

Summer Village of Jarvis Bay  
May 16, 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 May 16, 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:	Jim Watson
CAO:	Tanner Evans
Development Officer:	Kara Kashuba
Recording Secretary:	Teri Musseau
Applicant(s):	Mark Hamman, IMC Kevin Ede, IMC Jon Blocksom James Hobson via Zoom

**CALL TO ORDER** Chair Maplethorpe called the meeting to order at 9:00 a.m.

**AGENDA**

**MPC-22-003** Moved by Jim Watson to approve the agenda as presented.  
CARRIED

**DEVELOPMENT APPLICATION**

**37 Jarvis Bay Drive**

Application for garage and guest house at 37 Jarvis Bay Drive (Lot 19A, Block 1, Plan 2122274).

Kevin Ede, Jon Blocksom, and Mark Hamman left the meeting at 9:11 a.m.

**199 Jarvis Bay Drive**

Application for fence located on the side and front yard of the property at 199 Jarvis Bay Drive (Lot 15, Block 3, Plan 9622249).

Kara Kashuba, James Hobson, and gallery left the meeting at 9:19 a.m.

**DECISIONS**

**199 Jarvis Bay Drive**

**MPC-22-004** Moved by Deputy Mayor Wiseman that Municipal Planning Commission approve the application for a fence variance at 199 Jarvis Bay Drive.  
CARRIED

Initials

**37 Jarvis Bay Drive**

**MPC-22-005**

Moved by Deputy Mayor Wiseman that Municipal Planning Commission approve the application for a garage with guest house at 37 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.
- Existing shed to be removed on lot.
- Final as build real property report from an Alberta Land Surveyor at completion of landscaping that includes parcel coverage.
- Access Agreement between property owners for the shared driveway to be provided to administration and registered on title.
- 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 \$2,000.00.
- Landscaping to be done according to the landscaping plan.

CARRIED

**ADJOURNMENT:**

**MPC-22-006**

Moved by Chair Maplethorpe that the Municipal Planning Commission meeting be adjourned at 9:45 a.m.

CARRIED

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JULIE MAPLETHORPE, CHAIR

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TANNER EVANS, CAO

Initials

