Minutes of a Municipal Planning Commission Meeting of the Summer Village of Jarvis Bay, Province of Alberta, held July 24, 2026, at the Summer Villages on Sylvan Lake Administration Office in Sylvan Lake, Alberta.

PRESENT	Chair:	Julie Maplethorpe via Zoom
	Councillor:	John Cuthbertson
	Member-at-Large:	Jim Watson
	Development Officer:	Emily Damberger
	Junior Development Officer:	Sarah Cheney
	Recording Secretary:	Teri Musseau
	Applicant(s):	Shannon Harrington via Zoom

CALL TO ORDER Chair Maplethorpe called the meeting to order at 9:00 a.m.

AGENDA

MPC-26-012 Moved by Member Cuthbertson to approve the agenda as presented.
CARRIED

DEVELOPMENT APPLICATION(S)

1. <u>3 Jarvis Bay Drive (Lots 2&3, Block 1, Plan 2350EO)</u>

An application was submitted by the homeowner for approval for the operation of a tourist home for the property located at 3 Jarvis Bay Drive (Lots 2&3, Block 1, Plan 2350EO) in the Summer Village of Jarvis Bay.

Sarah Cheney, Emily Damberger, and gallery left the meeting at 9:08 a.m.

DEVELOPMENT DECISION(S)

1. <u>3 Jarvis Bay Drive (Lots 2&3, Block 1, Plan 2350EO)</u>

MPC-26-013 MOVED by Chair Maplethorpe that the Municipal Planning Commission approve the application for the operation of a tourist home for the property located at 3 Jarvis Bay Drive with the following conditions being met to the satisfaction of the Development Officer:

- The development commences and continues in the manner applied for and that all development complies with the regulations and specifications of the Land Use Bylaw under which this permit was issued.
- The development permit is only valid for 1 year from the date of issuance. A new development application and approval will be required at that time should the application wish to continue with the tourist home use.
- Tourist homes shall be contained within the principal building and therefore garage suites shall not be used.

- Notwithstanding part three, section 2(3) of the Land Use Bylaw, no recreational vehicle shall be used as accommodation for tourist home guests.
- The maximum number of people staying overnight in the tourist home shall be 14.
- The operator of the tourist home shall provide the Summer Village Office with their name and phone number(s) and of at least one person (adult) that is authorized to act in the operator's absence. The operator is responsible for informing the Summer Village Office of any changes in this information. The operator shall provide adjacent landowners with this information.
- The tourist home shall always abide by all Summer Village of Jarvis Bay bylaws including the community standards bylaw regardless of who is occupying the home. This includes (noise, nuisance, and littering etc.). A summary of key bylaws will be provided by administration.
- The tourist home shall not display any sign advertising the tourist home.
- Adequate parking must be in place on the driveway, of a minimum of one stall per bedroom.
- The development permit does not exempt the owner/operator of the tourist home from complying with any federal, provincial, or other municipal legislation.

CARRIED

ADJOURNMENT:

Moved by Chair Maplethorpe that being the agenda matters have been concluded, the meeting of the Municipal Planning Commission be adjourned at 9:15 a.m.

CARRIED

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JULIE MAPLETHORPE, CHAIR

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TANNER EVANS, CAO

Initials