

Minutes of a Municipal Planning Commission Meeting of the Summer Village of Norglenwold, Province of Alberta, held October 24, 2017 in the Summer Village Administration Office at Sylvan Lake, Alberta.

CALL TO ORDER:

The Meeting was called to order at 9:28 a.m. by Toby Lampard with the following being present:

Chair:	Ed Thiessen – via facetime
Member at large:	Toby Lampard
Development Officer:	Koralyn Lemmon
Recording Secretary:	Teri Museau
CAO:	Phyllis Forsyth
Applicants:	Jodi Neish Ryan Neish
Member:	Jim McLeod - recused due to an appeal against a development of a family member by the Applicant.

AGENDA:

ED THEISSEN:
That October 24, 2017 agenda package be adopted as presented.

1472/17

CARRIED

PLANNING AND DEVELOPMENT:

1. 193 Grand Avenue

The Municipal Planning Commission reviewed an application from Jodi Neish for construction of a dwelling, retaining walls, and shoreline development located at 193 Grand Avenue, (Lot 7, Block 2, Plan 2203KS) on September 19th and decision was tabled for the following information:

- Agreement acceptable to both parties (193 and 189 Grand Avenue) for work on retaining wall.
- Detailed landscaping plan, including bank stabilization on adjacent properties that may be caused with removal of trees, and identifies replacement tree locations.
- Stamped engineering design and report for retaining walls identifying exact heights.
- Detailed site plan identifying new locations of retaining walls, as follows:
 - a) The retaining "A" wall being a distance of 4 meters from the start of transitional upland vegetation as shown on attachment "A".
 - b) Retaining wall "C" intersection with retaining wall "B" on the attached "A".

This application is before MPC to consider approval of the proposed development for the following reasons:

- Retaining walls greater than 1m (3.28 ft.) in height above any adjoining grade requires a Development Permit. The retaining walls requested for this development reach up to 2m (6.5 ft.) and is not listed as a Permitted or Discretionary Use, therefore approval from the Municipal Planning Commission is required because a permit is required.
- The development near the shoreline does not comply with the Sylvan Lake Management Plan Update 2000 which refers to the Caring for Shoreline Properties booklet which was published by the Alberta Conservation Association.

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The Land Use Bylaw states that any proposed development conforms in every aspect to the Sylvan Lake Management Plan 2000 Update.

The Development Officer and Applicants responded to questions.

Koralyn Lemmon, Jodi Neish, and Ryan Neish left the meeting at 10:11 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.

TOBY LAMPARD:

That the Municipal Planning Commission approve the application at 193 Grand Avenue with the following information:

- Site survey at footing pour to ensure compliance
- Site survey post landscaping to ensure compliance (50% maximum parcel coverage)
- Completions deposit of \$5000.00.
- Electrical power from the property line to the dwelling shall be constructed underground.
- Owners to create a 2m wide buffer zone immediately before the high water mark spanning the width of the lot, to filter out unwanted nutrients from entering the lake. No mow zone to include uncut grass and densely filled with deep rooting bank stabilizing native plants (mature woodland with undisturbed grass and shrub layers).
- Municipal sewer connection forms to be completed and returned to office. Turning on/off of the curb stop, as well as the connection of the private system to the curb stop will need to be coordinated through the office. Failing to do so will result in forfeiting the completions deposit.
- If the basement encroached into the sandy silt area then the building may need to be raised. If the building is raised by more than 2.6 ft., then a variance approval is required from the Municipal Planning Commission.
- Owners to install silt fencing before the shoreline to eliminate backfill from entering into the lake.
- Applicant to determine construction type for retaining walls prior to release of development permit.
- Maximum height of retaining walls not to exceed 7 ft.
- Copy of engineering report upon construction completion.

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CARRIED

ADJOURNMENT:

The meeting adjourned at 10:23 a.m.

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PHYLLIS FORSYTH, CAO

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