

CITY OF MARTENSVILLE
DISCRETIONARY USE COMMENT FORM



June 18th, 2024

To whom it may concern,

The Committee of the Whole receives a request for approval for a discretionary use within 75 metres of your property. A “Discretionary Use” – shall mean a use or form of development that requires the approval of Council based on a set of evaluation criteria outlined in Zoning Bylaw 1-2015.

Under the Zoning Bylaw 1-2015, property owners within 75m of the subject property are entitled to comment on this application.

Please be advised of the following:

NAME: Carol Heaslip & Steve Halabura
CIVIC ADDRESS: 625 4th Street South
DISCRETIONARY USE: Two-unit Dwelling in the R1A District

Carol Heaslip and Steve Halabura request that Council consider approving an additional dwelling unit at 625 4th Street South.

Please submit all written comments to the City Hall Monday through Friday 9:00 am to 5:00 pm before Tuesday, July 2nd, 2024. Those providing written comments may participate (see over for details) at the public hearing portion of the Committee of the Whole meeting to be held:

DATE: July 9th, 2024
TIME: 5:00 p.m.
PLACE: Martinsville City Council Chambers at 37 Centennial Drive South

Concerns/Comments by Neighbouring Property Owner on the Proposed Discretionary Use:

We/I have reviewed the application and comment as follows:

Please check off one of the following:

I have no concerns with this proposal:

I have concerns with this proposal:

Name(s): (please print) _____

Civic Address: _____

Daytime Phone Number: _____

EMAIL ADDRESS (mandatory) _____

Signature(s): _____

Date: _____

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Return the attached Discretionary Use Comment Sheet to the City of Martensville via one of the following methods:

Email: tcabalt@martensville.ca

Fax: (306) 933-2468

Drop off: Martensville City Hall located at 37 Centennial Drive South – drop slot to the left of the main doors

NOTE: The City of Martensville is not responsible for misdirected correspondence. Any correspondence received after the public hearing will not be considered applicable to this application.

Alternative Public Consultation Options Available

The City endeavours to engage with the public for all land use proposals as per the Planning and Development Act and Zoning Bylaw. Council meetings will continue to be open to the public in person and in the online format. Public hearings for development projects will occur during these meetings.

In order that everyone who wants to participate in a development decision is heard, we ask that written responses are received prior to the date listed on this notice.

Written responses include:

Fill out the attached form OR

Writing your own letter

AND

Emailing* to planner@martensville.ca

Dropping off in the drop slot at City Hall OR

Fax



*Written responses can be either scanned to email or take a photo with your phone. Make sure it is legible prior to emailing to the City.


Everyone interested in this project is welcome to view the meeting via ZOOM and can be accessed at www.martensville.ca (city hall/ agenda and minutes). The link is posted at the top of the agenda package for each meeting.



**CITY OF MARTENSVILLE
DISCRETIONARY USE APPLICATION**
This is NOT an approval.

APPLICANT	Applicant Name CAROL HEASLIP & STEVE HALABURA		Company Name (if applicable) N/A	
	Mailing Address		City MARTENSVILLE	Province SK.
			Postal Code S0K 2T0	
PROJECT INFORMATION	Phone Number		Fax	Email Address
	Main	Other N/A	N/A	
ATTACHMENTS	Legal Description	Lot: 12	Block: 10	Plan: 67-5-00276
	Civic Address: 625 4TH STREET SOUTH			
	Zoning District: R1A			
	Existing Use: SINGLE FAMILY DEJELLING			
	Discretionary Use Requested: Two-unit Dwelling			
	Reasons to support the Discretionary Use Application: (use additional pages if necessary)			
	PLEASE REFER TO ATTACHED "DISCRETIONARY USE PLAN"			
Applications must include the following to be processed:				Attached
1) A Site Plan - A legible site plan drawn to scale and must contain the following: The location and dimensions of all structures, setbacks and property lines. All parking spaces and loading areas, landscaping plans, and driveways.			<input checked="" type="checkbox"/>	Yes
2) Architectural plans - For new buildings or additions, show building elevations			<input checked="" type="checkbox"/>	Yes
3) A non-refundable application fee of \$ 200.00			<input checked="" type="checkbox"/>	Yes

I hereby agree to comply with the Building & Zoning Bylaw of the City of Martensville and acknowledge that it is my responsibility to ensure compliance with these and any other applicable bylaws, provincial acts & Regulations regardless of any plan review or inspections that may or may not be carried out by the City of Martensville or its authorized representative. I agree to do all construction work solely in accordance & compliance with the information & plans provided by me in this application, & will obtain all other work permits required in conjunction with my development. I hereby declare that the above information is true and correct.

Applicant Signature:  Date: JUNE 12 2024
S. HALABURA

**REQUEST FOR COUNCIL APPROVAL FOR SEMI-DETACHED ADDITION TO
EXISTING DWELLING (the “Development”)**

DISCRETIONARY USE PLAN



Date: June 12, 2024

Property Location: 625 4th Street South Martensville SK

Legal Description: Lot 12 Block 10

Saskatchewan Land Registration District Number: 67-S-00276

Present Zoning: R1A

Property Owners: Carol Heaslip and Steve Halabura

Request Prepared By: Steve Halabura

INTRODUCTION

The undersigned respectfully request that City Council approve this Application for Discretionary Use as the proposed Development will:

- 1. Allow us, the property owners, to “age-in-place” alongside our children.*
- 2. Provide a “forever home” and support to our son with a developmental disability.*
- 3. Have minimal impact upon immediate neighbors.*
- 4. Add to the property value.*

PROPOSAL

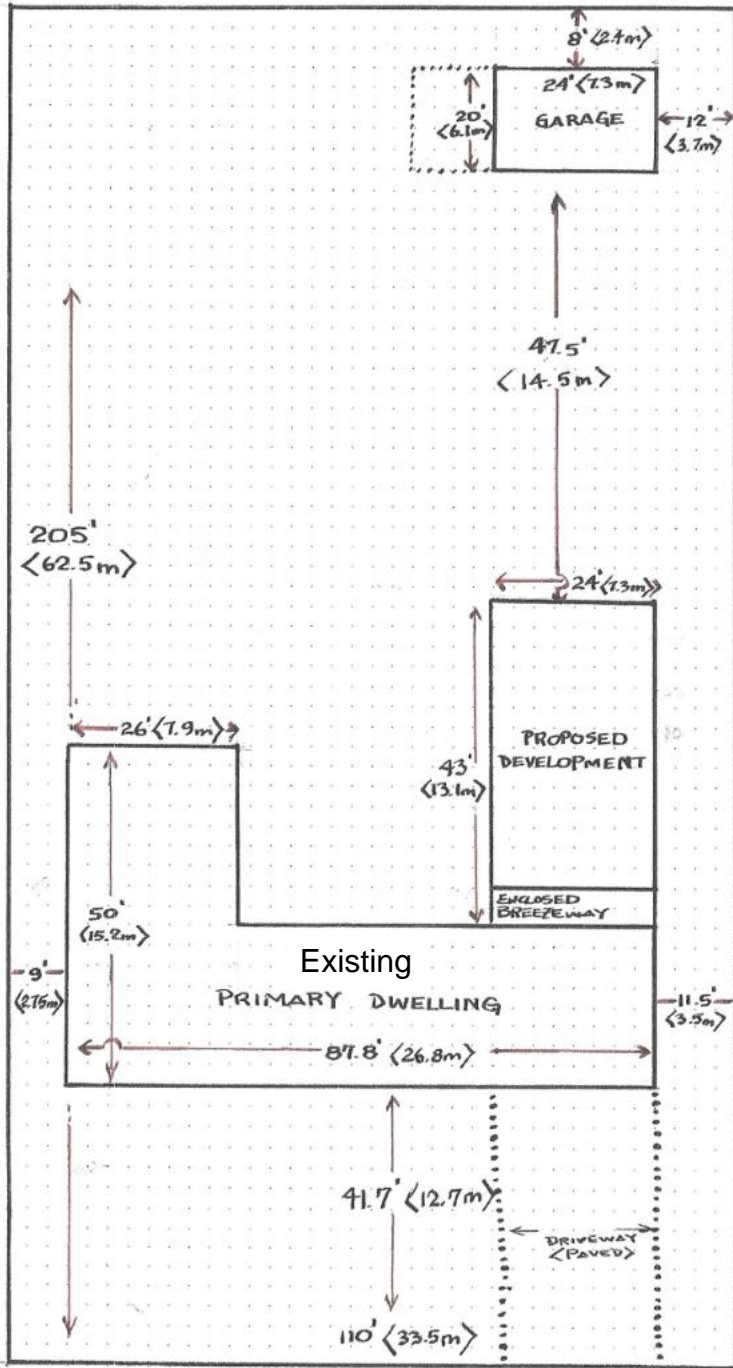
1. The existing (“primary”) dwelling is home to our daughter, her husband and daughter, and our son, who has a developmental disability. Our daughter provides living support to our son.
2. We live off-site however we would like to attach a “secondary” dwelling (the “Development”) to the rear of the primary dwelling so that they can return to the property and “age-in-place”.
3. The space thus saved in the primary dwelling provides to Michael a long-term residential housing option.
4. The Development complies with all relevant requirements contained in the Zoning Bylaw.
5. The Development will be adequately serviced by existing infrastructure.
6. The Development will be attached to the back of the primary dwelling and will project toward the back lane.
7. The view from the front of the street will be minimal.
8. The Development incorporates abundant glazing at grade level and does not incorporate blank walls.
9. The Development has two main entrances at grade level on both front and side elevations.
10. The Development is based upon a professionally prepared architectural design that incorporates design attributes such as:
 - a. Scale and massing that is proportionate to the primary dwelling (i.e., it will not clash with the “mid-century modern” bungalow design of the primary dwelling);
 - b. While maintaining pleasing proportion, the secondary dwelling will provide sufficient asymmetry such that it is not a “mirror-image” of the primary dwelling; and
 - c. While the color scheme of the secondary dwelling will be similar to the scheme of the primary dwelling, there will be sufficient variation in such elements as window and door casings, deck, and fixtures to provide visual interest

11. Windows and doors will complement and enhance the architectural design and satisfy functional and climatic issues.
12. The location of windows and doors on the Development within the side yard will not align directly with doors and windows on neighboring dwellings.
13. The doors providing access to the side yard will be near grade level.
14. The windows and deck will not unduly impact the privacy of adjacent dwellings.
15. The Development will not be out-of-scale with neighboring dwellings, nor will it unduly restrict sunlight access to adjacent properties.
16. Accessibility to the Development will be oriented to senior citizens and persons with mobility challenges.
17. Existing trees will be protected wherever possible. Trees that impede construction will be moved to other locations within the lot, or if they must be removed, will be replaced with other trees.
18. This plan will be shared with affected neighbors to address any concerns related to the likely and foreseeable impacts of the Development.

COMPLIANCE WITH SITE GUIDELINES

Item	Guideline	Plan
Property Area minimum	450 m ²	2,095 m ²
Minimum building floor area	92 m ²	406.5 m ²
Maximum site coverage	50%	24%
Minimum distance to rear property line	4.5 m	25 m
Minimum distance to front property line	6 m	17.4 m
Minimum distance to side property line	1.2 m	3.5 m
Off-street parking provided		3
Minimum distance between dwelling and detached garage	1.0 m	16.5 m

LOT PLAN



LOT 12
BLOCK 10
N^o: 67-5-00276
ZONE: R1A
DATE: 12.06.2024
DRAWN BY: *[Signature]*

625
4TH STREET SOUTH

2-Bed New American Cottage - 897 Sq Ft

897
Heated S.F.

2
Beds

2
Baths

1
Floors

