

*Minutes of a Municipal Planning Commission Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held November 28, 2017 in the Summer Village Administration Office at Sylvan Lake, Alberta.*

**CALL TO ORDER:** The Meeting was called to order at 9:03 a.m. by Chair Annabelle Wiseman with the following being present:

Deputy Mayor:	Annabelle Wiseman
Councillor:	Julie Maplethorpe
CAO:	Phyllis Forsyth
Recording Secretary:	Teri Musseau
Development Officer:	Koralyn Lemmon
Applicant:	Leigha Graf

**AGENDA:** 1. **November 7, 2017 Agenda**  
**APPROVAL:**

JULIE MAPLETHORPE:  
That the November 7, 2017 agenda package be adopted as presented.  
CARRIED

1244/17

**PLANNING AND DEVELOPMENT:** 1. **305 Jarvis Glen Close**

An application was received from Leigha Graf on October 26, 2017 for retaining wall at the property located at 305 Jarvis Glen Close, Lot 47, Block 3, Plan 0524574, in the Summer Village of Jarvis Bay.

The item is before MPC today for the following reasons:

- Retaining walls greater than 1m in height above any adjoining grade requires a Development Permit.
- Mechanized Excavation, Stripping and Grade of Parcels is listed as a Discretionary Use and retaining walls fall under this category.

Questions were asked by the Members to the Applicant and Development Officer.

Koralyn Lemmon, and Leigha Graf left the meeting at 9:08 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.



Initials

ANNABELLE WISEMAN:  
That the Municipal Planning Commission approve the application for retaining walls at 305 Jarvis Glen Close as presented.  
CARRIED

1245/17

Meeting adjourned at 9:10 a.m.

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MPC CHAIRPERSON

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DEVELOPMENT OFFICER



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