

**MUNICIPAL PLANNING COMMISSION AGENDA  
SUMMER VILLAGE OF BIRCHCLIFF  
SUMMER VILLAGES ADMINISTRATION OFFICE  
NOVEMBER 16, 2023 @ 2:30 p.m.**

- A. CALL TO ORDER**
- B. ADOPTION OF AGENDA**
- C. DEVELOPMENT ITEMS**
  - 1) 381 Birchcliff Road
- D. ADJOURNMENT**

## **Summer Village of Birchcliff – Municipal Planning Commission**

**November 16, 2023**

### **Agenda Item**

#### **381 Birchcliff Road (Lot 9, Block 1, Plan 7089MC)**

#### **Development Permit Application**

#### **Background:**

The property owners of 381 Birchcliff Road (Lot 9, Block 1, Plan 7089MC), in the village of Birchcliff have applied for a manufactured dwelling unit. This property is located in the R1 District (Lakeshore Residential District). A manufactured dwelling unit is defined in the Land Use Bylaw as “*manufactured dwelling unit(s) means a factory constructed dwelling unit relocatable singly or in multiple modules.*” The lot is currently a vacant lot that previously had a dwelling unit on it that was removed in 2021. An application was previously applied for in September for a manufactured dwelling unit but was denied due to the building not meeting the required dimensions of depth and width meeting the 3:1 ratio. The newly proposed development is within the required setbacks, height, 3:1 ratio, and parcel coverage. The existing landscaping will be preserved, with new plantings and the repositioning of some existing trees. The manufactured dwelling is proposed to be permanent, which will be placed and welded to 26 piles with added skirting and will be transported to the lot by a transport truck from RR15.

#### **Discussion:**

This application is before MPC for the following reason:

- LUB (Part Four) (R1 District) Manufactured Dwelling unit is listed as a discretionary use, therefore requires Municipal Planning Commission approval.

#### **Application Review:**

After reviewing the proposed application, and all relevant planning documents it is found that the application is within the Land Use Bylaw regulations and has been adjusted to no longer require a variance. Administration does not see any reason for the application to be denied.

#### **Conditions:**

If approved, Administration would recommend the following conditions:

- All applicable Superior Safety Codes permits to be completed and submitted to the administration office.
- The payment of a \$5,000.00 completions deposit to ensure all conditions of this development permit have been met, including the completion of building construction within a one-year period, landscaping completed with two years, and any or all road damage repaired. Any damage to public roads due to the construction and delivery of the home shall be repaired immediately at the expense of the permit holder.
- The height of the dwelling shall not exceed 10m (32.81ft.) in building height measured from grade.
- Final as build real property report from an Alberta Land Surveyor at completion of landscaping that includes parcel coverage.
- Electrical power from the property line to any building shall be constructed underground.
- Existing vegetation to remain and the planting of shrubs and trees to be done according to the landscaping plan.

### **Authorities:**

For a discretionary use in any district:

- The Municipal Planning Commission may approve an application for a Development Permit:
  - With or without conditions;
  - Based on the merits of the proposed development, including it's relationship to any approved statutory plan, non-statutory plan, or approved policy, affecting the site;
  - Where the proposed development conforms in every respect to this Land Use Bylaw; or
- May refuse an application for a development permit based on the merits of the proposed development, even though it meets the requirements of the Land Use Bylaw; or
- Subject to provisions of section 2.4 (2), the Municipal Planning Commission shall refuse an application for a development permit if the proposed development does not conform in every respect to the Land Use Bylaw.

### **Decision:**

In order to retain transparency of the Commission, Administration recommends one of the following:

1. Approve the application with or without conditions (*Section 642 of the MGA*), or
2. Deny the application stating reasons why (*Section 642(4) of the MGA*).

Sept. 26, 2023

To: Summer Village Development

From: [REDACTED]

Re: 381 Birchcliff Road, Birchcliff, Development Permit Request

Dear Summer Village Planning Committee,

We thank you for reading and considering our application for a permit regarding the placement of a manufactured home on our property at 381 Birchcliff Road. We took possession of the land in Birchcliff on August 17, 2023 . Our intention is to place the proposed dwelling on the land in early November.

Please allow us to introduce ourselves. We are [REDACTED] is a Customer Marketing Lead, working in rare disease, [REDACTED] is an Elementary School Principal. We have three children, ages 21, 16 and 13. Our family considers Sylvan Lake another home. [REDACTED] grew up going to her family's home on Blissful Beach. Our children have grown up enjoying the beautiful lake and natural setting of the area with extended family. Our goal with the application is to create a home where we can continue to appreciate the natural surroundings that we love for many years to come.

We request permission to place a 27.5 x 56 foot manufactured structure that fits within the 3 to 1 size requirement of the Summer Village bylaws. We offer the following rationale and information for your consideration:

1. Proposed Dwelling (See attached pictures and specifications documents)
  - 27.5 x 56 foot manufactured showhome purchased from Best Buy Homes in Calgary/Red Deer.
  - This dwelling is not a park model or trailer.
  - This home is a permanent dwelling that will be placed and welded to 26 piles. Final skirting will be attached to finish the installation resulting in a permanent structure in look and effect.
  - The dwelling comes with a traditional New Home Warranty as other new construction homes.
  - This is an all season home which our family intends to enjoy throughout the year.



2. Placement of Proposed Dwelling: (See Plot Plan attachment)

- A 27.5 x 56 structure allows:
  - The square footage to accommodate our family while also preserving existing vegetation on either side of the lot.
  - Permits appropriate allowances on the west side of the structure for the proposed deck and grass area.
  - This single story dwelling will not block the natural view of either neighbour.
  - The offsite build reduces the disruption and noise that is associated with onsite construction.
- The unit will be placed to maximize a usable yard for our benefit while considering impact to neighbouring properties.
- All set-backs will be respected.

3. Exterior Appearance: (See attached exterior pictures and specifications documents)

- The external appearance of the proposed dwelling resembles a traditional new built home.
- The purchase on an onsite showhome allows us to share the appearance of the proposed dwelling with the Summer Village and neighbours ahead of time.
- The home exterior is a gray colour vinyl siding with black hardie board trim. The skirting surround is a higher grade, black, insulated building material that resembles traditional parging.
- The home has two west facing front doors that will be accessed by way of a front porch and deck to be added by the homeowners and built on site after the placement of the home. Each door has an exterior gable overhead.
- The home has a total of 10 windows, enhancing both the interior and exterior appearance of the dwelling.

4. Dwelling Transport: (See attached transportation map)

- The proposed dwelling will be transported to the lot via large transport truck.
- Arriving Via RR 15, the dwelling will be backed onto the property and then placed onto the existing pile foundation. It will then be permanently welded into place.

5. Additional Site Development: (See attached plan documents)

- As depicted on the proposed plan, we will add a deck to the west (front yard) and south side of the proposed dwelling.

- At the furthest south portion of the dwelling, we will have an open grass and garden area and will not disrupt the reserve forest in any way.
- Our goal is to preserve the current natural sitelines of our existing neighbours to the east and west of the lot.
- We have already repositioned the small, seedling pine trees recently planted by the previous owner to the north portion of the lot to create a natural tree line between the lot and Birchcliff Road.
- We have already placed another 13 deciduous 6-12 foot trees around the perimeter of the lot.
- In spring 2024, we will also be planting a variety of new trees on the lot to replace dead trees on the lot. Trees will be in accordance with local varieties.

We have met with the neighbours on the east and west and shared our plans with them.

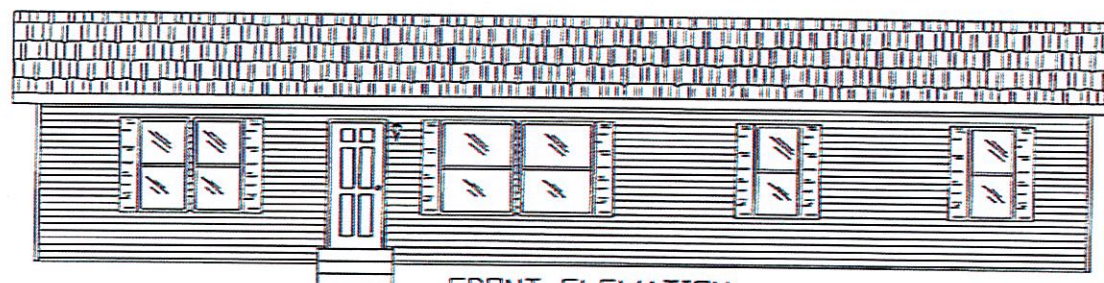
We hope that this information is able to satisfactorily answer your questions and allows you to permit us to move ahead with the placement of this dwelling on our land parcel. We thank you for your time and consideration.



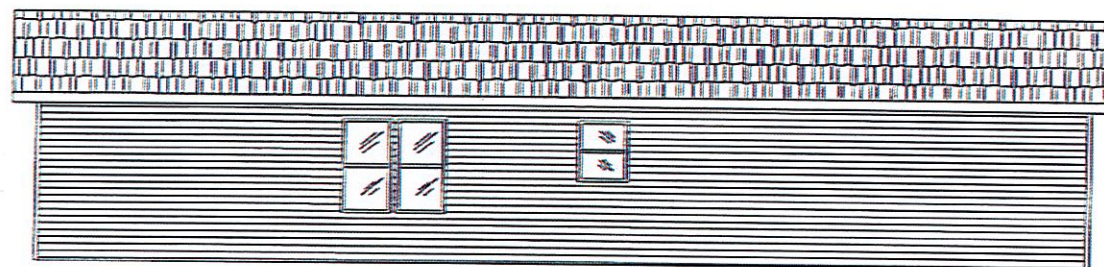
Picture 1: Front of proposed dwelling



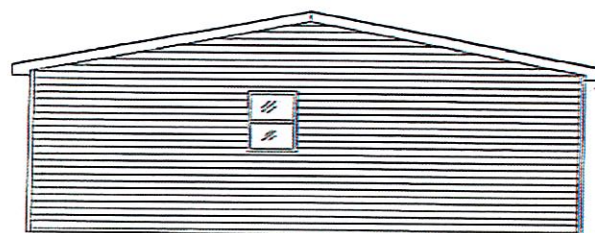




FRONT ELEVATION



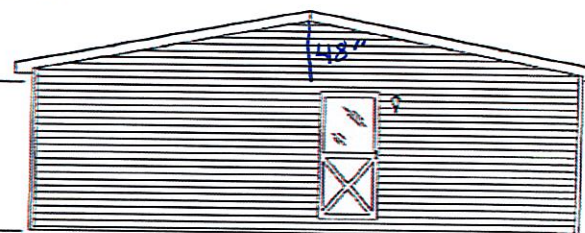
REAR ELEVATION



RIGHT ELEVATION

CEILING  
LINE

96"

FLOOR  
LINE

LEFT ELEVATION

12'



3/8/2023

Reviewed to the Canadian standards.  
NTA is a subsidiary of the International Code Council.

3B 2BA

FRIENDSHIP HOMES

815 BUDD ROAD, MONTEVIDEO, MINNESOTA, USA 56265

Scale: NTS

Date: 3/3/23

Name: BJA

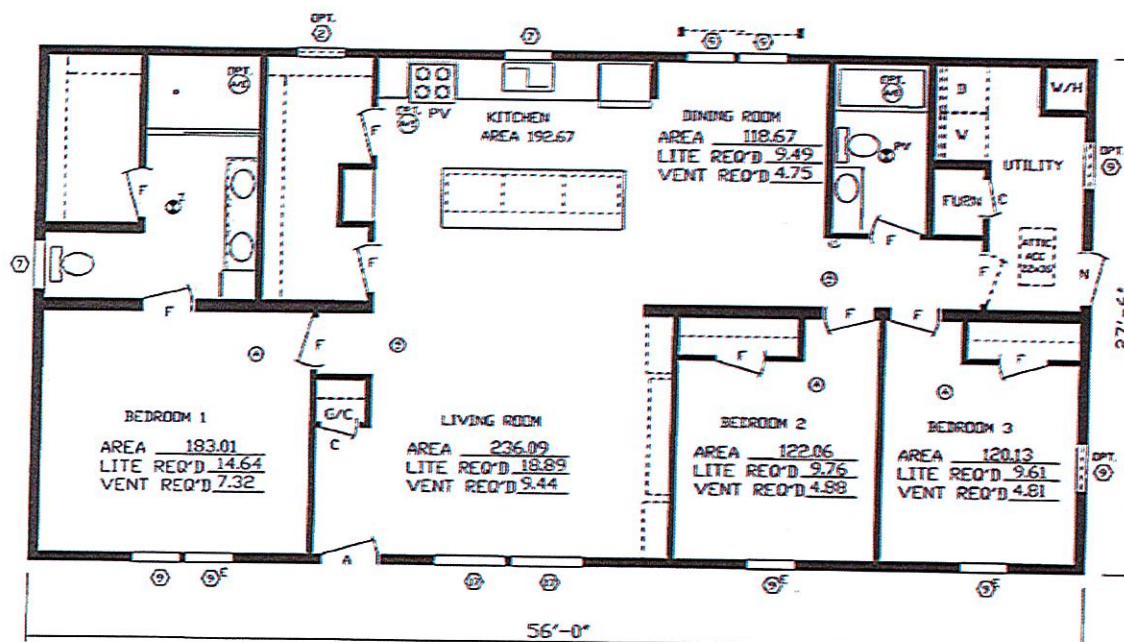
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MODEL NUMBER:

142088KZEZ

ELEVATIONS



Reviewed to the Canadian standards.  
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NOTES:  
-WALL HEIGHT 8'-0"  
-INTERIOR WALL THICKNESS 3 1/2" OR 4 1/2"  
-EXTERIOR WALL THICKNESS 6 1/2"  
-WINDOWS/DOORS MAY BE ADDED OR RELOCATED IN THE ROOM OR CAN BE SUBSTITUTED WITH ALTERNATE WINDOW/S AND/OR DOOR/S BUT MUST SATISFY MINIMUM LIGHT, VENT, SAFETY GLASS AND EGRESS REQUIREMENTS

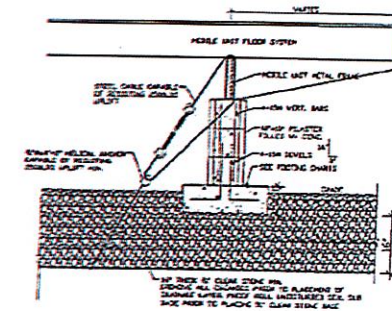
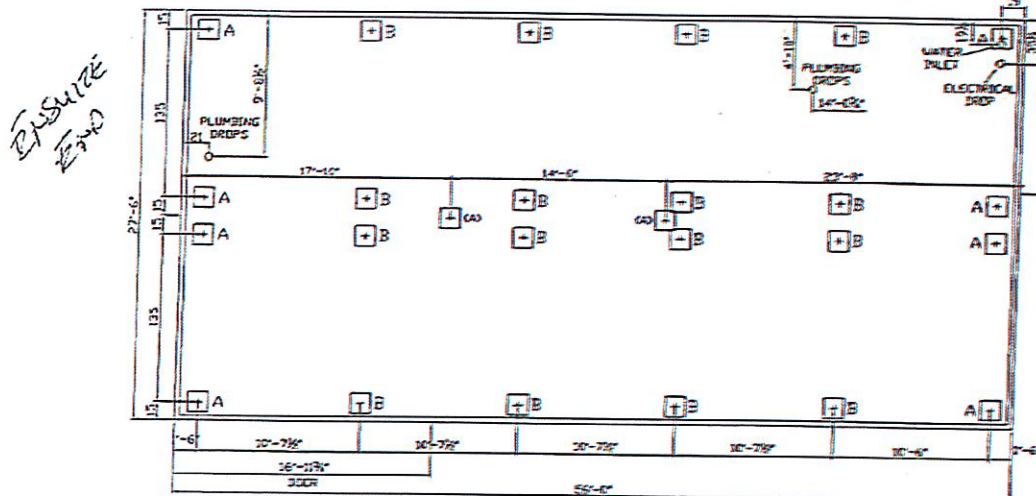
NOTES:  
THIS FLOOR PLAN AND ALL OF THE SUPPORTING INFORMATION SUCH AS FOUNDATION, ELECTRICAL, PLUMBING, MECHANICAL, ETC. MAY BE BUILT AS A MIRROR IMAGE OF WHAT IS SHOWN. REVERSED

NOTE:  
REFERENCE WINDOW AND DOOR SCHEDULE FOR ALL WINDOW AND DOOR SPECIFICATIONS

② SMOKE/CO ALARM

3B 2BA		
FRIENDSHIP HOMES		
815 BUDD ROAD, MONTEVIDEO, MINNESOTA, USA 56265		
Scale: NTS	Date: 3/1/23	Name: BJA
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FLOOR PLAN		MODEL NUMBER: 142088KZEZ





NOTE: PIER SUPPORTS ARE REQUIRED AT EACH SIDE OF THE EXTERIOR DOORS AND ANY OPENINGS OVER 4'-0" ON LOAD BEARING WALLS. LOCATE PIER SUPPORTS BENEATH EACH POINT LOAD.




3/8/2023

Reviewed to the Canadian standards.  
NTA is a subsidiary of the International Code Council.

FLUTING A 640 LBC	
SOIL BEARING CAPACITY	FLUTING SIZE ON PSF QL
75 KPSF	26X26
100 KPSF	30X30

△ FOOTING D 12-32 LBS	
SOIL BEARING CAPACITY	FOOTING SIZE
75 kPa.	434 PSF 2L
200 c.p.s.	30x32
	20x20

FOOTING C 7064 LSS	
SOIL BEARING CAPACITY	FOOTING SIZE
75 KPSI	60K PSF SL
	28X28

 = BLOCKING

NOTE:  
THE HOME DESIGNED FOR THIS  
SUPPORT SYSTEM IS BUILT  
WITH 12" LONGITUDINAL I-BEAMS

SYSTEM AND GENERAL CONSTRUCTION SUBJECT TO FLOOR PLAN MODIFICATIONS AND PRODUCT SUBSTITUTES ISSUED SINCE DATE OF PRINTS  
SOME OPTIONAL ITEMS ARE SHOWN AND PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

NOTE:

- NOTE:
1. BLOCKING SPACING IS SHOWN
  2. ALL PLUMBING CROSSOVERS (GAS, WATER, SEWER, ETC) ARE DEALER AND/OR INSTALLER'S RESPONSIBILITY.
  3. ENOUGH CONCRETE BLOCKS AND HARBORDOOR SHIMS TO MEET MINIMUM BLOCKING SPECIFICATIONS MUST BE SUPPLIED. THIS IS NOT THE MANUFACTURER'S RESPONSIBILITY.
  4. PERIMETER BLOCKING IS REQUIRED AT ALL EXTERIOR DOORS AND OPENINGS EXCEEDING 4'-0" IN WIDTH (PATIO DOORS, LARGE WINDOWS, ETC)

## NOTICE

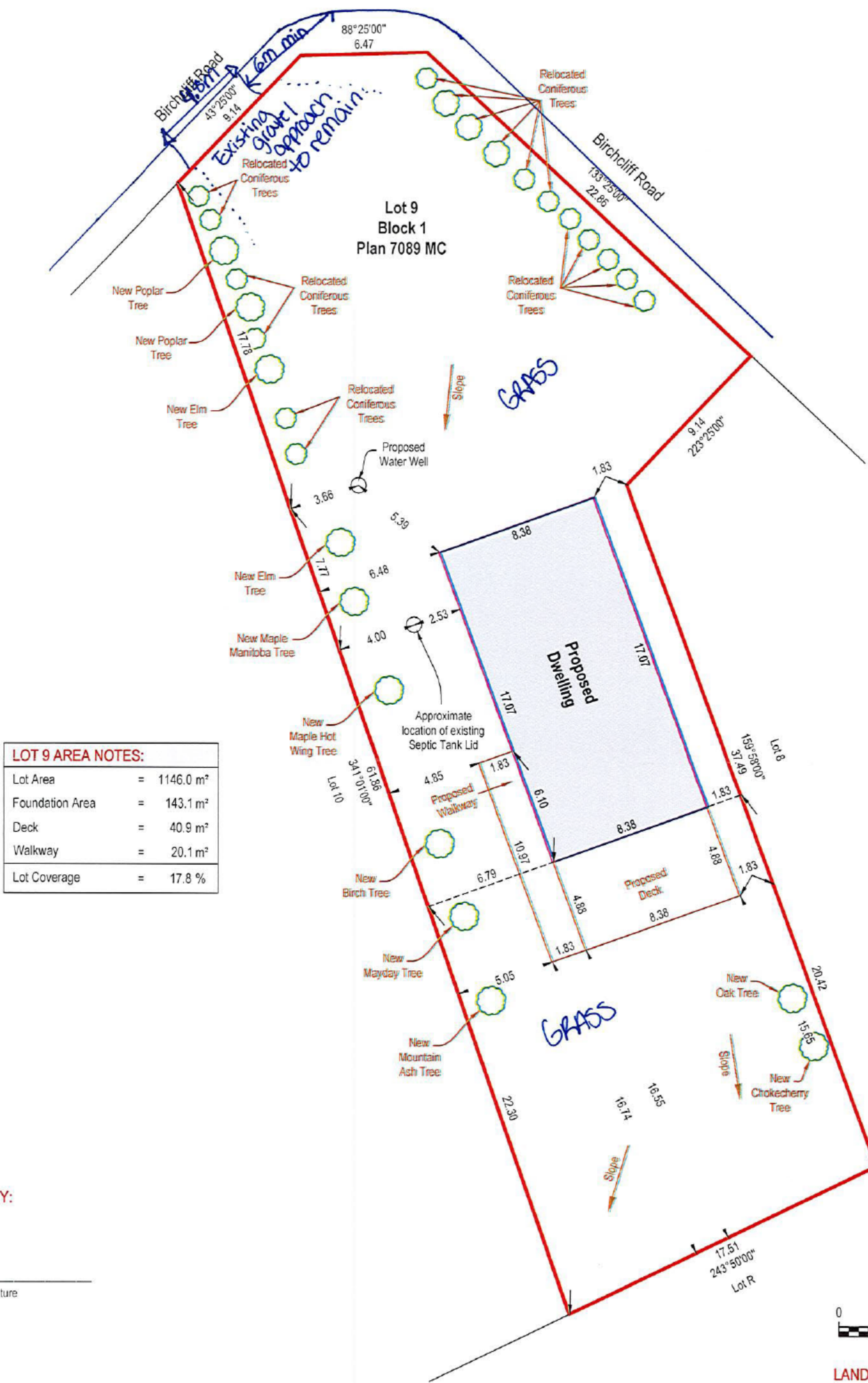
IT IS THE RESPONSIBILITY OF THE DEALER AND/OR INSTALLER TO CERTIFY THAT ANY SLEEDING OR COMBINATION POSTS, OR ANY OTHER DIAGRAMS SUPPLIED TO A CONTRACTOR FOR SITE WORK, CORRELATE WITH THE UNIT ORDERED. THE MANUFACTURER WILL NOT BE LIABLE FOR SLEEDING OR COMBINATION POSTS. THE DEALER AND/OR INSTALLER TO MAKE CERTAIN THAT THE DIAGRAM SUPPLIED WAS THE CORRECT DIAGRAM, REGARDLESS OF WHAT WAS SUPPLIED BY THE MANUFACTURER. THE MANUFACTURER ASSUMES NO RESPONSIBILITY FOR THE DESIGN OF THE SLEEDING OR COMBINATION POSTS. THE METHOD OF SUPPORT AS SHOWN ON THIS DRAWING.

8/22/23  
REVISION

3B 2BA	
FRIENDSHIP HOMES	
815 BUDD ROAD, MONTEVIDEO, MINNESOTA, USA 56265	
Scale: NTS	Date: 3/2/23
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	Proprietary & Confidential  MODEL NUMBER:  142088KZEZ
BLOCKING	

PLOT PLAN WITH LANDSCAPING  
SHOWING PROPOSED  
LOCATION OF BUILDING(S)

Civic Address: 381 Birchcliff Road  
Summer Village of Birchcliff, Alberta  
Legal Description: Lot 9, Block 1, Plan 7089 MC



LOT 9 AREA NOTES:	
Lot Area	= 1146.0 m <sup>2</sup>
Foundation Area	= 143.1 m <sup>2</sup>
Deck	= 40.9 m <sup>2</sup>
Walkway	= 20.1 m <sup>2</sup>
Lot Coverage	= 17.8 %

APPROVED BY:

Print Name & Signature

NOTES:  
-Distances are in metres and decimals thereof. Measurements are shown to the outside face of the proposed building foundation wall at ground level.  
-The above ground and buried facilities have not been located and are not shown on this plan. It is the responsibility of the owner(s) and contractor to have the facilities located prior to construction.  
-Lot boundaries have been calculated from registered plan and may change due to located survey evidence at the time of staking.



LAND USE DISTRICT	
R1	-Lakeshore Residential District

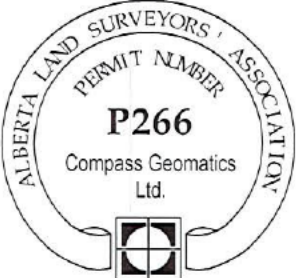
REVISION SUMMARY	
1	Amend Dwelling (10/19/23) PC/JW
2	Amend Dwelling (08/17/23) PC/KDL
3	Amend Dwelling (08/16/23) PC/KDL
4	Amend Dwelling Location (08/27/18) PML/PC
5	Remove Curb (08/20/18) PML/PC
6	Remove Proposed Shop (08/20/18) PML/PC
7	Amend Shop Location (10/10/17) PML/PC
8	Amend Information (08/15/17) PML/PC
9	Add Information (08/14/17) PML/PC
10	Add Information (07/26/17) PML/PC
11	Add Landscaping (07/06/17) PML/JW
12	Original Issue (06/28/17) PML/JW

CLIENT

REV.	PAGE
11	1 of 1



11-4608 62nd Street  
Red Deer, Alberta T4N 6T3  
Office (403) 355-0111 Fax (403) 355-0114  
www.compassgeomatics.ca



COMPASS DWG: 00956-17-PP1-R11 SURVEYED BY: \_\_\_\_\_



PLOT PLAN  
SHOWING PROPOSED  
LOCATION OF BUILDING(S)

Civic Address: 381 Birchcliff Road  
Summer Village of Birchcliff, Alberta  
Legal Description: Lot 9, Block 1, Plan 7089 MC



LOT 9 AREA NOTES:	
Lot Area	= 1146.0 m <sup>2</sup>
Foundation Area	= 143.1 m <sup>2</sup>
Deck	= 40.9 m <sup>2</sup>
Walkway	= 20.1 m <sup>2</sup>
Lot Coverage	= 17.8 %

APPROVED BY:

Print Name & Signature

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11-4608 62nd Street  
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www.compassgeomatics.ca

ALBERTA LAND SURVEYORS' ASSOCIATION  
PERMIT NUMBER  
**P266**  
Compass Geomatics Ltd.

COMPASS DWG: 00956-17-PP-R11 SURVEYED BY: \_\_\_\_\_

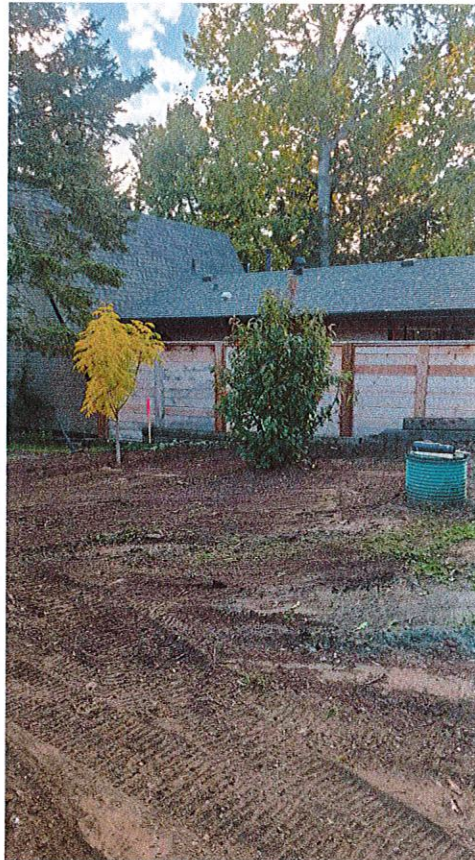
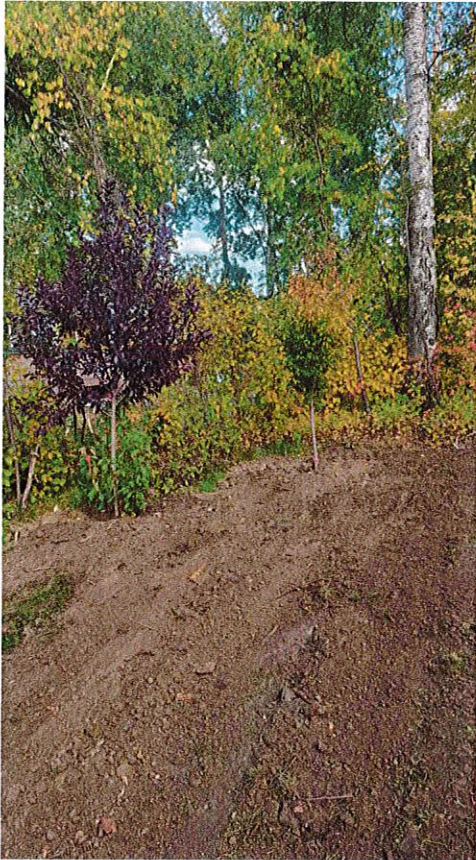


LAND USE DISTRICT	
R1	-Lakeshore Residential District

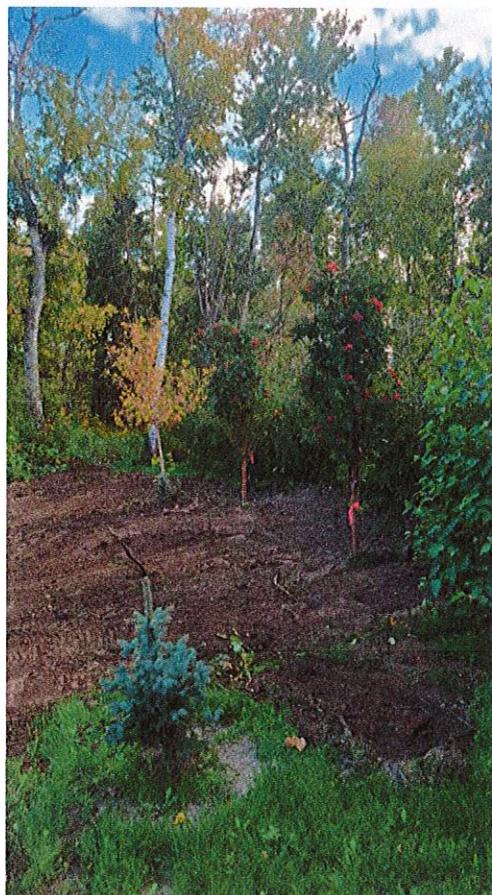
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12	Original Issue (06/28/17) PML/JW

CLIENT		REV.	PAGE
[Redacted]		11	1 of 1





Pictures  
4-6:  
Recently  
placed trees



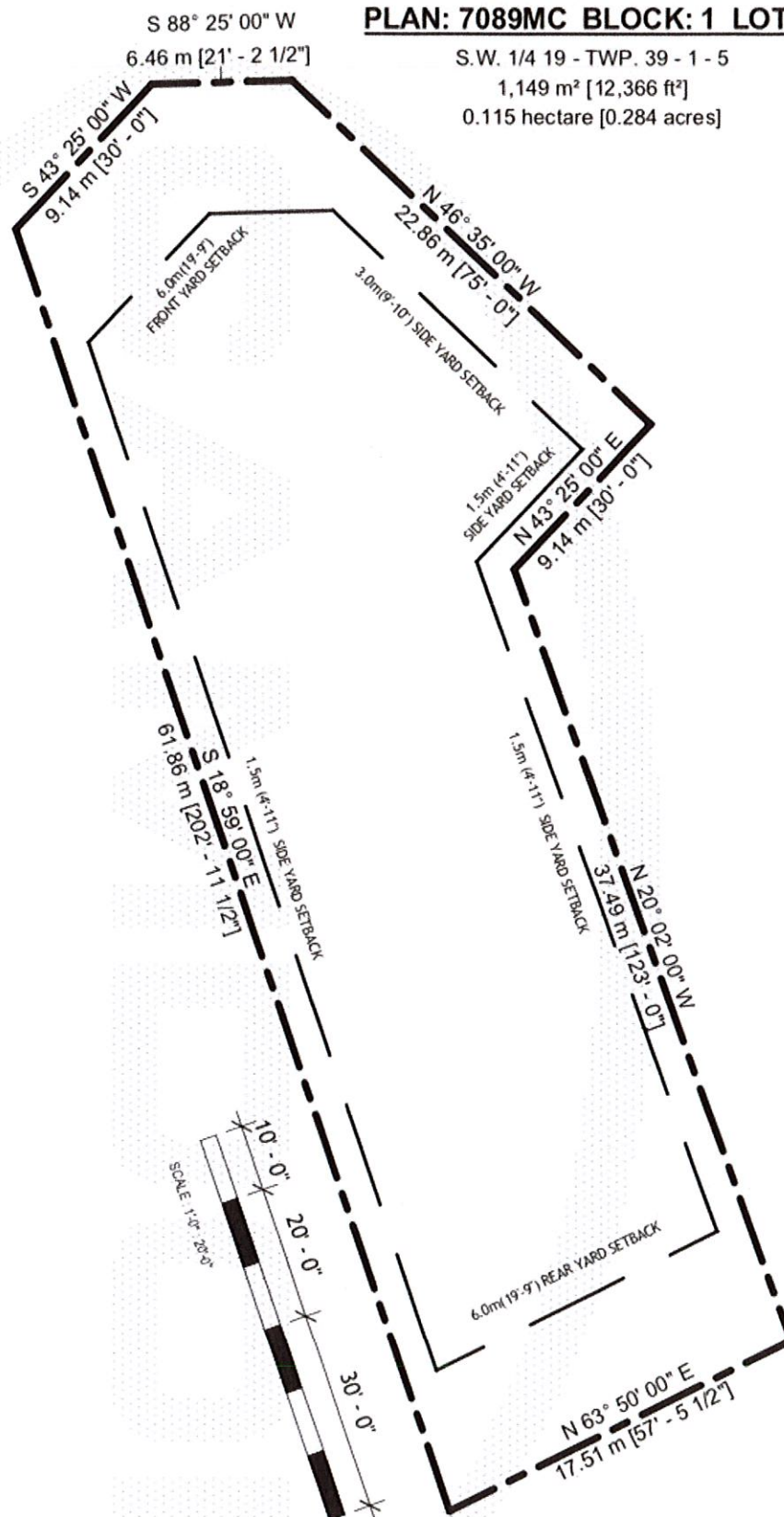


**PLAN: 7089MC BLOCK: 1 LOT: 9**

S.W. 1/4 19 - TWP. 39 - 1 - 5

1,149 m<sup>2</sup> [12,366 ft<sup>2</sup>]

0.115 hectare [0.284 acres]



2

**01 Site Plan**

1" = 20'-0"

CONFIDENTIAL PROPERTY OF CAMDON CONSTRUCTION







C-1  
200









01

















