



# Municipal Planning Commission Meeting Agenda

May 9, 2017, 6:30 pm – 7:00pm



1. CALL TO ORDER
2. ADOPTION OF AGENDA
3. UNFINISHED BUSINESS
4. NEW BUSINESS

4.1 Development Permit Application 2017-03

Location: 4303 – 53<sup>rd</sup> Avenue (Lot A, Block 1, Plan 022 7792)

Summary: A discretionary use development for the expansion of an existing Bulk Petroleum Facility, consisting of 4 additional fuel storage tanks.

5. DELEGATIONS: None
6. ADJOURNMENT

Minutes of the Municipal Planning Commission meeting held in the Town Office Council Chambers, Killam, Alberta, on Tuesday, May 9, 2017 commencing at 6:30pm.

- PRESENT**
- Diane Gordon, Chairperson
  - Brenda Grove
  - Darcy Eskra
  - Carol Kinzer
  - Rick Kryz
  - Bud James
  - Luis Esteves, Development Officer (via Teleconference)
  - Kim Borgel, CAO
  - Darlene Gotobed, Recording Officer
- ABSENT**
- Board Member Brenda McDermott was absent with regret.
- CALL TO ORDER**
- Chairperson Diane Gordon called the meeting to order at 6:30 pm.
- AGENDA**
- MOVED** by Darcy Eskra to accept the Agenda of the May 9, 2017 Municipal Planning Commission Meeting. **CARRIED**
- UNFINISHED BUSINESS**
- No items of Unfinished Business were presented.
- NEW BUSINESS**
- APPLICATION 2017-03**  
PLAN 022 7792,  
BLK 1, LOT A
- Development Officer, Luis Esteves presented Development Permit Application 2017-03, regarding the expansion of an existing bulk petroleum facility. A copy of the Development Officers' report for the Municipal Planning Commission is hereto attached and forms a part of the minutes.
- The proposed development is discretionary by nature and therefore, as per Land Use Bylaw No. 809, requires approval from the Municipal Planning Commission.
- A previous application, adhering to the land use bylaw requirements, was approved in May of 2009, for the development of the facilities that are currently onsite at Plan 022 7792, Block 1, Lot A, which include:
- 7 fuel pumps
  - 12 double bottom fuel storage tanks and equipment
  - 1 containment dyke
  - 1 office & oil warehouse
  - 1 fenced compound
  - 2 signs
- The expansion that is being applied for includes:
- 4 - 147,700l double bottom tanks
  - Current dyke will contain this addition

**APPLICATION  
2017-03  
APPROVED**

**MOVED** by Bud James to approve the recommendation of the Development Officer and allow the proposed development of Application 2017-03, for the expansion of an existing bulk petroleum facility, with the following conditions:

1. Approval is granted based on the information provided by the applicant/landowner for the approved development only and no other development.
2. No further development, expansion or change in use, is permitted unless approved by the Town of Killam.
3. The attached site plan, identified as Schedule A, shall form part of the Notice of Decision and Development Permit No. 2017-03.
4. The approved development shall be located in accordance with the setbacks as shown on the attached site plan.
5. The site shall be maintained in a neat and orderly manner including the containment of all construction materials and refuse to the satisfaction of the Development Authority or their duly appointed representative.
6. The approved development shall not adversely impact adjacent properties in terms of generating excessive noise, dust, or any other negative impacts associated with the approved development.
7. The development shall not cause any adverse drainage impact on adjacent properties or flooding of nearby ditches in excess of their capabilities.
8. The applicant/landowner shall ensure that development is not located within or over a Right-of-Way or Easement.
9. The applicant/landowner shall acknowledge and follow all provincial and federal regulations relating to the bulk storage and distribution of petroleum based products.
10. The applicant shall obtain where applicable, from Superior Safety Codes, permits relating to building, electricity, plumbing and drainage, and all other permits required in connection with the proposed development. Copies of the permit are to be provided to the Town, prior to the commencement of work related to the installation of the additional storage tanks.

**CARRIED**

**ADJOURNMENT**

The meeting was adjourned at 6:41 pm.

<b>Chairperson</b>	<b>Chief Administrative Officer</b>
<b>Date</b>	<b>Date</b>

Development Officer's Report  
For Municipal Planning Commission  
Meeting of May 9, 2017

**RE: Development Permit Application 2017-03**

**Applicant:** Federated Co-operatives Limited

**Landowner:** Wild Rose Co-operative Association Ltd.

**Legal Description:** Lot A, Block 1, Plan 0227792

**Civic Address:** 4303 – 53<sup>rd</sup> Avenue, Killam AB

**Site Area:** 1.6 ha (3.95 acres)

**Background and Summary:** The applicant/landowner, Federated Cooperatives Limited, is the owner and operator of the Co-Op Card Lock, located at 4303 – 53<sup>rd</sup> Avenue in the Town of Killam.

Development Permit No. 09-04 Bulk Petroleum Plan was issued by the Town in Killam in May of 2009, for the development of the facilities on the subject site. The existing facilities/infrastructure consists of the following:

- 7 fuel pumps
- 12 double bottomed fuel storage tanks and associated equipment
- 1 containment dyke
- 1 office & oil warehouse
- 1 fenced storage compound
- 2 signs

The placement of all existing facilities/infrastructure adheres to the requirements of the land use bylaw.

Surface water runoff for the site is directed towards an oil water separator (OWS), which is designed to remove oil, grit, etc. from water runoff, prior to the runoff being discharged/directed off site.

A variety of safety measures are incorporated into the development to mitigate/manage a potential leak in the tank(s), they are as follows:

- Double bottomed tanks
- A containment dyke
- Tanks are vacuum monitored, and gauges checked weekly
- Oil Water Separator

The proposed expansion will add an additional four (4) new tanks, each with an assumed capacity of 147,700 l. The tanks will be placed within the dyke, adjacent to the existing tanks on site.

The proposed development is discretionary in nature, and as such, requires approval from the Municipal Planning Commission.

**Development Proposal:**

<b>Similar Use</b>	<b>DISCRETIONARY USE</b>
▪ Bulk Petroleum Facility Expansion – Addition of 4 Fuel Storage Tanks	

**Compliance with Land Use Bylaw No. 810:**

The development area is currently designated as LIB – Light Industrial Business District. The proposed development and existing development fall under the definition of a “Bulk Fuel Station” as per the land use bylaw, which reads:

“BULK FUEL STATION” means a development for handling petroleum products in bulk quantities, and includes supplementary tanker vehicle storage. Key-lock and card-lock pumps and retail fuel sales may be incorporated as an accessory use. This includes “Bulk Fuel Distributor”

The proposed development is in keeping with the intent and purpose of the LIB District, is compatible with other industrial uses, and is similar in use to other uses accommodated within the district such as a Gas Bar. Though a Bulk Fuel Station is not expressly indicated as a permitted or discretionary uses, given its similarity and compatibility with other uses in the LIB District it is deemed to be a “Similar Use,” which is a discretionary use under the LIB District.

The proposed development is compliant with the regulations of the Land Use Bylaw:

**Setbacks:**

	<u>Required</u>	<u>Provided</u>
Front Yard	9.0 m	24.7 m
Side Yard (Right)	3.0 m	30.48 m
Side Yard (Left)	3.0 m	49.41 m
Rear Yard	3.0 m	3.048 m

- The design and character of the expansion is in keeping with the existing development on site and that of an industrial facility, and meets the requirements of Section 35.1 of the LUB.

**Recommendation:**

That the proposed development be *conditionally* approved in accordance with the attached site plan,

**Conditions:**

1. Approval is granted based on the information provided by the applicant/landowner for the approved development only and no other development.
2. No further development, expansion or change in use is permitted unless approved by the Town of Killam.
3. The attached Site Plan, identified as Schedule A, shall form part of the Notice of Decision and Development Permit No. 2017-03.
4. The approved development shall be located in accordance with the setbacks as shown on the attached site plan.

5. The site shall be maintained in a neat and orderly manner including the containment of all construction materials and refuse to the satisfaction of the Development Authority or their duly appointed representative.
6. The approved development shall not adversely impact adjacent properties in terms of generating excessive noise, dust, or any other negative impacts associated with the approved development.
7. The development shall not cause any adverse drainage impact on adjacent properties or flooding of nearby ditches in excess of their capabilities.
8. The applicant/owner shall ensure that development is not located within or over a Right-of-Way or Easement.
9. The applicant/landowner shall acknowledge and follow all provincial and federal regulations relating to the bulk storage and distribution of petroleum based products.
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**Attachments:**

1. Site Plan
2. Development Permit Application
3. Alberta Transportation Roadside Development Permit