



**AGENDA**  
**Municipal Planning Commission Meeting**  
**Tuesday July 11, 2023**  
**6:15 pm**

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1. **Date/Place: July 11, 2023, 6:15pm at the Seniors Drop-in Centre 4918 50<sup>th</sup> Avenue, Bentley AB**

2. **Members Attendance:**

**Mayor Rathjen**  
**Deputy Mayor Hansen**  
**Councillor Eastman**  
**Councillor Grimsdale**  
**Councillor Valiquette**

**CAO/Development Officer and Recording Secretary – Marc Fortais**

3. **Amendments and Acceptance of Agenda**

4. **Previous Minutes:**

a) **Municipal Planning Commission Minutes June 13, 2023**

5. **New Business**

a) **Application for consideration: Craig MacNeil – 4821 52 Ave – Development Permit 10-23 - Oversize Garage Build**

**The applicant is requesting the following:**

- **Approval of discretionary use in the R1 District for an oversize garage build, with dimensions of 36' wide X 48' long.**
- **Relaxation of the height restriction to allow the building height not to exceed 17.6 ft.**

b) **Application for consideration: Dave and Rhonda Charbonneau – Development Permit 11-23 – Oversize Garage Build**

**The applicant is requesting the following:**

- **Approval of discretionary use in the R1 District for an oversize garage build, with dimensions of 30' wide X 30' long.**
- **Relaxation of the height restriction to allow the building height not to exceed 19 ft.**

6. **Adjournment**



**Minutes of the Municipal Planning Commission Meeting of the Town of Bentley  
Tuesday June 13, 2023**

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**Date & Place** Minutes of the Municipal Planning Commission Meeting of the Town of Bentley held Tuesday June 13, 2023, at 6:00pm, in the Seniors Drop-In Centre 4918 50<sup>th</sup> Ave, Bentley AB

**Indigenous Acknowledgement**

“We acknowledge that we are meeting on Treaty 6 Territory and Home of Metis Nation Region 3, on land that is part of a historic agreement involving mutuality and respect. We recognize all the many First Nations, Metis, Inuit, and non-First Nations whose footsteps have marked these lands.”

**In Attendance** Mayor Rathjen (Chair)  
Deputy Mayor Hansen  
Councillor Eastman  
Councillor Grimdsdale  
Councillor Valiquette  
CAO/Development Officer and Recording Secretary – Marc Fortais

**Call To Order** Mayor Rathjen called the meeting to order at 6:00pm

**Agenda**

**Motion MPC 12/2023** Moved by Councillor Grimdsdale, “THAT the Agenda of the June 13, 2023, Municipal Planning Commission Meeting be accepted.”

**Carried**

**Previous Minutes**

**Motion MPC 13/2023** Moved by Deputy Mayor Hansen, “THAT the minutes of the May 2, 2023, Municipal Planning Commission Meeting of the Town of Bentley be confirmed.”

**Carried**

**New Business:**

**a) Application for consideration: Mark Vander Laan – Oversize Garage Structure 4917 46<sup>th</sup> Street**

**Motion MPC 14/2023** Moved by Councillor Grimsdale, “THAT the Municipal Planning Commission approve Development Permit 09-23 from the property owner Mark Vander Laan Wiese, for the construction of an oversized garage with dimensions of 30ft wide X 40 ft long X 20ft high (1,200 square feet) as a discretionary use in the R1 District; AND

THAT the Development Permit Application 09-23 be approved with a relaxation of the height restriction so that it may be built with a maximum height of 20ft; AND

THAT the accessory building will not exceed the height of the main building on the property; AND

THAT all other setback requirements, and any other requirements as outlined by the Land Use Bylaw and/or through building code for construction of an accessory building will be met by the builder as proposed in the application.

**Carried**

**Adjournment**

**Motion MPC 15/2023** Moved by Councillor Eastman, “THAT the municipal planning commission meeting of June 13, 2023, be adjourned at 6:08pm.

**Carried**

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Mayor Greg Rathjen

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CAO Marc Fortais



**Agenda Date:** July 11, 2023  
**Agenda Item:** Craig MacNeil – 4821 52<sup>nd</sup> Ave – Oversize Garage Build

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## **SUMMARY AND BACKGROUND**

THAT the Municipal Planning Commission consider the approval of the Development Permit Application 10-23 (Attachment #1) from Craig MacNeil. The application is being considered as discretionary use in the R1 District; AND

THAT the accessory building will not exceed the height of the main building on the property of 17'6" but it is anticipated that it will be at a height of 16'6".

This permit application is being considered by the Municipal Planning Commission (MPC) due to the size of the structure. Under the Land Use Bylaw (LUB) a permit application for an accessory residential building can be considered for approval by the Development Officer if the total floor area is less than 70m<sup>2</sup> (735.5ft<sup>2</sup>). Any accessory building with a proposed floor area above 70m<sup>2</sup> (735.5ft<sup>2</sup>) must be considered by the MPC. The application is for the construction of a large garage structure 36' wide X 48' long X 16'6" high for a total square footage of 1,728 square feet. The applicant has indicated that the exterior finishes will be steel siding and steel roof, and that all setback requirements for the R1 District will be met as follows:

Side Yard Setback	2.13 metres	(LUB requirement is 1 metres)
Rear Yard Setback	2.13 metres	(LUB requirement is 1.5 metre due to laneway)

The garage will be located in the southeast side of the property with the laneway to the south of the garage. The proposed height for the accessory building will exceed 16.4 ft and is proposed to be 16.6ft high. The applicant is requesting a relaxation of the height restriction to allow the 16.6ft proposed height. The applicant has also assured the development officer that it will not exceed the existing building height, which is approximately 17.6ft

The applicant has also indicated that he has spoken to the immediate neighbors and that no concerns have been voiced at this time. The development officer is recommending that due sufficient space on the lot and the fact that the applicant is meeting the setback requirements, that the MPC should consider granting the small relaxation for the height restriction and approve the permit for the oversize garage build. There is ample room on the lot, and it is not felt that allowing such a build on this property will be detrimental to the design, character, and appearance of the neighborhood.

It is the opinion of the Development Officer that the permit for the construction of a garage structure with a total square footage of 1,728 square feet be approved by the Municipal Planning Commission with the requested relaxation.

## **RECOMMENDATION**

THAT the Municipal Planning Commission Approve the Development Permit Application 10-23 from Craig MacNeil, for the construction of an oversized garage with dimensions of 36ft wide X 48 ft long X 16'6" high (1,728 square feet) as a discretionary use in the R1 District; AND

THAT the Development Permit Application 10-23 also be approved with a small relaxation of the height restriction so that it may be built with a maximum height of 17'6" not to exceed the existing building height; AND

THAT all other setback requirements, and any other requirements as outlined by the Land Use Bylaw and/or through building code for construction of an accessory building will be met by the builder as proposed in the application.

## **ATTACHMENTS**

- 1) Development Permit Application

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Marc Fortais, CAO



TOWN OF BENTLEY  
 Box 179  
 Bentley, AB T0C 0J0  
 Ph: (403) 748-4044  
 Fax: (403) 748-3213

Permit # \_\_\_\_\_  
 Fee: \$ \_\_\_\_\_  
 Tax Roll # \_\_\_\_\_

DEVELOPMENT PERMIT APPLICATION

I/We hereby make application of a development permit pursuant to the Town of Bentley's Land Use By-law. The plans, supporting documents and application fee attached herewith form a part of this application.

Applicant(s) Craig MacNeil Home Phone N/A  
Please Print  
 Address: \_\_\_\_\_ Cell Phone 780-660-2522  
 \_\_\_\_\_ Fax: N/A

Legal: (Lot(s)) 15 Block 12 Plan 132U Email: Craig MacNeil @ yahoo.com

Municipal Address: 4821-52 AVENUE, BENTLEY

Description of Development: GARAGE

Value of Development \$ 50K

Land Use District: \_\_\_\_\_ Current Use of Lands & Buildings: RESIDENTIAL DWELLINGS

house  
 Proposed Use of Lands & Buildings: RESIDENTIAL USE GARAGE

Site Area Size: 50' x 140' Total Floor Area: 1729 sqft.

Ground Floor Area: 36' x 48' Upper Floor Area: N/A

Building Height (from ground elevation): NOT TO EXCEED MAIN HOUSE ROOF PEAK

(if applicable) Number of Parking Spaces: N/A Loading Spaces: N/A

Side-yard Set-backs: Front (m) 7' Rear (m) 28'

Side (m) 7' Side (m) 7'

Other Information: Please provide any other pertinent information below or on separate sheet

SEE ATTACHMENT # 1-1, 1-2, 1-3, 1-4.  
SEE ATTACHMENT # 2

I/We hereby certify that I am/we are the registered owner(s) or authorized to act on behalf of the registered owner(s) and that the information on this form and on the attached plans and supporting materials is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application.

Date Signed: July 4th \_\_\_\_\_  
 Signature of Owner or Authorized Agent

\_\_\_\_\_  
 Signature of Owner or Authorized Agent

RIGHT OF ENTRY

I/We, being the registered owner(s) or person(s) in possession of the land and building(s) thereon, hereby consent to an authorized person designated by the Town of Bentley entering upon the said property for the purpose of inspection.

Date Signed: \_\_\_\_\_  
 Signature of Owner or Authorized Agent

\_\_\_\_\_  
 Signature of Owner or Authorized Agent

Title Block

Designer - GREG JOYCE

Applicant - CRAIG MacNEIL

Date - July 2, 2023

Drawings # 1

5; 1; 40; 26; SW

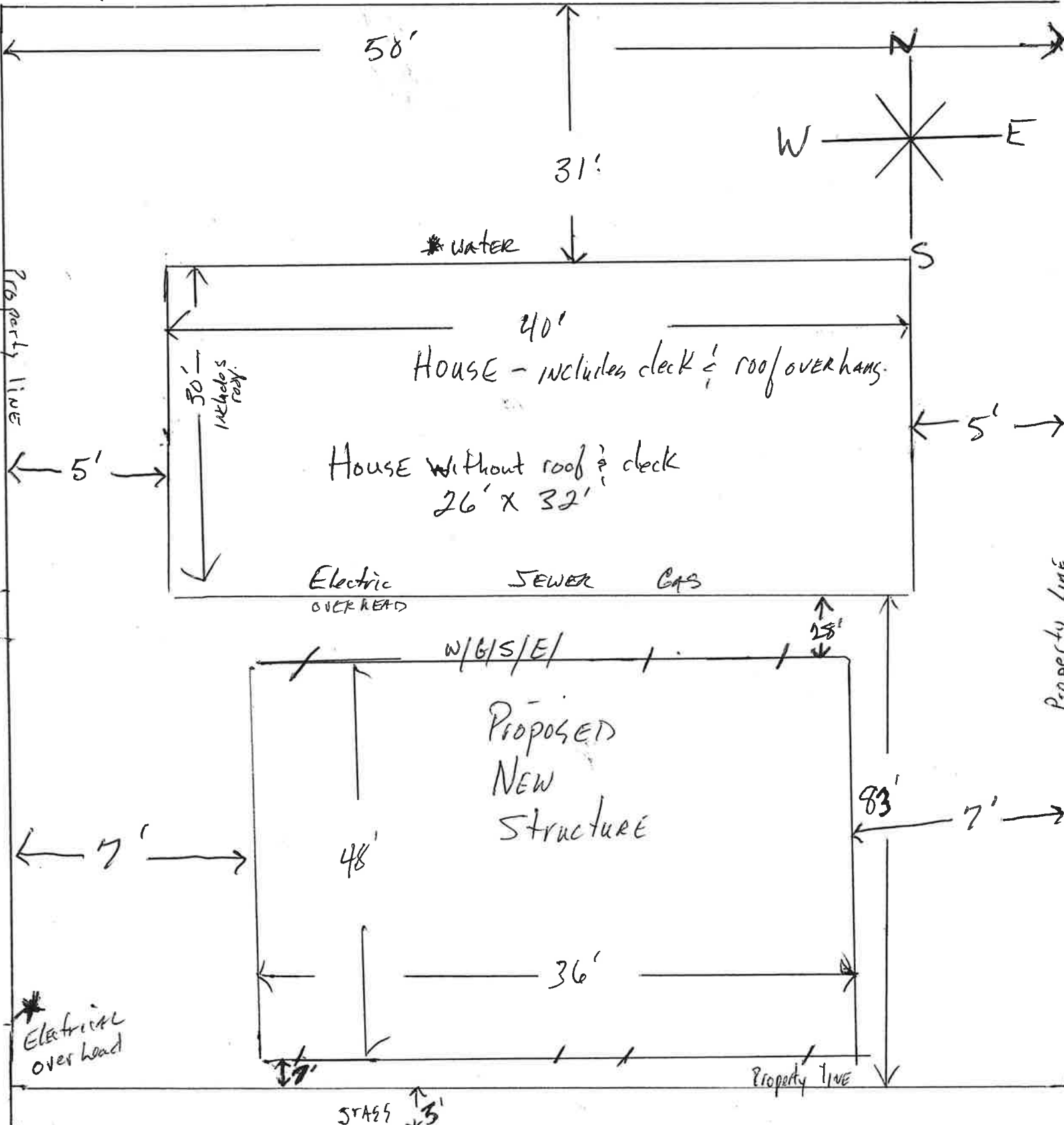
Site Plan

Attachment # 1-2

52 AVENUE --- 4821-52 AVENUE, BENTLEY, 132W; 12; 15, 16

8' GRASS

4' SIDE WALK



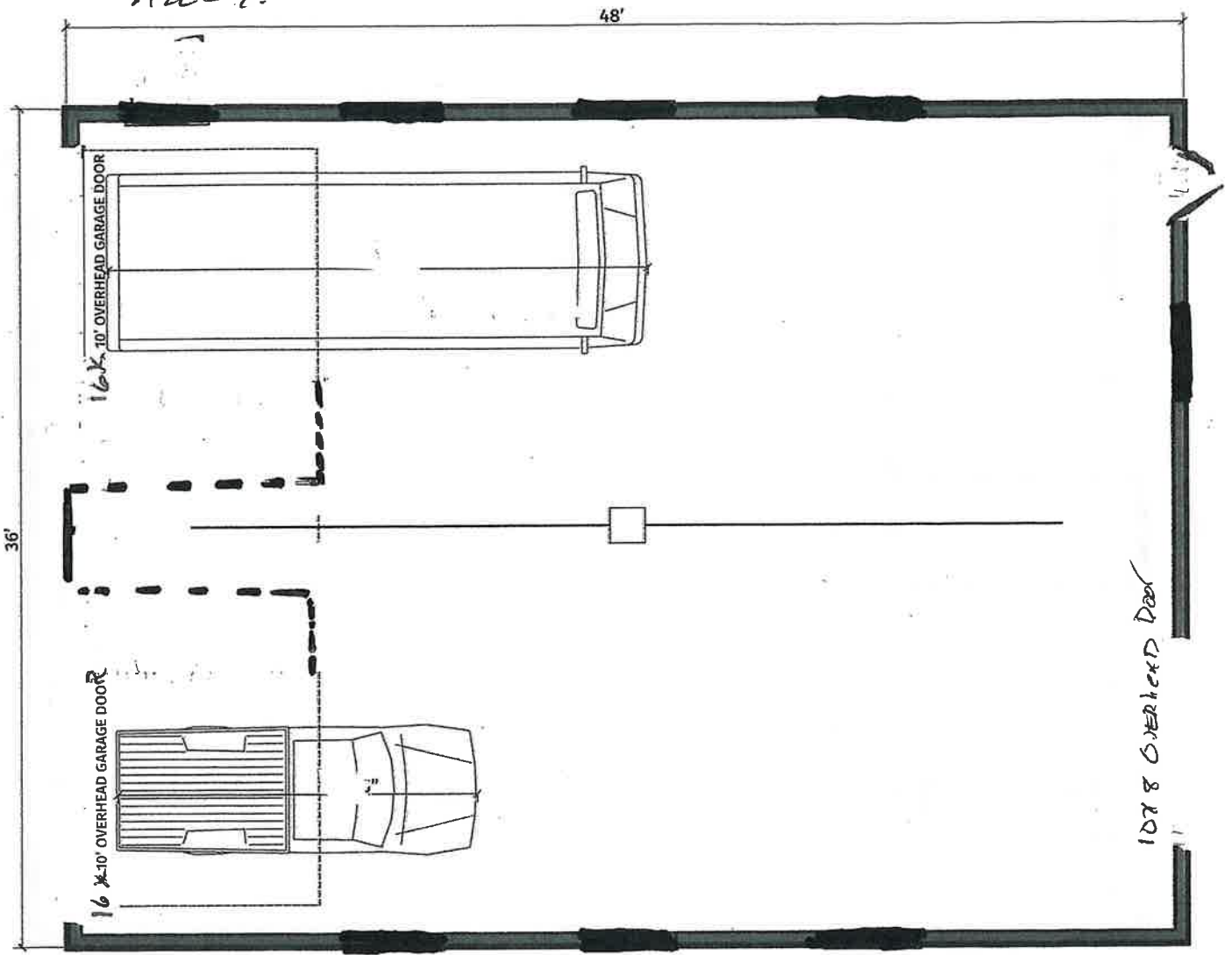
ALLEY GRAVEL \* GAS \* SEWER



PROPOSED SHOP

36' x 48'

\* Natural drainage & grades on property go from 52 AVENUE towards ALLEY with lowest elevation being the south west CORNER nearest the ALLEY.

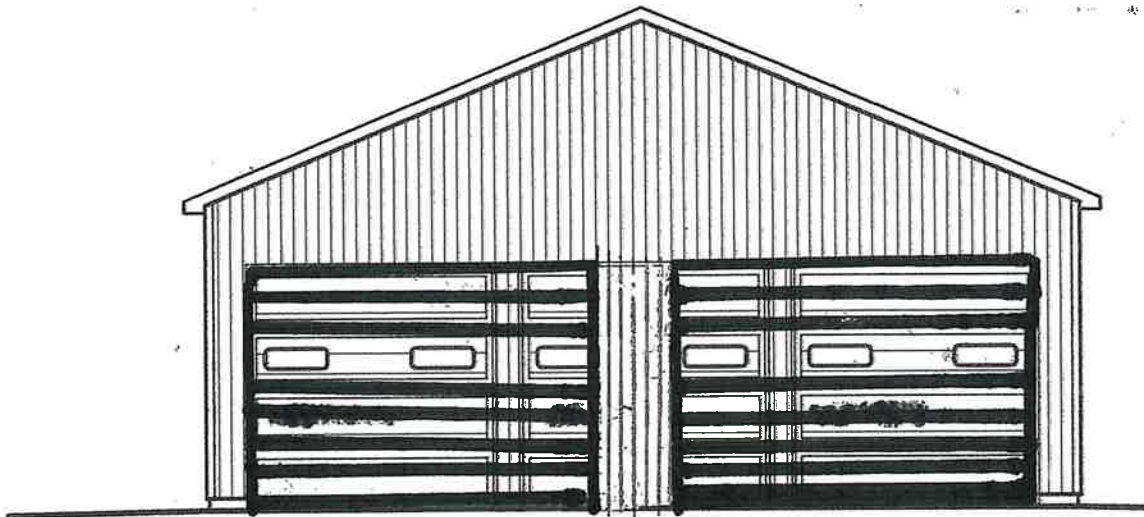
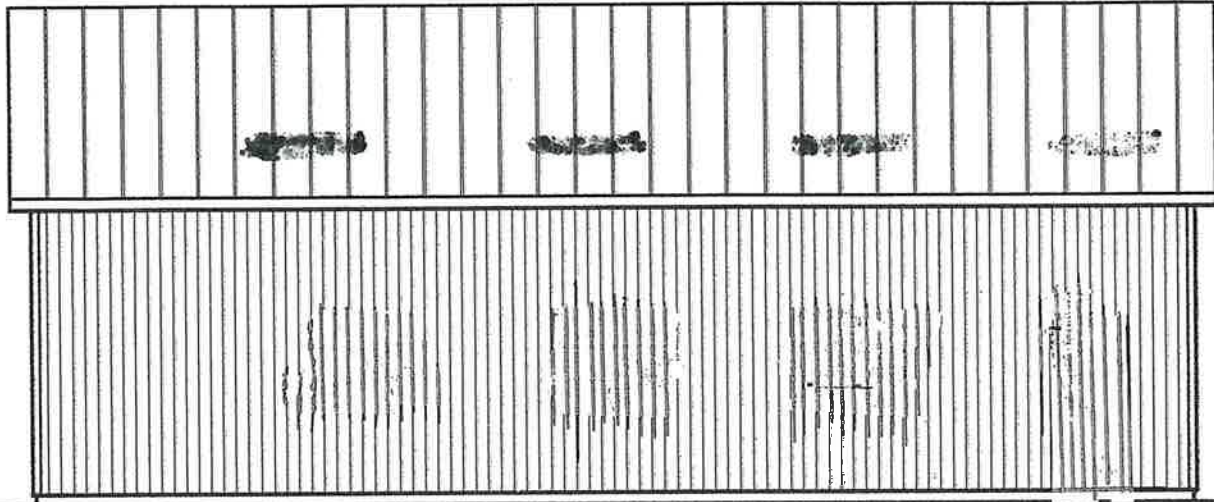


- FINISHED CEMENT FLOOR



**PROPOSED SHOP**  
36' x 48'

Total width: 36 ft.  
Total depth: 48 ft.  
Wall height: 12 ft.



- 2 - 16 x 10' overhead doors on front of building facing ALLEY
- 1 - 36" x 6'8" man door on rear of building.
- 1 - 8' x 10' garage door on rear of building

Front and Side Elevation

## Attachment #2

### 1(2) Building Orientation & design

(i) The building will not intrude onto surrounding properties as this property is at a lower ~~the~~ elevation than most of the street.

(ii) The surrounding properties on this street & alleyway have a mix asphalt roofs, steel roofs, ~~and~~ vinyl siding, steel siding on homes & garages.

(iii) This building will complement existing properties, will not have negative effect.

(C) The exterior finish on proposed new structure will be steel roof and siding with color matching the house

(D) The new structure will be built to code and have due regard to existing character of the area.

\* HAVE had conversations with neighbor's and informed them I am applying for permit to build large garage.



**Agenda Date:** July 11, 2023  
**Agenda Item:** Dave and Rhonda Charbonneau – 4829 52 Ave – Oversize Garage Building

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## **SUMMARY AND BACKGROUND**

THAT the Municipal Planning Commission consider the approval of the Development Permit Application 11-23 (Attachment #1) from Dave and Rhonda Charbonneau. The application is being considered as discretionary use in the R1 District; AND

THAT the accessory building will not exceed the height of the main building on the property of approximately 21' and it is anticipated that the garage structure will be at a maximum height of 19'.

This permit application is being considered by the Municipal Planning Commission (MPC) due to the size and height of the structure. Under the Land Use Bylaw (LUB) a permit application for an accessory residential building can be considered for approval by the Development Officer if the total floor area is less than 70m<sup>2</sup> (735.5ft<sup>2</sup>). Any accessory building with a proposed floor area above 70m<sup>2</sup> (735.5ft<sup>2</sup>) must be considered by the MPC.

The application is for the construction of a large garage structure 30' wide X 30' long X 19' high for a total square footage of 900 square feet. The applicant has indicated that the exterior finishes will be steel siding and steel roof, and that all setback requirements for the R1 District will be met as follows:

Side Yard Setbacks	1.78 metres	(LUB requirement is 1 metres)
Rear Yard Setback	8.23 metres	(LUB requirement is 1.5 metre due to laneway or 6 metres if a driveway is being proposed)

The garage will be located in the southeast side of the property with the laneway to the south of the garage. The proposed height for the accessory building will exceed 16.4 ft and is proposed to be 19ft high. The applicant is requesting a relaxation of the height restriction to allow the 19ft proposed height. The applicant has also assured the development officer that it will not exceed the existing building height, which is approximately 21ft.

The applicant has also indicated that he has spoken to the immediate neighbors and has provided signed comments of support for the garage build, and no concerns have been voiced at this time. The development officer is recommending that due sufficient space on the lot (it is a double lot – they are well under the 55% parcel coverage) and the fact that the applicant is meeting the setback requirements, that the MPC should consider granting the relaxation for the height restriction and approve the permit for the oversize garage build. There is ample room on the lot, and it is not felt that allowing such a build on this property will be detrimental to the design, character, and appearance of the neighborhood. In addition, there is already a house on the street that has been finished in steel siding and it looks great.

It is the opinion of the Development Officer that the permit for the construction of a garage structure with a total square footage of 900 square feet and a maximum height of 19 feet, be approved by the Municipal Planning Commission with the requested relaxation.

## **RECOMMENDATION**

THAT the Municipal Planning Commission Approve the Development Permit Application 11-23 from Dave and Rhonda Charbonneau, for the construction of an oversized garage with dimensions of 30ft wide X 30 ft long X 19 ft high (900 square feet) as a discretionary use in the R1 District; AND

THAT the Development Permit Application 11-23 also be approved with a relaxation of the height restriction so that it may be built with a maximum height of 19' not to exceed the existing building height; AND

THAT all other setback requirements, and any other requirements as outlined by the Land Use Bylaw and/or through building code for construction of an accessory building will be met by the builder as proposed in the application.

## **ATTACHMENTS**

- 1) Development Permit Application

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Marc Fortais, CAO



**TOWN OF BENTLEY**  
 Box 179  
 Bentley, AB T0C 0J0  
 Ph: (403) 748-4044  
 Fax: (403) 748-3213

Permit # 11-23  
 Fee: \$ 8115.00  
 Tax Roll # 570.000

**DEVELOPMENT PERMIT APPLICATION**

I/We hereby make application of a development permit pursuant to the Town of Bentley's Land Use By-law. The plans, supporting documents and application fee attached herewith form a part of this application.

Applicant(s) Dave + Rhonda Charbonneau Home Phone \_\_\_\_\_  
Please Print  
 Address: Box 733 Bentley, Alberta Cell Phone Dave 403-318-4311  
T0C 0J0 Fax: \_\_\_\_\_  
Rhonda 403-302-4420

Email: writesus@platinum.ca

Legal: (Lot(s)) 13+14 Block \_\_\_\_\_ Plan \_\_\_\_\_

Municipal Address: 4829-52 AVE BENTLEY, AB T0C0J0

Description of Development: Accessory Building

Value of Development \$ 50,000

Land Use District: R1 Current Use of Lands & Buildings: Residence. considerable down size for us. Hence the need for additional space for parking and hobby use.

Proposed Use of Lands & Buildings: garage/shop for parking and storage (mezzanine)

Site Area Size: 14,000 SF Total Floor Area: 900 SF (30' x 30')

Ground Floor Area: 900 SF Upper Floor Area: 216 SF

Building Height (from ground elevation): 12' sidewall 19' To Peak

(if applicable) Number of Parking Spaces: 2 Loading Spaces: NA

Side-yard Set-backs: Front (m) 25, 29.84 Rear (m) 8.23

Side (m) 1.78 Side (m) 1.78

Other Information: Please provide any other pertinent information below or on separate sheet

Directly south of (P) zoned care facility and playground. (no houses)  
Neighbors views unaffected. Will remove 2 spruce trees on the proposed area.

I/We hereby certify that I am/we are the registered owner(s) or authorized to act on behalf of the registered owner(s) and that the information on this form and on the attached plans and supporting materials is full and complete and is, to the best of my knowledge, a true statement of the facts relating to this application.

Date Signed: July 6, 2023  
 Signature of Owner or Authorized Agent  
Rhonda Char  
 Signature of Owner or Authorized Agent

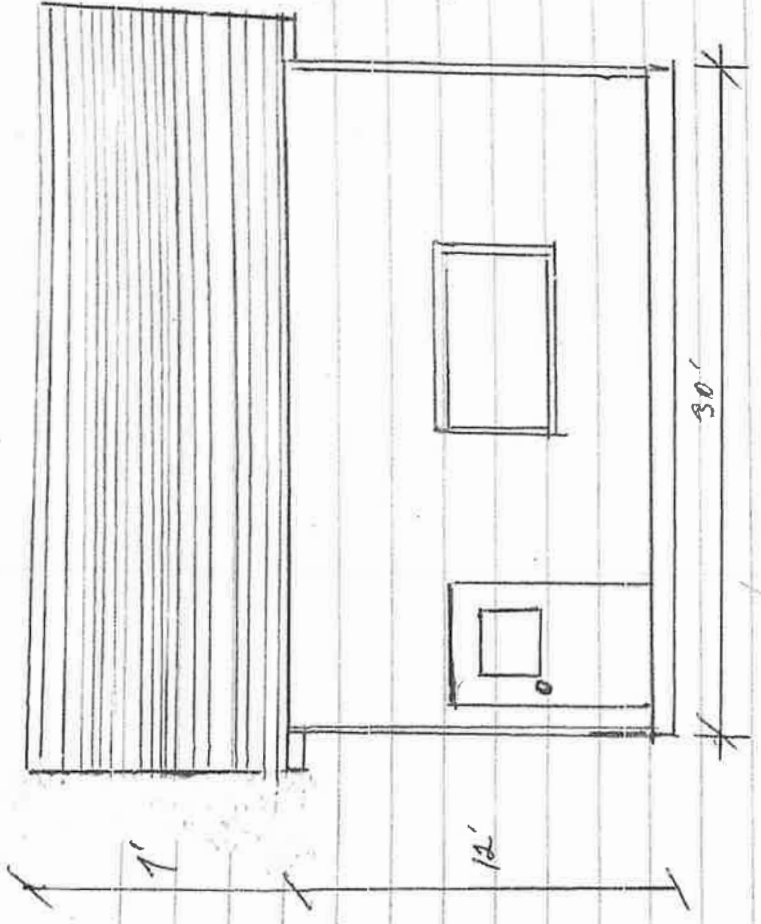
**RIGHT OF ENTRY**

I/We, being the registered owner(s) or person(s) in possession of the land and building(s) thereon, hereby consent to an authorized person designated by the Town of Bentley entering upon the said property for the purpose of inspection.

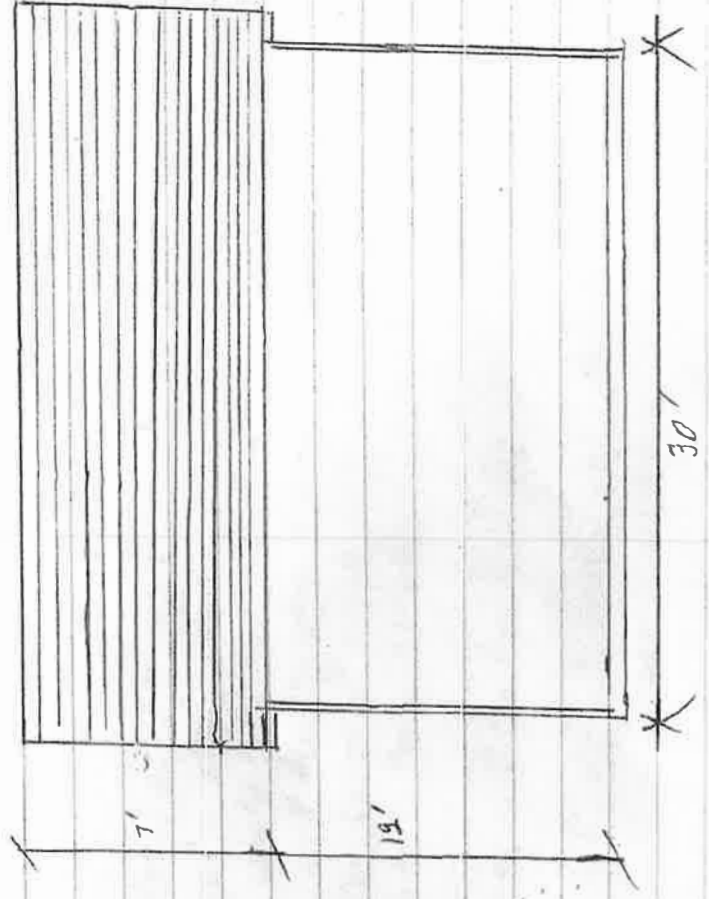
Date Signed: July 6, 2023

Signature of Owner or Authorized Agent  
Rhonda Char  
 Signature of Owner or Authorized Agent

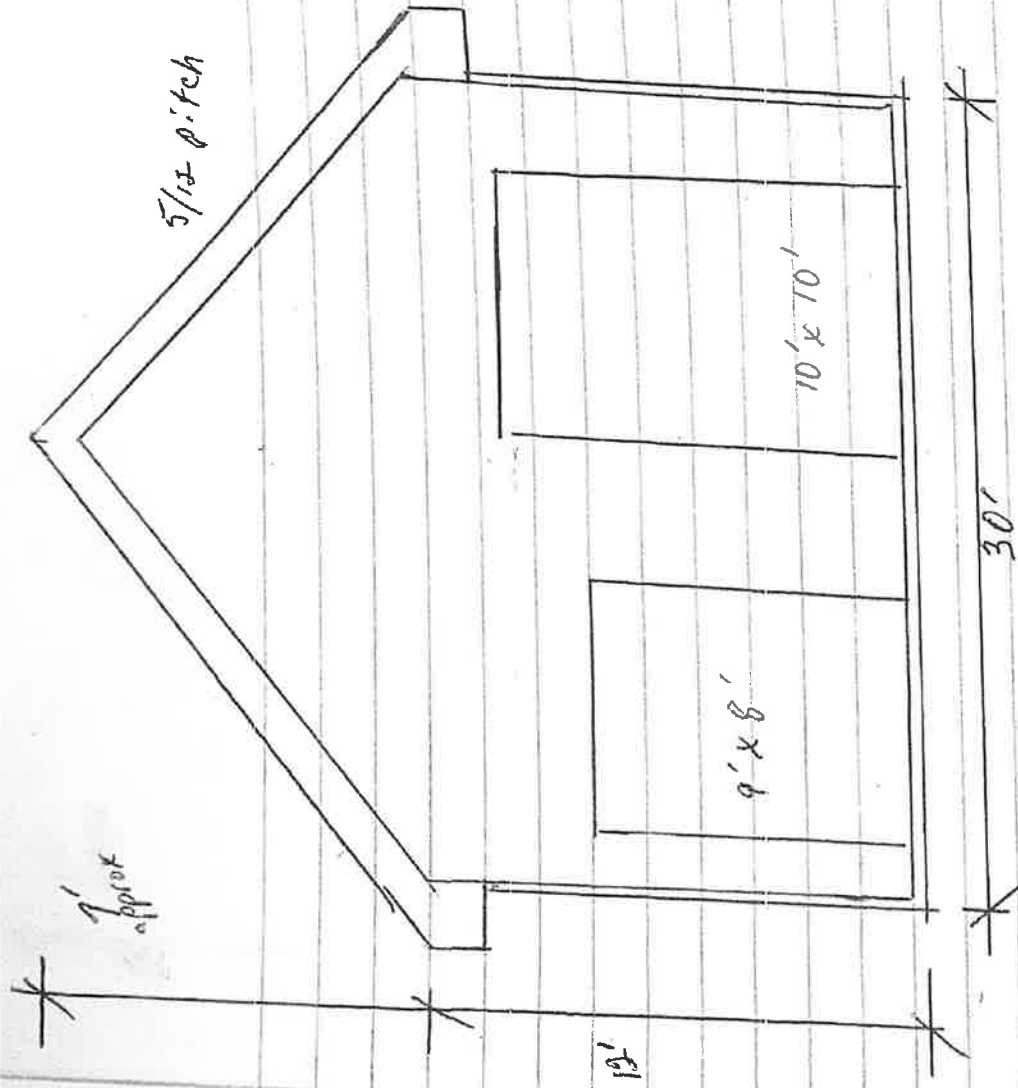
Dave + Rhonda Charbonneau  
Proposed garage 4829-52 Ave Bentley  
Lots 13+14 Block 12 Plan 132 u



West Elevation



East Elevation



South Elevation

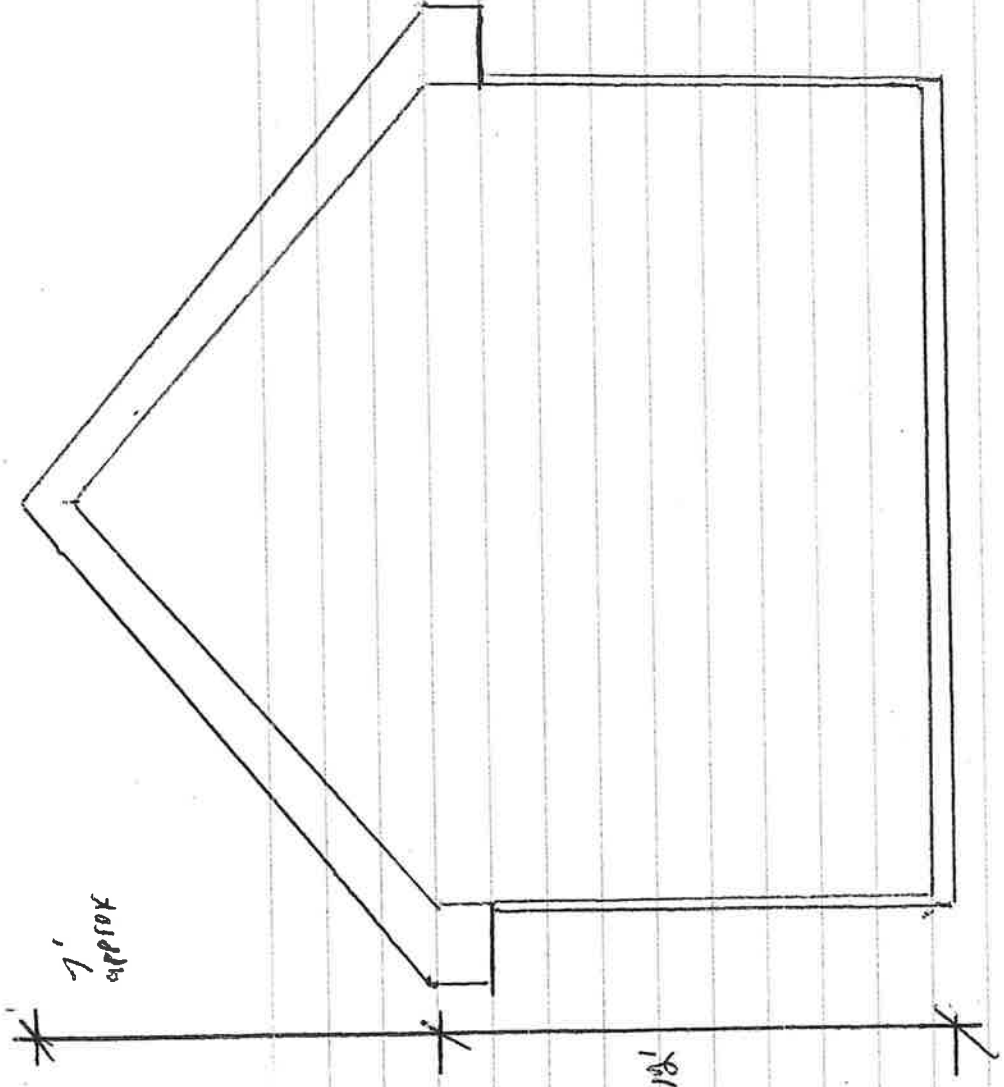
Note! Metal cladding is evident on neighboring homes roofs and walls.

I would like to install a 26 gauge metal roof and walls as well for long term life and hail resistance. I would use a tan colored neutral looking main colour with darker accent trim colour. Colour sample provided.

- garage will be finished c/w insulation and natural gas heater.

- Certificate of title is not yet available as we have only recently purchased and moved into our retirement home. Cara with Dixon + associates in Red Deer may be contacted for verification. # 403-343-1160





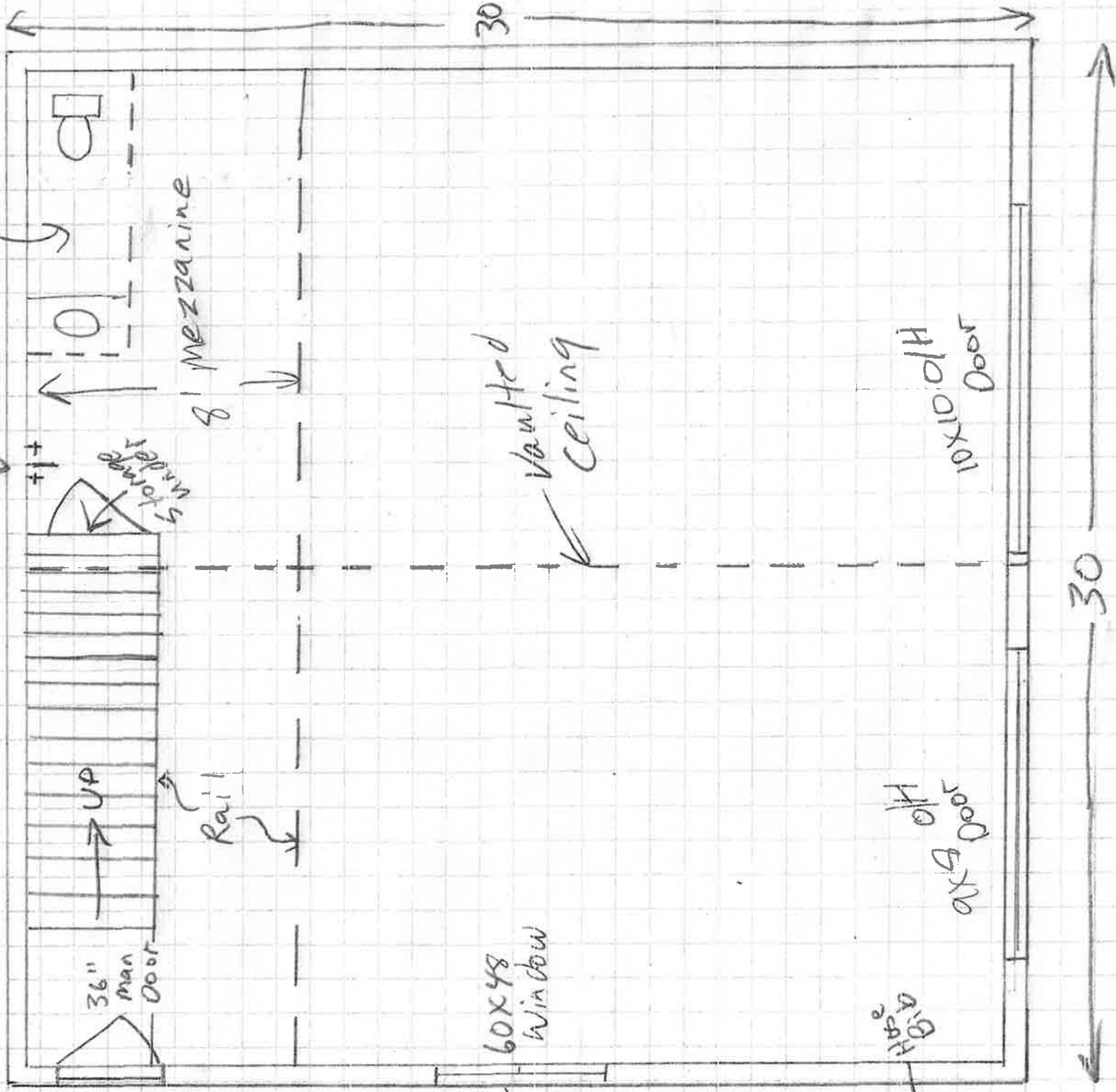
North Elevation



Prepared by Doug Will Foxwood Homes

Dave Charbonneau  
Garage - 4829-52 Ave Bentley

Room w/ In Drain  
Room w/ In Drain  
Room for Future  
Rough-In  
For Future  
In Back



36" Man Door

UP

Rail

60x48 Window

MEZZANINE

vaulted ceiling

10x9 Door

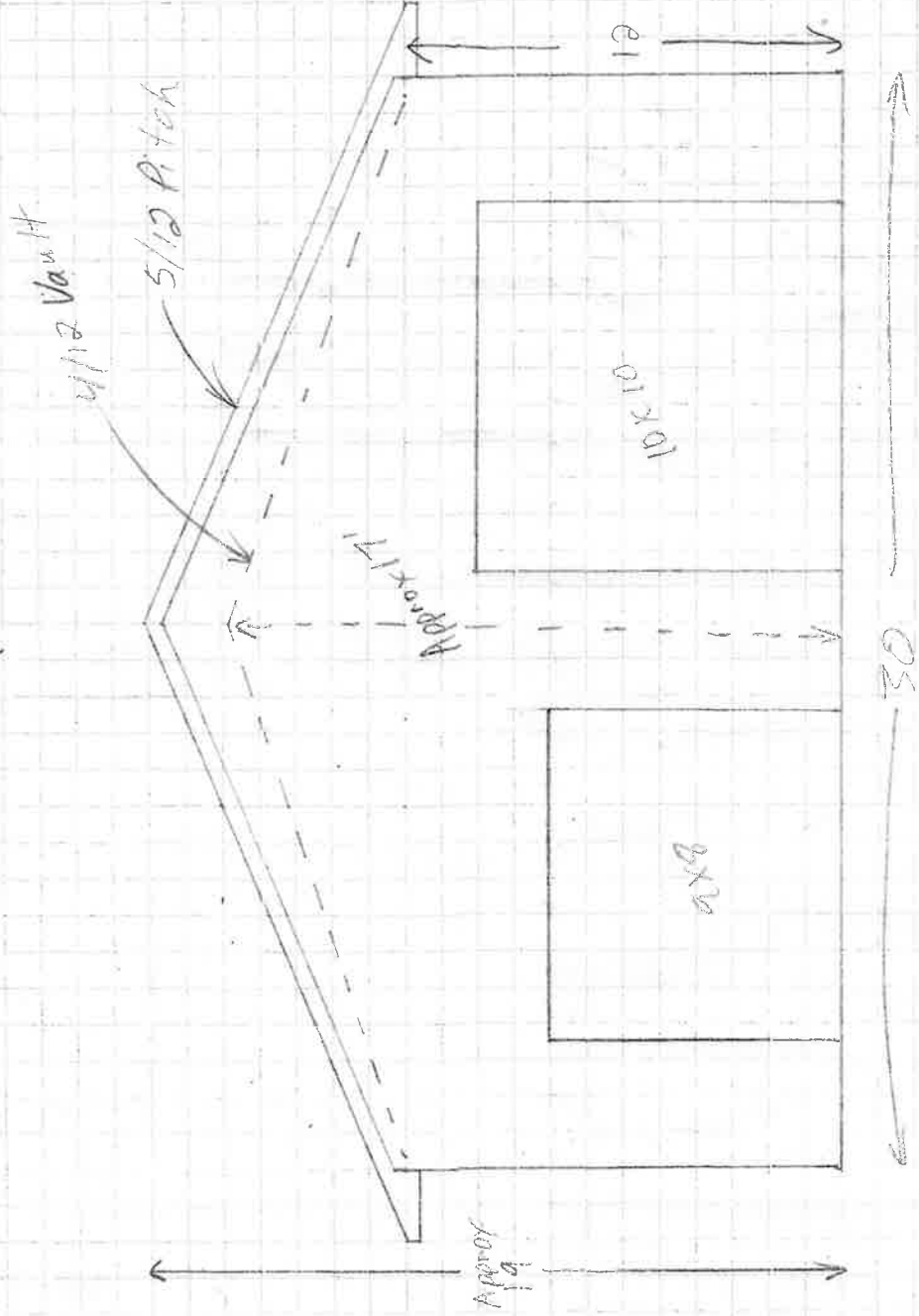
10x9 Door

10x10 Door

30

30

Prepared by Doug Will Foxwood Homes



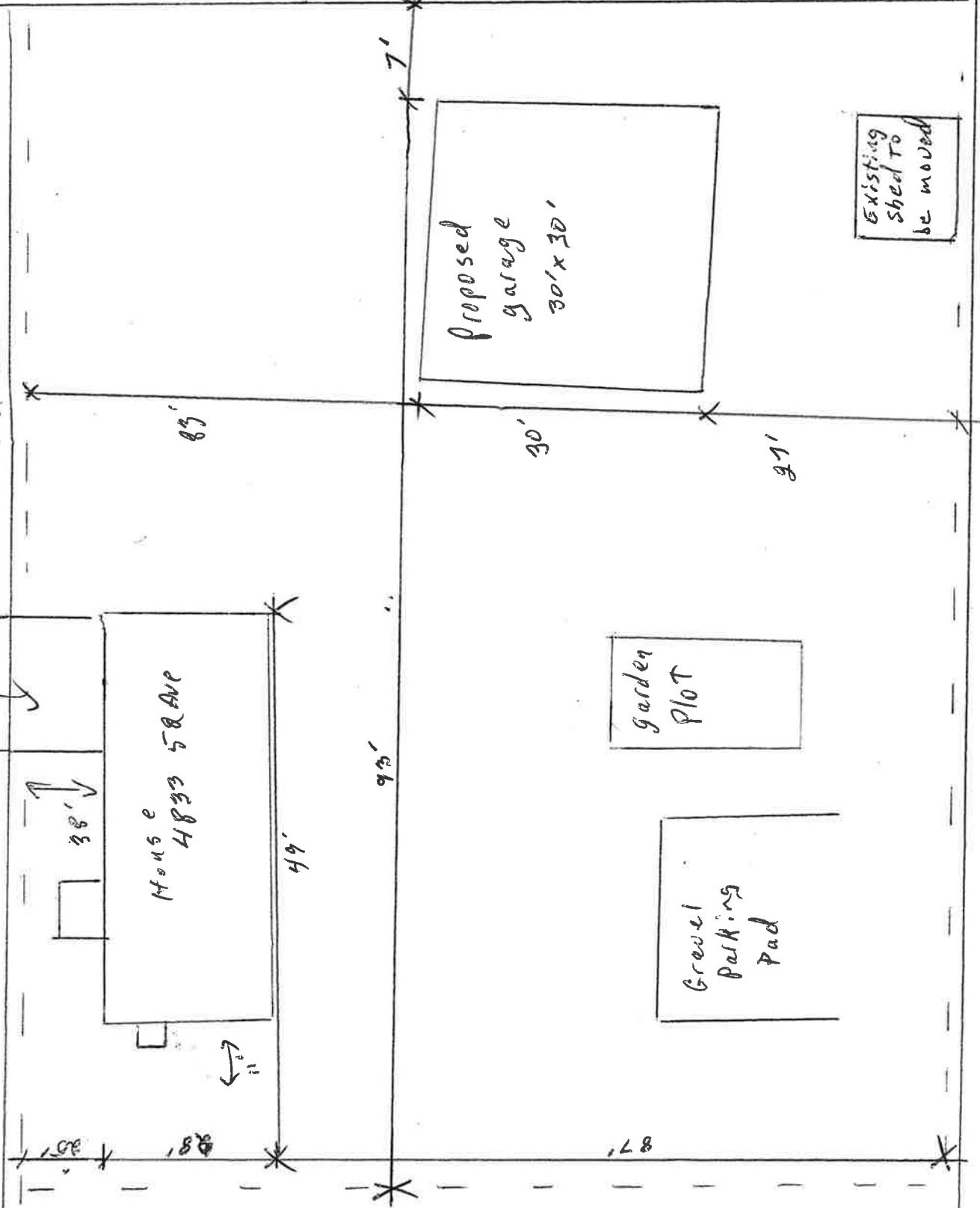
14,000 Square Foot  
Property

52 Ave

North

Parking

sidewalk



Back Alley

Prepared by David Charbonneau  
403-318-4311



X 4829 52 Ave Building

July 6, 2023

4833 52 Ave. Bentley, AB T0C0J0

I would not be opposed to the garage development  
on neighbouring property at 4829 52 Ave. Bentley, AB.  
As shown on sketch presented to me.

Edith Wittman

4834 51 Ave Bentley, AB T0C0J0

I would not be opposed to the garage development  
on neighbouring property at 4829 52 Ave Bentley, AB  
As shown on sketch presented to me.

Laya Demron

4821 52 Ave Bentley, AB T0C0J0

I would not be opposed to the garage development  
on neighbouring property at 4829 52 Ave Bentley, AB  
As shown on sketch presented to me.

Verbal approval working away