

**MUNICIPAL PLANNING COMMISSION AGENDA
SUMMER VILLAGE OF NORGLNWOLD
SUMMER VILLAGES ADMINISTRATION OFFICE
FEBRUARY 25, 2021 @ 8:00 A.M.**

- A. CALL TO ORDER**
- B. ADOPTION OF AGENDA**
- C. DEVELOPMENT ITEMS**
 - 1. Landscaping/Mechanized Excavation
 - 2. Dwelling
- D. ADJOURNMENT**

Summer Village of Norglenwold – Municipal Planning Commission

February 9, 2021

Agenda Item

215 Grand Avenue (Lot 4, Block 3, Plan 2203KS)

Development Permit Application

Background:

Lakeview Contracting submitted an application on behalf of the registered owners Carol & Bob MacDougall for Landscaping/Mechanized Excavation located on the property of 215 Grand Avenue (Lot 4, Block 3, Plan 2203KS) in the Summer Village of Norglenwold. This property is located in the R-S District (Shoreline Residential). An application for the same work was before the Municipal Planning Commission in February but was denied and required further information on where the boat lift was proposed to be located and a geotechnical report. The development proposed will take place on the escarpment of the property. Currently the escarpment is a maintained sod area. This proposed development will strip an area of the sod to be revegetated with native plantings. Another area of the current sod will be regraded to create space for boat lift storage.

Discussion:

This application is before MPC for the following reasons:

- Mechanized Excavation, Stripping and Grading is listed as a discretionary use; therefore, the decision must come from the Municipal Planning Commission.
- Land located below the top of bank/top of escarpment should be in a natural state, a variance is required.

Recommendation:

In the Municipal Development Plan, section 9.3.6 states that *“Norglenwold shall promote private landowners of shoreline lots to keep the shoreline as natural as possible to maintain natural ecosystems.”* The Land Use Bylaw, part 3 section 4(5) states *“The following standard of landscaping shall be required for all areas of a parcel not covered by buildings, driveways, storage and display areas: the retention in their natural state of land located below the top of bank of the lake, or any water body or water course”*.

After reviewing all relevant planning and other statutory documents, it is the recommendation of administration to deny the application. We do not object to replacing the maintained sod area with native plantings and in the past variances have been recommended when a geotechnical report is provided and shows that the bank requires work but since this is not the case the area is to be left natural.

Conditions:

If approved, Administration would recommend the following conditions:

- Completions Deposit of \$1,000.00
- At minimum, 20 native shrubs/trees to be planted.
- Minimum 1m no mow zone required adjacent to lake.

Authorities:

The MPC may:

- Grant a variance to reduce the requirements of any use of the LUB and that use will be deemed to comply with LUB.
- Approve application even though the proposed development does not comply or is a non-conforming building if:
 - It would not unduly interfere with the amenities of the neighborhood, or
 - Materially interfere with or affect the use, enjoyment, or value of neighboring parcels of land, And
 - It conforms with the use prescribed for that land or building in the bylaw.
- Consider a Variance only where warranted by the merits or the proposed development and in response to irregular lot lines, parcel shapes or site characteristics which create difficulties in siting structures within the required setback or in meeting the usual bylaw requirements, except there shall be no variance for Parcel Coverage or Building Height.

For a discretionary use in any district:

- The Municipal Planning Commission may approve an application for a Development Permit:
 - With or without conditions;
 - Based on the merits of the proposed development, including it's relationship to any approved statutory plan, non-statutory plan, or approved policy, affecting the site;
 - Where the proposed development conforms in every respect to this Land Use Bylaw; or
- May refuse an application for a development permit based on the merits of the proposed development, even though it meets the requirements of the Land Use Bylaw; or
- Subject to provisions of section 2.4 (2), the Municipal Planning Commission shall refuse an application for a development permit if the proposed development does not conform in every respect to the Land Use Bylaw.

Decision:

In order to retain transparency of the Commission, Administration recommends one of the following:

1. Approve the application with or without conditions (*Section 642 of the MGA*), or
2. Deny the application stating reasons why (*Section 642(4) of the MGA*).

MacDougall Letter of intent- amended Feb. 12/21

The MacDougall's of 215 Grand Ave. wish to apply for a development permit to regrade and vegetate the escarpment on their property. Currently the escarpment is quite steep and is grassed. It is hazardous to mow given the degree of angle of the slope and the owners wish to eliminate the need to be continually maintaining this area. It is proposed to strip the sod from the escarpment and revegetate with dogwoods, willows and other native plants to return the slope to a more natural state. Rocks will be placed strategically to create planting pockets for the native vegetation. This helps to hold moisture around the root ball as well as allows topsoil to be added to plant in to create a healthy escarpment. A portion of the escarpment toe would be regraded to create a more even area to store a boat lift. This will not eliminate the escarpment but just realign it. Due to the potential damage and disturbance to the roots of the existing trees on the North East corner of the lot two spruce trees would be removed to mitigate future hazards and an additional 20 shrubs/trees would be planted at a minimum. As advised by a geotechnical consultant the most Easterly tree stump will remain to prevent the risk of disturbing the neighbouring lot.

A site inspection was undertaken by Smith Dow and Associates Ltd. to verify that the proposed works would not negatively impact the existing structures or neighbouring properties. The report is included in the application package and is favourable for the work proposed. The recommendations that have been made will be followed and verified by Smith Dow during construction through site visits and soil sampling. Because the pile depths of the existing deck can not be verified, 2 additional screw piles will be installed to ensure the integrity of the deck remains.

By completing this work there will not only be a benefit to the MacDougall's but also to the lake and community. This will eliminate approximately 750 sq feet of manicured lawn adjacent to the lake and replace with native plants, returning the escarpment to a more natural state. The addition of a 1m no mow zone is also a positive for the health of Sylvan Lake. This would be considered an environmental benefit and aligns with the vision of the Norglenwold council of leaving the escarpments of Norglenwold in their natural state. The works would take place in the winter months off of the ice. This will eliminate any siltation from the construction entering the waters of Sylvan Lake. Alberta Environment protocols will be



February 11, 2021

Lakeview Contracting
Sylvan Lake, Alberta

Attn: Brian Engel

Re: Letter of Opinion
215 Grand Avenue
Red Deer County, Alberta

At your request, we attended a preliminary site visit at the above-mentioned location on February 10, 2021. The extent of our commission was limited to visually seeing the project scope and location. Present at this meeting was Mr. Brian Engel and Philip Kwong. It is our understanding that if the project is to move forward, our firm will conduct on-site inspection and some basic testing throughout the construction phase.

The scope of work as described by yourself is as follows:

- Move the slope of the eastern portion of the yard closer towards the existing house structure to create a flat area at the bottom to store the boat lift.
- Roughly, the new slope maintaining the current gradient and less than 1:1 (H:V) will be moved approximately 11 feet closer to the house and about 3 feet from the existing deck as shown in the attached sloped drawing prepared by Lakeview Contracting Inc.
- After moving the slope closer, a new deck with new foundation will likely be considered should some impact of the existing deck arise from the new slope construction.
- The new slope on the east side will maintain about 6 feet from the adjacent fence and be graded or retained properly to prevent undermining of the neighbouring property. Whereas, the new slope on east side of the existing retaining wall will also be graded and retained to protect the existing retaining wall structure.
- The two spruce trees abutting the east property will be removed except for the most easterly stump to minimize slope erosion affecting neighbouring property and fence.

Observation

- 1) At the time of our arrival, an existing house with a walkout basement and deck structure was present. The backyard was primarily snow covered. Also noted was a retaining wall running perpendicular to the existing basement footing which held soil from the east portion of the property.
- 2) The existing deck foundation appeared to be resting on piles. The quality and length of the existing deck piles are not known at time of our site visit.

Summary

- 1) As mentioned by yourself, one or both of the trees that are near the slope toe are to be removed which will likely have minimal effect on the slope bank and adjacent neighboring property line. As a precautionary measure, periodic inspections should be conducted and provide proper maintenance as needed.
- 2) Based on our limited site observation, information provided by Mr. Engel, our knowledge in the surrounding area and assumption of certain soil properties that will be verified on-site during construction, it appears that the construction approach proposed by Lakeview Contacting Inc. drawing is workable. It will likely have no negative affect to the house foundation or neighboring property provided that the following is adhered to:
 - Site inspections are required and approved by our personnel during construction.
 - Some soil sampling and basic testing will be conducted by our personnel during construction to verify conditions and suitability of subsurface soils within the slope area.
 - Where necessary, modification of the excavation approach and new slope construction will be addressed and discussed to maintain the slope stability.
 - Erosion Controls will be checked and require maintenance in the future where applicable.

Yours truly,
Smith Dow & Associates Ltd. (Red Deer)

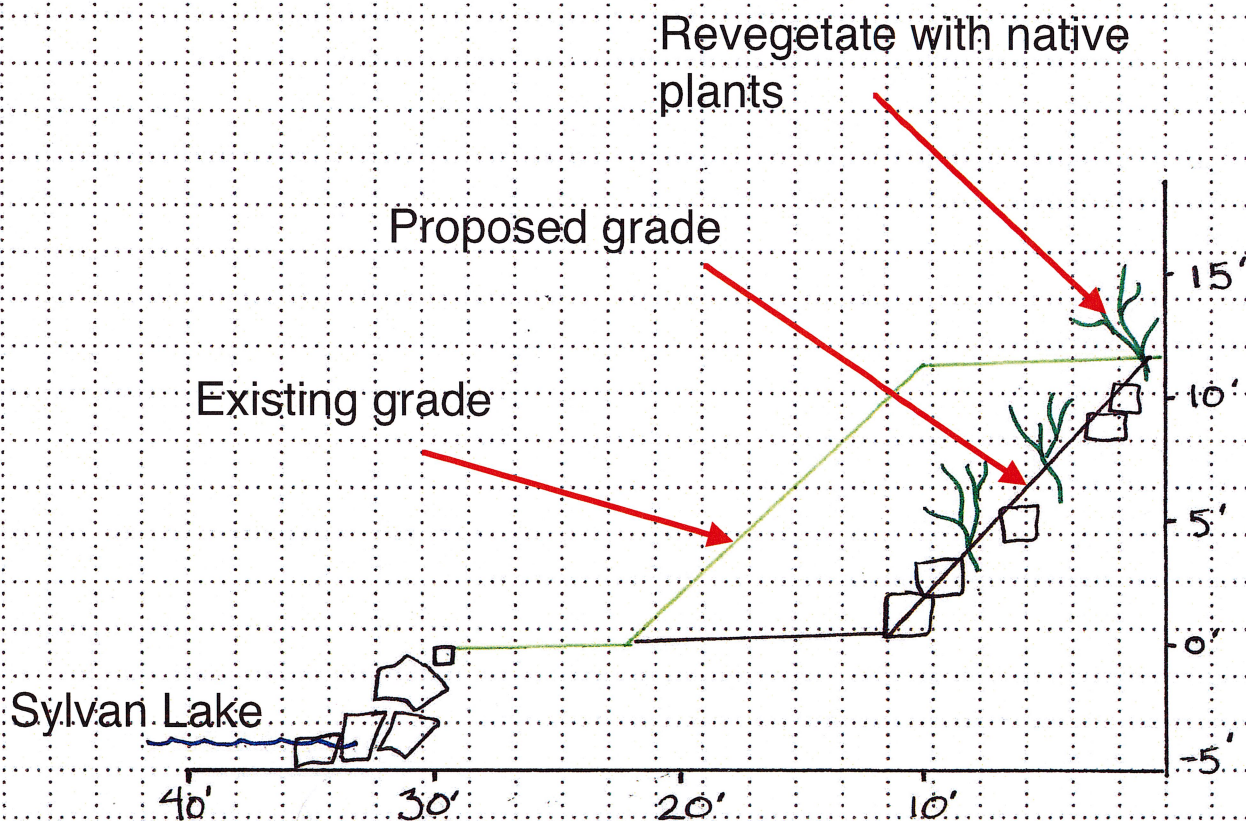


Philip Kwong (P.Eng.)

From the workbench of:

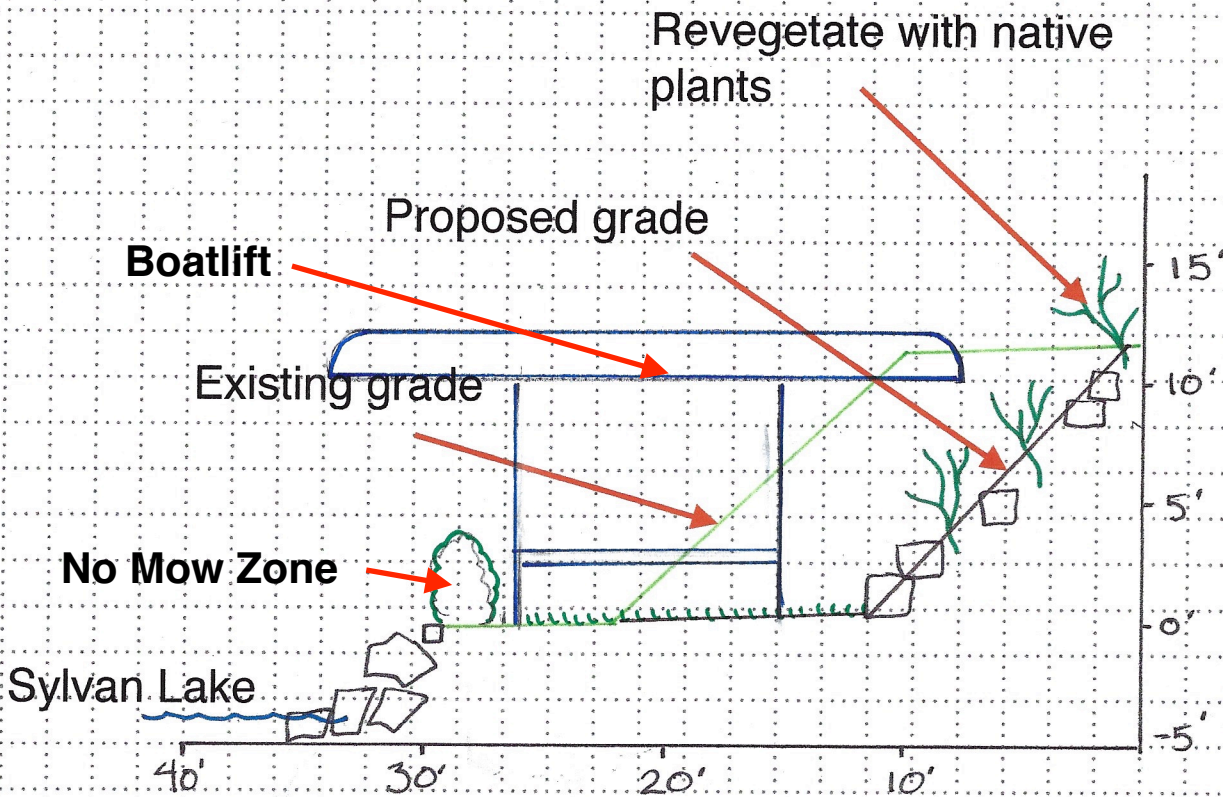
Date:

MacDougall Cross Section

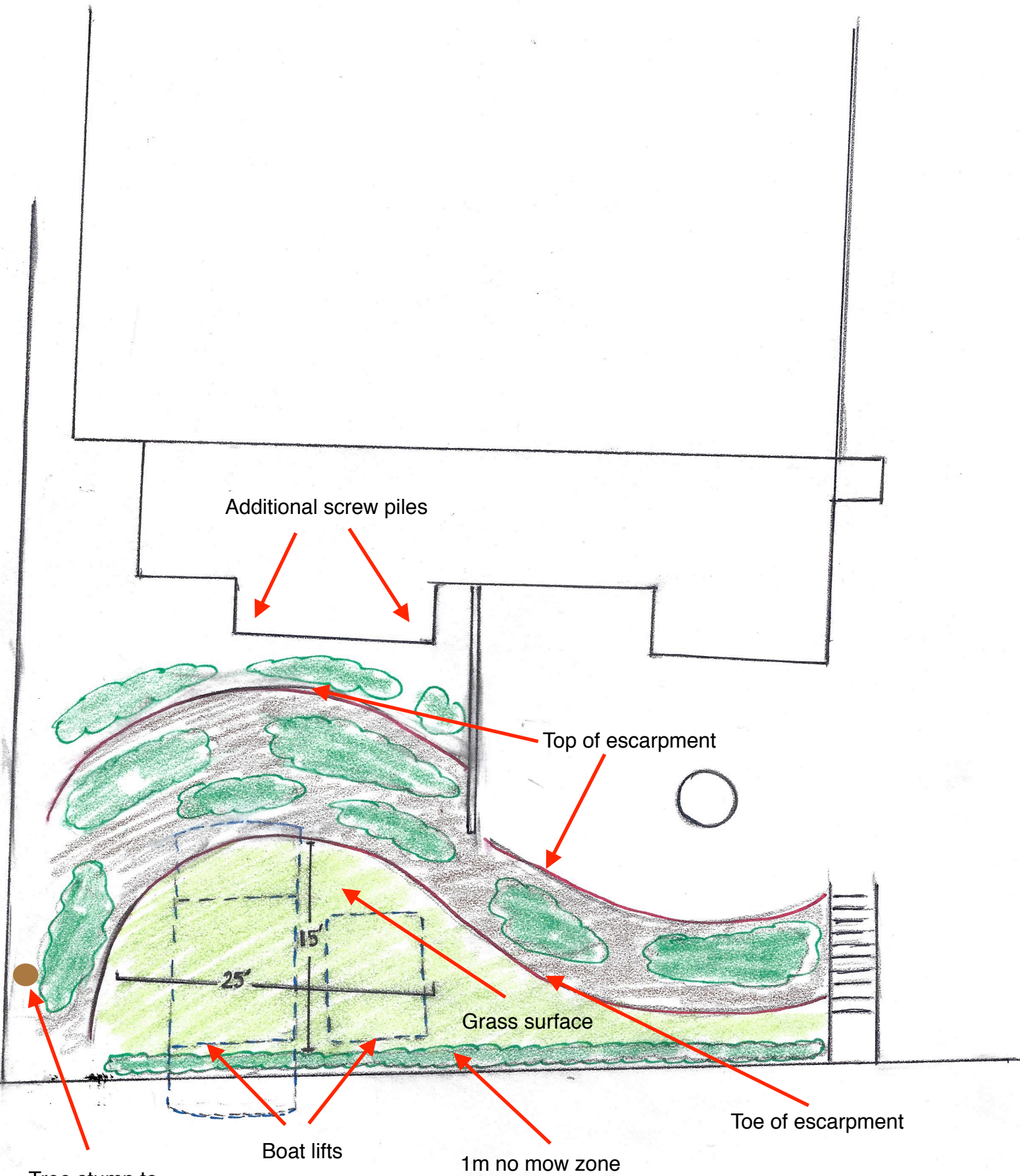


From the workbench of:
Date:

MacDougall Cross Section Ammended



MacDougall 215 Grand Ave
Proposed condition



Tree stump to remain as suggested by geotechnical consultant

Sylvan Lake

followed for construction off of the ice and all travel routes will be clearly marked.

Rcvd. JAN 07 2021

C-1



C-1



JAN 07 2021



JAN 07 2021

sample of proposed vegetation strategy



JAN 07 2021







Summer Village of Norglenwold – Municipal Planning Commission

February 25, 2021

Agenda Item

253 Honeymoon Drive (Lot 14, Block 6, Plan 0323448)

Development Permit Application

Background:

Colbray Homes submitted an application on behalf of the registered owners Matt & Keisha Souster for a dwelling located on property 253 Honeymoon Drive (Lot 14, Block 6, Plan 0323448) in the Summer Village of Norglenwold. This property is located in the R-S District (Shoreline Residential). A previous application at this property went before the Municipal Planning Commission in October for a detached garage with guest house which was denied due to the height, cooking facility and size variance required. The plans have been revised by connecting the garage to the dwelling with a breezeway. *“detached dwelling(s)” means a residential building containing one dwelling unit and everything physically attached to said dwelling unit (e.g. breezeways and attached garages), which is physically separate from any other residential building, and does not include a manufactured dwelling unit.”*

The proposed dwelling meets the side and front yard setback requirement. The proposed lot coverage would be 49.5% and under the maximum 50%. The

Discussion:

This application is before MPC for the following reasons:

- The rear yard setback of 5.39m does not meet the minimum rear yard setback of 6m, therefore a variance of .61m is required.

Recommendation:

"The Development Authority may approve an application for Development Permit even though the proposed development does not comply with this bylaw or is a non-conforming building if, in the opinion of the Development Authority;

(a) The proposed development would not:

- (i) Unduly interfere with the amenities of the neighbourhood, or
- (ii) Materially interfere with or affect the use, enjoyment or value of neighbouring parcels of land."

As this is a small variance of .61m, and no other variances are being requested administration feels that the proposed development would not unduly interfere with the amenities of the neighbourhood or materially interfere with or affect the use, enjoyment, or value of neighbouring parcels. After reviewing all relevant planning documents, it is the recommendation of administration to approve the application for the dwelling with the rear yard variance required.

Conditions:

February 12, 2021

If approved, Administration would recommend the following conditions:

- Electrical power from the property line to any buildings situated on this parcel to be constructed underground.
- The height of the dwelling shall not exceed 10m (32.81ft.) in building height measured from grade.
- Completions Deposit of \$5,000.00
- Footing check survey required from an Alberta Land Surveyor at the time of footings prior to continuation of construction.
- Final as build real property report from an Alberta Land Surveyor at completion of landscaping that includes parcel coverage.
- 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.
- Planting of shrubs and existing natural areas to be done according to the landscaping plan.

Authorities:

The MPC may:

- Grant a variance to reduce the requirements of any use of the LUB and that use will be deemed to comply with LUB.
- Approve application even though the proposed development does not comply or is a non-conforming building if:
 - It would not unduly interfere with the amenities of the neighborhood, or
 - Materially interfere with or affect the use, enjoyment, or value of neighboring parcels of land, And
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Decision:

In order to retain transparency of the Commission, Administration recommends one of the following:

1. Approve the application with or without conditions (*Section 642 of the MGA*), or
2. Deny the application stating reasons why (*Section 642(4) of the MGA*).

Variance Request

253 Honeymoon Drive
Norglenwold, AB
Phone: (403) 505-4058
E-Mail: soustermatt@gmail.com

February 11, 2021

Dear Summer Village,

This is a formal request for variance of development in regards to Summer Village of Norglenwold land use bylaws referring to Part IV Land Use District Regulations, Site Development (1) (a) Minimum front and rear yard: (ii) 6m to a garage attached to, and structurally part of, the main building. (Pg. 44)

As our garage was initially considered an accessory building, our initial rear yard setback was compliant with the Village's bylaw but as we have now attached it to the main building, our set back has changed from 3.65m to 6m as per bylaw mentioned above.

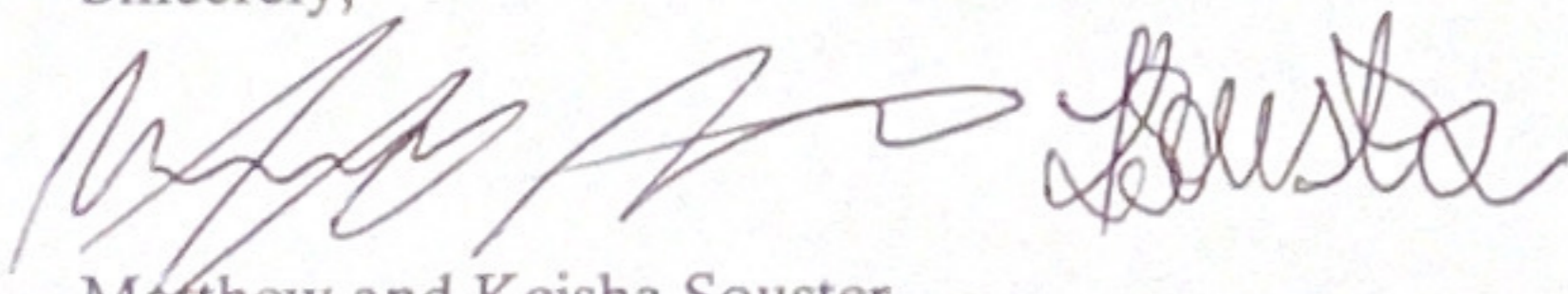
In order to attempt to come into compliance with the adjusted bylaw we have modified the floor plans of the garages to increase this setback to 5.39m but unfortunately this does not fulfill the requirement of 6m.

Our reasons for applying for variance on the setback bylaw are:

- 1) Would like to keep a parking pad between the two main structures to avoid parked cars blocking our lane and/or parking on Honeymoon Drive. Narrowing this would only allow one parked vehicle on this parking pad.
- 2) Are not planning to landscape the "rear yard" of the garage allowing the natural vegetation to obstruct the building. This coverage will make the garage less intrusive to Honeymoon Drive foot and vehicle traffic.
- 3) Want to avoid eliminating the "bump outs" on house/garage design as we feel it increases the curb appeal of the garage from Honeymoon Drive.

Thanks you for your time and consideration,

Sincerely,



Matthew and Keisha Souster

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DEC 16 2020

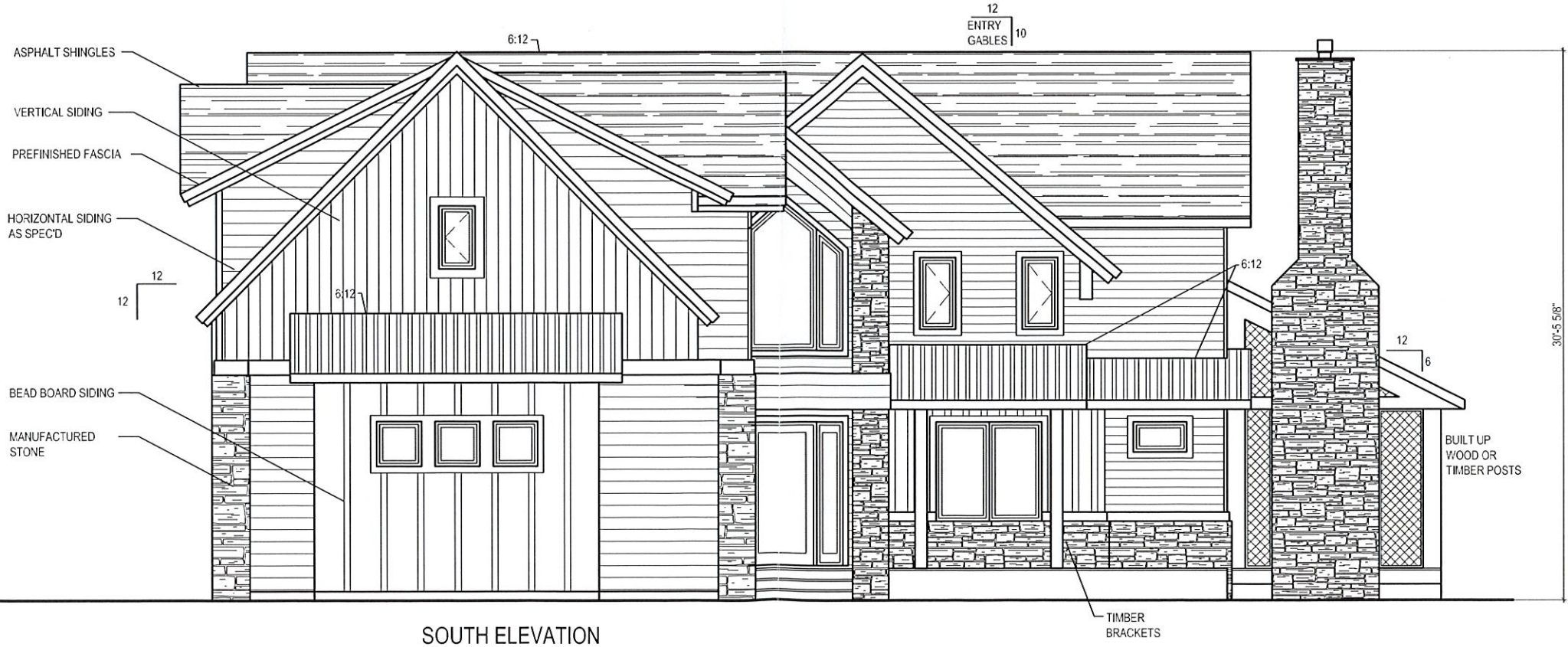
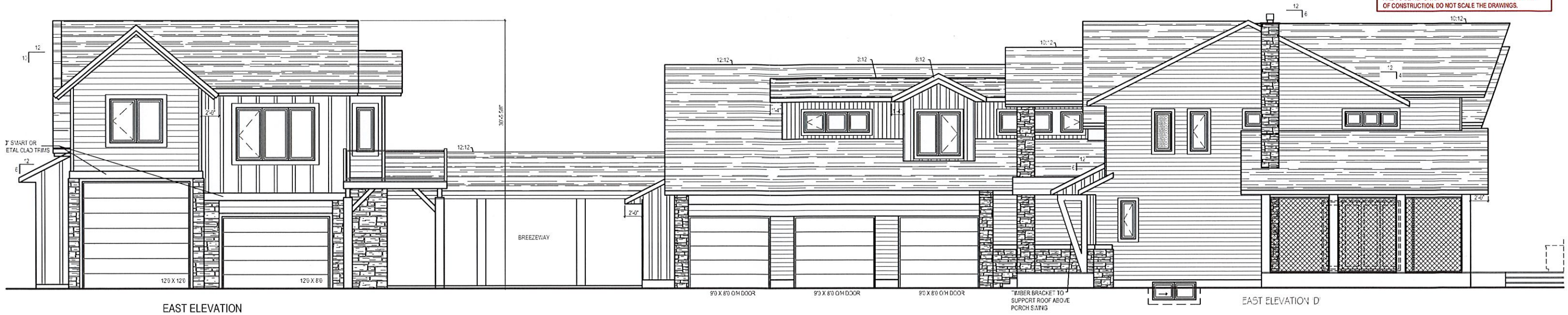
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PROPOSED NEW HOME FOR:
SOUSTER, MATT & KEISHA

COLBRAY HOMES

INTEGRITY - EXPERTISE - REPUTATION

PROJECT ADDRESS: 253 HONEYMOON DR.
PROJECT LOCATION: S.V. OF NORGLANDWOLD
LOT: 14 BLOCK: 6 PLAN: 032 3448

DATE: 14 DEC 2020
SCALE: 1/8" = 1'-0"
DRAWN: GAYLE WOOD

1/5

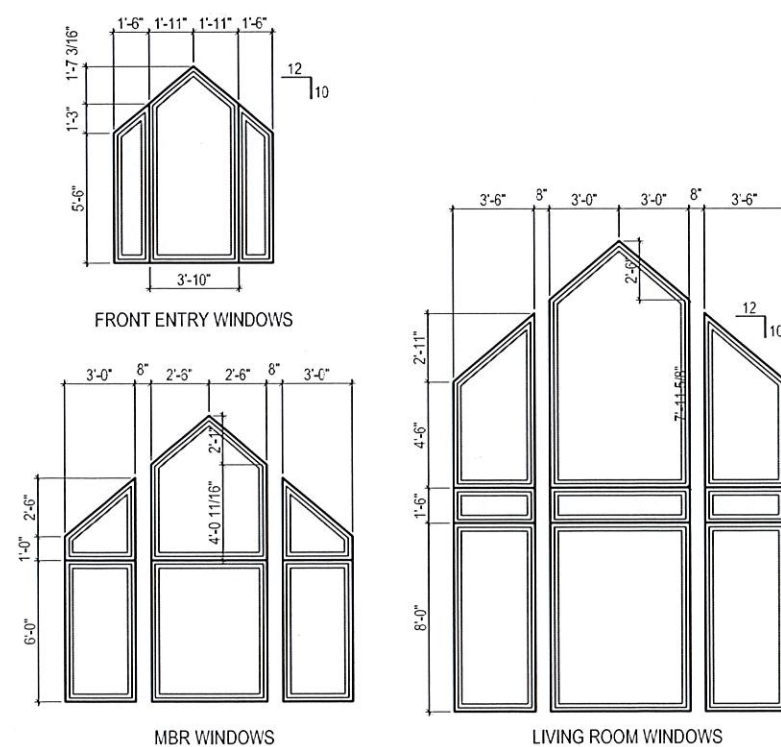
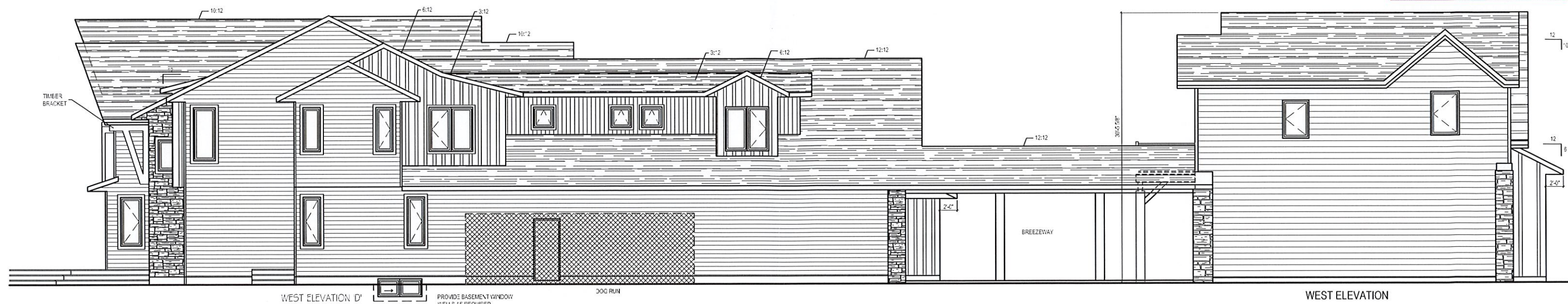
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PROPOSED NEW HOME FOR:
SOUSTER, MATT & KEISHA

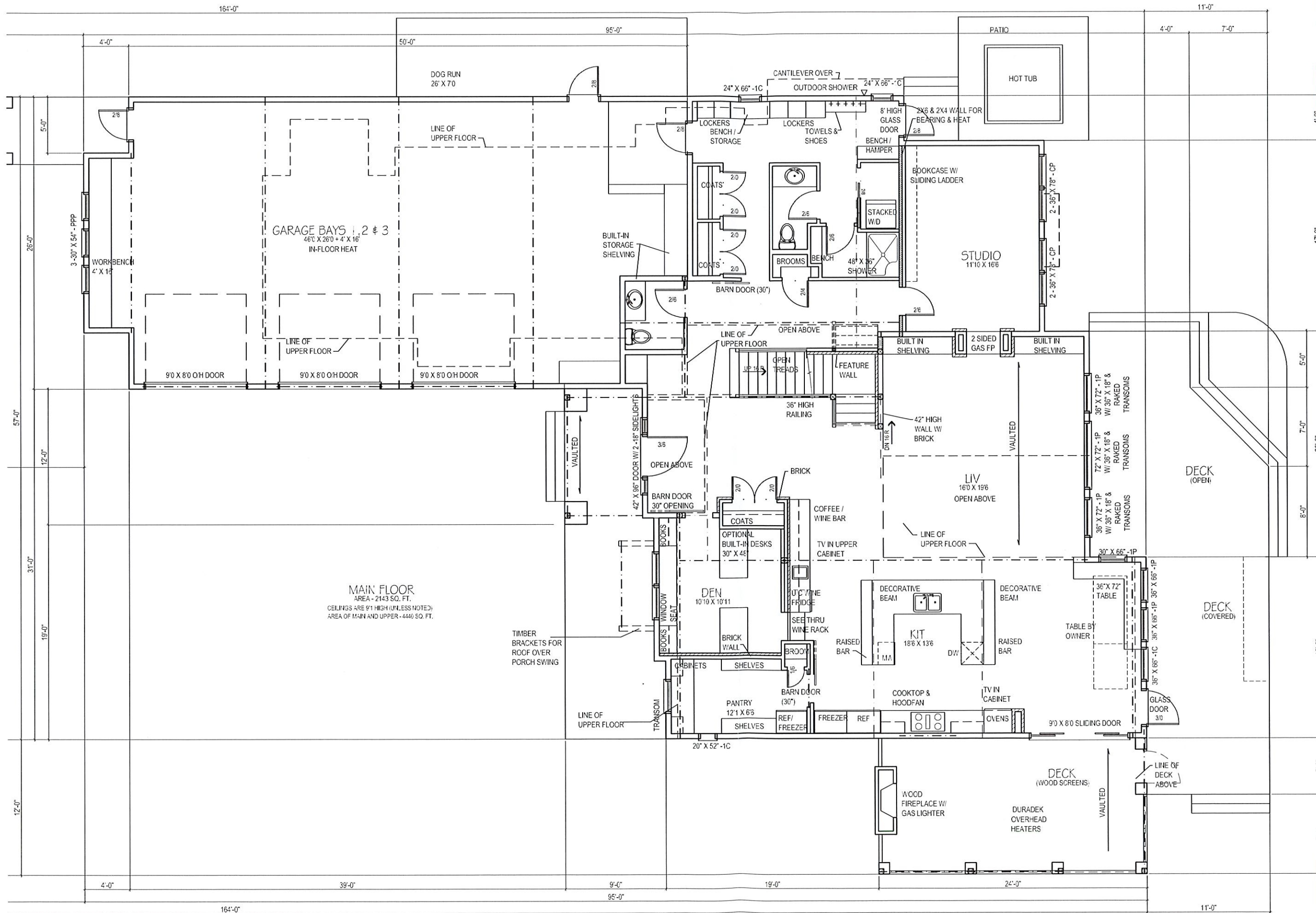
COLBRAY HOMES
— INTEGRITY · EXPERTISE · REPUTATION —

PROJECT ADDRESS: 253 HONEYMOON DR.
PROJECT LOCATION: S.V. OF NORGLENWOLD

LOT: 14 BLOCK: 6 PLAN: 032 3448

DATE: 14 DEC 2020
SCALE: 1/8" = 1'-0"
DRAWN: GAYLE WOOD

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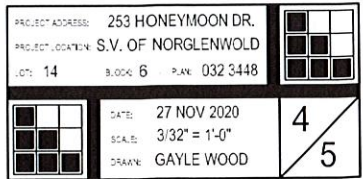
PROPOSED NEW HOME FOR:
SOUSTER, MATT & KEISHA

COLBRAY HOMES
— INTEGRITY · EXPERTISE · REPUTATION —

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PROJECT LOCATION: S.V. OF NORGLENWOLD

DATE: 14 DEC 2020
SCALE: 1/8" = 1'-0"
DRAWN: GAYLE WOOD

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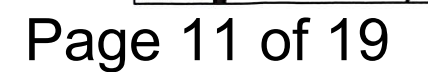
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This floor plan illustrates the layout of a mobile home. The overall dimensions are 24' x 42' - 1' C. The plan includes the following rooms and features:

- Bedrooms:**
 - BR 7:** 14'-1" x 7'-0", located at the top left.
 - BR 6:** 14'-1" x 11'-1", located at the bottom left.
- Bathroom:** 5'9" x 3'6", featuring a shower, toilet, and sink, located between the bedrooms.
- Living Area (LIV):** 16'-8" x 15'-0", a large open space at the bottom center.
- Kitchen (KIT):** 13'-8" x 6'-6", equipped with a sink, stove, refrigerator (REF), and broom closet (BROOMS), located at the top center.
- Storage and Entry:**
 - W/D:** Washer/Dryer area.
 - COATS:** Entry area with coat closet.
 - ATTIC HATCH:** Access to the attic.
- Deck:** 12'-0" x 12'-0", located at the bottom right, featuring a 3'-6" high railing.
- Stairs:** A set of stairs with a 42" high wall or railing, leading up from the living area.
- Dimensions and Notes:**
 - Top wall: 40' x 60" - 1' C
 - Right wall: 36' x 52" - 1' C
 - Left wall: 24' x 42' - 1' C
 - Bottom wall: 2 - 36' x 60" - CP
 - Staircase: 30' x 60" - 1' P
 - Deck: 3'-6" HIGH RAILING

PROPOSED NEW HOME FOR:
SOUSTER, MATT & KEISHA



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BREEZEWAY SECTION 1 (South View)



BREEZEWAY SECTION 2 (North View)

PROPOSED NEW HOME FOR:
SOUSTER, MATT & KEISHA

COLBRAY HOMES
— INTEGRITY · EXPERTISE · REPUTATION —

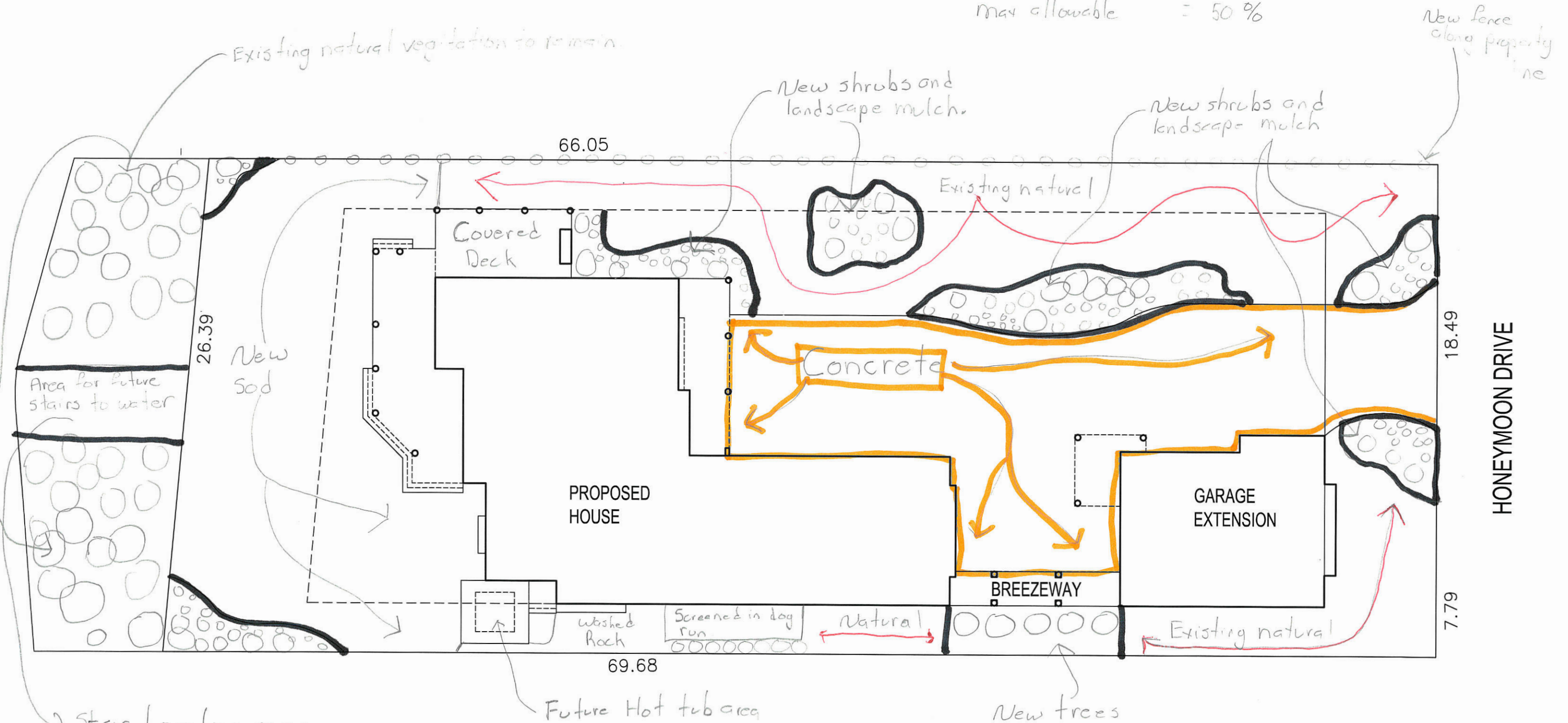
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SCALE: 1/8" = 1'-0"
DRAWN: GAYLE WOOD

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Lot area = 1767 sqm
 Area of main building = 502.93 sqm
 % of coverage = 29.46m
 max allowable = 50 %

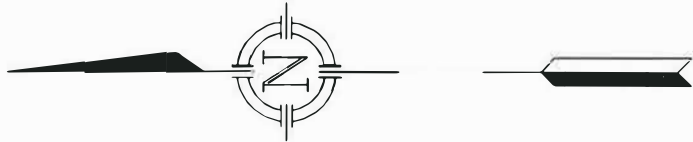
— = Concrete edging



Stair Location may change depending on soil conditions and actual slope.

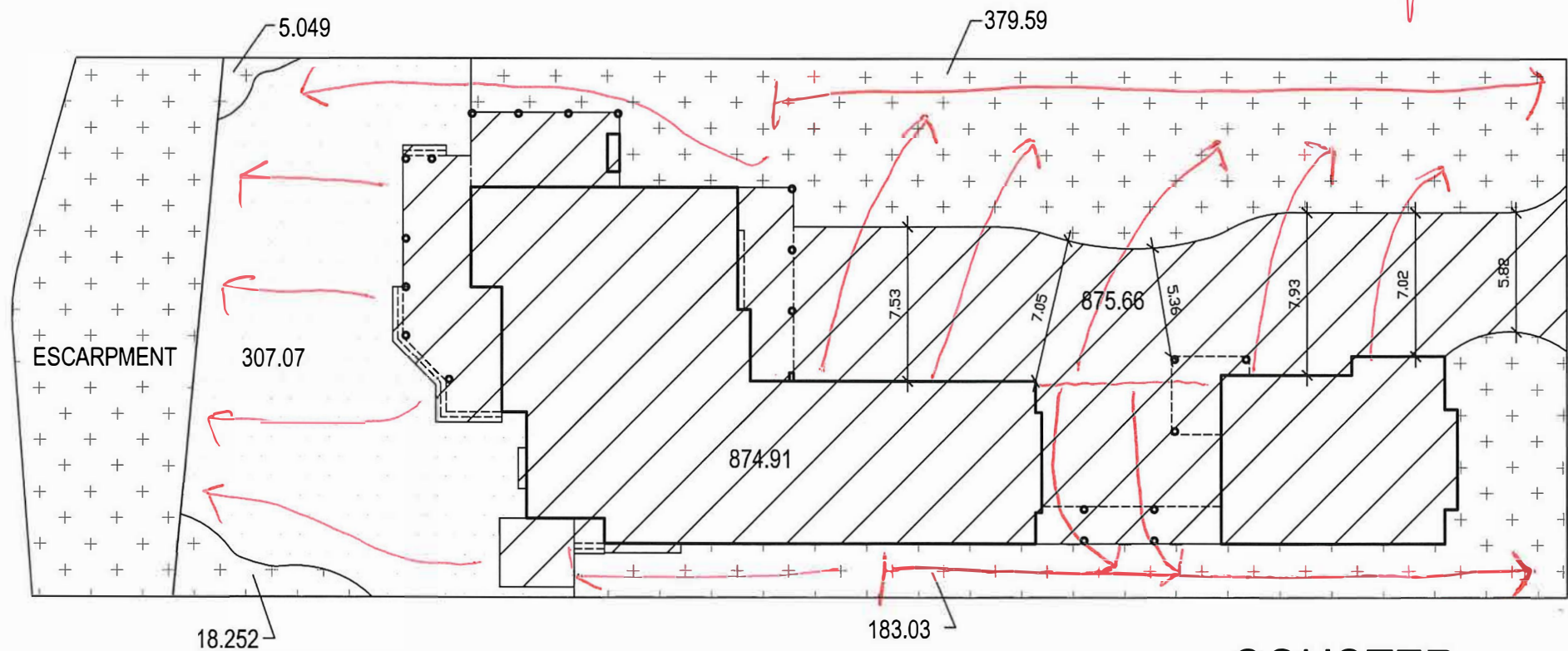
Preliminary landscape plan. Subject to change




Proposed Drainage & Parcel Coverage



Proposed landscape plan.

→ Equal drainage.



-  NATURAL LANDSCAPE - 585.92
(DOES NOT INCLUDE ESCARPMENT)
-  SOD - 307.07 SQ. M.
-  COVERED AREA - 874.91 SQ. M.

- SITE AREA - 1767.90
- % COVERED AREA - 49.5%

SOUSTER
SITE COVERAGE CALCULATIONS
11 JAN 2021

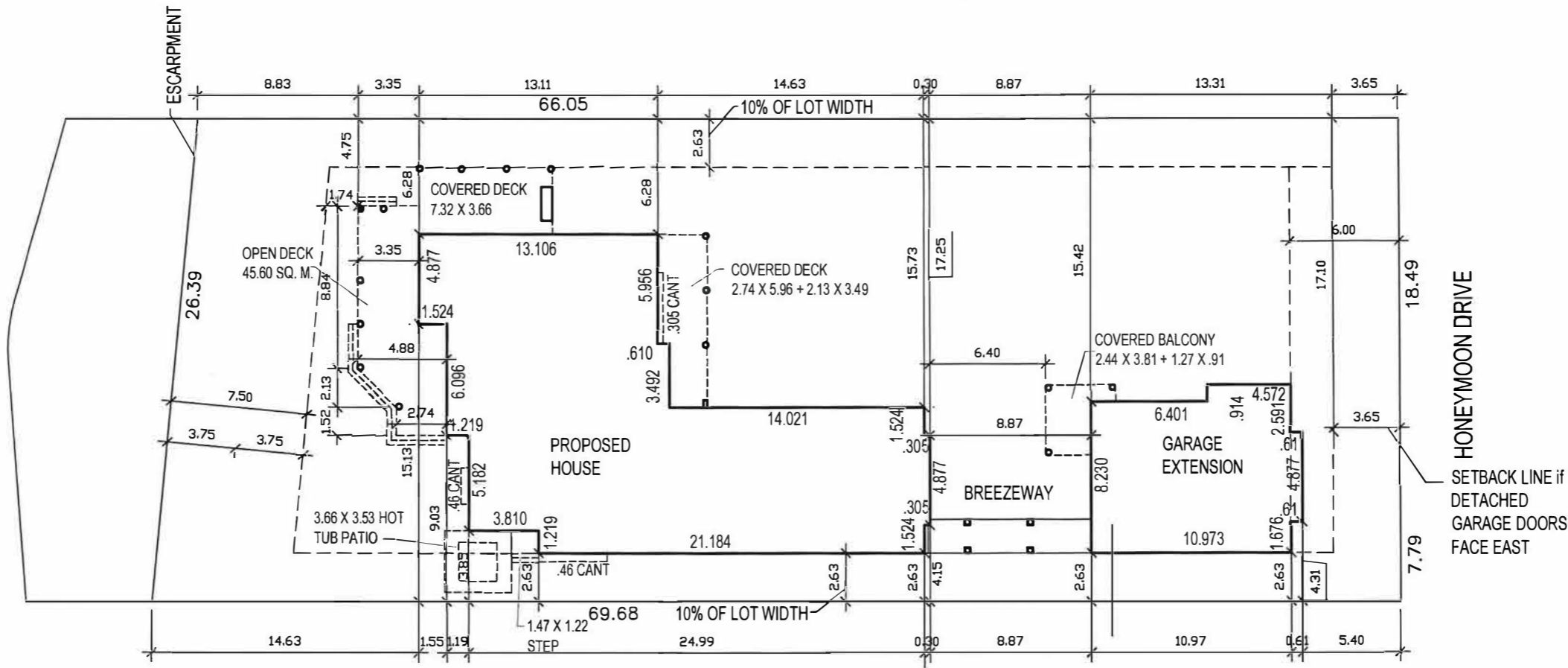
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PROPOSED NEW HOME & SHOP FOR:
SOUSTER, MATT & KEISHA
253 HONEYMOON DRIVE, S.V. OF NORGLNWOLD, ALTA

COLBRAY HOMES

INTEGRITY • EXPERTISE • REPUTATION

PROJECT ADDRESS: 253 HONEYMOON DRIVE
LOCATION: S.V. OF NORGLNWOLD
LOT: 14 BLOCK: 6 PLAN: 032 3448

DATE: 11 JAN 2021
SCALE: SCALE 1:500
DRAWN: GAYLE WOOD

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C-2



OCT 13 2020







OCT 13 2020



C-2



OCT 13 2020

