

Summer Village of Jarvis Bay  
August 15, 2022  
Municipal Planning Commission Minutes  
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*Minutes of a Municipal Planning Commission Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held August 15, 2022, at the Summer Villages on Sylvan Lake Administration Office in Sylvan Lake, Alberta.*

**PRESENT**

Chair:	Julie Maplethorpe
Deputy Mayor:	Annabelle Wiseman via Zoom
Member at Large:	Lenore Berkeley via Zoom
CAO:	Tanner Evans
Development Officer:	Kara Kashuba
Recording Secretary:	Teri Musseau
Gallery:	Don Allen Todd Zimmerman, Bowood Homes Michelle Bakke-Purnell Jim Purnell Ron Link via Zoom

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

**AGENDA**

**MPC-22-012** Moved by Annabelle Wiseman to approve the agenda as presented.  
CARRIED

**DEVELOPMENT APPLICATION(S)**

**39 Jarvis Bay Drive**

An application was submitted on behalf of the registered owner for a garage with guest house at the property of 39 Jarvis Bay Drive (Lot 20, Block 1, Plan 2350EO) in the Summer Village of Jarvis Bay.

Jim Purnell and Michelle Bakke-Purnell left the meeting at 9:22 a.m.

**234 Jarvis Bay Drive**

An application was submitted on behalf of the registered owner for a garage with guest house at the property of 234 Jarvis Bay Drive (Lot 10A, Block 2, Plan 6735NY) in the Summer Village of Jarvis Bay.

Kara Kashuba, Todd Zimmerman, and Don Allen left the meeting at 9:28 a.m.

**DEVELOPMENT DECISION(S)**

**MPC-22-113** **234 Jarvis Bay Drive**  
Moved by Annabelle Wiseman that the Municipal Planning Commission approve the application for a garage with guest house at 234 Jarvis Bay Drive with 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

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- Electrical power from the property line to any buildings situated on this parcel to be constructed underground
- The exterior of an accessory building must be finished to match or compliment the exterior finish of the main building
- In situations where a detached dwelling is being rented out and there is a guest house on the parcel, the guest house shall not be rented out to a separate party than those renting the detached dwelling
- Height of the accessory building shall not exceed 7.62m (25ft.)
- Guest house means an accessory building containing sleeping facilities for temporary usage only and may have a bathroom but shall not have a kitchen or other cooking facilities
- Final as build real property report from an Alberta Land Surveyor at completion of landscaping that includes parcel coverage
- Metal construction fence panels including signage are to be erected around the perimeter of the property for the duration of construction
- All parcels shall be graded to ensure that storm water is directed to a drainage ditch without crossing adjacent land, except as permitted by the Development Authority. All maintenance and upkeep shall be the responsibility of the property owner
- Completions deposit of \$5,000.00
- Landscaping to be done according to the landscaping plan

CARRIED

**MPC-22-014**

**39 Jarvis Bay Drive**

Moved by Lenore Berkeley that the Municipal Planning Commission approve the application for a garage with guest house at 39 Jarvis Bay Drive with 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
- The exterior of an accessory building must be finished to match or compliment the exterior finish of the main building
- In situations where a detached dwelling is being rented out and there is a guest house on the parcel the guest house shall not be rented out to a separate party than those renting the detached dwelling
- Height of the accessory building shall not exceed 7.62m (25ft.)
- Guest house means an accessory building containing sleeping facilities for temporary usage only and may have a bathroom but shall not have a kitchen or other cooking facilities
- Final as build real property report from an Alberta Land Surveyor at completion of landscaping that includes parcel coverage
- All parcels shall be graded to ensure that storm water is directed to a drainage ditch without crossing adjacent land, except as permitted by the Development Authority. All maintenance and upkeep shall be the responsibility of the property owner
- Completions deposit of \$3,000.00
- Landscaping to be done according to the landscaping plan
- Municipal land abutting the rear of the lot shall not be used as vehicular access to the lot
- The two existing sheds shall be removed

CARRIED

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**ADJOURNMENT:**

**MPC-22-115** Moved by Chair Maplethorpe that being the agenda matters have been concluded, the meeting of the Municipal Planning Commission be adjourned at 10:12 a.m.

CARRIED

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JULIE MAPLETHORPE, CHAIR

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TANNER EVANS, CAO

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