

**TOWN OF GIBBONS  
MUNICIPAL PLANNING COMMISSION  
AGENDA  
TO BE HELD JUNE 25, 2025, AT 6:30 PM  
AT THE MUNICIPAL OFFICE**

1.0 CALL TO ORDER

2.0 ADOPTION OF THE AGENDA

3.0 ADOPTION OF THE MINUTES

3.1 Approval of the May 28, 2025 Minutes

4.0 OLD BUSINESS

5.0 NEW BUSINESS

- |     |                       |   |
|-----|-----------------------|---|
| 5.1 | Permit Number:        | 25-D0023  |
|     | Proposed Development: | Roof Top Solar System   |
|     | Project Location:     | Lot 53; Block 25; Plan 7821890<br>4330 50 Street, Gibbons, AB |
|     | Zoning:               | Single Family Residential (R-1) District                      |
| 5.2 | Permit Number:        | 25-D0026  |
|     | Proposed Development: | Attached Garage w/ Side Yard Setback Variance                 |
|     | Project Location:     | Lot 1; Block 10; Plan 6091NY<br>5039 49 Street, Gibbons, AB   |
|     | Zoning:               | Single Family Residential (R-1) District                      |
| 5.3 | Permit Number:        | 25-D0027  |
|     | Proposed Development: | Secondary Suite   |
|     | Project Location:     | Lot 73; Block 1; Plan 7521277<br>5308 51 Street, Gibbons, AB  |
|     | Zoning:               | Single Family Residential (R-1) District                      |

6.0 NEXT MPC MEETING – July 16, 2025 (tentatively)

7.0 ADJOURNMENT

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION OF THE TOWN OF GIBBONS HELD ON  
WEDNESDAY, MAY 28, 2025, AT 4807 – 50<sup>th</sup> AVENUE IN COUNCIL CHAMBERS**

**Municipal Planning Commission:** Acting Mayor Dale Yushchyshyn  
Councillor Willis Kozak  
Councillor Jay Millante

**Staff Present:** Susan Gingell – Development Officer  
Chris Pinault – Secretary

Member Kozak moved to nominate Dale Yushchyshyn to be chair until the Organizational Meeting in October 2025.

**MPC 25.001     MOTION CARRIED**

**2.0     ADOPTION OF THE AGENDA**

Member Kozak moved to accept the agenda as presented.

**MPC 25.002     MOTION CARRIED**

**3.0     ADOPTION OF THE MINUTES**

There are no previous minutes to adopt.

**4.0     OLD BUSINESS**

**5.0     DEVELOPMENT PERMIT APPLICATIONS**

**5.1     PERMIT #25-D0018**

<b>LEGAL DESCRIPTION</b>	Plan 752 1277, Block 1 Lot 56
<b>CIVIC ADDRESS</b>	5432 – 51 Street Gibbons, AB
<b>LAND USE DISTRICT</b>	R-1 Single Family Residential District
<b>PROPOSED DEVELOPMENT</b>	Install Roof Top Solar System

Member Kozak moved that the Municipal Planning Commission approve the application for the installation of a residential flush mount roof mounted solar panel system to be located at 5432 – 51 Street – Lot 56, Block 1, Plan 752 1277, Gibbons, AB with the following conditions:

1. The roof mounted solar panels be located in a manner such that light reflection does not negatively impact adjacent properties.
2. Any future development or change in use will require a new permit application.
3. The approved development is for residential use only, any commercial use will require a new permit application.
4. All development must comply with all regulations and requirements of the Town of Gibbons Land Use Bylaw, the Alberta Safety Codes Act, and all other relevant legislation.
5. A person applying for, or in possession of a valid Development Permit is not relieved from full responsibility for ascertaining and complying with or carrying out development in accordance with the conditions of any covenant, caveat, easements, or other instrument effecting the building or the land.

***Please note an approval of the Municipal Planning Commission is subject to an appeal period that ends on JUNE 18, 2025.***

<b>MPC 25.003      MOTION CARRIED</b>
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**5.2      PERMIT # 25-D0019**

<b>LEGAL DESCRIPTION</b>	Plan 022 6718, Block 3, Lot 2A
<b>CIVIC ADDRESS</b>	5115 – 41 Street, Gibbons, AB
<b>LAND USE DISTRICT</b>	M-1 Industrial District
<b>PROPOSED DEVELOPMENT</b>	Install a 25 ft. X 40 ft. Modular Building

Member Kozak moved that the Municipal Planning Commission approve the application for a 25 ft. X 40 ft. Modular Building on blocks be located at 5115 – 41 Street – Lot 2A, Block 3, Plan 022 6718 Gibbons, AB with the following conditions:

1. All development must be in accordance with the approved site plan.
2. All loading and off-loading shall be done within the property.

3. Any future development will require a new permit application.
4. A person applying for, or in possession of a valid Development Permit is not relieved from full responsibility for ascertaining and complying with or carrying out development in accordance with the conditions of any covenant, caveat, easements, or other instrument effecting the building or the land.
5. All development must comply with all regulations and requirements of the Town of Gibbons Land Use Bylaw, the Alberta Safety Codes Act, and all other relevant legislation.

***Please note an approval of the Municipal Planning Commission is subject to an appeal period that ends on JUNE 18, 2025.***

<b>MPC 25.004      MOTION CARRIED</b>
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<b>6.0      NEXT MUNICIPAL PLANNING COMMISSION MEETING</b>
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June 28, 2025 - tentatively

<b>7.0      ADJOURNMENT</b>
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There being no further business Chair Yushchyshyn adjourned the meeting at 6:38 pm.

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Chair Yushchyshyn

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Interim CAO Eric Lowe



**MUNICIPAL PLANNING COMMISSION (MPC)**  
**REQUEST FOR DECISION**

Permit Number: 25-D0023  
Proposed Development: Roof Top Solar System  
Project Location: Lot 53; Block 25; Plan 7821890  
4330 50 Street Gibbons, AB  
Zoning: Single Family Residential (R-1) District

**Application Information**

An application for the installation of a residential flush mount roof mounted solar panel system was received by the planning department and deemed complete on May 29, 2025. Section 2.21 of the Land Use Bylaw 8-06 requires that the roof mounted solar panels be located in a manner such that light reflection does not negatively impact adjacent properties. The proposed development is a discretionary use in the R-1 Single Family District and as such has come to the MPC for a decision.

**Recommendation**

That the Municipal Planning Commission approve the application for the installation of a residential flush mount roof mounted solar panel system to be located at Lot 53; Block 25; Plan 7821890 - 4330 50 Street, Gibbons, AB with the following conditions:

1. The roof mounted solar panels are located in a manner such that light reflection does not negatively impact adjacent properties.
2. Any future development or change in use will require a new permit application.
3. The approved development is for residential use only; any commercial use will require a new permit application.
4. All development must comply with all regulations and requirements of the Town of Gibbons Land Use Bylaw, the Alberta Safety Codes Act, and all other relevant legislation.
5. A person applying for, or in possession of a valid Development Permit is not relieved from full responsibility for ascertaining and complying with or carrying out development in accordance with the conditions of any covenant, caveat, easements, or other instrument effecting the building or the land.

Submitted By:



Susan Gingell,  
Development Officer

# PHOTOVOLTAIC ROOF MOUNT SYSTEM

15 MODULES - SYSTEM SIZE STC (6.750KW DC / 5.120KWAC)  
 4330 50 ST, GIBBONS, AB T0A 1N0, CANADA (53.8222343, -113.3335085)

SYSTEM SUMMARY STC (6.750KW DC / 5.120KWAC)  
 15 LONGI SOLAR LTR-54HGB-450M (450W) MODULES  
 1X BRANCH OF 15 MODULE X 8 MICROINVERTER CONNECTED IN PARALLEL

## GOVERNING CODES

- THIS PROJECT SHALL COMPLY WITH THE FOLLOWING CODE
- CSA C22.1-15 CANADIAN ELECTRICAL CODE (CEC)
- CSA C22.1-15 CANADIAN ELECTRICAL CODE (CEC) 2015 EDITION
- ALL OTHER ORDINANCES ADOPTED BY THE LOCAL GOVERNING AGENCIES

## GENERAL NOTES

- 1) ALL PANELS, SWITCHES, ETC. SHALL HAVE SUFFICIENT GUTTER SPACE TO ACCOMMODATE THE WEIGHT OF THE SYSTEM WITH UL REQUIREMENTS TO ACCOMMODATE LOCAL JURISDICTION AND UTILITY IS OBTAINED.
- 2) THIS SYSTEM WILL NOT BE INTERCONNECTED UNTIL APPROVAL FROM THE LOCAL JURISDICTION AND UTILITY IS OBTAINED.
- 3) ALL EXTERIOR ELECTRICAL DEVICES AND EQUIPMENT INCLUDING THOSE WEATHERPROOF AND SHALL BE LISTED BY UL FOR THE TYPE OF APPLICATION AND UL LABEL SHALL APPEAR ON ALL ELECTRICAL EQUIPMENT.
- 4) EQUIPMENT SHALL BE GUT ASSESS GROUND MOUNTED IN CONCEALED SPACES UNLESS APPROVED BY THE LOCAL JURISDICTION AND UTILITY IS OBTAINED.
- 5) ALL OSHA APPROVED LADDER PROVIDING ACCESS TO ALL PORTIONS OF THE SYSTEM SHALL BE SECURED IN PRIOR TO REQUESTING INSPECTION.
- 6) THE NAME OF THE CONTRACTOR SHALL BE LISTED BY UL FOR THE TYPE OF GROUNDING ELECTRODE CONDUCTOR IF NECESSARY.

PREPARED BY BOREAL ENERGY SOLUTIONS INC.  
 ORIGINAL DRAWN DATE :05-12-2025  
 FORTIS SITE ID : N/A

WIRE RUN THROUGH ATTIC

OBSTRUCTION

NEW PV MODULE

FENCE

GATE

DRIVEWAY

CONDUIT

DIMENSIONS

PROPERTY LINE

JB

AC JUNCTION BOX (NEW)

MS

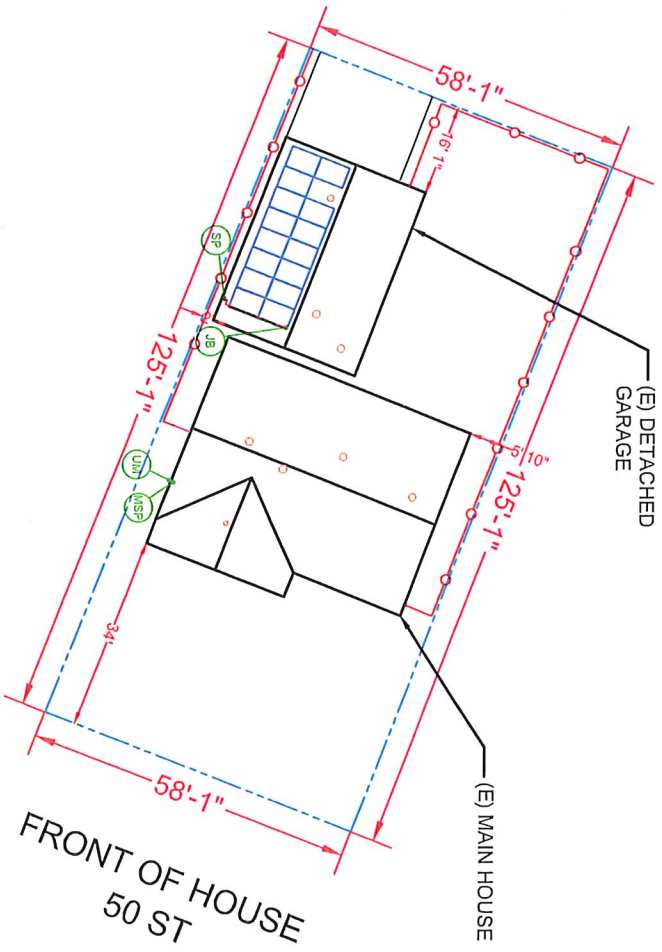
MAIN SERVICE PANEL (EXISTING, 125A)

UM

UTILITY METER (EXISTING)

SP

SUB PANEL (EXISTING)



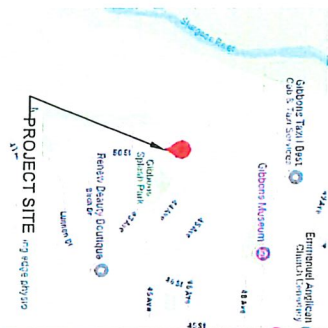
## SITE PLAN

SCALE: 3/164" = 1'0"



## VICINITY MAP

SCALE: NTS



## HOUSE PHOTO

SCALE: NTS



AHJ: STURGEON COUNTY  
 UTILITY: FORTIS ALBERTA

## ARRAY LOCATION(S)

## SHEET INDEX

COVER PAGE	COVER PAGE
PV-1	COVER PAGE
PV-2	ROOF PLAN WITH MODULES
PV-3	ATTACHMENT DETAIL
PV-4	SINGLE LINE DIAGRAM
PV-5	WIRING CALCULATION
PV-6	PLACARDS
PV-7+	EQUIPMENT SPECIFICATION

**Boreal**  
 Energy Solutions  
 4330 50 ST, GIBBONS, AB T0A 1N0, CANADA  
 PHONE: +1(530)930227  
 CONTRACTOR LICENSE # 2070-1444-002  
 ELECTRICAL LICENSE # 7475  
 BOREAL ENERGY SOLUTIONS INC.

DESCRIPTION	DATE	REV

## SIGNATURE & SEAL

DAVID ROUTHIER

4330 50 ST, GIBBONS, AB T0A 1N0, CANADA

APN: NA PHONE: +18259930649

EMAIL: daverufio@gmail.com

HOMEOWNER INFO

SHEET NAME

COVER PAGE

SHEET SIZE

ANSI B

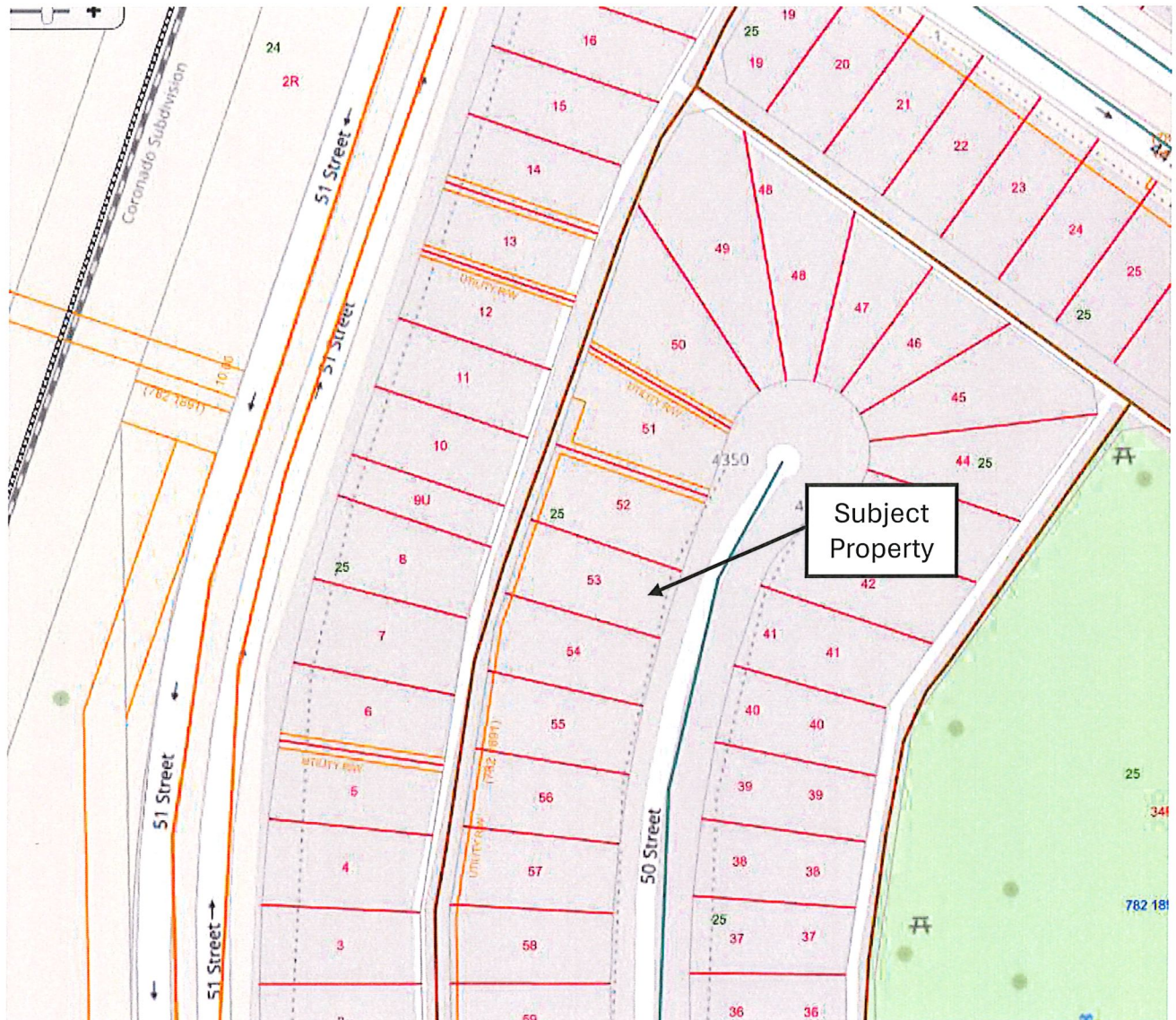
11" X 17"

SHEET NUMBER

PV-1



4330 50 STREET  
LOT 53; BLOCK 25; PLAN 782 1890



**MUNICIPAL PLANNING COMMISSION (MPC)**  
**REQUEST FOR DECISION**

Permit Number: 25-D0026  
Proposed Development: Attached Garage w/ Side Yard Setback Variance  
Project Location: Lot 1; Block 10; Plan 6091NY  
5039 49 Street, Gibbons, AB  
Zoning: Single Family Residential (R-1) District

**Application Information**

An application for an attached 4.27 m (14 ft) X 7.42 m (24 ft 4 in) garage to replace a 4.27 m (14 ft) X 6.56 m (21ft 6 in) carport was received by the planning department and deemed complete June 10, 2025. The required side yard setback is 1.5 m (4ft 11 in) while the attached garage has a side yard setback of 0.43 m (1 ft 5 in) and would require a variance of 1.07m (3 ft 6 in). The property is on a corner lot and the variance would be adjacent to the street side of the property. The development does not impact the line of sight from the stop sign.

**Recommendation**

That the Municipal Planning Commission approve the application for an attached 4.27 m (14 ft) X 7.42 m (24 ft 4 in) garage with a side yard setback variance of 1.07m (3 ft 6 in) to be located at Lot 1; Block 10; Plan 6091NY, 5039 49 Street, Gibbons, AB with the following conditions:

1. All development must be in accordance with the approved site plan.
2. The exterior finish on all accessory buildings shall be of permanent material and shall either be the same as the exterior finish on the principal building on the site in terms of material, texture, and colours, or otherwise be to the satisfaction of the Development Authority.
3. There shall be no connection to the sanitary sewer system from a garage or other accessory building other than a secondary suite unless a sump pump is installed to prevent oil and dirt from entering the sanitary sewer system.
4. All development must comply with all regulations and requirements of the Town of Gibbons Land Use Bylaw, the Alberta Safety Codes Act, and all other relevant legislation.
5. A person applying for, or in possession of a valid Development Permit is not relieved from full responsibility for ascertaining and complying with or carrying out development in accordance with the conditions of any covenant, caveat, easements, or other instrument effecting the building or the land.

Submitted By:



Susan Gingell,  
Development Officer



5039 49 Street - Lot1; Block 10; Plan 6091NY







5039 49 STREET  
LOT 1; BLOCK 10; PLAN 6091NY





**MUNICIPAL PLANNING COMMISSION (MPC)**  
**REQUEST FOR DECISION**

Permit Number: 25-D0027  
Proposed Development: Secondary Suite  
Project Location: Lot 73; Block 1; Plan 7521277  
5308 51 Street, Gibbons, AB  
Zoning: Single Family Residential (R-1) District

**Application Information**

An application for a 588 ft<sup>2</sup> secondary suite located at 5308 51 Street - Lot 73; Block 1; Plan 7521277, Gibbons, AB was received by the planning department and deemed complete on June 16, 2025. The proposed development is a listed discretionary use in the R-1 – Single Family Residential District and as such has come to the Municipal Planning Commission for a decision.

**Recommendation**

That the Municipal Planning Commission approve the application for a 588 ft<sup>2</sup> secondary suite to be located at 5308 51 Street - Lot 73; Block 1; Plan 7521277, Gibbons, AB with the following conditions:

1. All development must be in accordance with the approved site plan.
2. A minimum of one (1) off street parking space, not in tandem with any other required parking, shall be provided.
3. All development must comply with all regulations and requirements of the Town of Gibbons Land Use Bylaw, the Alberta Safety Codes Act, and all other relevant legislation.
4. A person applying for, or in possession of a valid Development Permit is not relieved from full responsibility for ascertaining and complying with or carrying out development in accordance with the conditions of any covenant, caveat, easements, or other instrument effecting the building or the land.

Submitted By:

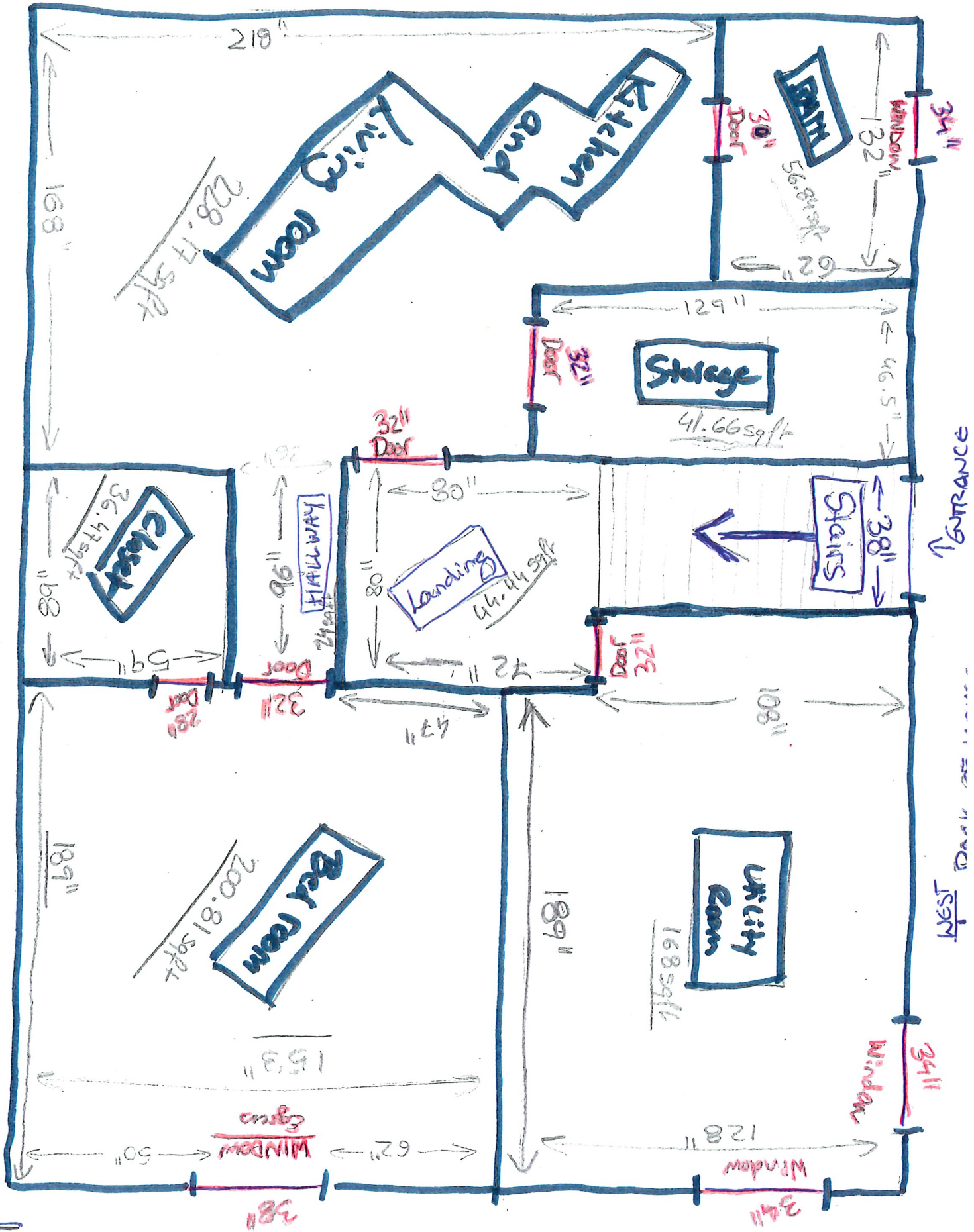


Susan Gingell,  
Development Officer



EAST  
FRONT TO FRONT

NORTH  
→



ENTRANCE  
↓  
WEST

5308 51 STREET  
LOT 73; BLOCK 1; PLAN 752 1277

