

Summer Village of Norglenwold
November 21, 2025
Municipal Planning Commission Minutes
Page 1 of 2

Minutes of a Municipal Planning Commission Meeting of the Summer Village of Norglenwold, Province of Alberta, held on November 21, 2025, at the Summer Villages on Sylvan Lake Administration Office in Sylvan Lake, Alberta.

PRESENT: Chair: Rod Miller via Zoom
Council Member: Murray Munro
Member-at-large: Ed Thiessen
Development Officer: Kara Hubbard
Recording Secretary: Teri Musseau
Applicant(s): Wayne Savoury via Zoom

CALL TO ORDER: Chair Miller called the meeting to order at 9:01 a.m.

AGENDA:

MPC-25-030 Moved by Ed Thiessen to approve the agenda as presented.
CARRIED

DEVELOPMENT APPLICATIONS

1. 53 Grand Avenue (Lot 7&8 , Block 3, Plan 5116AE)

An application has been received for the property located at 53 Grand Avenue, (Lot 7&8, Block 3, Plan 5116AE), in the Summer Village of Norglenwold requesting approval for lakeside accessory building.

2. 53 Grand Avenue (Lot 7&8 , Block 3, Plan 5116AE)

An application has been received for the property located at 53 Grand Avenue (Lot 7&8, Block 3, Plan 5116AE), in the Summer Village of Norglenwold requesting approval for lakeside stairs.

Kara Hubbard and applicants left the meeting at 1:23 p.m.

DECISION(S)

MPC-25-031

1. 53 Grand Avenue (Lot 7&8 , Block 3, Plan 5116AE)

Moved by Chair Miller that the Municipal Planning Commission (MPC) deny the application for a lakeside accessory building due to the following:

- The definition of an accessory building in the Land Use Bylaw #267-22 means a building separate and subordinate to the principal building, the use of which is incidental to that principal building and is located on the same parcel of land and includes, in the residential districts, such things as storage sheds garages, and a guest house. Accessory buildings are not intended for commercial purposes and do not include sea cans. Accessory buildings shall not be located in the lakeside front yard of a property.
- Development Permit #231274, Condition #12 - Existing lakeside shed to be removed.

CARRIED

Initials



Summer Village of Norglenwold
November 21, 2025
Municipal Planning Commission Minutes
Page 2 of 2

MPC-25-032

2. 53 Grand Avenue (Lot 7&8 , Block 3, Plan 5116AE)

Moved by Chair Miller that the Municipal Planning Commission (MPC) approve the application for lakeside stairs for the property at 53 Grand Avenue 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 development shall be completed within 12 months of the date of issuance unless an extension is approved in writing.
- The payment of a \$1,000.00 completions deposit to ensure all conditions of this development permit have been met, including the completion of construction within a one-year period.
- All required permits through Superior Safety Codes, if applicable, shall be obtained and copies submitted to Administration.
- No vegetation clearing, earthworks, or disturbance to the lakeside escarpment is included in the approval.
- All surface drainage shall be controlled on site, so it does not adversely affect adjacent properties.
- All road bans to be followed that are implemented by Roadata and the administration office.
- Land located below the top of bank/land with slope areas of gradient of 15% or more area to retain in natural state. Variance was granted by the MPC that land is to be left in a natural state, and all areas to remain as is, but new stairs can be constructed.
- A landscaping plan shall be submitted to the satisfaction of the Development Officer. The plan must identify proposed native vegetation plantings within all disturbed areas surrounding the stairs and landings. All plantings shall be selected from the Summer Village Native Plantings List.

CARRIED

ADJOURNMENT

MPC-25-033

Moved by Chair Miller that the Municipal Planning Commission meeting be adjourned at 9:58 a.m.

CARRIED

ROD MILLER, CHAIR

TANNER EVANS, CAO

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