

**MINUTES OF THE PARKLAND COUNTY SUBDIVISION & DEVELOPMENT APPEAL BOARD (THE "BOARD")
MEETING HELD BY A VIRTUAL ELECTRONIC TELECONFERENCE AT 10:00 A.M., AUGUST 17, 2020**

1. CALL TO ORDER

Chairperson, J. Smith, called the virtual electronic teleconference meeting to order at 10:02 a.m.

The Chairperson advised that due to the COVID-19 Pandemic, Parkland County supports the minimization of gatherings. As permitted by the Meeting Procedures (COVID-19 Suppression) Regulation, the Board will conduct this meeting using electronic communication for this virtual hearing to ensure the safety of the Board, Parkland County staff and the public.

2. PRESENT

Members: J. Smith, L. Niblock, M. Chambers, B. Bundt, M. Morin

Clerk: B. Williams

Recording Secretary: L. Tyerman

Counsel for the Board: Kathleen Elhatton-Lake, Shores Jardine LLP

Gwendolyn Stewart-Palmer, Shores Jardine LLP (in-part)

3. ADOPTION OF AGENDA

Moved by B. Bundt that the 10:00 a.m., August 17, 2020 agenda be adopted, as presented.

Carried

4. ADOPTION OF MINUTES

Moved by M. Chambers that the following meeting minutes be adopted, as presented:

- i. June 8, 2020

Carried

5. NEW BUSINESS

10:00 a.m. Appointment

- I. An appeal of Development Permit 20-D-162 for a Home Based Business Level 2 (Off-site equipment repair business with minor small equipment repair and sale from the existing shop) located at Lot 7, Block 3, Plan 7821013 Chelsea Estates, NE-1-51-27-W4 Municipal Address 28, 27005 TWP RD 511.
 - i. Appellant: Grant Schick
 - ii. Applicant: Steven Boonstra

The SDAB Clerk read the appeal matter into the record

6. PRESENT

Members: J. Smith, L. Niblock, M. Chambers, B. Bundt, M. Morin

Clerk: B. Williams

Recording Secretary: L. Tyerman

Counsel for the Board: Kathleen Elhatton-Lake, Shores Jardine LLP

Gwendolyn Stewart-Palmer, Shores Jardine LLP (in-part)

7. PRESENT ADMINISTRATION STAFF

K. Kormos, Supervisor, Development Planning

F. Long, Development Planner, Planning & Development Services

8. OUTLINE OF HEARING PROCESS

The Chairperson asked if anyone affected by the appeal had any objection to the Board Members present. There were no objections.

The Chairperson asked if anyone in attendance at the virtual meeting had any additional materials they would like to submit before commencement of the hearing. There were none.

The Chairperson asked if anyone in attendance at the virtual meeting would like to request a postponement of the hearing to a later date. There were no requests for postponement.

The Chairperson asked if there were any concerns with the hearing process as outlined. There were none.

9. PRESENTATIONS

Administration

The Chairperson called on the Development Authority to make her presentation. Ms. Long, Development Planner for Parkland County presented her report and provided a verbal presentation to the Board. Ms. Long answered questions from the Board.

Appellant

The Chairperson called on the Appellant, Grant Schick to make his presentation. Mr. Schick advised that he had not reviewed the agenda package prior to the hearing.

RECESS

The Chairperson recessed the meeting at 10:36 a.m., and reconvened the meeting with all Board Members present at 10:56 a.m.

The Chairperson asked Mr. Schick to confirm that he had received and reviewed the agenda package for the hearing, which was sent via email August 13, 2020. Mr. Schick advised that he had received several emails pertaining to the hearing but did not review the agenda package.

RECESS

The Chairperson recessed the meeting at 11:01 a.m., and reconvened the meeting with all Board Members present at 11:06 a.m.

The Chairperson advised those in attendance at the virtual meeting that the Board would propose an adjournment date of August 21, 2020 at 10:00 a.m. The adjournment would allow the Appellant to receive a hard copy of the agenda package for review prior to continuation of the hearing. The Chairperson asked that the Appellant and Applicant advise if the adjournment date was acceptable. The Appellant and Applicant agreed that it was.

At 11:15 a.m., the Chairperson adjourned the hearing of an Appeal of Development Permit 20-D-162 to 10:00 a.m., August 21, 2020.



Chairperson