

*Minutes of a Municipal Planning Commission Meeting of the Summer Village of Norglenwold, Province of Alberta, held June 29, 2018 in the Summer Village Administration Office at Sylvan Lake, Alberta.*

**CALL TO ORDER:**

The Meeting was called to order at 1:37 p.m. by Councillor McLeod with the following being present:

Councillor:	Jim McLeod
Member at Large:	Toby Lampard
Development Officer:	Koralyn Lemmon
Recording Secretary:	Teri Musseau
Applicant:	Myrna Arrison Joel Johannson

Regrets: Ed Thiessen

**AGENDA:**

TOBY LAMPARD:  
That the June 29, 2018 agenda package be adopted as amended:

Remove:

C.3.	103 Grand Avenue
C.5.	359 Last Chance Way

**1673/18**

CARRIED

**PLANNING AND DEVELOPMENT:**

**1. 111 Grand Avenue (Lot 4-6, Block B, Plan 5108EO)**

An application was received from Myrna Arrison on June 6, 2018 for a development permit for lakeside stairs already constructed for the property located at 111 Grand Avenue (Lot 4-6, Block B, Plan 5108EO).

This application is before MPC for the following reasons:

- Land located below the top of bank/land with slope area of a gradient of 15% or more, are to remain in its natural state, variance is required.

Myrna Arrison left the meeting at 1:43 p.m.

**PLANNING AND DEVELOPMENT:**

**2. 127 Grand Avenue (Lot 14, Block B, Plan 5108EO)**

An application was received from Gerry Johannson on June 15, 2018 for development made consisting of two accessory building removals, mechanized excavation, stripping and grading (including retaining walls) and boathouse alternations.

Joel Johannson was present to represent his brother.

This application is before MPC for the following reasons:

- Mechanized excavation, stripping and grading is listed as a discretionary use, the retaining walls and general landscaping would be included.
- The non-conforming boathouse was structurally altered, and a variance may be required.

Initials



- There are three accessory buildings with more than 102 sq. ft., above the maximum of two, therefore a variance is required.

Recess at 2:08 p.m.

Reconvened at 2:27 p.m.

Applicant answered more questions from Commission members regarding number of accessory buildings and landscaping.

Recess at 2:44 p.m.

Reconvened at 2:49 pm.

JIM MCLEOD:

That the Municipal Planning Commission approve the application for a development permit for developments at 127 Grand Avenue with the following conditions:

- Completions deposit of \$1000.00.
- Bunkhouse and boathouse to be grandfathered and remain as legal non-conforming.
- Electrical power from the property line to any building shall be constructed underground.
- Natural buffer between lawn and the lake must include woodland with undisturbed grass and shrub layers.

**1674/18**

**CARRIED**

Joel Johannson left the meeting at 2:59 p.m.

**PLANNING AND DEVELOPMENT:**

**4. 22 Ravenscrag Crescent (Lot 11, Block 10, Plan 8322981)**

An application was received from Samantha James on June 20, 2018 for a home occupation (spa) at 22 Ravenscrag Crescent, (Lot 11, Block 10, Plan 8322981).

This application is before MPC for the following reasons:

- Home occupations are listed as a Discretionary Use.

TOBY LAMPARD:

That the Municipal Planning Commission approve the development permit for a home business (spa) with the following conditions:

- The home occupation commences and continues in the manner applied for and complies with the regulations and specification of the Land Use Bylaw under which this permit was issued.
- The only signage permitted shall comply with Part 2, 2.2(11) of the Land Use Bylaw
- This is a permanent permit until further notice
- Any change in use of intensification of this home occupation will require a new development permit.

Initials



- The applicant is responsible to comply with any other regulations or approvals required by any other provincial and federal agency.

**1675/18**

CARRIED

Koralyn Lemmon left the meeting at 3:07 p.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.

**DECISIONS:**

**PLANNING AND DEVELOPMENT:**

**1. 111 Grand Avenue**

TOBY LAMPARD:

That the Municipal Planning Commission approve the development permit for lakeside stairs for 111 Grand Avenue with the following conditions:

- Development permit to be issued after Alberta Environment and Parks informs the office that their approval is not required, or approval is obtained by the owner, since the ground spikes may be near the high water mark. If approval is not obtained by Alberta Environment and Parks, stairs will need to be removed or moved higher up the bank.

**1676/18**

CARRIED

**ADJOURNMENT:**

The meeting adjourned at 3:08 p.m.

---

JIM MCLEOD, CHAIR

---

PHYLLIS FORSYTH, CAO

Initials