

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION
of the Town of Banff in the Province of Alberta
Town Hall Council Chamber
Wednesday, March 8, 2017 at 9:00 a.m.**

COMMISSION MEMBERS PRESENT

Raymond Horyn	Public Representative (Chair)
Ken Riordon	Public Representative (Vice Chair)
Scott McElhone	Public Representative
Richard Church	Public Representative
Ted Christensen	Council Representative
Sylvanna Hegmann	Minister of the Environment Representative

COMMISSION MEMBERS ABSENT

Brian Smythe	Public Representative
Brian Standish	Council Representative

ADMINISTRATION PRESENT

Randall McKay	Manager, Planning and Development
Darren Enns	Senior Planner
Stephen Allan	Engineering Coordinator
David Michaels	Planner
Jennifer Laforest	Planner
Shauna Baker	Business License Assistant
Kerry MacInnis	Planning Administration Assistant (Recorder)

1.0 CALL TO ORDER

The Chair to the Municipal Planning Commission called the March 8, 2017 meeting of MPC to order at 9:00a.m.

2.0 APPROVAL OF AGENDA

MPC17-5

Moved by Christensen to approve the agenda of the March 8, 2017 meeting of the Municipal Planning Commission agenda as amended.

Add Agenda Item #5.1 – Amendment from Parks Canada (as attached).

Add Agenda Item #4.1 – Amendment – Remove page 15 from the agenda package and replace with attached.

CARRIED

2.1 The Chair asked if any members of the Municipal Planning Commission would be declaring a conflict of interest in hearing today's meeting.
No conflict was declared.

Minutes approved by: _____

3.0 ADOPTION OF PREVIOUS COMMISSION MINUTES

MPC17-6 Moved by McElhone to approve the minutes of the February 8, 2017 meeting of the Municipal Planning Commission as presented.

CARRIED

4.0 UNFINISHED BUSINESS

4.1 16DP68 – 132 Affordable Housing Units at 547 Deer Lane – Landscape Plan Update

MPC17-7 Moved by Church that the Municipal Planning Commission approve the revised landscape plan for the proposed 132 affordable housing units at 547 Deer Lane (16DP68).

CARRIED

5.0 REPORTS

5.1 Proposed Change of Use at 211 Banff Avenue (17DP14)

i. Staff Presentation

Administration provided a presentation and overview on the proposed development as outlined in this agenda package.

ii. Public input on 17DP14

There was no public input.

iii. Applicant input on 17D14

There was no applicant input.

MPC17-8 Moved by Church that the Municipal Planning Commission approve Development Permit application 17DP14 for a proposed Change of Use at 211 Banff Avenue subject to the conditions of approval attached as Appendix 'A'.

CARRIED

Appendix A

(1) Conditions to be met prior to issuance of the Development Permit:

- (a) Provide a copy of the Development Permit Application Form signed by the owner of the site;
- (b) Pay the Town of Banff the outstanding cash-in-lieu of required parking in the amount of \$7,213.50 (\$21,000 per stall). The total required parking resulting from the change of use is 0.3435 parking stalls.
- (c) Pay the Town of Banff the outstanding cash-in-lieu of required housing in the amount of \$3,706.50 (\$21,000 per bedroom). The total required housing resulting from the change of use is 0.1765 bedrooms.

(2) Specific Conditions:

- (a) Issuance of this Development Permit allows for the conversion of previously-approved General Retail (62.79m²), Eating and Drinking Establishment (45.38m²) and Storage (46.51m²), to, Eating and Drinking Establishment (45.38m²), Amusement Establishment (35.30m²), Retail (28.63m²), Kitchen (21.76m²) and

Minutes approved by: _____

Storage (23.61m²). Any future change of use will require a Development Permit and shall be subject to the provisions of the *Town of Banff Land Use Bylaw*;

- (b) Obtain a valid Food Establishment Permit from Alberta Health Services, prior to the operation of the Eating and Drinking Establishment. Please contact Alberta Health Services at (403)762.2990 for more information;

(3) General Conditions:

- (a) Any changes to the approved plans shall be submitted for review and final approval of the Development Officer prior to implementation on-site;
- (b) A Sign Permit is required for any new signs or replacement of existing signs on the building. A Sign Permit is required for decal or painted window signs with a combined area greater than 0.3m² or 10% of the window in which they are located and interior signs located closer than 0.9m to the inside face of a window;
- (c) A Sidewalk Seating Permit is required for any seating located on the public sidewalk;
- (d) Town of Banff requires all developers to collect all waste, separate into appropriate categories on-site and store appropriately. Dispose trade waste at the Bow Valley Waste Management Commission's Class III landfill (Francis Cook) and garbage to the Waste Transfer Station. Ensure that materials and waste being transported are covered with tarps or equivalent material. Please review the Town of Banff's *How-to guide to construction waste management*;
- (e) Confine "noise" activities to hours set out in *Town of Banff Community Standards Bylaw 260*;
- (f) Ensure that all garbage and food waste is stored in bear-proof bins as per *Town of Banff Waste Bylaw 18-4*;
- (g) The applicant or future tenant shall obtain, and maintain, a valid Business Licence from the Town, which shall reflect the use approved by this Development Permit;
- (h) Obtain all permits required in accordance with the *Province of Alberta Safety Codes Act Revised Statutes of Alberta, Chapter S-1*. The Act requires that all property owners and contractors working in Alberta obtain permits prior to commencing work on buildings covered by the Alberta Building Code or prior to conducting work governed by the regulations of the *Canadian Electrical Code*, the *Alberta Gas Code* or the *Alberta Plumbing Code*.

5.2 Proposed additional Guestroom within Existing Bed and Breakfast Home at 116 Mountain Avenue(17DP06)

- i. Staff Presentation
Administration provided a presentation and overview on the proposed development as outlined in this agenda package.
- ii. Public input on 17DP06
There was no public input.

- iii. Applicant input on 17D06
There was no applicant input.

Moved by Christensen that the Municipal Planning Commission approve Development Permit application 17DP06 for a proposed addition of one (1) commercial accommodation unit to an existing bed and breakfast home at 116 Mountain Avenue subject to the conditions of approval attached as Appendix 'A'.

CARRIED

(1) Conditions to be met prior to the issuance of the Development Permit:

- (a) Pay to the Town of Banff the outstanding development permit fee of \$450.00 (\$350.00+\$100.00 per guestroom) as established by the *Town of Banff Development Permit Fee Schedule Bylaw 308*;
- (b) Pay to the Town of Banff the outstanding Municipal Planning Commission surcharge of \$125.00 as established by the *Town of Banff Development Permit Fee Schedule Bylaw 308*;

(2) General Conditions:

- (a) Obtain a Business License from the Town of Banff for the operation of a bed and breakfast home. The number of commercial accommodation units shall be restricted to three (3);
- (b) The Development Permit is valid for a period not to exceed the term of the Business License or five (5) years from the date of issuance, whichever first occurs;
- (c) Any further changes to the approved plans or building shall be submitted for review and approval of the Development Officer prior to implementation on-site;
- (d) The bed and breakfast home shall be operated exclusively by the live-in owner or an on-site manager. The bed and breakfast home shall not change the principal residential character, use or external appearance of the property.
- (e) Obtain all permits required in accordance with the *Province of Alberta Safety Codes Act Revised Statutes of Alberta, Chapter S-1*. The Act requires that all property owners and contractors working in Alberta obtain permits prior to commencing work on buildings covered by the Alberta Building Code or prior to conducting work governed by the regulations of the *Canadian Electrical Code*, the *Alberta Fire Code*, the *Alberta Gas Code* or the *Alberta Plumbing Code*;
- (f) Vehicular traffic generated by the bed and breakfast home shall not be in excess of what which is characteristic of the neighbourhood in which it is located;
- (g) On-site parking shall conform to the approved site plan. No parking of guest vehicles is permitted on adjacent public roadways;
- (h) Confine "noise" activities to hours set out in *Town of Banff Community Standards Bylaw 260*;
- (i) Ensure that all garbage and food waste is stored in bear-proof bins as per *Town of Banff Waste Bylaw 18-4*. Construction sites must undergo thorough clean-up, including removal of general litter at project completion;

Minutes approved by: _____

- (j) All signs require a separate Development Permit in accordance with Town of Banff Land Use Bylaw 31-4;
- (k) Contact Alberta Health Services (Banff Health Unit) at 403.762.2990 regarding the Province of Alberta *Guidelines for Bed and Breakfast Establishments* and to arrange an inspection of the property prior to operation;
- (l) Contact Alberta Health Services (Banff Health Unit) at 403.762.2990 to obtain a food establishment/handling permit prior to operation;
- (m) Non-compliance with any conditions of the Development Permit will result in revocation of the 'bed and breakfast home' permit.

6.0 CORRESPONDENCE

There was no correspondence.

7.0 NEW BUSINESS

There was no new business.

8.0 INQUIRIES

There were no inquiries.

9.0 DATE OF NEXT MEETINGS/ADJOURNMENT

The next regularly scheduled meeting of the Municipal Planning Commission is scheduled for Wednesday, April 12, 2017 at 9:00 a.m.

MPC17-9 Moved by Church to adjourn the meeting at 9:50 a.m.






CARRIED

Ray Horyn
Chair

Kerry MacInnis
Administrative Assistant, Planning and Development

Minutes approved by: _____

VEGETATION MANAGEMENT

SYMBOL	DESCRIPTION	QTY
	THIN NEW SAPLING GROWTH	62.7 m ²
	HERBICIDE TREATMENT WITH MINIMAL DISTURBANCE	79.3 m ²
	REMOVE EXISTING NON-NATIVE GRASSES + APPLY HERBICIDE	189.0 m ²
	EXISTING VEGETATION REMOVED AND NATIVE GRASSES (ELYMUS INNOVATUS) HARVESTED AS DIRECTED BY LANDSCAPE ARCHITECT. GRASSES TO BE PLANTED AT TOP OF SLOPE	5,217 m ²
	AREA TO BE MANAGED TO REDUCE TREE LOSS. TREES WITH 50% OR GREATER ROOT IMPACTS	333.1 m ²



Knightsbridge

Project Team
 Structural Consultant
 ISL Engineering and Land Services
 Mechanical Consultant
 Reinbold Engineering Group
 Electrical Consultant
 Nemetz (S/A) & Associates Ltd.
 Landscape Consultant
 O2 Planning + Design
 Civil Consultant
 Kellam Berg Engineering and Surveys Ltd.

Client



Soil & Permit

No.	Issued for DP Submission	2016-10-14
No.	Description	Date
Drawing History		
Drawn By:	ZMCO	Created By: MW

Scale 1:250

Project
TINU
 DEER LANE AFFORDABLE HOUSING

Drawing Title
VEGETATION MANAGEMENT

Project Number	Drawing Number
5513	L7.00

Town of Banff Circular Review 17DP14

Parks Canada has reviewed the specific information provided in circular 17DP14 in the context of the following documents:

- The Town of Banff Land Use Bylaws
- 2010 Banff National Park of Canada Management Plan
- The current land use agreements
- The Canada National Parks Act and Regulations

No conflict has been found with these documents.

Upon initial review, Parks Canada has determined that the proposed project is unlikely to result in adverse effects that require mitigation. In accordance with applicable environmental legislation and related policy, no Environmental Impact Analysis is required.

Further it was noted during review that the circulation cover page proposed use area break downs and the application proposed use area breaks downs do not reflect each other and need to be clarified/confirmed.

As noted by the Town of Banff, the owner's signature is required on the application form.

Please Note: Should more details become available about the project, or should the details of the project change as it proceeds through the development process, the review results above may change.

Thank you