

Summer Village of Norglenwold
July 9, 2024
Municipal Planning Commission Minutes
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Minutes of a Municipal Planning Commission Meeting of the Summer Village of Norglenwold, Province of Alberta, held on July 9, 2024, at the Summer Villages on Sylvan Lake Administration Office in Sylvan Lake, Alberta.

PRESENT:

Chair:	Jeff Ludwig
Council Member:	Rod Miller
Member at Large:	Lorne Therriault
CAO:	Tanner Evans
Development Officer:	Kara Hubbard
Recording Secretary:	Teri Musseau
Applicant(s):	David Molnar Marc Liboiron, Urban Dirtworks Laurie Brawn Ivan Jensen Wendi Ronspies

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

AGENDA:

MPC-24-001 Moved by Lorne Therriault to approve the agenda as presented.
CARRIED

Rod Miller joined the meeting at 9:02 a.m.

DEVELOPMENT APPLICATIONS

1. 27 Grand Avenue (Lot 4, Block 2, Plan 5116EA)

An application has been received for the property located at 27 Grand Avenue, Lot 4, Block 2, Plan 5116EA, in the Summer Village of Norglenwold requesting approval for lakeside retaining walls/escarpment stabilization.

Marc Liboiron and David Molnar left the meeting at 9:33 a.m.

2. 45 Grand Avenue (Lot 3, Block 3, Plan 5116EA)

An application has been received for the property located at 45 Grand Avenue, Lot 3, Block 3, Plan 5116AE, in the Summer Village of Norglenwold requesting approval for a detached garage with guest house.

Kara Hubbard and applicants left the meeting at 9:56 a.m.

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DECISION(S)

45 Grand Avenue – Detached Garage with Guest House

MPC-24-003

Moved by Lorne Therriault that the Municipal Planning Commission approve the development with the following conditions being met to the satisfaction of the Development Officer:

- The development commences and continues in the manner applied for, including landscaping, and that all development complies with the regulations and specifications of the Land Use By-Law under which this permit was issued.
- The construction shall be completed within 12 months and the landscaping shall be completed within 2 years of the date of permit issuance.
- Any damage to public roads or the carriageways due to the construction shall be repaired immediately at the expense of the permit holder.
- A 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. A lot grade certificate may be required at completion to ensure that proper drainage on the property exists.
- All road bans to be followed that are implemented by Roadata and the administration office.
- All applicable Superior Safety Codes permits to be completed and submitted to the administration office.
- The maximum number of accessory buildings on the parcel is 2, the rear yard shed is required to be removed, and the front yard accessory building may remain as non-conforming.
- An Accessory Building in a residential district shall be subordinate to the principal use in size, height, and use. The height of the principal building is 6.75m (22'), the proposed height of the accessory building is 7.46m (24'). Variance was granted by the MPC.
- Landscaping to be completed in accordance with the landscaping plan.
- An accessory building with a guest house above a garage shall not be more than 7.6 m (25.0 ft.) in building height measured from grade.
- An accessory building erected or placed on a parcel shall not be used as a principal dwelling.
- The exterior of the new accessory building must be finished to match or compliment the exterior finish of the principal 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 other than those renting the detached dwelling.
- The guest house suite shall be connected to the municipal wastewater disposal system. The applicant shall be required to demonstrate that the system has sufficient capacity for the additional use and meets the requirements of the Wastewater Commission and the Summer Village.

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- A guest house suite may not include a food preparation area, refrigerator, stove, or provision of 220-volt wiring.
- The maximum width of a driveway shall be 10.0 m (32.8 ft.). Driveway width shall be measured within the carriageway.

CARRIED

27 Grand Avenue – Lakeside Retaining Walls/Escarpment Stabilization

MPC-24-002

Moved by Lorne Therriault that the Municipal Planning Commission deny the development permit as the application is incomplete and does not contain:

- site specific geotechnical report given the slope of the escarpment
- plan for protection of trees on the escarpment on this property and neighboring property
- exact location and elevation of proposed retaining walls
- setback from neighboring property lines in front yard

CARRIED

ADJOURNMENT

MPC-24-003

Moved by Chair Ludwig that the Municipal Planning Commission meeting be adjourned at 11:22 a.m.

CARRIED

JEFF LUDWIG, CHAIR

TANNER EVANS, CAO

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