

**MUNICIPAL PLANNING COMMISSION AGENDA
SUMMER VILLAGE OF SUNBREAKER COVE
SUMMER VILLAGES ADMINISTRATION OFFICE
JUNE 28, 2021 @ 9:00 A.M.**

A. CALL TO ORDER

B. ADOPTION OF AGENDA

C. DEVELOPMENT ITEMS

- 1) 635 Fox Crescent
- 2) 1318 Balm Road
- 3) 1323 Birch Road

D. ADJOURNMENT

Summer Village of Sunbreaker Cove – Municipal Planning Commission

June 28, 2021

Agenda Item

Development Permit Application

Background:

The registered owner of 635 Fox Crescent (Lot 8, Block 2, Plan 1823MC), in the village of Sunbreaker Cove submitted an application for the operation of a Tourist Home. This property is located in the R1 District (Residential District). The dwelling on the property proposed to be used for the tourist home operation, consists of 3 bedrooms and the proposed maximum amount of people staying overnight is 8. Parking will take place on the existing driveways of the property which provides ample off-street parking.

Discussion:

This application is before MPC for the following reason:

- Tourist Home is listed as a discretionary use; therefore, the decision must come from the Municipal Planning Commission.

Recommendation:

After reviewing all relevant planning and other statutory documents, it is the recommendation of administration to approve the application. The tourist home is proposed to comply with the regulations. This is the first tourist application for this property.

Conditions:

If approved, Administration would recommend the following conditions:

- 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.

June 21, 2021

- 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.

Authorities:

The MPC may:

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*).

May 17, 2021

Sunbreaker Cove AB

Attention: Municipal Development – Tourist Home Development Permit

This letter is to advise our intent to rent our property at 635 Fox Crescent, Sunbreaker Cove as a Tourist Home.

We have owned a home at 601 Fox Crescent since last June and are truly enjoying it. Our family has been in the area for many years, and it just seemed right to buy a property so we have a permanent spot.

635 Fox Cresc is a larger property and has a huge storage building that we will use for our boat, quad, water toys etc. The dwelling is smaller than what we have at 601 Fox but is newly renovated and perfect as a rental property. Because we are only a few houses away, we can keep an eye on what is going on when it is rented.

We have specified a maximum of 8 people, no pets, no smoking. There is ample off-street parking and I believe the property meets all the requirements as set out by Sunbreaker Cove.

As the Land Titles office is so far behind, we do not yet have a copy of the Certificate of Title but have included our purchase agreement to show ownership of the property.

Please review the attached and advise is you have any questions. We look forward to your approval of our application.





PREPARED: Apr 2021

White regions are excluded from total floor area in GUIDE floor plans. All room dimensions and floor areas must be considered approximate and are subject to independent verification.













Summer Village of Sunbreaker Cove – Municipal Planning Commission**June 28, 2021****Agenda Item****Development Permit Application****Background:**

The registered owner of 1318 Balm Road (Lot 5, Block 8, Plan 5969MC), in the village of Sunbreaker Cove submitted an application for the operation of a Tourist Home. This property is located in the R1 District (Residential District). The dwelling on the property proposed to be used for the tourist home operation, consists of 3 bedrooms and the proposed maximum amount of people staying overnight is 8. Adequate parking will take place on the existing gravel driveway.

Discussion:

This application is before MPC for the following reason:

- Tourist Home is listed as a discretionary use; therefore, the decision must come from the Municipal Planning Commission.

Recommendation:

After reviewing all relevant planning and other statutory documents, it is the recommendation of administration to approve the application. The tourist home is proposed to comply with the regulations. This is the first tourist application for this property.

Conditions:

If approved, Administration would recommend the following conditions:

- 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.

June 21, 2021

- 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.

Authorities:

The MPC may:

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*).

[REDACTED]
1318 Balm Road
Sunbreaker Cove, AB T0C 0J0
May 14, 2021

Kara Kashuba
Jr. Development Officer
Village of Sunbreaker Cove
kkashuba@sylvansummervillages.ca

Dear Kara Kashuba:

Please except this letter as my **Letter of Intent for the Tourist Home Permit Application** at 1318 Balm Road, Sunbreaker Cove. T0C 0J0

From time to time, when my family is not using the property, I plan to rent it out to tourists.

As the house plans indicate, there are 3 bedrooms, a loft area, Kitchen, dining area and living room. This allows up to a maximum of 8 guests.

There is adequate parking in the driveway for 4 vehicles as shown.

Included:

*Parking plan and cottage floor plan.

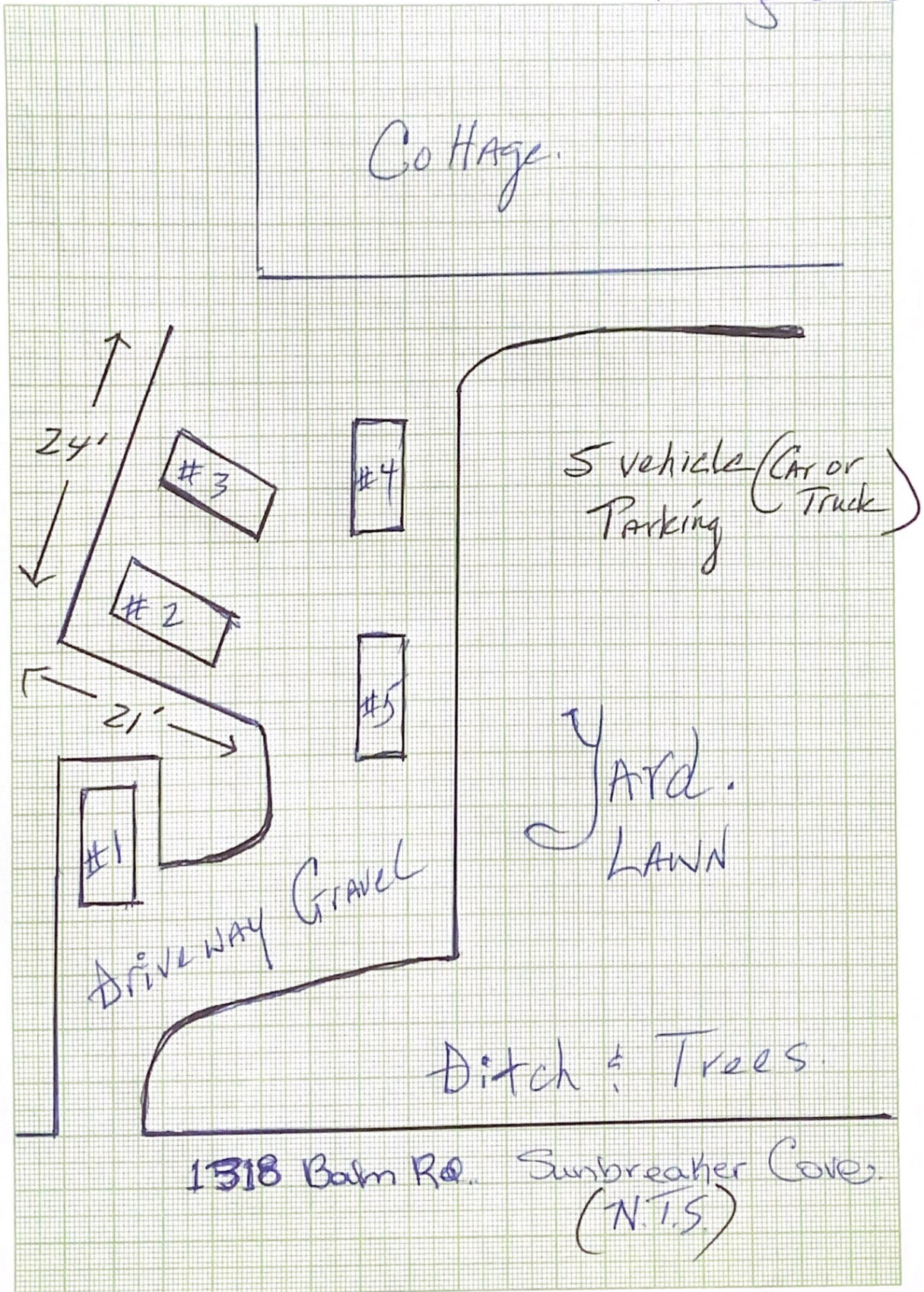
*\$500.00 cheque

*Copy of Certificate of Title

Regards,

[REDACTED]

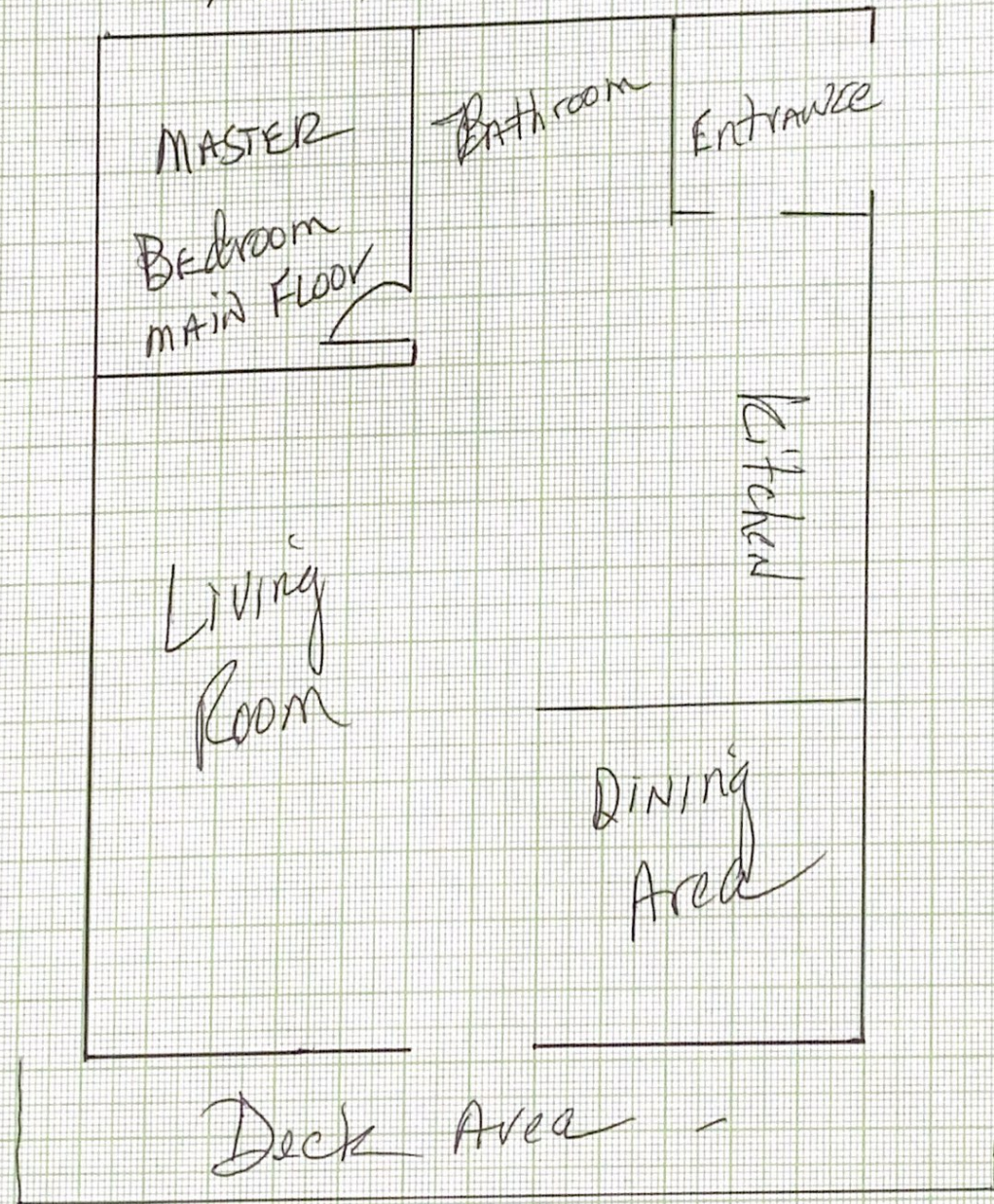
Parking Plan



10 MM/CM

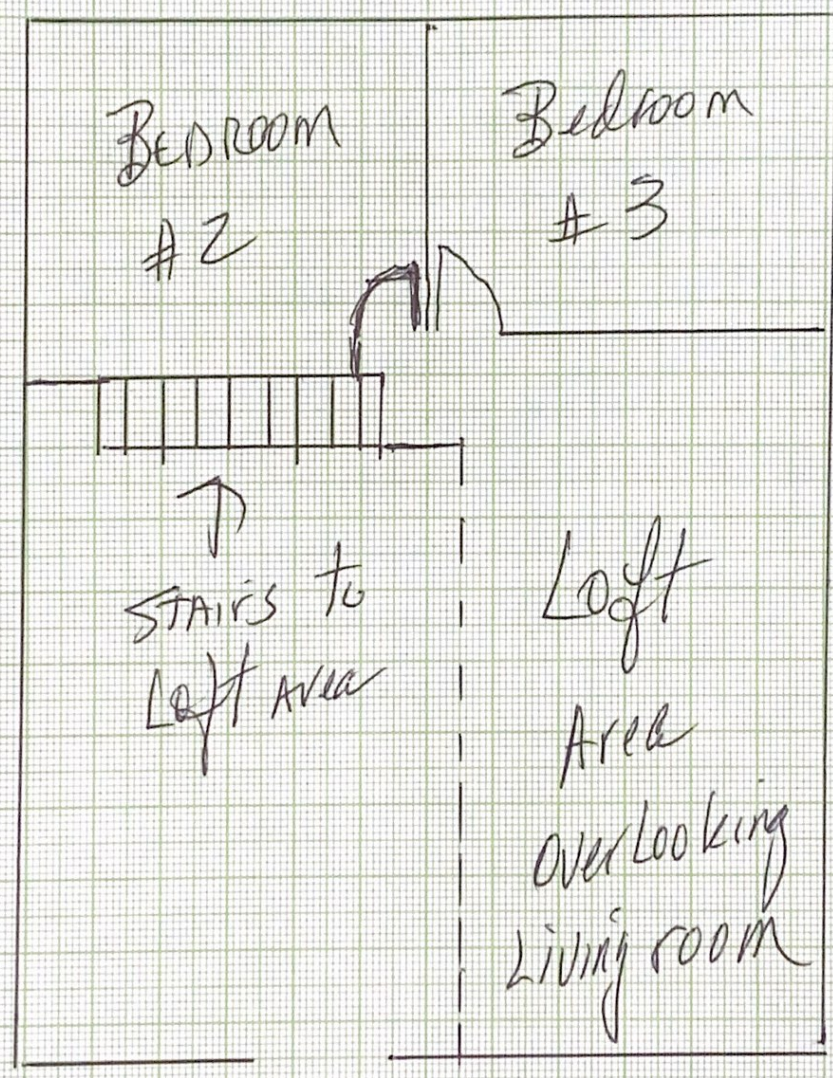
Floor Plan 1318 Sunbreaker Cove

main floor



1318 Balm Road Sunbreaker Cove

Loft Area Floor Plan
2nd floor 1318 Sunbreaker
Cove



1318 Balm Rd Sunbreaker Cove

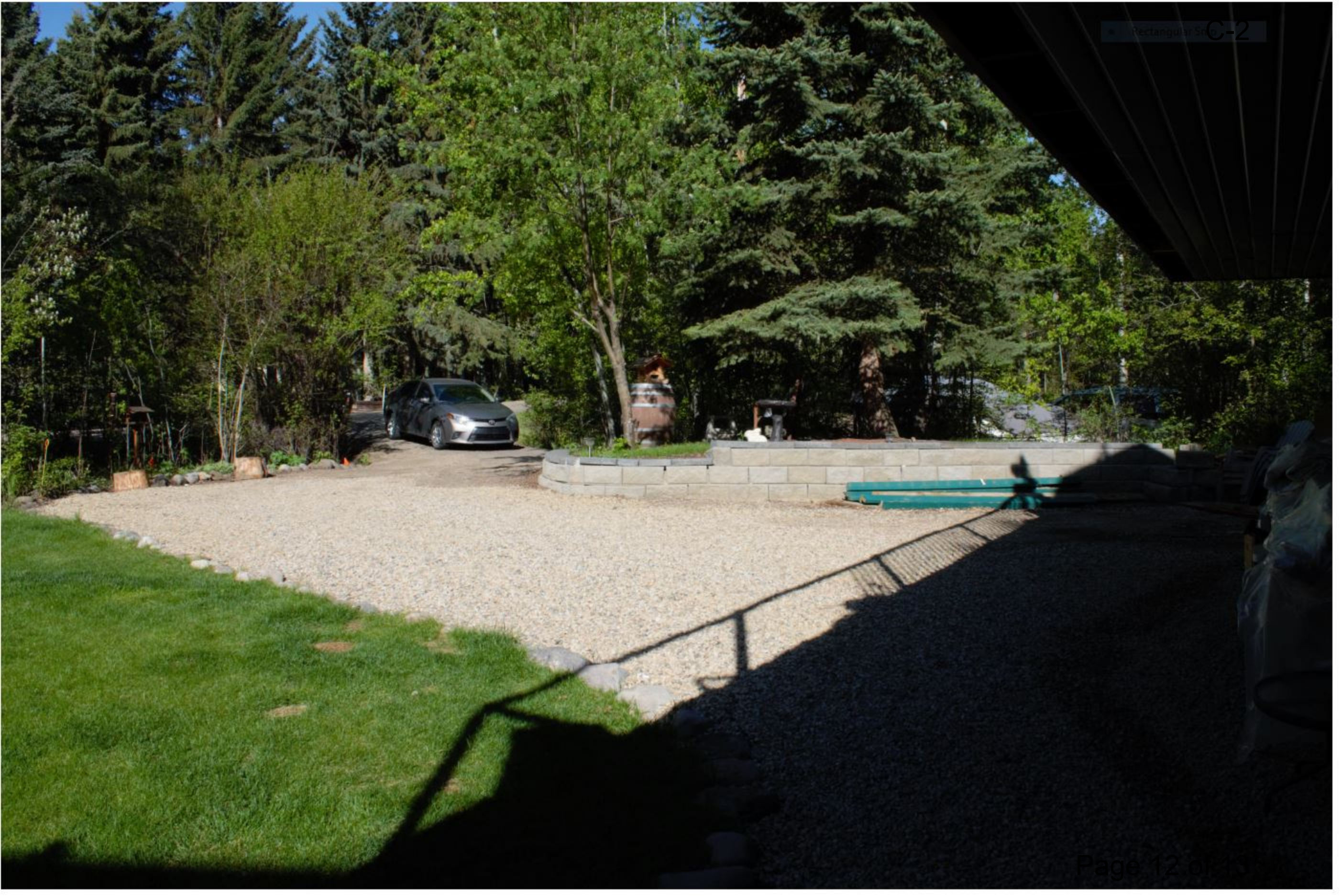














Summer Village of Sunbreaker Cove – Municipal Planning Commission**June 28, 2021****Agenda Item****Development Permit Application****Background:**

The registered owner of 1323 Birch Road (Lot 15, Block 9, Plan 5969MC), in the village of Sunbreaker Cove submitted an application for the operation of a Tourist Home. This property is located in the R1 District (Residential District). The dwelling on the property proposed to be used for the tourist home operation, consists of 5 bedrooms and the proposed maximum amount of people staying overnight is 10. Parking will take place on the existing driveways of the property which allows room for 4 cars.

Discussion:

This application is before MPC for the following reason:

- Tourist Home is listed as a discretionary use; therefore, the decision must come from the Municipal Planning Commission.

Recommendation:

After reviewing all relevant planning and other statutory documents, it is the recommendation of administration to approve the application. The tourist home is proposed to comply with the regulations. This is the first tourist application for this property.

Conditions:

If approved, Administration would recommend the following conditions:

- 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 12.
- 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.

June 21, 2021

- 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.

Authorities:

The MPC may:

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*).

A letter of Intent

To whom it may concern:

I, [REDACTED], have been the owner of 1323 Birch Road Sunbreaker Cove property since 2014.

I'm a stay at home mother of 3 toddlers and am also a student. In order for us to keep the cabin in a family, we need to rent it out occasionally which would help us to pay cabin bills.

We do not allow parties or events at our property. Our ideal guests are families with children where the group size does not exceed 10 people total.

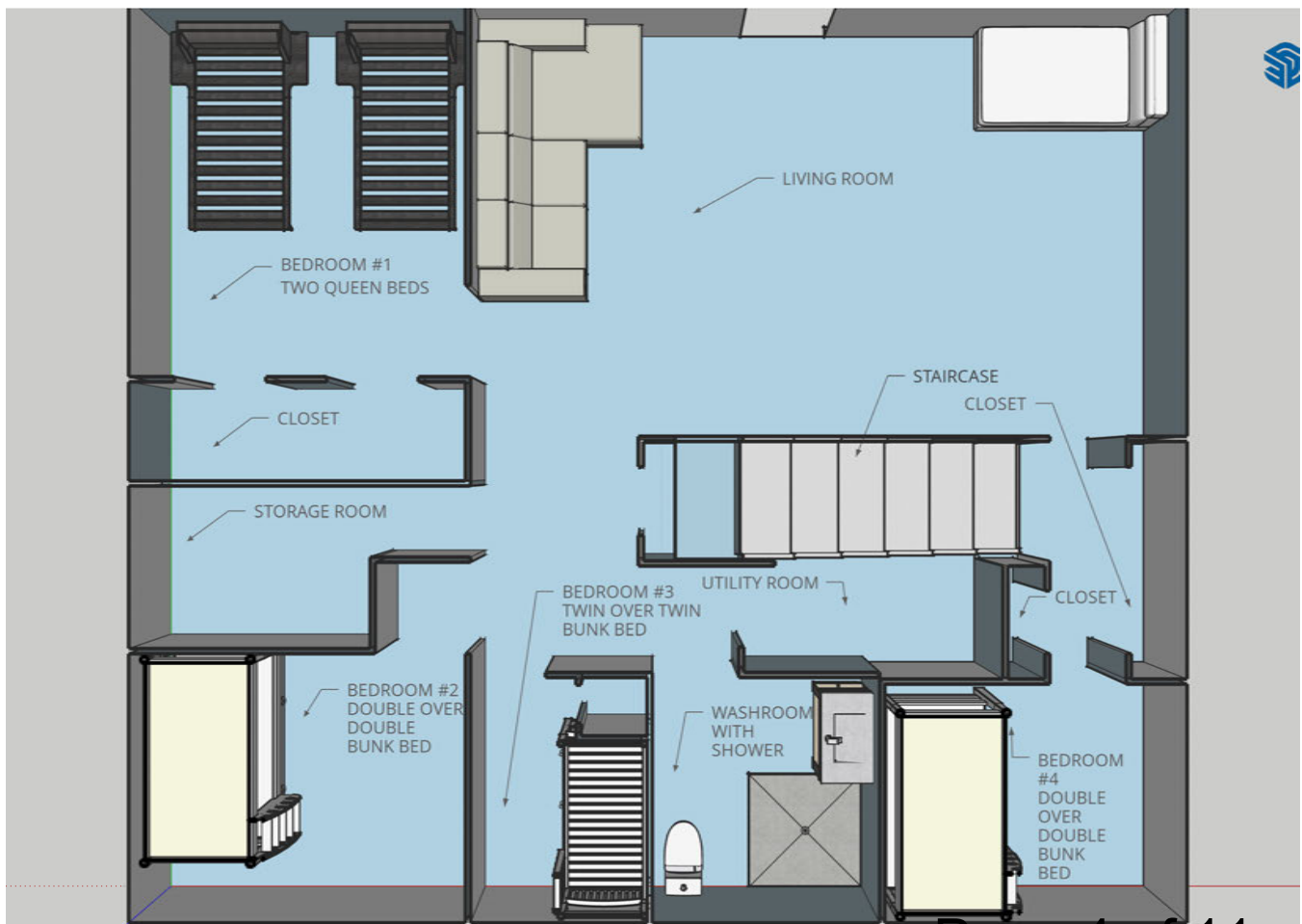
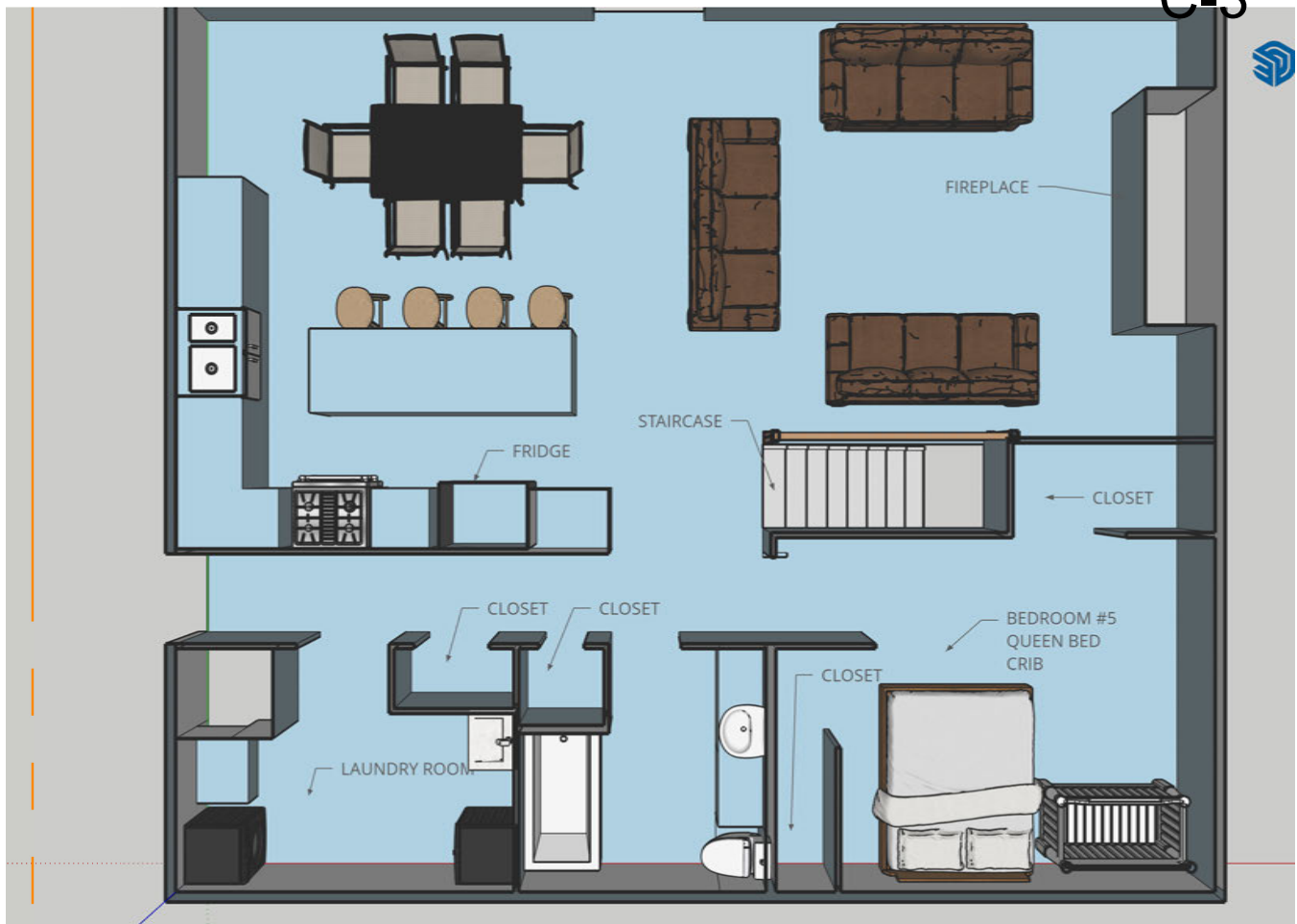
Our cabin is 2300 sq ft and consists of 5 bedrooms where one bedroom is on the upper level and the remaining 4 are on the lower level. There is a living room and a full bathroom on each level. We also have a laundry room and a large kitchen plus dining area.

I have provided Sketchup drawings with mark-ups for your information showing the size and the number of beds in each room and their location. The driveway located in the front of the house allows room for 4 cars.

I have included a property tax document from 2020 as an additional document showing that I'm still the owner of the property.

Sincerely,

[REDACTED]

















C-3

16

15

18.29

55.67

19.49

55.67

18.29

18.29

22.86

Birch Road