

Summer Village of Sunbreaker Cove
February 11, 2026
Municipal Planning Commission Minutes
Page 1 of 5

Minutes of a Municipal Planning Commission Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held February 11, 2026, at the Summer Villages on Sylvan Lake Administration Office in Sylvan Lake, Alberta.

PRESENT:

Chair:	Kelsey Finch via Zoom
Member-at-Large:	Fred Barham via Zoom
Member-at-Large:	Debbie Ricalton via Zoom
Development Officer:	Kara Hubbard
Junior Development Officer:	Sarah Cheney
CAO:	Tanner Evans
Recording Secretary:	Teri Musseau
Applicant(s):	Peter Schmaltz

CALL TO ORDER: Chair Finch called the meeting to order at 9:05 a.m.

AGENDA:

MPC-26-001 Moved by Chair Finch to approve the agenda as presented.
CARRIED

DEVELOPMENT APPLICATION(S)

1. 1301 Breakers Way (Lot 16, Block 4, Plan 5969MC)

Application for 1301 Breakers Way (Lot 16, Block 4, Plan 5969MC) requesting a development permit for an existing fence constructed without a development permit.

Peter Schmaltz left the meeting at 9:17 a.m.

2. 1130 Breakers Way (Lot 5, Block 6, Plan 4146RS)

Application for 1130 Breakers Way (Lot 5, Block 6, Plan 4146RS) requesting a development permit for variance approvals for an existing deck and woodshed.

3. 683 Fox Crescent (Lot 6, Block 3, Plan 1823MC)

Application for 1130 Breakers Way (Lot 6, Block 3, Plan 1823MC) requesting a development permit for a tourist home.

Serena Franz joined the meeting at 9:38 a.m.

4. 641 Fox Crescent (Lot 5, Block 2, Plan 1823RS)

Application for 641 Fox Crescent (Lot 5, Block 2, Plan 1823MC) requesting a development permit for a tourist home.

Initials

Summer Village of Sunbreaker Cove
February 11, 2026
Municipal Planning Commission Minutes
Page 2 of 5

Serena Franz left the meeting at 9:43 a.m.

Kara Hubbard, Sarah Cheney and applicants left the meeting at 9:44 a.m.

DEVELOPMENT DECISION(S)

MPC-26-002 **1. 1301 Breakers Way (Lot 16, Block 4, Plan 5969MC)**
Moved by Member Ricalton that the Municipal Planning Commission approve the application for a development permit for an existing fence at 1301 Breakers Way with the following conditions being met to the satisfaction of the Development Officer:

- The development commences and continues in the manner applied for, including no landscaping changes, 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 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.
- 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.
- For parcels not abutting Sylvan Lake, fences located within the flankage yard shall not exceed 1m (3.28ft.) in height. The fence height of 1.82m (6ft.), requires a variance of .82m (2.69ft.) and has been granted by the Municipal Planning Commission.

CARRIED

MPC-26-003 **2. 1130 Breakers Way (Lot 5, Block 6, Plan 4146RS)**
Moved by Member Barham that the Municipal Planning Commission deny the application for a development permit for a variance for an existing deck and woodshed at 1130 Breakers Way as the proposed developments are not compliant with the Land Use Bylaw and should have been brought into compliance with the development of the property.

- Land Use Bylaw, Part Three 1(1)(C) *An accessory building on a parcel not abutting Sylvan Lake or a reserve parcel abutting the lake shall be situated so that:*
 - (ii) *On an interior parcel, a minimum of:*
 - A. *1 m (3.28 ft.) from the side parcel boundary; and*
 - B. *1 m (3.28 ft.) from the rear parcel boundary.*
 - C. *6 m (19.68 ft.) from the front parcel boundary.*
- The proposed setback to the woodshed from the side yard of 0.55m (1.80ft), requires a variance of 0.45m (1.48ft.) (45%). The proposed setback to the woodshed from the rear yard of 0.46m (1.51ft.), requires a variance of 0.54m (1.77ft.) (54%).

Initials



Summer Village of Sunbreaker Cove
February 11, 2026
Municipal Planning Commission Minutes
Page 3 of 5

- Land Use Bylaw, Part Three, 2(2)(a)(ii) *In the residential district a portion of and attachments to a main or accessory building which may project over or on a minimum yard are:*

(ii) Front yard and rear yard:

B. ... unenclosed decks, if they do not project more than fifty (50) percent of the minimum yard.

- The proposed setback to the closest point of “Deck C” from the front yard of 2.31m (7.58ft.), requires a variance of 0.69m (2.26ft) (23%).

CARRIED

MPC-26-004

3. 683 Fox Crescent (Lot 6, Block 3, Plan 1823MC)

Moved by Member Barham that the Municipal Planning Commission approve the application for a development permit for a tourist home at 683 Fox Crescent with the following conditions being met to the satisfaction of the Development Officer:

- The payment of all outstanding property taxes or the making of arrangements, satisfactory to the Council, for the payment thereof, prior to the commencement of the development.
- The development commences and continues in the manner applied for and that all development complies with the regulations and specifications of the Land Use Bylaw under which this permit was issued.
- The development permit is only valid for 1 year from the date of issuance. A new development application and approval will be required at that time should the application wish to continue with the tourist home use.
- Tourist homes shall be contained within the principle building and therefore garage suites shall not be used.
- Notwithstanding part three, section 2(3) of the Land Use Bylaw, no recreational vehicle shall be used as accommodation for the tourist home guests.
- The maximum number of people staying overnight in the tourist home shall be 10.
- The owner/operator of the tourist home is responsible for informing the Summer Village office of any changes in the alternate owner/operator's information.
- The minimum length of stay shall be no less than 7 days in the peak season between May 1 until September 30. Otherwise, it shall be no less than 3 days. This must be reflected in the listing of the tourist home.
- The tourist home shall always abide by the Community Standards Bylaw regardless of who is occupying the home.
- Tourist homes shall not display any sign advertising the tourist home.
- Parking must be in place on the property or the road allowance in front of the property, a minimum of one stall per bedroom.
- The use of the dock does not include boat mooring as per the Dock and Mooring Bylaw #196-25, Section 5.2.27th
- Adjacent landowners to be provided with contact information of the tourist home operator(s) to allow neighbours to address any complaints with renters.

Initials

Summer Village of Sunbreaker Cove
February 11, 2026
Municipal Planning Commission Minutes
Page 4 of 5

- The development permit does not exempt the owner/operator of the tourist home from complying with any federal, provincial, or other municipal legislation.
- Proof of short-term rental/vacation property insurance coverage required.

CARRIED

MPC-26-005

4. 641 Fox Crescent (Lot 5, Block 2, Plan 1823RS)

Moved by Member Ricalton that the Municipal Planning Commission approve the application for a development permit for a tourist home at 641 Fox Crescent with the following conditions being met to the satisfaction of the Development Officer:

- The payment of all outstanding property taxes or the making of arrangements, satisfactory to the Council, for the payment thereof, prior to the commencement of the development.
- The development commences and continues in the manner applied for and that all development complies with the regulations and specifications of the Land Use Bylaw under which this permit was issued.
- The development permit is only valid for 1 year from the date of issuance. A new development application and approval will be required at that time should the application wish to continue with the tourist home use.
- Tourist homes shall be contained within the principle building and therefore garage suites shall not be used.
- Notwithstanding part three, section 2(3) of the Land Use Bylaw, no recreational vehicle shall be used as accommodation for the tourist home guests.
- The maximum number of people staying overnight in the tourist home shall be 8.
- The owner/operator of the tourist home is responsible for informing the Summer Village office of any changes in the alternate owner/operator's information.
- The minimum length of stay shall be no less than 7 days in the peak season between May 1 until September 30. Otherwise, it shall be no less than 3 days. This must be reflected in the listing of the tourist home.
- The tourist home shall always abide by the Community Standards Bylaw regardless of who is occupying the home.
- Tourist homes shall not display any sign advertising the tourist home.
- Parking must be in place on the property or the road allowance in front of the property, a minimum of one stall per bedroom.
- Adjacent landowners to be provided with contact information of the tourist home operator(s) to allow neighbours to address any complaints with renters.
- The development permit does not exempt the owner/operator of the tourist home from complying with any federal, provincial, or other municipal legislation.
- Proof of short term rental/vacation property insurance coverage required.

CARRIED

Initials

Summer Village of Sunbreaker Cove
February 11, 2026
Municipal Planning Commission Minutes
Page 5 of 5

ADJOURNMENT:

Moved by Chair Finch that the Municipal Planning Commission meeting be adjourned at 10:13 a.m.

CARRIED

KELSEY FINCH, CHAIR

TANNER EVANS, CAO

Initials