETING** TBD

**CITY OF COLD LAKE**

CHAIRPERSON

DESIGNATED OFFICER