

**MINUTES OF THE May 2, 2018 MEETING OF THE CORMAN PARK – SASKATOON
DISTRICT PLANNING COMMISSION**

MEMBERS PRESENT: B. Richet (Chair); B. Sylvester (Vice Chair); B. Dubois; J. Germs;
J. Harwood; R. Rooke;

EX-OFFICIO MEMBERS PRESENT: C. Boudreau; D. Kripki; J. McKnight; M. Reiter;
R. Row; T. Tetreault; I. Williamson

REGRETS: C. Dalen-Brown; Z. Jeffries; J. Waddington

2. Approval of the Agenda

Amendment to the Agenda: Move Item 10a) R.M. Staff Changes, prior to hearing Item 4)
Business Arising.

Motion: Moved by B. Sylvester / R. Rooke

CARRIED

3. Approval of the Minutes of February 7, 2018

Motion: Moved by J. Germs / B. Sylvester

CARRIED

10. Other

a) R.M. Staff Changes

The R.M. recently hired Tanner Tetreault, MCIP, RPP to fill the vacant Planner II position. Kelby Unseth, who was previously in the position, has taken a new position with the City of Ottawa. R.M. Administration welcomes Tanner to his new role and would like to introduce him to the District Planning Commission (DPC).

In addition, Michelle Reiter, Planning Technician for Corman Park, who has been assisting the DPC secretary, will be taking an 18 month maternity leave starting in May. We wish Michelle all the best during her time away and thank her for her contributions to the DPC.

Additionally the City of Saskatoon introduced Michelle Grenwich, a Planner with the City, who will be attending DPC meetings on occasion. The DPC members present, as well as ex-officio members were each introduced.

4. Business Arising from the Minutes

Update on Item b) Proposed Partnership – Legislative Amendments – Servicing Fees

Near the end of April 2018, the P4G provided a letter to the Minister of Justice and Attorney General as well as the Minister of Government Relations in response to the introduction of Bill 113, an Act to amend *The Planning and Development Act, 2007*.

One of the requests was to amend sections 169(2), 169(3) and 169(11) respecting development levies by adding “current or future” before “capital costs”, and by adding “existing or” before “proposed development”. A second request was to amend clauses 172(3)(b), 172(g)(i) and 172(3)(ii) respecting servicing agreement by adding “current or future” before “capital costs”. These amendments will provide the necessary legislative support towards the implementation of the P4G Regional Plan. The amendments P4G proposed also have the support of the Saskatoon & Region Home Builders’ Association who provided a letter of support.

P4G also asked for clarity on the proposed clause 32(2)(j)(iii), which would require Official Community Plans to “support equity for all subdivision applicants and municipalities within the region” when land or money in lieu of land is being dedicated for municipal reserve for school purposes. Community Planning was unable to clarify what these amendments meant therefore P4G was not sure how the amendments could be implemented.

The Commission had questions regarding whether the amendments had been reviewed by, or received support from, the Saskatoon & Region Home Builders Association (SRHBA). Stemming from stakeholder meetings, P4G and SRHBA had been in contact regarding the concerns over the proposed amendments, and what they may mean for their membership. Additional consultation with various professionals was completed by SRHBA, who determined a letter of support could be provided.

Update on Item c) Grasswood Mixed Use Market Impact Study

At the South Saskatoon Freeway General Location Study Steering Committee meeting held on December 1, 2017 MHI suggested that the anticipated timeline to finalize the study is January 2018. This includes the Minister approving the alignment and study so R.M. and regional maps can be updated to show the approved alignment and buffer corridors.

In March 2018, MHI established the alignment for the Saskatoon Freeway in the west and southeast. They indicated that further functional planning is needed to determine the exact location and the land requirements. Currently there is between a 141 m to 500 m buffer area applied to the alignment where subdivision and development is restricted. MHI is currently working on a Request for Proposals to complete the functional planning required on the alignment and at key interchanges.

Now that the Saskatoon Freeway route has been finalized, Administrations will be revisiting the Grasswood Market Impact Study so that the project can be finalized.

The Commission discussed the options available for development with the announcement of the final route, if there will be additional delays by the Ministry of Highways and Infrastructure, an update on the functional planning, and if the Market Impact Study results are still relevant, given the extended timeframe.

Administrations provided that buffer zones and control circles remain in place which will continue to restrict some development, until such time that the MHI has completed the functional planning study to determine the exact locations. It is anticipated that the functional planning study will occur over the next 3 years.

Part of the review by Administrations will confirm the recommendations and timeframes within the Market Impact Study are still relevant Administrations are preparing to bring the report forward during the next few months.

Going forward, these items will be separated into two items. The Commission also asked for representatives from MHI to attend the next DPC meeting to discuss District transportation issues and provided update on transportation projects.

Update on Item d) Saskatoon North Partnership for Growth (P4G) Update

P4G and SREDA have posted for the position to recruit a Project Manager and have been exploring options for the position. It is expected to have the Project Manager in place within the coming weeks. The PAC has continued working on the Zoning Bylaw and other P4G duties in the Project Managers absence. A regional drainage study in the northern part of the Planning District extending into the P4G boundaries is also being considered by the P4G partners.

Due to the schedule slip as a result of the resignation, the two Administrations are aware that amendments may need to be considered to current Planning District bylaws in order to facilitate development prior to the new Planning District being created. At this time there are no amendments suggested but conversations may progress as needed. There were two public engagement sessions on the P4G Zoning Bylaw anticipated in 2018; at this time they are likely to place in 2019. More information will be provided to the Commission when available.

Motion: Moved by B. Dubois / B. Sylvester

CARRIED

Commission Recommendation:

“That the updates on the Business Arising from the Minutes be accepted as information.”

5. Rezoning Application(s)

None

6. Rezoning & Subdivision Application(s)

None

7. Subdivision Application(s)

None

8. Discretionary Use Application(s)**a) DISCRETIONARY USE 2018/15**

Owner/Applicant:	Maxie's Excavating for Edward & James Bobiash
Legal Land Description:	NE 8-36-4-W3
Council Division:	1
File Manager:	Cory Boudreau

The Commission discussed the application including the culvert as referred to by the Water Security Agency (WSA) and how long the use had continued without approvals. Administration noted that the Development Permit had lapsed approximately one year prior to receipt of the new application, and that the culvert referenced in the condition of approval now exists, as such a new culvert is not required.

Due to the lapse in re-approval by the applicant the DPC has recommended approval for a period of one (1) year and supported the provisions of double permit fees. Typical approvals are for a two (2) year period. The one (1) year approval would be treated as an effective renewal date as the original approval expired on April 20, 2017. The revised approval period would put the applicant back on a two (2) year approval cycle.

Motion: Moved by J. Germs / B. Sylvester

Commission Recommendation:

"That the application of Maxie's Excavating for Edward & James Bobiash to renew the discretionary use approval for a Mineral Resource Extraction Industry on the NE 8-36-4-W3 be APPROVED for a one (1) year period, subject to:

- i. The applicant maintaining a minimum buffer of 150 metres (492 feet) between the nearest residential dwelling and the excavation site;*
- ii. The applicant providing an estimate and a corresponding financial guarantee, in a form acceptable to the R.M. Director of Public Works, equal to the cost of reclamation of the pit, to be held by the Municipality for the lifespan of the operation;*
- iii. The execution and registration of a revised Development Agreement on the property title addressing the approval period and operational standards for the excavation including but not limited to the hours of operation, progressive reclamation of the site and the provision of a performance bond equal to the estimated cost of reclamation for the forecasted excavation for the next two years;*
- iv. The applicant reporting, upon request of the R.M., the amount of aggregate extracted of each year or immediately after the operation has ceased for the year to the R.M. Director of Public Works;*
- v. The applicant entering into a Road Maintenance Agreement and satisfying any conditional requirements as provided in R.M. Bylaw No. 62/13;*
- vi. The applicant providing dust control as per current R.M. policy;*
- vii. The applicant applying appropriate methods for minimizing the noise created from machinery and equipment through proper location and property screening including locating stock piles to act as a noise barrier;*
- viii. The applicant shall keep the site in a clean and tidy condition free from rubbish and non-aggregate debris;*

- ix. *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 Ministry of Highways & Infrastructure, Ministry of Environment and the Ministry of Parks, Culture and Sport - Heritage Conservation Branch;*
- x. *The applicant shall be responsible for all costs associated with the discretionary use application including the provision of double permit fees as the use has continued without an approved development permit;*
- xi. *Any spoil material must be placed outside of the topographical low areas, so as to not dam up or prevent the natural flow of water across the parcel; and*
- xii. *Any and all mechanical work within the bed and bank of a permanent wetland requires an Aquatic Habitat Protection Permit, prior to the work being conducted.”*

CARRIED

b) DISCRETIONARY USE 2018/07

Owner/Applicant:	Meridian Utilities Ltd.
Legal Land Description:	Lot 6, Blk 7, SE 33-37-5-W3
Council Division:	6
File Manager:	James R. McKnight

The Commission discussed the outstanding City of Saskatoon comments on the application, building permits, additional uses on the property, and whether industrial complexes should be discretionary, when located in industrial parks.

Administrations noted that it was a misunderstanding that the City of Saskatoon was not referred the file earlier in the review process, and that there are standards in place to ensure this is not an ongoing occurrence. City Administration noted that the application is being reviewed, and comments are expected to be provided shortly; the condition within the recommendation to meet any requirements of the City of Saskatoon will remain.

Administration clarified that when industrial parks are first approved the engineering assessments that are provided as part of the Comprehensive Development Review do not include information on multi building and/or multi use sites. In some cases there may be concerns with service provision that would limit industrial complexes, such as the ability to provide adequate water for fire flows or concerns with drainage. This is why industrial complexes are discretionary uses so that information can be reviewed. However Administration provided support for reviewing the uses through the P4G Zoning Bylaw to ensure that the definitions and intent can be better clarified.

With respect to the building permit process being adequate to inform landowners that separate permits are required for each tenant if a multi-tenant building is constructed, R.M. Administration clarified that the building permit was issued a number of years ago and likely should have had stronger conditions regarding the uses and/or required an industrial complex application at that time. Many internal changes have occurred since that time which should limit this situation from occurring now.

Motion: Moved by J. Germs / B. Dubois

Commission Recommendation:

“That the application of Meridian Utilities Ltd. to establish an Industrial Complex as a discretionary use on Lot 6 Block 7, SE 33-37-5-W3 be APPROVED subject to:

- i. Entering into a development agreement to define the intensity of development, allowable uses and to ensure compliance with the landscaping standards prescribed for industrial development along with any other relevant requirements contained within the Corman Park- Saskatoon Planning District Zoning Bylaw;*
- ii. Compliance with all applicable municipal, provincial and federal legislation and regulations;*
- iii. The applicant must obtain the necessary approvals and comply with the requirements and recommendations of all government departments and agencies including but not limited to the Saskatchewan Watershed Authority, the Ministry of Highways & Infrastructure, the City of Saskatoon and the Saskatchewan Health Authority.*
- iv. The construction of, or alteration to, any buildings on site shall require the approval of a development permit and building permit from the R.M. of Corman Park; and*
- v. The applicant shall be responsible for all costs associated with the discretionary use application including the provision of double permit fees as the use has continued without an approved development permit.”*

CARRIED

c) DISCRETIONARY USE 2017/85

Owner/Applicant:	Hamm Construction Ltd. for Cross Developments Inc. & 101175901 Saskatchewan Ltd.
Legal Land Description:	Pcl. B, NE 3-38-5-W3
Council Division:	6
File Manager:	James R. McKnight

The Commission discussed when the stockpiling of material had commenced on the property and recommended adjusting the approval timeframe in the recommendation based on that. R.M. Administration did not know the exact time frames for when the various activities began and suggested that they would provide additional details in the Council report based on their investigation.

R.M. Administration will be ensuring that development agreements for Mineral Resource Extraction Industries are clear in relation to what is allowable on site for storage, stockpiling and restoration after the extraction has been completed prior to needing new approvals in order to mitigate concerns raised over files such as this, as well as addressing the concerns brought forward by the City of Saskatoon and the Ministry of Highways & Infrastructure

The Commission discussed the operations which are ongoing, and to back-date the approval to the date that additional stockpiles and the introduction of equipment; upon further investigation by R.M. Administration.

Motion: Moved by R. Rooke / B. Dubois

Commission Recommendation:

“That the application of Hamm Construction Ltd. for Cross Developments Inc. & 101175901 Saskatchewan Ltd. to establish a discretionary use for an Mineral Resource Storage and Processing Operation involving the processing, storage, and transfer of sand and gravel on Parcel ‘B’; NE 3-38-5-W3 for a two (2) year period be APPROVED, subject to:

- i. The execution and registration of a development agreement addressing the approval period and operational standards for the operation including but not limited to the hours of operation, progressive reclamation of the site and the provision of a performance bond equal to the estimated cost of reclamation for the forecasted operations for the next two years;*
- ii. The applicant shall be responsible for reapplying for the operation, prior to the expiration date, should the use continue past the two year approval period;*
- iii. Should the applicant anticipate or require alteration of the natural drainage patterns, either temporarily and/or permanently, an approval will be required from the Water Security Agency;*
- iv. The applicant providing an estimate and a corresponding financial guarantee, in a form acceptable to the R.M. Director of Public Works, equal to the cost of reclamation of the pit, to be held by the Municipality for the lifespan of the operation;*
- v. The applicant entering into a Road Maintenance Agreement for the recommended haul route and satisfying any conditional requirements as provided in R.M. Bylaw No. 62/13;*
- vi. 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 & Infrastructure, Ministry of Environment and Water Security Agency;*
- vii. The applicant shall be responsible for all costs associated with the discretionary use application including the provision of double permit fees as the use has continued without an approved development permit;*
- viii. The applicant shall apply appropriate methods for minimizing the noise created from machinery and equipment through proper location and property screening including locating stock piles to act as a noise barrier; and*
- ix. The applicant shall keep the site in a clean and tidy condition free from rubbish and non-aggregate debris.”*

CARRIED

After the recommended was votes on, discussions occurred regarding discretionary uses and applicants supplying the required re-application prior to the expiration of the Development Permit. Administration provided that although some applicants are submitting re-applications prior to the deadline, the R.M. utilizes the Bylaw Enforcement Officer to notify applicants if an approval has lapsed. Additionally, there are a number of letters, as well as the Development Agreements and Development Permits which all note the date of expiration; it is the expectation that the onus to re-apply is on the applicant, not on the R.M.

9. Textual Amendments

None

11. Adjournment

Motion to Adjourn: J. Germs