



## PLANNING & DEVELOPMENT DOCUMENTS

### SUMMER VILLAGE OF BIRCHCLIFF

---

Area Structure Plan (Church Camp) 2003  
Community Standards Bylaw #160/11  
Development Application Package  
Development Completions Deposit Policy  
Encroachment Policy  
Fee Bylaw #209/18  
Forest Management Strategy 2017

Infractions Bylaw #200/17  
Land Use Bylaw #170/13  
Living by Water 2014  
Municipal Development Plan 2013  
Open Space Plan 2014  
Sewer Bylaw #192/16  
Tree Bylaw #175/14

### SUMMER VILLAGE OF SUNBREAKER COVE

---

Community Standards Bylaw #107/15  
Deferred Services Agreement  
Development Application Package  
Development Completions Deposit Policy  
Development of Stairs & Decks on EOS Policy  
Encroachment Policy

Fee Bylaw #132/18  
Infractions Bylaw #103/14  
Land Use Bylaw #99/13  
Municipal Development Plan 2003  
Open Space Master Plan 2016

### SUMMER VILLAGE OF HALF MOON BAY

---

Development Application Package  
Development Completions Deposit Policy  
Encroachment Policy  
FAQs on Website

Fee Bylaw #146/18  
Land Use Bylaw #123/13  
Municipal Development Plan 2000

### SUMMER VILLAGE OF NORGLNWOLD

---

Barbed Wire Fence Bylaw #25  
Community Standards Bylaw #222/15  
Development Application Package  
Development Completions Deposit Policy  
Encroachment Policy

Fee Bylaw #230/17  
Land Use Bylaw #208/13  
Municipal Development Plan 2011  
Sewer Bylaws #191/09 & #153/97

### SUMMER VILLAGE OF JARVIS BAY

---

Community Standards Bylaw #113/10  
Development Application Package  
Development Completions Deposit Policy  
Encroachment Policy  
Fee Bylaw #161/18

Infractions Bylaw #148/17  
Land Use Bylaw #125/13  
Municipal Development Plan 2015  
Sewer Bylaw #69/97  
Twin Rose Ecological Assessment 2016

## ALL FIVE SUMMER VILLAGES

---

Caring for Shoreline Properties 1999  
Intermunicipal Development Plan (*In Progress*)  
Land Use Policies 1996  
Municipal Government Act 2000  
Public Lands Act 2000  
Safety Codes Permit Applications  
Safety Codes Permit Fees  
Stepping Back from the Water 2012  
Subdivision & Development Regulation AR43/2002  
Subdivision Checklist  
Sylvan Lake Management Plan 2000 Update  
The Law and the Lake 2002  
Water Act 2000

## HOW THE ABOVE DOCUMENTS RELATE TO PLANNING & DEVELOPMENT

---

**Area Structure Plan** – This plan is a statutory plan under the Municipal Government Act. Its purpose is to provide a framework for subsequent subdivision and development of an area of land, a council may by bylaw adopt an area structure plan. Development applications shall conform to the requirements of any Area Structure Plan, as per the Land Use Bylaw.

**Barbed Wire Fence Bylaw** – Regulates the erecting and repair of barbed wire fences. Fences are regulated in the Land Use Bylaw for height but not material, so this bylaw would need to be referenced as well when fences are constructed.

**Caring for Shoreline Properties Booklet** – Promotes the preservation and restoration of the natural state of Alberta’s lakes and shorelands, while maintaining the value of lakefront properties. The Sylvan Lake Management Plan 2000 Update, Section 3.2.3 – Shoreline Development states this booklet can be adopted on lakeshore properties to help protect the shoreline and preserve the water quality of the lake. It also includes ways of restoring damaged shorelines to their natural state. As per the Land Use Bylaw, development applications shall conform to the requirements of the Sylvan Lake Management Plan 2000 Update.

**Community Standards Bylaws** – Addresses construction noise and waste which is directly related with developments.

**Deferred Services Agreement** – When the Development Authority approves an application for development, they will require this agreement as a requirement of development registration by a condition on the permit. The purpose of the agreement is to set out what are the obligations and responsibilities of the different parties related to the cost of providing new utility systems (sewer) to service the lands, when such servicing is made available to the lands.

**Development Application Package** – Contains the application for development as well as a checklist of documents that the applicants must submit. Also enclosed is useful information such as the application procedure, culvert requirements, building permit checklist, etc.

**Development Completions Deposit Policy** – For each development permit issued, a refundable deposit is obtained to ensure the development commences and continues in the manner applied for, all conditions of a development permit have been met, and any or all of the damages to the Summer Village’s lands or infrastructure is repaired.

**Development of Stairs and Decks on E.O.S. Lands Policy** – This policy shall be referenced when there are proposed developments on municipal environmental open spaces.

**Encroachment Policy** – Encroachments that are identified during the development permit application process will be dealt with in accordance to this policy.

**Fees Bylaw** – A bylaw to establish the fees to be charged for office services, including development.

**Forest Management Strategy** – The goal of this document is to provide strategies that provide mitigation from wildfire for the residents and visitors while protecting the health of the forested area while adhering to the communities planning documents. If a proposed development is located on an environmental open space, this document shall be referenced.

**Frequently Asked Questions** – Some councils requested this to be posted on the website, for development related questions.

**Infractions Bylaw** – Establishes penalties for contravention of the Land Use Bylaw.

**Intermunicipal Development Plan (*In Progress*)** – This is a statutory plan under the Municipal Government Act. It addressed the future land use within an area; the manner of and the proposals for future development in an area; the provision of transportation systems for an area, either generally or specifically; the co-ordination of intermunicipal programs relating the physical, social and economic development of an area; environmental matters within the area, either generally or specifically; and any other matter related to the physical, social or economic development of the area that the councils consider necessary. Once adopted, all developments shall conform to the requirements of this plan, as per the Land Use Bylaw.

**Land Use Bylaw** – Bylaw to regulate and control the use and development of land and buildings. Development applications shall conform to the requirements of this bylaw.

**Land Use Policies** – Every statutory plan, land use bylaw and action undertaken pursuant to Part 17, by a municipality, municipal planning commission, subdivision authority, development authority or subdivision and development appeal board or the Municipal Government Board must be consistent with the land use policies, as per Section 622 of the MGA.

**Living by Water** – A detailed assessment of the open spaces of the Summer Village. If a proposed development is located on the environmental open space, this document shall be referenced.

**Municipal Development Plan** – This is a statutory plan under the Municipal Government Act. It addresses the future land use within the municipality; the manner of and the proposals for future development in the municipality; the co-ordination of land use, future growth patterns and other infrastructure with adjacent municipalities if there is no intermunicipal development plan with respect to those matters in those municipalities; the provision of the required transportation systems either generally or specifically within the municipality and in relation to adjacent municipalities; and the

provision of municipal services and facilities either generally or specifically. Development applications shall conform to the requirements of the Municipal Development Plan, as per the Land Use Bylaw.

**Municipal Government Act** – Applies to all municipalities. Part 17 Planning and Development, provides means whereby plans and related matters may be prepared and adopted to achieve the orderly, economical and beneficial development, use of land and patterns of human settlement, and to maintain and improve the quality of the physical environment within which patterns of human settlement are situated in Alberta, without infringing on the rights of individuals for the overall greater public interest. Development applications shall conform to the requirements of the Municipal Government Act, as per the Land Use Bylaw.

**Open Space (Master) Plan** – The purpose is to guide the management and use of lands considered as community open spaces within the Summer Village. This document aids in planning and development matters on municipal land.

**Public Lands Act** – Is Provincial legislation that ensures land-use activity—on public land is done in a way that is safe and orderly and that protects the land for future generations. Alberta Environment and Parks works closely with this Act and are consulted when developments are near the bed and shores of the lake.

**Safety Codes Permit Applications** – Superior Safety Codes (Red Deer) is the accredited agency providing safety code services on behalf of the accredited Summer Village municipalities for building, electrical, plumbing, gas, and private sewage permits. These permits are required under the Alberta Safety Codes and can be obtained from Superior Safety Codes office. When development permits are required, they shall be obtained prior to any of the safety code permits above.

**Safety Codes Permit Fees** – When applying for safety code permits through Superior Safety Codes (Red Deer), applicable fees are required and paid directly to Superior.

**Sewer Bylaw** – Bylaw to regulate the connections and operations of the sanitary sewage collection system. New developments must connect to municipal line and conditions are imposed on development permits.

**Stepping Back from the Water** – A beneficial management practices guide for new development near the lake. Speaks to minimizing the impacts and risks associated with development, emphasising on conserving riparian areas. This document is referenced for guiding purposes.

**Subdivision and Development Regulations** – Contains subdivision/development application requirements, and conditions pertaining to developments near gas and oil wells, wastewater treatment, landfills, highways, etc. Applications shall conform to the requirements of these regulations, as per the Land Use Bylaw.

**Subdivision Application Package** – This application is used when applicants make applications for subdividing.

**Subdivision Fact Sheets** – Provides answers to common subdividing questions and aids in filing out the Application.

**Sylvan Lake Management Plan 2000 Update** – Promotes responsible land use and development around Sylvan Lake. Adopted by all eight surrounding municipalities. Development applications shall conform to the requirements of the Sylvan Lake Management Plan 2000 Update, as per the Land Use Bylaw.

**The Law and the Lake** – Navigating Alberta’s regulatory framework by describing the most common legislation and its relevance to an adjacent body of water or land that a lakeshore owner or user is likely to encounter when undertaking an activity or development next to a water body, specifies which government agency is responsible for lake and watershed management, specifies which common development activities require government approvals, dispels some of the common myths surrounding land ownership next to a water body, and highlights some of the current land use, management and development issues that need to be addressed by those agencies responsible for managing lake and watershed resources. This paper is used to educate residents on the above, when developing near the lake.

**Tree Bylaw** – Bylaw for the safety, health and welfare of people and the protection of people and property. An application is required where applicable and the Development Officer issues the permit.

**Twin Rose Ecological Documentation and Assessment** – Current state of the vegetation along the Twin Rose Environmental Reserve, Easement and Crown Land. Document may be referenced for illegal developments/vegetation removal.

**Water Act** – Is provincial legislation that supports and promotes the conservation and management of water in Alberta. Alberta Environment and Parks works closely with this Act and are consulted when developments are near the water of the lake.