

**MINUTES OF THE JULY 6, 2022 MEETING
OF THE P4G DISTRICT PLANNING COMMISSION**

MEMBERS PRESENT: B. Richet (Chair); B. Sylvester (Vice-Chair); Reeve J. Harwood; Councillor B. Froese-Kooijenga; Mayor K. Muench; Councillor S. Nikkel; Councillor R. Donauer; Councillor B. Dubois; Mayor G. Philipchuk; Councillor R. Beck; Councillor A. Humenuik

REGRETS: J. Mathison; Mayor A. Quiring

SECRETARY: J. Mitchell

STAFF PRESENT: B. Toth; T. McShane; C. Mrozowich; V. Wellsch; B. Gorelitz; L. Foster; N. Bowden; R. Row; K. Muzyka; A. Toth; C. Boudreau

2. Land Acknowledgement

3. Approval of the Agenda

Motion: B. Sylvester / Councillor S. Nikkel

CARRIED UNANIMOUSLY

4. Approval of Minutes

Motion: Councillor R. Donauer / Councillor B. Froese-Kooijenga

CARRIED UNANIMOUSLY

5. Declaration of Conflict of Interest

None

6. Business Arising from the Minutes

Motion: Reeve J. Harwood / Councillor B. Dubois

CARRIED UNANIMOUSLY

a) North Concept Plan:

DPC Secretary J. Mitchell provided an update on the North Concept Plan. At the June 20, 2022 Corman Park Council meeting, the North Concept Plan bylaw amendments were deferred as a wording change to the plan was requested. The request was to change the words 'City of Saskatoon (COS) design standards' to 'regional design standards'. The revision was recently discussed at the June P4G Regional Oversight Committee meeting; work to revise the wording of the plan is underway following those discussions. First readings, advertising and public hearings will proceed at a later date subject to acceptance of revised wording.

b) South East Concept Plan:

DPC Secretary J. Mitchell provided an update on the South East Concept Plan. A targeted stakeholder engagement session was held on June 22, 2022, designed to provide information to landowners in the proposed rural growth node. The event was a hybrid meeting that was offered in person and online. Approximately 25 people attended the session. Individual stakeholder meetings have been scheduled with Cowessess First Nation, English River First Nation, and other landowners, stakeholders and rightsholders in the plan area. Additional public consultation for the entire study area is being planned for a later date. A summary of the engagement results will be provided to DPC at a future meeting.

c) R.M. Flood Plain Policy Update:

DPC Secretary J. Mitchell provided an update on the R.M. flood plain policy update. A scope change has been executed with the consultant to conduct additional modelling of select candidate areas within the flood plain. The additional work began recently and the first iteration of the model is scheduled to be complete for initial review in mid-July. Corman Park Administration will provide project updates to DPC once the modelling is complete.

7. Rezoning Application(s):

None

8. Rezoning & Subdivision Application(s):

None

9. Subdivision Application(s):**a) Right-of-Way Subdivision: 2022/14**

Owner/Applicant:	Multiple Landowners/Applicant: Paul Craig for SaskPower
Legal Land Description:	Parts of Sec. 19-38-4-W3 & Parts of Sec. 13, 14, 15 & 24-38-5-W3
Council Division:	5 & 6
File Manager:	Kristie Muzyka

File manager K. Muzyka provided an overview of the application and the recommendation. Councillor Froese-Kooijenga inquired as to why the subdivision application was submitted now since the power line has existed for several years. Corman Park Administration could not speak to rationale behind the timing of the right-of-way application, but confirmed that easements have been registered to affected titles since the construction of the power line.

Motion: Councillor B. Froese-Kooijenga / Mayor K. Muench

“That the application of SaskPower Ltd. to subdivide a 40 metre wide right-of-way from parts of section 19-38-4-W3 and parts of sections 13, 14, 15 & 24-38-5-W3 as shown on the Plan of Proposed Right-Of-Way prepared by Meridian Surveys Ltd. dated April 1, 2022 be APPROVED subject to:

- i. *The applicant being solely responsible for all of the costs associated with the subdivision process;*
- ii. *The applicant obtaining the necessary approvals and complying with the requirements and recommendations of all government ministries and agencies including, but not limited to, the Ministry of Highways, the Water Security Agency, the Ministry of Environment and the Ministry of Parks, Culture and Sport;*
- iii. *The landowners shall not block, divert, or otherwise alter natural drainage patterns without prior consent from the Water Security Agency; and*
- iv. *Provision for or relocation of utility services is the responsibility of the applicant and at their expense to the satisfaction of the affected utility departments.”*

CARRIED UNANIMOUSLY

10. Discretionary Use Application(s):

DISCRETIONARY USE	2022/25
Owner/Applicant:	Brad and Crystal Kornelius
Legal Land Description:	Parcel C, SE 10-39-5-W3
Council Division:	6
File Manager:	Cory Boudreau

File manager C. Boudreau provided an overview of the application and the recommendation. Councillor Froese-Kooijenga inquired about at what point the garage suite is added to Corman Park’s tax assessment roll. Corman Park Administration explained that building construction progress is tracked through inspection reports and once the structure is deemed to be at least 50% complete, the building is placed on the pick-up list for assessment.

Motion: B. Sylvester / Councillor S. Nikkel

“That the application submitted by Brad and Crystal Kornelius to establish a Garage Suite on Parcel C, SE 10-39-5-W3 be APPROVED, subject to:

- i. *The applicant being responsible for all costs associated with the discretionary use process;*
- ii. *Provision for or relocation of utility services is the responsibility of the applicant and at their expense to the satisfaction of the affected utility departments;*
- iii. *A maximum of one secondary dwelling unit may be permitted in conjunction with a principal dwelling on a site;*
- iv. *The building floor area shall not be less than 34.8 m² (375 ft²) and not greater than 111.5 m² (1,200 ft²). Mechanical rooms and common areas or egress shared with the accessory building are excluded;*
- v. *The building floor area of the garage suite shall not exceed 80% of the building floor area of the accessory building to which it is attached;*
- vi. *The garage suite shall maintain a separate entrance from the entrance to the accessory structure, either from a common indoor landing or from the exterior of the structure;*
- vii. *A minimum of one off-street parking space shall be provided for the exclusive use of the garage suite;*
- viii. *The garage suite shall use the existing municipal roadway access and approach;*

- ix. *The garage suite shall not be separated from the principal dwelling or accessory building by a condominium conversion;*
- x. *The installation of any new plumbing and sewage systems shall be permitted, inspected and approved by the Saskatchewan Health Authority; and*
- xi. *The development of the garage suite and any new construction or alteration of any building on site shall require approval of a development and building permit from the R.M. of Corman Park.”*

CARRIED UNANIMOUSLY

11. Textual Amendments:

None

12. Other:

a) OTHER (SIGN CORRIDOR): File 2022/23

Owner/Applicant:	Timberlane Wholesale Distributors Ltd.
Legal Land Description:	Parcel B-Plan 96S43887 Ext 2 and NE 7-39-4-W3 Ext 67
Council Division:	6
File Manager:	Adam Toth

File manager A. Toth provided an overview of the application and the recommendation. DPC discussed enforcement issues related to existing unpermitted signage in the vicinity of the application and reaffirmed the importance of enforcement. DPC also discussed how administrative work related to permitting and enforcement was not compensated for other than application fees. Administration confirmed that the intent of a sign corridor is not to generate revenue for the municipality, but rather to alleviate issues with sign clutter, derelict signs, sight line issues, and roadway maintenance/snow clearing. Some members felt that approving the sign corridor set a good example for others looking to advertise in the region.

DPC members also raised concerns about the visual and structural elements of sign construction, as well as ongoing maintenance of the signs. Corman Park Administration confirmed that as a condition of approval, the applicant would be required to install and maintain signs in the manner and layout consistent with the submitted proposal. The applicant answered questions from the Commission pertaining to sign type and construction and confirmed their intentions to keep the signs well maintained. Corman Park Administration confirmed that enforcement to ensure compliance with Corman Park bylaw requirements and the conditions of approval would be undertaken as required.

Councillor R. Beck discussed amending the motion to revise Condition ii pertaining to the spacing, dimensions and materials of the signs, however, after discussing concerns with the applicant and Administration, did not put forth a motion.

Motion: B. Sylvester / Councillor R. Donauer

“That the application of Timberlane Wholesale Distributors Ltd. to establish a billboard sign corridor at Parcel B-Plan 96S43887 Ext 2 and NE 7-39-4-W3 Ext 67 APPROVED subject to:

- i. The sign corridor not exceeding the placement of 20 signs and a total length of 733 metres;*
- ii. The signs, spacing, dimensions, and materials as indicated in the ‘Timberlane Sign Corridor Proposal’ be followed;*
- iii. Any signs located within the Green Network Study Area shall be of temporary nature until further engineering analysis is provided to the R.M. detailing the high water level;*
- iv. Signs must be maintained in a proper state of repair or removed. All maintenance of the corridor is to be conducted by Timberlane Wholesale Distributors Ltd. or subsequent ownership group;*
- v. If the sign corridor ceases operation, it shall be removed by the ownership group and reclaimed to pre-development condition;*
- vi. The R.M. of Corman Park providing sign enforcement on existing non-permitted billboard and portable signs along intersections and stretches of rural roads within a 3 kilometre radius of the City of Warman;*
- vii. The billboard signs may not employ any supplementary flashing or intermittent lighting as part of the sign or the supporting structure or contain video, sound, or animations;*
- viii. Each billboard sign shall not exceed 8.5 ft in height;*
- ix. Any double faced signs must be designed to ensure that one face is completely behind and parallel to the other face and facing the opposite direction;*
- x. If any back of a billboard sign is visible, that it shall be suitably painted or covered to present a clean and tidy appearance;*
- xi. Offensive statements, words, or pictures shall be prohibited;*
- xii. The applicant receiving a receiving a roadside development permit from the Ministry of Highways for any access from Highway 305 and placement of the signs;*
- xiii. Any permanent development within 90 metres of the highway right-of-way requires a permit from the Ministry of Highways. Minimum setback from the existing roadway centreline is 60 metres for homes and 55 metres for trees, shrubs, and commercial development;*
- xiv. Access to the sign corridor shall be from Highway;*
- xv. The applicant shall obtain the necessary approvals and comply with the requirements and recommendations of all government ministries and agencies including, but not limited to the Ministry of Environment, the Ministry of Highways, the Water Security Agency and the Saskatchewan Health Authority;*
- xvi. The applicant shall not block, divert, or otherwise alter natural drainage patterns without prior consent from the Water Security Agency;*
- xvii. The applicant shall provide evidence to the R.M. of Corman Park of compliance with any applicable provincial and federal legislation or regulations including approvals where required; and*
- xviii. A development permit shall be issued from the R.M. of Corman Park prior to any installation of signage within the corridor subject to approval requirements from the Ministry of Highways.”*

For: B. Richet (Chair); B. Sylvester (Vice-Chair); Councillor B. Froese-Kooijenga; Councillor S. Nikkel; Councillor R. Donauer; Councillor B. Dubois; Mayor G. Philipchuk; Councillor R. Beck; Councillor A. Humenuik

Opposed: Reeve J. Harwood; Mayor K. Muench

CARRIED

b) SUBDIVISION	2022/20
Owner/Applicant:	101091908 Sask. Ltd., RMD Group of Companies
Legal Land Description:	Lot 17 & Lot 9, Blk 5, NE 33-37-5-W3, Pcl #164175082 & #101091908
Council Division:	6
File Manager:	Kristie Muzyka

File manager K. Muzyka provided an overview of the application and the recommendation. Mayor K. Muench inquired if lot consolidations need to continue to come to DPC for review out of concern for causing unnecessary delays. Administration explained that current Corman Park process is to bring lot consolidations to R.M. Council, and therefore a DPC recommendation would follow standard protocol in that regard; however, Administration confirmed they are researching whether this process can be simplified in accordance with ISC and provincial requirements.

Motion: Councillor B. Froese-Kooijenga / Councillor B. Dubois

“That the request submitted by Jim Boire on behalf of 101091908 Saskatchewan Ltd. to consolidate Lot 17-Blk 5, Plan 102296639 Ext 0 and Lot 9-Blk 5, Plan 101957171 Ext 0 within the NE 33-37-5-W3 be APPROVED subject to:

- i. The installation of any new plumbing and sewage systems shall be permitted, inspected and approved by the Saskatchewan Health Authority;*
- ii. The construction of any buildings on site shall require the approval of a development permit and building permit from the R.M. of Corman Park;*
- iii. The applicant completing their previously executed Landscaping Agreements for Lots 17 & 19 by September 30, 2022;*
- iv. A separate development permit shall be applied for and approved for the placement of a sign, if required;*
- v. The applicant obtaining the necessary approvals and complying with the requirements and recommendations of all government ministries and agencies including, but not limited to, the Water Security Agency, the Saskatchewan Health Authority, the Ministry of Environment, and the Ministry of Highways;*
- vi. Provision for or relocation of utility services is the responsibility of the applicant and at their expense to the satisfaction of the affected utility departments;*
- vii. Any new approaches shall be constructed subject to consultation with, and approval from, the R.M. Department of Public Works; and*
- viii. The applicant being responsible for all costs associated with the consolidation process.”*

CARRIED UNANIMOUSLY

13. Adjournment

Motion to Adjourn: B. Sylvester