



**PUBLIC HEARING MEETING AGENDA
CARSTAIRS MUNICIPAL OFFICE
MONDAY, MARCH 11, 2019, 7:00 P.M.**

Page

1. CALL TO ORDER

2. ATTENDEES

3. PURPOSE

- a) The purpose of this Public Hearing is to receive and consider; redesignation of the lands in Scarlett Ranch Phase 3, Lot 20 Block 6 Plan 171 0416, Lot 1 Block 6 Plan 161 0193, and Lot 1 Block 4 Plan 161 0193, from zoning Municipal Reserve (MR) to Public Utility Lot (PUL).

4. DELEGATIONS

- a) Urban Systems - Planner, Sarah Nielsen; File MR to PUL 2019-01 Scarlett Ranch: Municipal Reserve to Public Utility Lot Designation



5. GENERAL DISCUSSION

6. ADJOURNMENT

2 - 14

MEMORANDUM



Date: March 11, 2019
To: Town of Carstairs
cc: Erin Eyre, Urban Systems
From: Sarah Nielsen, Urban Systems
File: MR to PUL 2019-01
Subject: **Scarlett Ranch: Municipal Reserve to Public Utility Lot Designation**

Urban Systems Ltd. (USL) has prepared a bylaw on behalf of the Town of Carstairs for the purposes of changing the legal designation of three lots that are currently held as Municipal Reserve (MR). The Town wishes to designate each of these lots as a Public Utility Lot (PUL).

BACKGROUND

The Town of Carstairs is the owner of all lots to which this bylaw pertains. The lots are part of the Scarlett Ranch neighbourhood, and were initially designated as Municipal Reserve (MR) during the land use and subdivision processes for Phase 3 of the development.

The legal descriptions of the lots are as follows:

Municipal Reserve Lot 1MR, Block 4, Plan 161 0193
Municipal Reserve Lot 1MR, Block 6, Plan 161 0193
Municipal Reserve Lot 20MR, Block 6, Plan 171 0416

The lots were initially designated as MR at the request of the developer. It is understood that these lots were intended to create a back-of-lot buffer that would run parallel to a portion of the development's main collector road, Scarlett Ranch Boulevard. However, a Utility Right of Way Plan* is registered for the area of those lots and the sole use of the lots is for the pipeline right of way; therefore the lands should be changed to a PUL designation.

Urban Systems has confirmed with the Land Titles office that a bylaw redesignating the three lots from MR to PUL is the required process and documentation necessary to make the change. Following a public hearing and three readings of the bylaw, we will be able to submit the documentation to Land Titles and register the changed designation.

** In reviewing the titles for the MR lots in the area, it was identified that a URW, which had not been discharged during the subdivision and endorsement process, was not shown as an instrument on the titles. The Land Titles office was contacted, and on January 24, 2019 Land Titles confirmed that the instrument had been reinstated for Lot 20MR, Block 6 and Lot 1PUL, Block 8. Correspondence confirming this change has been attached to this report.*

Please do not hesitate to contact the undersigned with any questions or concerns.

Suite 101 – 134 11 Ave SE, Calgary, AB T2G 0X5 | T: 403.291.1193

urbansystems.ca

MEMORANDUM

Date: March 11, 2019
File: MR to PUL 2019-01
Subject: Scarlett Ranch: Municipal Reserve to Public Utility Lot Designation
Page: 2 of 2



CIRCULATION

The proposed bylaw, accompanied by an explanation of the proposed changes and reasons for the redesignation, was circulated to adjacent landowners and all appropriate organizations and agencies. Seven responses were received from agencies, none with any objections; however, ATCO Pipelines did respond with a letter containing conditions. All of these responses and ATCO's conditional letter have been attached.

The developer (Scarlett Ranch Inc.) also responded to the circulation with questions regarding the dedication of Municipal Reserve that was accepted with the previous subdivision application, and potential implications of this change on the required dedication for future phases. Urban Systems provided some information to the developer's engineering consultant (CIMA), but understands that the developer spoke with the Town directly and a solution was reached whereby the developer would not be required to provide additional MR dedication in future phases. No correspondence was received after these discussions.

No other responses were received from other adjacent landowners.

RECOMMENDATIONS

Urban Systems recommends that Council hold the Public Hearing and move forward with second and third reading of the bylaw. This recommendation is proposed given that:

- A Utility Right of Way Plan (URW) is registered for the three lots. Where a URW exists, the land should be designated for the purpose of Public Utility, not Municipal Reserve.
- The physical appearance and use of the lots will remain unchanged.

Please do not hesitate to contact the undersigned with any questions.

Sincerely,

URBAN SYSTEMS LTD.

A handwritten signature in black ink, appearing to read "Sarah Nielsen".

Sarah Nielsen
Planner

Sarah Nielsen

From: Carol Brittain <Carol.Brittain@albertahealthservices.ca>
Sent: March 4, 2019 2:22 PM
To: Sarah Nielsen
Subject: PUL 2019-01

Hi Sarah,

For your files, I would like to confirm that Alberta Health Services, Environmental Public Health has received the above-noted application. At this time we do not have any concerns with the information as provided. Please contact me if the application is changed in any way, or you have any questions or concerns.

Thank you,

Carol Brittain BSc, CPHI(C)
Public Health Inspector II Land Use Specialist
Environmental Public Health
Alberta Health Services, Calgary Zone

Airdrie Regional Health Centre
604 Main Street South, Airdrie, AB T4B 3K7
Direct Line: 403-912-8459 Fax: 403-912-8537 Secretary: 403-943-2296

<http://www.albertahealthservices.ca/eph/eph.aspx>

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Sarah Nielsen

From: Trans Development Red Deer <TransDevelopmentRedDeer@gov.ab.ca>
Sent: February 6, 2019 1:17 PM
To: Sarah Nielsen
Subject: RE: Town of Carstairs: MR to PUL Bylaw

Hi Sarah,
Thank you for the referral and opportunity to comment on Bylaw No.1078.

Alberta Transportation would offer no objections to the redesignation of the noted lots from MR to PUL.

Regards,

Carly Cowles

Assistant Development & Planning Technologist
Delivery Services Division, Central Region
Alberta Transportation
Government of Alberta

Tel 403-340-5025
Fax 403-340-4876
carly.cowles@gov.ab.ca

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Go to 511.alberta.ca and follow [@511Alberta](https://twitter.com/511Alberta)



From: Sarah Nielsen <sn Nielsen@urbansystems.ca>
Sent: Wednesday, January 30, 2019 9:30 AM
To: circulations@telus.com; Riddell, Christine <christine.riddell@atco.com>; Isabel.Solis@atco.com; 3rdpartyrequest@altalink.ca; landserv@fortisalberta.com; projectmanagersouthernalberta@sjrb.ca; Pervez Sunderani <Pervez.Sunderani@gov.ab.ca>; Trans Development Red Deer <TransDevelopmentRedDeer@gov.ab.ca>; Carly Cowles <carly.cowles@gov.ab.ca>; chr.landapplications@albertahealthservices.ca; Malcolm.Nevers@canadapost.postescanada.ca; atarnoczi@chinooksedge.ab.ca; lgaudette@mvcounty.com; Erin Eyre <eeyre@urbansystems.ca>; Heidi_kalyniuk@cpr.ca; watermtn@telus.net; CirculationsGrowthandImprovement@atco.com
Cc: Rob McKay <robm@carstairs.ca>; Erin Eyre <eeyre@urbansystems.ca>
Subject: Town of Carstairs: MR to PUL Bylaw

	TOWN OF CARSTAIRS
	January 30 th , 2019
DUE DATE:	March 1 st , 2019
FILE NO:	PUL 2019-01
SUBJECT:	SCARLETT RANCH MR TO PUL BYLAW
	Sarah Nielsen, Urban Systems

PROPOSAL:

In accordance with Part 17 of the *Municipal Government Act*, please consider this letter as a formal request for comments, recommendations, and/or requirements with respect to the above noted application.

Urban Systems is acting on behalf of the **Town of Carstairs** for this application. Accordingly, we have enclosed a copy of the plans for the proposed development along with other materials. Please reply directly to snielsen@urbansystems.ca on or before **the 1st day of March, 2019** indicating File No **PUL 2019-01**. If you wish to respond by mail, please send your comments to:

Sarah Nielsen
Urban Systems Ltd.
101- 134 11 Avenue SE
Calgary, AB
T2G 0X5

Sincerely,

Sarah Nielsen
Planner



#101 – 134 11 Avenue SE
Calgary, AB T2G 0X5
T: 403 291 1193 x 4235
C: 403 370 1058

snielsen@urbansystems.ca
urbansystems.ca

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<http://511.alberta.ca/ab/en.html>
<https://twitter.com/511Alberta>

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February 27, 2019

Our File No.: 19-0426

Your File No.: PUL 2019-01
Urban Systems
Planning and Development

SENT: via email

Attention: Sarah Nielsen

RE: Proposed PUL Designation – SE 8-30-1-W5

The Engineering Department of ATCO Pipelines (a division of ATCO Gas and Pipelines Ltd.) has reviewed the above named plan and has no objections subject to the following conditions:

1. Any existing land rights shall be carried forward in kind and registered on any newly created lots, public utility lots, or other properties.
2. Ground disturbances and surface works within 30 meters require prior written approval from ATCO Pipelines before commencing any work.
 - Municipal circulation file number must be referenced; proposed works must be compliant with ATCO Pipelines' requirements as set forth in the company's conditional approval letter.
 - Contact ATCO Pipelines' Land Department at 1-888-420-3464 for more information.
3. Parking and/or storage is not permitted on ATCO Pipelines' pipeline(s) and/or right(s)-of-way.
4. Any revisions or amendments to the proposed plans(s) must be re-circulated to ATCO Pipelines for further review.

If you have any questions or concerns, please contact the undersigned at 780.420.3896 or email Isabel.Solis@atco.com.

Sincerely,
ATCO Pipelines, a division of ATCO Gas and Pipelines Ltd.

A handwritten signature in blue ink, appearing to read 'Isabel Solis-Jarek', is positioned above the printed name.

Isabel Solis-Jarek
Sr. Administrative Coordinator, Operations Engineering

Sarah Nielsen

From: Aldcroft, Erin <erin.aldcroft@fortisalberta.com> on behalf of Land Service <landserv@fortisalberta.com>
Sent: February 28, 2019 10:56 AM
To: Sarah Nielsen
Subject: Town of Carstairs: MR to PUL Bylaw

FortisAlberta has no concerns.

Warm Regards,

Erin Aldcroft

Erin Aldcroft | Land Coordinator

FortisAlberta Inc. | 15 Kingsview Rd. SE Airdrie, AB T4A 0A8 | Tel: 587-775-6331

[Project Status Portal](#) | Check the status of your New Service Connection or Project.

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From: Sarah Nielsen <sn Nielsen@urbansystems.ca>
Sent: Wednesday, January 30, 2019 9:30 AM
To: circulations@telus.com; Riddell, Christine <christine.riddell@atco.com>; Isabel.Solis@atco.com; 3rdpartyrequest@altalink.ca; Land Service <landserv@fortisalberta.com>; projectmanagersouthernalberta@sjrbc.ca; Pervez.sunderani@gov.ab.ca; TransDevelopmentRedDeer@gov.ab.ca; Carly.cowles@gov.ab.ca; chr.landapplications@albertahealthservices.ca; Malcolm.Nevers@canadapost.postescanada.ca; atarnoczi@chinooksedge.ab.ca; lgaudette@mvcountry.com; Erin Eyre <eeyre@urbansystems.ca>; Heidi_kalyniuk@cpr.ca; watermtn@telus.net; CirculationsGrowthandImprovement@atco.com
Cc: Rob McKay <robm@carstairs.ca>; Erin Eyre <eeyre@urbansystems.ca>
Subject: [External Email] DUE MARCH 1 Town of Carstairs: MR to PUL Bylaw

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101- 134 11 Avenue SE
Calgary, AB
T2G 0X5

Sincerely,

Sarah Nielsen
Planner



#101 – 134 11 Avenue SE
Calgary, AB T2G 0X5
T: 403 291 1193 x 4235
C: 403 370 1058

snielsen@urbansystems.ca
urbansystems.ca



February 22, 2019

Sent via email: snielsen@urbansystems.ca

Urban Systems Ltd.
Attn: Sarah Nielsen
101, 2716 Sunridge Way NE
Calgary, AB T1Y 0A5

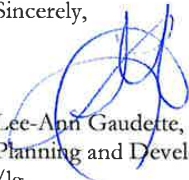
Dear Ms. Nielsen:

Re: Subdivision Application – Scarlett Ranch MR to PUL Bylaw File: PUL 2019-01

Thank you for your email dated October 31, 2017 with respect to the above noted Application. The letter and materials were circulated to the Planning and Development Services Department as well as the Operational Services Department.

There were no comments on this circulation from the Planning and Development Services Department nor the Operational Services Department. Thank you for your consideration to include us in your referral agencies.

Sincerely,



Lee-Ann Gaudette, Administrative Assistant
Planning and Development Services
/lg

T 403.335.3311 1.877.264.9754 F 403.335.9207
1408 - Twp Rd 320 Postal Bag 100 Didsbury, AB, Canada T0M 0W0
www.mountainviewcounty.com

Building Rural Better

Sarah Nielsen

From: Henry Chan <Henry.Chan@sjrb.ca>
Sent: January 30, 2019 12:46 PM
To: Sarah Nielsen
Subject: RE: Town of Carstairs: MR to PUL Bylaw - PUL 2019-01

Please be advised Shaw Cablesystems does not have any objections to the proposed application.

Thank you,

Henry Chan Planning Support

Shaw Communications Inc. 2400 32 Ave NE, Calgary, AB
T: 403-539-1068
E: henry.chan@sjrb.ca
DigShaw Call Line: 1-866-DIGSHAW | **W:** digshaw.ca



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Sarah Nielsen
Planner



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C: 403 370 1058

snielsen@urbansystems.ca
urbansystems.ca

Sarah Nielsen

From: circulations <circulations@telus.com>
Sent: January 30, 2019 9:42 AM
To: Sarah Nielsen
Subject: RE: Town of Carstairs: MR to PUL Bylaw

Good Morning,

TELUS COMMUNICATIONS INC. has no objection to the below circulation.
Thank you,

Mehgan Smith | Real Estate Specialist
Broadband Networks & Implementation (BBNI) | TELUS Falcon | Rights of Way
2930 Centre Avenue NE, Calgary, AB T2A 4Y2
Phone: (403) 384-3066 | circulations@telus.com

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Sarah Nielsen
Urban Systems Ltd.
101- 134 11 Avenue SE
Calgary, AB
T2G 0X5

Sincerely,

Sarah Nielsen
Planner



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