

*Minutes of a Municipal Planning Commission Meeting of the Summer Village of Birchcliff, Province of Alberta, held October 4, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.*

**CALL TO ORDER:** The Meeting was called to order at 8:36 a.m. by Chair Zacharias with the following being present:

Chair:	Ann Zacharias
Councillor:	Marvin Hood
Member-at-large:	Michael Wells
Development Officer:	Koralyn Lemmon
Recording Secretary:	Teri Musseau
Applicants:	Ken Ferchoff Bill Stasiuk

**AGENDA APPROVAL:** MICHAEL WELLS:  
That the October 4, 2018 Municipal Planning Commission Agenda be adopted as presented.

**1651/18**

**CARRIED**

**PLANNING & DEVELOPMENT:**

**1. 145 Birchcliff Road**

Ken Ferchoff submitted an application on September 10, 2018 to amend his existing development permit #181468 to include a walkout basement and escarpment development for the property located at 145 Birchcliff Road (Lot 3, Block 3, Plan 4112EO).

The application is before the Municipal Planning Commission for the following reasons:

- Retaining walls over 1m in height require a development permit and are considered a discretionary use
- Escarpment of slope areas with a gradient of 15% or greater/land located below the top of the bank shall retain in its natural state, therefore a variance is required.

Koralyn Lemmon, Bill Stasiuk and Ken Ferchoff left the meeting at 9:15 a.m.

The Municipal Planning Commission continued the meeting in accordance with the Municipal Government Act 197 (2.1) which states:

- 2.1 A municipal planning commission, subdivision authority, development authority or subdivision and development appeal board established under Part 17 may deliberate and make its decisions in meetings closed to the public.

MICHAEL WELLS:  
That the Municipal Planning Commission approve to amend development permit #181468 to include a walkout basement and escarpment development with the following conditions:

Initials



- No mow zone to contain native, root stabilizing shrub layers with undisturbed grass and remaining escarpment to remain heavily vegetated
- Mitigation measures from Pisces Environmental Assessment to be followed included completing a wildlife sweep assessment to be conducted and submitted to the office prior to any escarpment construction.
  - Timing of construction
  - Silt fencing
  - Equipment
- Parkland Geo Geotechnical investigation report to be followed
- A minimum of 54 trees/shrubs to be replanted on the property.
- Once bank stabilization construction begins it must be a continuous process until complete.

1652/18

CARRIED

Koralyn Lemmon rejoined the meeting at 9:32 a.m.

**PLANNING &  
DEVELOPMENT:**

**2. 202 Birchcliff Road, #67 Sunnyside Camp**

Marvin Hood recused himself from hearing the application for 202 Birchcliff Road due to a conflict of interest as he is the Camp Director at 9:36 a.m.

Doreen & Arlene Breitreuz submitted an application on September 14, 2018 to amend their existing development permit #17136067 to include a larger upper floor area for the property located at #67 Sunnyside Camp (Lot B, Block 1, Plan 4112EO) in the Summer Village of Birchcliff.

The application is before the Municipal Planning Commission for the following reasons:

- The upper floor was originally approved with 366.64 sq. ft. but is being constructed at 565.42 sq. ft. This would have require an additional 198.78 sq. ft. variance request under the old bylaw in which this application was approved but is below the current bylaw of 602.78 sq. ft. Since the Municipal Planning Commission originally approved this application any amendments to it should be brought back to the Municipal Planning Commission for approval.

The Municipal Planning Commission continued the meeting in accordance with the Municipal Government Act 197 (2.1) which states:

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Initials

ANN ZACHARIAS:

That the Municipal Planning Commission approve the application to amend development permit #17136067 to include a larger upper floor area with the following condition:

- \$1500 be deducted from the completions deposit for failing to comply with the permit.

1653/18

CARRIED

**ADJOURNMENT:** The meeting adjourned at 9:46 a.m.

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Ann Zacharias, MPC Chair

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Phyllis Forsyth, CAO

Initials