

Minutes of a Municipal Planning Commission Meeting of the Summer Village of Norglenwold, Province of Alberta, held August 27, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER:

The Meeting was called to order at 9:50 a.m. by Deputy Mayor Thiessen with the following being present:

Chair:	Ed Thiessen
Councillor:	Jim McLeod
Member at Large:	Toby Lampard
CAO:	Phyllis Forsyth
Development Officer:	Koralyn Lemmon
Recording Secretary:	Kara Kashuba
Applicants:	Maurice Isles Geoff Stan Ryan Neish Jodi Neish Terry Neudorf Bill Robinson

Public:

Angie Bloos
MaryLynn Brown
Ken Brown
Gail Morrisroe
Lorne Therriault

AGENDA:

TOBY LAMPARD:

That the August 27, 2018 agenda package be adopted as presented.

1716/18

CARRIED

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.

PLANNING AND DEVELOPMENT:

2. 359 Last Chance Way (Lot 6, Block 1, Plan 2857TR)

TOBY LAMPARD:

That the Municipal Planning Commission approve the application for a variance amendment to shed Development Permit #161700 as setbacks are met on west parcel boundary.

1717/18

CARRIED

TOBY LAMPARD:

That the Municipal Planning Commission approve the application for a retaining wall on the property at 359 Last Chance Way provided it adheres to the building code.

1718/18

CARRIED

JIM MCLEOD:

That the Municipal Planning Commission deny stairs application as the Land Use Bylaw development application process was not adhered to and Municipal Planning Commission approves or denies the entire application.

Initials



1719/18

CARRIED

ED THIESSEN:

That the Municipal Planning Commission deny the application for a retaining wall, stairs and deck on the municipal reserve (Lot R1, Block 1, Plan 2857TR) in front of property at 359 Last Chance Way as it does not comply with statutory plans of the municipality and with the following:

- Previous encroachment agreement remains in affect
- New additions must be removed
- Landscaping on reserve must return to natural area with no manicuring as per drawing

1720/18

CARRIED

Ed Thiessen recommend to Council to have a discussion on Historical Encroachment Agreements.

1721/18

CARRIED

PLANNING AND DEVELOPMENT:

1. 30 Rustic Crescent (Lot 6, Block 1, Plan 7921843)

An application was received from GWS Contracting on behalf of Jeff & Lindsay Denham on August 13, 2018 for an addition to the property located at 30 Rustic Crescent (Lot 6, Block 1, Plan 7921843).

This application is before MPC for the following reasons:

- Front yard setback to existing deck's stairs of 3.1m does not meet the minimum of 3.5m, therefore a variance is required due to the addition.
- The side yard setback to the existing dwelling of 2.4m on the east side does not meet the minimum of 2.59m, therefore a variance is required due to the addition.
- The addition does not meet the dwelling unit's definition of *"a complete building or self-contained portion of a building for the use of one or more individuals living as a single housekeeping unit, containing sleeping, cooking and separate toilet facilities intended as a residence not separated from direct access to the outside by another separate or self-contained set or suite of rooms"*, therefore a variance is required.

Terry Neudorf left the meeting at 9:54 a.m.

The applicant answered questions from the members of the Municipal Planning Commission.

Geoff Stan left the meeting at 9:57 a.m.

PLANNING AND DEVELOPMENT:

2. 29 Ravenscrag Crescent (Lot 8, Block 9, Plan 8322981)

An application was received from Maurice Iles on August 16, 2018 for a temporary building at the property located at 29 Ravenscrag Crescent (Lot 8, Block 9, Plan 8322981).

This application is before MPC for the following reasons:

- Temporary buildings are listed as a discretionary use.

Initials



- Temporary buildings shall be short-term basis, applicant is asking for it to be long-term, variance required.

The applicant answered questions from the members of the Municipal Planning Commission.

Maurice Iles left the meeting at 10:01 a.m.

PLANNING AND DEVELOPMENT:

3. 193 Grand Avenue (Lot 7, Block 2, Plan 2203KS)

An application was received from Jodi Neish on August 16, 2018 to amend their existing development permit #171575 to include a fence at the property located at 193 Grand Avenue (Lot 7, Block 2, Plan 2203KS).

The application is before MPC for the following reasons:

- The total height of the fence in the front yard (measured from the front wall of the building towards the lake) on the north property line is 6 ft., above the maximum of 3.28 ft. therefore a variance of 2.72 ft. is required.
- The total height of the fence in the front yard on the south property line is as high as 11.16 ft. (section 5), above the maximum of 3.28 ft. therefore a variance of 7.88 ft. is required. (If the applicant only constructed a 3 ft. fence as per the Alberta Building Code, the total height would be 10.16 ft. and a variance of 6.88 ft. would be required.)
- The total height of the fence in the side yard on the south property line is as high as 11.41 ft. (section 6) above the maximum of 6.56 ft. therefore a variance of 4.85 ft. is required. (If the applicant only constructed a 3 ft. fence as per the Alberta Building Code, the total height would be 10.41 ft. and a variance of 3.85ft. would be required).

The applicant answered questions from the members of the Municipal Planning Commission.

Angela Bloos gave comment from the galley in favor of the fence.

PLANNING AND DEVELOPMENT:

4. 115 Grand Avenue (Lot 7&8, Block B, Plan 5108EO)

An application was received from Bill Robinson on August 16, 2018 to amend his existing development permit #181484 to include escarpment development for the property located at 115 Grand Avenue (Lot 7&8, Block B, Plan 5108EO).

This application is before MPC for the following reason:

- Land with slope areas with a gradient of 15% or greater/ located below the top of escarpment shall remain in its natural state therefore a variance is required.

The applicant answered questions from the members of the Municipal Planning Commission.

PLANNING AND DEVELOPMENT:

5. 28 Rustic Crescent (Lot 8, Block 1, Plan 7921843)

Initials



DEVELOPMENT:

An application was received from Terry Neudorf on August 15, 2018 for mechanized grading for the property located at 28 Rustic Crescent (Lot 8, Block 1, Plan 7921843). Development will consist of adding rocks, flower bed and tuff on the private property as well as adding tuff on the municipal reserve (Lot 1ER, Block 1, Plan 7921843).

This application is before MPC for the following reason:

- Mechanized grading is listed as a discretionary use in both the Shoreline Residential and the Environmental Open Spaces districts.

Koralyn Lemmon, all applicants and the public left the meeting at 10:56 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.

Members of the Municipal Planning Commission took a brief break at 10:59 a.m. and returned back to the meeting at 11:03 a.m.

DECISIONS:

PLANNING AND DEVELOPMENT:

1. 30 Rustic Crescent (Lot 6, Block 1, Plan 7921842)

ED THIESSEN:

That the Municipal Planning Commission approve the application for an addition at 30 Rustic Crescent with the following conditions:

- Site survey at footing pour to ensure compliance.
- Site survey with parcel coverage to ensure compliance.
- Completions deposit of \$5000.00.
- Exterior of the addition must be finished to match or compliment the exterior finish of the main building.
- Guest Additions shall not have a kitchen or cooking facilities.
- Owners to remove fire pit from the reserve.

1722/18

CARRIED

PLANNING AND DEVELOPMENT:

2. 28 Rustic Crescent (Lot 8, Block 1, Plan 7921843)

TOBY LAMPARD:

That the Municipal Planning Commission deny the application for mechanized grading on the private property and municipal reserve located at 28 Rustic Crescent and **FURTHER** that the property owner remove all rocks and historical construction material from reserve and; **FURTHER** owner shall request Encroachment Agreement for fence post and concrete base from Municipal Council.

Initials



1723/18

CARRIED

PLANNING AND DEVELOPMENT:

3. 29 Ravenscrag Crescent (Lot 8, Block 9, Plan 8322981)

TOBY LAMPARD:

That the Municipal Planning Commission approve the application for a temporary building at 29 Ravenscrag Crescent as presented.

1724/18

CARRIED

PLANNING AND DEVELOPMENT:

4. 193 Grand Avenue (Lot 7, Block 2, Plan 2203KS)

ED THIESSEN:

That the Municipal Planning Commission approve the application to amend development permit #171575 to include a fence at 193 Grand Avenue with the following conditions:

- North side fence to be constructed to a maximum height of 6.56 ft. to follow the slope of the land to the front corner of house from where it continues at a maximum height of 3.28ft. to the lowest retaining wall to be finished both sides and FURTHER;
- South property line fence Sections 1-3 to be constructed to a maximum of 3.28ft. including the height of the retaining wall finished both sides, as per the Land Use Bylaw and FURTHER;
- South property line fence sections 4-7 to be constructed to a height of 42 inches on top of the retaining wall, as per the Alberta Building Code finished both sides.
- South property line fence sections 8-13 to be constructed to a maximum of 6.56ft. including the height of the exposed retaining wall measured on the South facing side finished both sides.

1725/18

CARRIED

PLANNING AND DEVELOPMENT:

5. 115 Grand Avenue (Lot 7&8, Block B, Plan 5108EO)

JIM MCLEOD:

That the Municipal Planning Commission deny the application to amend existing development permit #181484 to include escarpment development for the property located at 115 Grand Avenue as the Municipal Planning Commission determined incomplete landscape and drainage plans were submitted for review by members.

1726/18

CARRIED

ADJOURNMENT:

The meeting adjourned at 12:29 p.m.

ED THIESSEN, CHAIR

PHYLLIS FORSYTH, CAO

Initials

