

Summer Village of Sunbreaker Cove  
June 6, 2022  
Municipal Planning Commission Minutes  
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*Minutes of a Municipal Planning Commission Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held June 6, 2022, at the Summer Villages on Sylvan Lake Administration Office in Sylvan Lake, Alberta.*

**PRESENT:**

Chair:	Keith Kimball
Member-at-Large:	Fred Barham via zoom
Member-at-Large:	Debbie Ricalton via zoom
CAO:	Tanner Evans
Development Officer:	Kara Kashuba
Recording Secretary:	Teri Musseau
Applicant(s)/Gallery:	Larry Mellor
	Kevin Ranger
	Rodolfo Cardenas Ponzon via zoom
	Keltie Cardenas Ponzon via zoom
	Lene Jorgensen via zoom
	Ralph White via zoom
	Charlotte White via zoom

**CALL TO ORDER:** Chair Kimball called the meeting to order at 8:33 a.m.

**AGENDA:**

**MPC-22-007** Moved by Debbie Ricalton to approve the agenda as presented.  
CARRIED

**DEVELOPMENT APPLICATION**

**1. 753 Elk Street**

Application for 753 Elk Street (Lot 3, Block 6, Plan 1823MC) requesting a tourist home permit in the Summer Village of Sunbreaker Cove.

**2. 1105 Poplar Road**

Application for 1105 Poplar Road (Lot 3, Block 1, Plan 5213MC) requesting a garage with guest house in the Summer Village of Sunbreaker Cove.

Kara Kashuba, Larry Mellor, Kevin Ranger, Rodolfo Cardenas Ponzon, Keltie Cardenas Ponzon, Lene Jorgensen, Ralph White, and Charlotte White left the meeting at 9:07 a.m.

**DECISIONS**

**1. 753 Elk Street**

**MPC-22-008** Moved by Councillor Kimball that the Municipal Planning Commission approve the development permit for a tourist home at 753 Elk Street subject to the following conditions being met to the satisfaction of the Development Officer:

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- The development permit is only valid for 1 year from the date of issuance. A new development approval will be required at the time should the applicant 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 recreation vehicle shall be used as accommodation for tourist home guests.
- The maximum number of people staying overnight in a 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.
- 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, of a minimum of one stall per bedroom.
- Trailer must be removed from property during renter occupancy.
- The operators to diligently monitor the guests and closely abide by the rules for a tourist home in the Summer Village.
- Owners to ensure renters respect neighbours through parking, litter and firepit education and enforcement
- The operators should diligently monitor the guests and closely abide by the rules for a tourist home in the summer village.

CARRIED

**2. 1105 Poplar Road**

**MPC-22-009**

Moved by Debbie Ricalton that the Municipal Planning Commission approve the development permit for a garage with guest house at 1105 Poplar Road subject to the following conditions being met to the satisfaction of the Development Officer:

- An accessory building erected or placed on a parcel shall not be used as a dwelling unit.
- Electrical power from the property line to any buildings situated on this parcel to be constructed underground.
- The exterior of an accessory building must be finished to match or compliment the exterior finish of the main building.
- In situations where a detached dwelling is being rented out and there is a guest house on the parcel, the guest house shall not be rented out to a separate party than those renting the detached dwelling.
- Height of the accessory building shall not exceed 7.62m (25ft.).
- Guest house means an accessory building containing sleeping facilities for temporary usage only and may have a bathroom but shall not have a kitchen or other cooking facilities.

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- Completions Deposit of \$5,000.00.
- One existing shed to be removed from the property and the other to be moved into compliance.
- Landscaping to be completed according to the landscaping plan.
- All parcels shall be graded to ensure that storm water is directed to a drainage ditch without crossing adjacent land, except as permitted by the Development Authority. All maintenance and upkeep shall be the responsibility of the property owner. A lot grade certificate may be required at completion to ensure that proper drainage on the property exists.

CARRIED

**ADJOURNMENT:**

**MPC-22-010**

Moved by Chair Kimball that the Municipal Planning Commission meeting be adjourned at 9:27 a.m.

CARRIED

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KEITH KIMBALL, CHAIR

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TANNER EVANS, CAO

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