

Summer Village of Birchcliff  
December 14, 2023  
Municipal Planning Commission Minutes

*Minutes of a Municipal Planning Commission Meeting of the Summer Village of Birchcliff, Province of Alberta, held December 14, 2023, at the Summer Villages on Sylvan Lake Administration Office in Sylvan Lake, Alberta.*

**PRESENT:**

Chair:	Ann Zacharias via Zoom
Councillor:	Frank Tirpak via Zoom
Member at Large:	Susan Bell via Zoom
CAO:	Tanner Evans
Development Officer:	Kara Hubbard
Recording Secretary:	Teri Musseau
Applicant:	Ralph Griffin

**CALL TO ORDER** Chair Zacharias called the meeting to order at 9:01 a.m.

**AGENDA:**

**MPC-23- 017** Moved by Frank Tirpak that the agenda be approved as presented.  
CARRIED

**DEVELOPMENT APPLICATIONS**

**1. 317 Birchcliff Road**

Application for 2 shed at 317 Birchcliff Road (Lot 2B, Block -, Plan 4736MC) in the Summer Village of Birchcliff.

Kara Hubbard and the applicant left the meeting at 9:10 a.m.

**MPC-23-018** Moved by Susan Bell that the Municipal Planning Commission approve the application for 2 sheds at 317 Birchcliff Road subject to the following conditions being met to the satisfaction of the Development Officer:

- All applicable Superior Safety Codes permits to be completed and submitted to the administration office.
- The payment of a \$3,000.00 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 accessory buildings shall not exceed 5m (16.40ft.) in building height measured from grade.
- Final as build real property report from an Alberta Land Surveyor at completion that includes parcel coverage.
- The exterior of an accessory building must be finished to match or compliment the exterior finish of the main building.
- Existing vegetation and drainage to remain the same as provided in the landscaping and drainage plan.

CARRIED

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**ADJOURNMENT:**

**MPC-23-019**

Moved by Chair Zacharias that the Municipal Planning Commission meeting be adjourned at 9:14 a.m.

CARRIED

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ANN ZACHARIAS, CHAIR

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TANNER EVANS, CAO

Initials