

Summer Village of Birchcliff  
March 1, 2021  
Municipal Planning Commission Minutes

*Minutes of a Municipal Planning Commission Meeting of the Summer Village of Birchcliff, Province of Alberta, held March 1, 2021 at the Summer Village Administration Office in Sylvan Lake, Alberta.*

**PRESENT:**

Chair:	Ann Zacharias via Zoom
Councillor:	Frank Tirpak via Zoom
Member-at-Large:	Michael Wells via Zoom
CAO:	Tanner Evans via Zoom
Junior Development Officer:	Kara Kashuba via Zoom
Recording Secretary:	Teri Musseau
Applicant:	Jodi Neish via Zoom
	Brian Engel via Zoom
	Jason McDonald via Zoom
	Jonathan Paulgaard via Zoom
	Helene Paulgaard via Zoom

**CALL TO ORDER:** Chair Zacharias called the meeting to order at 8:59 a.m.

**AGENDA:**

**MPC-21-001** Moved by Frank Tirpak that the agenda be approved as presented.  
CARRIED

**DEVELOPMENT APPLICATIONS**

**1. 71 Birchcliff Road – Landscaping/Mechanized Excavation**

Application for landscaping/mechanized excavation (Lot 2, Block 4, Plan 4486AX).

**2. 363 Birchcliff Road – Landscaping/Mechanized Excavation**

Application for landscaping/mechanized excavation (Lot 12pt, Plan 6333KS).

**3. 553 Birch Close – Accessory Building**

Application for recently constructed accessory building (Lot 15, Block 1, Plan 0224592).

Kara Kashuba, Jodi Neish, Brian Engel, Jonathon Paulgaard, Helene Paulgaard, and Jason McDonald left the meeting at 9:32 a.m.

**DECISIONS**

**MPC-20-002** Moved by Michael Wells to approve the application for landscaping/mechanized excavation at 71 Birchcliff Road subject to the following conditions being met to the satisfaction of the Development Officer:

- Completions Deposit of \$3,000.00
- At minimum, the same number of trees removed from the escarpment to be replaced anywhere on the lot
- Entire lowest tier adjacent to the lake to be a no mow zone of native grasses and shrubbery, no beach or sandy area permitted
- Tiered areas between retaining walls to be grass which could include a rock/stone perimeter around the firepit

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- Obtain a recommendation from AEP regarding the use of the existing piles, if they should be removed or remain in place, and follow that recommendation

CARRIED

**MPC-20-003**

Moved by Michael Wells to approve the application for landscaping/mechanized excavation at 363 Birchcliff Road subject to the following conditions being met to the satisfaction of the Development Officer:

- Completions Deposit of \$5,000.00
- Vegetation to be planted according to the landscaping plan, including the minimum replacement of 8 native trees, with a minimum 1m no mow zone adjacent the lake
- Future dwelling plans are to comply with the geotechnical report recommendations to ensure the bank is protected and the development is safe
- Removal of unsafe structure on Summer Village property to be removed and the bank stabilized at the expense of the homeowner

CARRIED

Ann Zacharias recused her from the discussion due to conflict of interest.

**MPC-20-004**

Moved by Michael Wells to approve the application for recently constructed accessory building at 553 Birch Close with the rear yard setback relaxation of 47 ft. subject to the following conditions being met to the satisfaction of the Development Officer:

- An accessory building erected or placed on a parcel shall not be used as a dwelling unit
- Electrical power from the property line to any buildings situated on this parcel to be constructed underground
- Maximum of 2 accessory buildings as per the Land Use Bylaw, Supplementary Regulations, Section 1.5
- Completions deposit of \$500.00

CARRIED

**ADJOURNMENT:**

**MPC-20-005**

Moved by Chair Zacharias that the Municipal Planning Commission meeting of July 28, 2020, be adjourned at 10:47 a.m.

CARRIED

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ANN ZACHARIAS, CHAIR

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TANNER EVANS, CAO

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