

**MINUTES OF THE PLANNING COMMISSION MEETING HELD JULY 16, 2014 AT 7:00 P.M. IN THE COUNCIL CHAMBERS, CIVIC ADMINISTRATION BUILDING, BRANDON, MANITOBA**

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**1 ROLL CALL**

Commissioners: Calvin Coey  
Colleen Anderson  
Leo Boivin  
Garnet Boyd  
Andrew Sieklicki

Administration: Ryan Nickel  
Robert Zilke  
Tyson Fisher

**2. ADOPTION OF AGENDA**

2014-096

Sieklicki-Boyd

That the Agenda be amended to have an in camera session between public hearing 4a. and 4b.

CARRIED 4/1

Prior to the above motion being voted on, the following comments were made:  
Commissioners spoke about the reasoning for the in camera session.

2014-097

Boyd-Boivin

That the Agenda for the regular meeting of the Planning Commission to be held July 16, 2014 be adopted as presented.

CARRIED 5/0

**3. CONFIRMATION OF MINUTES**

2014-098

Sieklicki-Anderson

That the minutes of the regular meeting of the Planning Commission held on July 2, 2014 be adopted as presented.

CARRIED 5/0

**4.0 PUBLIC HEARING**

**a. CONDITIONAL USE**

**1400 17<sup>TH</sup> Street**

**Owner/Applicant: Koch Fertilizer, ULC**

Robert Zilke indicated that the applicant, Koch Fertilizer, ULC, is applying for a conditional use for a property located at 1400 17th Street East in the MH Industrial Heavy Zone. The request identifies two specific types of buildings, including:

- Mobile one-story office trailers used for ongoing maintenance cycles to support vessel maintenance, exchanger cleaning, and equipment inspections and repairs; and
- A temporary two story office building as shown on “Schedule B3” to accommodate staffing needs until a permanent facility is constructed to the north of the subject site.

Conditional use approval is required to address both these types of mobile and temporary buildings as they are not listed in the Zoning By-law, and in accordance with Subsection 7(b), uses which are not listed in the Zoning By-law are subject to conditional use approval.

Upon presentation by staff, Commissioners questioned the number of trailers on site, the need for the planning commission to approve the application in perpetuity, the reason single trailers were referenced and if an inspection will take place.

Rodi Sviestrup, Koch Fertilizer, outlined the history of manufacturing at the site, the reasoning behind the need for the trailers and the use of the trailers. Commissioners asked about the blast radius of the facility and if the trailers are blast resistant.

2014-099      Sieklicki-Boivin  
That the Public Hearing for Conditional Use Application C-09-14-B at 1400 17th Street be concluded.  
CARRIED 5/0

2014-100      Sieklicki-Boivin  
That Conditional Use Application C-09-14-B to allow for mobile office trailers be approved at 1400 17th Street East (W ½ 18-10-18 WPM, Parcel B, Plan 38228) in accordance with the intent of the application “Schedule A-1”, the attached letter of intent “Schedule A-2” and the attached site plan “Schedule B-2”.  
CARRIED 5/0

Prior to the above motion being voted on, the following comments were made:  
Commissioners said there is a need for trailers on site to continue the safe operation of the business.

2014-101      Sieklicki-Anderson  
That Conditional Use Application C-09-14-B to allow for a temporary two story office trailer be approved at 1400 17th Street East (W ½ 18-10-18 WPM, Parcel B, Plan 38228) in accordance with the intent of the application “Schedule A-1”, the attached letter of intent “Schedule A-2” and the attached site plans “Schedule B-2” and “Schedule B-3”, subject to:  
    (a) The approval for the two story office building being valid for up to five (5) years from the date of approval.  
CARRIED 5/0

2014-102 Boivin-Sieklicki  
That the motion be amended to change the word trailer to building.  
CARRIED 5/0

2014-103 Boivin-Anderson  
That the meeting move to open session.  
CARRIED 5/0

b. **BY-LAW 7081**  
**Amendments to Zoning By-Law No 6642**  
**Urban & Landscape Design Standards Manual**

Ryan Nickel indicated that the City of Brandon is applying to amend Zoning By-law no. 6642 to rescind Appendix B, "City of Brandon Landscape Design Standards" and Appendix C "Urban Design Standards & Guidelines" to the Zoning By-law No. 6642, and replace the documents with the proposed new Appendix "B" City of Brandon Urban and Landscape Design Standards Manual;" which will consolidate the urban and landscape design provisions into one single document. The intent of the proposed amendment is to provide a clear and concise, user-friendly manual that promotes quality urban and landscape design in the city.

Upon presentation by staff, Commissioners questioned who will decide what modern architecture is, the qualification of the planning commission to decide what modern architecture is, the availability of another body to handle architecture questions, who the director of the department is, can the planning department put an application before the planning department with a negative recommendation, the planning commission becoming the appeal body for an applicant in dispute with the planning department, if an appeal would still go to council, would an applicant be forced to design a building a certain way, new railway standards and railway overlay zones, was legal counsel consulted about combining the two documents.

2014-104 Boivin-Boyd  
That the public hearing for By-law No. 7081 (Z-14-13-B) to amend the City of Brandon Zoning By-law 6642 be concluded.  
CARRIED 4/0  
Commissioner Sieklicki abstained

2014-105 Boivin-Boyd  
That By-law No. 7081 (Z-14-13-B) to rescind Appendix "B", City of Brandon Landscape Design Standards, and Appendix "C", City of Brandon Urban Design Standards and Guidelines to the City of Brandon Zoning By-law 6642, and substitute the two documents with the new Appendix "B", City of Brandon Urban Design Standard and Guidelines Manual be approved.  
CARRIED 4/0  
Commissioner Sieklicki abstained.

Prior to the above motion being voted on, Commissioners said the process has been friendly to the residents of the city, the guidelines will be easily understood, the legalities of combining the documents has been reviewed, no opposition from the public.

**5.0 GENERAL BUSINESS**

- a. Tracking Table**  
Mr. Nickel spoke about upcoming applications.
  
- b. Administrative Business**  
Mr. Nickel reminded the planning commission to give as much notice as possible when absent. Mr. Nickel provided an update on the Fiscal Impact Analysis lunch.
  
- c. Absences from upcoming meetings**  
No absences.

**6.0 ADJOURNMENT**  
2014-106 Anderson-Sieklicki  
That the meeting does now adjourn. (8:24 p.m.)

CARRIED 5/0

Original signed by Ryan Nickel  
**Ryan Nickel**  
**Acting Principal Planner**

Original signed by Calvin Coey  
**Calvin Coey**  
**Chairperson**