

Minutes of a Municipal Planning Commission Meeting of the Summer Village of Norglenwold, Province of Alberta, held June 20, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER:

The Meeting was called to order at 9:02 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:	Teri Musseau
Applicant:	Chad Tallon

AGENDA:

ED THIESSEN:
That the June 20, 2018 agenda package be adopted as amended:

1649/18

C.3. 359 Last Chance Way to go first
CARRIED

PLANNING AND DEVELOPMENT:

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

An application was received from Chad Tallon on April 20, 2018 to amend his existing shed's Development Permit #161700.

This application is before MPC for the following reasons:

- The front yard setback of the shed is 0.2m, below the minimum setback of 1.2m (4ft.) that had been previously approved.
- The front yard setback of the shed's eaves is -0.12m, below the minimum setback of 0.8m that was previously approved.
- The footprint of the shed is 230 sq. ft., above the 192 sq. ft. that was previous approved.
- After removal of the previous shed that was located on the Environmental Open Space, the area was to return to its natural state as per the Land Use Bylaw. The owners currently have a manicured lawn on the Environmental Open Space.

Chad Tallon presented his case to the Municipal Planning Commission regarding the shed and answered questions posed from Members.

Victor Marris and Linda Rattan joined the meeting at 9:11 a.m.

PLANNING AND DEVELOPMENT:

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

An application was received from Chad Tallon on April 20, 2018 for a retaining wall for the property located at 359 Last Chance Way (Lot 6, Block 1, Plan 2857TR).

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This application is before MPC for the following reasons:

- Retaining walls over 1m in height require a development permit.
- Mechanized Excavation, Stripping and Grading is listed as a discretionary use, and retaining walls fall under this category.
- 5 trees were removed from this area, conservation of existing trees/shrubs to the maximum extent possible is a regulation in the Land Use Bylaw.

Chad Tallon presented his case to the Municipal Planning Commission regarding his retaining wall and answered questions posed from Members.

PLANNING AND DEVELOPMENT:

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

An application was received from Chad Tallon on April 20, 2018 for stairs for the property located at 359 Last Chance Way (Lot 6, Block 1, Plan 2857TR).

This application is before MPC for the following reasons:

- Land located below the top of escarpment/bank shall remain in its natural state, therefore a variance request is required.
- Mechanized Excavation, Stripping and Grading is listed as a discretionary use, and stairs may fall under this category.

Chad Tallon presented his case to the Municipal Planning Commission regarding his stairs and answered questions posed from Members.

PLANNING AND DEVELOPMENT:

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

An application was received from Chad Tallon on April 20, 2018 for a retaining wall, stairs and deck on the municipal reserve in front of his property located at 359 Last Chance Way (Lot 6, Block 1, Plan 2857TR).

This application is before MPC for the following reasons:

Land Use Bylaw

- Reserve (Lot R1, Block 1, Plan 2857TR) is located in the Environmental Open Space District and its purpose is to provide an area for preservation of municipal land in its natural state, therefore a variance is required.
- Mechanized Excavation, Stripping and Grading is listed as discretionary use, and the developments would fall into this category.
- The removal of trees and/or shrubs, excavation, grading or drainage alteration on any municipal reserve, environmental reserve or other municipal owned land,

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without expressed written approval from the municipality, is prohibited. One tree was removed from reserve without approval. A variance is required.

- Private development on any municipal reserve, environmental reserve or other municipal owned land is prohibited. This prohibition does not apply to any uses listed in an applicable land use district and subject to expressed written approval from the municipality.

The Norglenwold Municipal Development Plan states:

- Preserve lake escarpments and riparian areas, variance is required.
- No development adjacent to or near the shores of the Lake, including reserves, and other open spaces, unless the proponent can demonstrate to the satisfaction of the Summer Village the development will not: reduce lake water quality; degrade fish or wildlife habitat; adversely impact the area's visual or natural quality through inappropriate or excessive removal of vegetation, and lead to soil erosion or instability or damage to the bank or shore. This regulation may need to be met.
- Private landowners of shoreline lots to keep the shoreline as natural as possible to maintain natural ecosystems. The Reserve isn't private land but owners are treating it as such.

The Sylvan Lake Management Plan provides the following guidance:

- The integrity of the natural environment and ecosystems is protected, sustained and if possible, enhanced, variance may be required.
- Development will generally be set back from the water's edge a suitable distance to protect riparian areas and to reduce nutrient input into the lake, variance may be required.
- Shoreline reserves (or easements) are to be left in their natural state, variance may be required.

Caring for Shoreline Properties states:

- A natural shoreline has trees, shrubs, and other plants growing, right down to the water's edge and beyond.
- Make lawn smaller. Let a buffer strip of wild grass or other plants grow up between the lawn and the lake. The best buffer strip is mature woodland with undisturbed grass and shrub layers.
- Avoid removing tree cover or any other vegetation between the developed area and the lake.

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Encroachment Policy states:

- The Summer Village requires the removal of all encroachments from lands owned, leased or managed by the municipality. The owners of the encroachment shall be required to remove the encroachment and restore the site to its original/natural state to the satisfaction of the municipality.

Chad Tallon presented his case to the Municipal Planning Commission regarding the Municipal Reserve and answered questions posed from Members.

Victor Marris left the meeting at 9:44 a.m.

Chad Tallon left the meeting at 9:52 a.m.

PLANNING AND DEVELOPMENT:

1. 2 Rustic Crescent

An application was received from Jonpaul & Angela Sola on June 8, 2018 to amend their existing development permit #171164 to include a secondary driveway for the property located at 2 Rustic Crescent (Lot 33, Block 1, Plan 7921843).

This application is before MPC for the following reasons:

- In residential districts, the number of driveways shall be limited to not more than one (1) driveway on a property with less than or equal to 40 m (131.23 ft.) and not more than two (2) driveways for properties with more than 40 m (131.23 ft.) of frontage, therefore a variance is required.

PLANNING AND DEVELOPMENT:

2. 99 Grand Avenue

An application was received from Chris Aldrich on June 5, 2018 to amend his existing Detached Garage Development Permit #181322 for the property located at 99 Grand Avenue (Lot 10, Block 5, Plan 5116AE). The amendment would include the construction of an addition to the dwelling (porch roof), adding additional concrete to the pad, and a retaining wall.

This application is before MPC for the following reasons:

- A variance is required for the dwelling addition (porch roof) due to it being a non-conforming building. (Existing dwelling does not conform to the Land Use Bylaw but the addition is compliant with the Land Use Bylaw).
- Retaining walls over 1 m in height requires a development permit and is listed under Mechanized Excavation, Stripping and Grading, which is a Discretionary Use.

Koralyn Lemmon and Linda Rattan left the meeting at 10:15 a.m.

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

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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.

DECISIONS:

PLANNING AND DEVELOPMENT:

1650/18

1. 2 Rustic Crescent

JIM MCLEOD:

That the Municipal Planning Commission uphold the Land Use Bylaw and deny the application for a second driveway.

CARRIED

PLANNING AND DEVELOPMENT:

1651/18

2. 99 Grand Avenue

TOBY LAMPARD:

That the Municipal Planning Commission approve the application for an addition to the dwelling (porch roof), adding additional concrete to the pad, and a new retaining wall with the following conditions:

- Increase completions deposit from \$500.00 to \$3,000.00.
- The exterior of the addition must be finished to match or compliment the exterior finish of the dwelling.
- Fence to be relocated to the property line between his property and the road allowance.

CARRIED

PLANNING AND DEVELOPMENT:

1652/18

3. 359 Last Chance Way

ED THIESSEN:

That the Municipal Planning Commission recess the meeting for further consideration before rendering a decision.

CARRIED

ADJOURNMENT:

The meeting recessed at 11:43 a.m.

ED THIESSEN, CHAIR

PHYLLIS FORSYTH, CAO

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