

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION OF THE TOWN OF GIBBONS HELD ON  
WEDNESDAY, SEPTEMBER 16, 2025, AT 4807 – 50<sup>th</sup> AVENUE IN COUNCIL CHAMBERS**

**Municipal Planning Commission:** Chair Dale Yushchyshyn  
Member Willis Kozak  
Member Jay Millante

**Members Absent**

**Staff Present:** Eric Lowe – Interim CAO  
Susan Gingell – Planning and Development  
Chris Pinault – Secretary

As a quorum was present, Chair Yushchyshyn called the meeting to order at 4:00 pm.

**2.0 ADOPTION OF THE AGENDA**

Member Kozak moved to accept the agenda as presented.

**MPC 25.019 MOTION CARRIED**

**3.0 ADOPTION OF THE MINUTES**

**3.1 MINUTES OF THE MUNICIPAL PLANNING COMMISSION – AUGUST 12, 2025**

Member Millante moved to adopt the minutes of the Municipal Planning Commission meeting held on August 12, 2025.

**MPC 25.020 MOTION CARRIED**

**4.0 OLD BUSINESS**

**5.0 DEVELOPMENT PERMIT APPLICATIONS**

**5.1 PERMIT #25-D0042**

<b>LEGAL DESCRIPTION</b>	Lot 10 & 11; Block 4; Plan 1130HW
<b>CIVIC ADDRESS</b>	5015-5019 50 Street, Gibbons, AB
<b>LAND USE DISTRICT</b>	R4 High Density Residential District

<b>PROPOSED DEVELOPMENT</b>	Ground Oriented Multiple Unit Dwellings
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Member Kozak moved that the Municipal Planning Commission approve the application for the construction of a Ground-Oriented Multiple Unit Dwellings with a front yard setback of 6.1 m, a rear yard setback of 6.41 m and a floor area per unit of 66.88 m<sup>2</sup>, to be located at Lot 10 & 11; Block 4; Plan 1130HW – 5015-5019 50 Street, Gibbons, AB with the following conditions:

1. Development shall proceed in accordance with the attached plans.
2. Prior to occupancy of the development, the Registered Owner/Applicant shall obtain a post-construction Lot Grading Certificate, prepared by a registered Alberta Land Surveyor, and provide the Certificate to the Development Officer. The Lot Grading Certificate must demonstrate that the post-construction lot grades, drainage, and elevations are consistent with the approved Lot Grading and Drainage Plan, included in the attached plans.
3. The development shall utilize the existing municipal services for the lot. Should any new or expanded municipal services be required to service the development, the applicant will be required to enter into and abide by a Development Agreement with the Town of Gibbons, provide security, and install services, at the Developer's sole expense, in accordance with the Town of Gibbons Municipal Servicing Standards for Development.
4. The Developer shall arrange for the inspection, by the Town Operations Department, of the water and sewer line hookups prior to backfilling. The Town shall install the water meter and turn on the water once heat has been provided to the development if required (no risk of freezing). The Developer is not authorized to access the curb stop.
5. The Developer is responsible for ensuring that pre-construction and post construction site inspections are completed by Town Operations Department and that any concrete, lane ways or other municipal works damaged during construction by vehicles and equipment are restored to the original state at the Developer's sole expense, to the satisfaction of the Town Operations Department.
6. The Developer shall ensure that a visual screening fence of 6 ft in height, to the satisfaction of the Town of Gibbons, is placed on the eastern property line.
7. If the development authorized on this development permit is not commenced within twelve (12) months of the Date of Issuance, or the applicant has not obtained an approved Building Permit within twelve (12) months from the Date of Issuance, the Development Permit shall be deemed void.
8. The Applicant/Registered Owner shall ensure there is no damage to municipal property resulting from this permit. Costs for repairs of municipal property will be assessed by the Town of Gibbons and will be charged back to the applicant.

***Please note an approval of the Municipal Planning Commission is subject to an appeal period that ends on OCTOBER 8, 2025.***

<b>MPC 25.021</b>	<b>MOTION CARRIED</b>
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## **5.2 PERMIT #25-D0046**

<b>LEGAL DESCRIPTION</b>	Lot 33; Block 36; Plan 072 6233
<b>CIVIC ADDRESS</b>	3630 – 47 Street, Gibbons, AB
<b>LAND USE DISTRICT</b>	R-S Single Family Large Lot District
<b>PROPOSED DEVELOPMENT</b>	Garden Suite – 14' X 44' Manufactured Home

Member Millante moved that the Municipal Planning Commission approve the application for a Garden Suite - 14' X 44' Manufactured Home to be located at 3630 47 Street, Lot 33; Block 36; Plan 072 6233, Gibbons, AB with the following conditions:

1. Development shall proceed in accordance with the attached plans.
2. The development shall utilize the existing municipal services for the lot. Should any new or expanded municipal services be required to service the development, the applicant will be required to enter into and abide by a Development Agreement with the Town of Gibbons, provide security, and install services, at the Developer's sole expense, in accordance with the Town of Gibbons Municipal Servicing Standards for Development.
3. 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.
4. If the development authorized on this development permit is not commenced within twelve (12) months of the Date of Issuance, or the applicant has not obtained an approved Building Permit within twelve (12) months from the Date of Issuance, the Development Permit shall be deemed void.
5. The Applicant/Registered Owner shall ensure there is no damage to municipal property resulting from this permit. Costs for repairs of municipal property will be assessed by the Town of Gibbons and will be charged back to the applicant.

**MPC 25.022 MOTION CARRIED**

*Please note an approval of the Municipal Planning Commission is subject to an appeal period that ends on OCTOBER 8, 2025.*

#### **6.0 NEXT MUNICIPAL PLANNING COMMISSION MEETING**

Member Kozak moved to set the date of the next meeting as September 24, 2025, at 6:30 pm if required.

**MPC 25.023 MOTION CARRIED**

**7.0    ADJOURNMENT**

There being no further business Chair Yushchyshyn adjourned the meeting at 4:04 pm.

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Acting Mayor Dale Yushchyshyn

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Interim CAO Eric Lowe