Minutes of a Municipal Planning Commission Meeting of the Summer Village of Sunbreaker Cove, Province of Alberta, held September 29, 2026, at the Summer Villages on Sylvan Lake Administration Office in Sylvan Lake, Alberta.

PRESENT:	Chair:	Kelsey Finch via Zoom
	Member-at-Large:	Debbie Ricalton via Zoom
	Development Officer:	Fred Barham via Zoom
	Development Officer:	Emily Damberger
	CAO:	Tanner Evans
	Recording Secretary:	Teri Musseau
	Delegates:	Shawn & Carrie-Anne Lunn
		Domenic & Shannon Golemme

CALL TO ORDER: Chair Finch called the meeting to order at 10:02 a.m.

AGENDA:

MPC-26-016 Moved by Member Barham to approve the agenda as presented.
CARRIED

DEVELOPMENT APPLICATION(S)

1. 607 Fox Crescent (Lot 5, Block 1, Plan 1823MC)

Application for 607 Fox Crescent (Lot 5, Block 1, Plan 1823MC) requesting a development permit for an existing accessory building (shed) and landscaping (mulch coverage).

2. 603 Fox Crescent (Lot 7, Block 1, Plan 1823MC)

Application for 603 Fox Crescent (Lot 15, Block 2, Plan 1823MC) requesting a development permit for an existing dwelling and dwelling projections (eaves and 2 decks).

Applicants left the meeting at 10:31 a.m.

DEVELOPMENT DECISION(S)

1. 603 Fox Crescent (Lot 7, Block 1, Plan 1823MC)

MPC-26-017 Moved by Chair Finch to approve the application for an existing dwelling and dwelling projections (eaves and 2 decks) at 603 Fox Crescent with the following conditions being met to the satisfaction of the Development Officer:

- The payment of all outstanding property taxes or the making of arrangements, satisfactory to the Council, for the payment thereof, prior to the commencement of the development.

- The development commences and continues in the manner applied for and that all development complies with the regulations and specifications of the Land Use By-Law under which this permit was issued.
- 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.
- The dwelling minimum side yard setback shall be 1.5 m (4.9 ft.). Variance granted by the Municipal Planning Commission for the dwelling's south side yard setback to be 1.13 m 3.7 ft.)
- Projection side yard setback shall be 0.75 m (2.46 ft.). Variance granted by the Municipal Planning Commission for the west deck side yard setback to be 0.49 m (1.61 ft.), for the south deck side yard setback to be 0.32 m (1.05 ft.), and for the dwelling eaves to be 0.19 m (0.62 ft.).
- All existing accessory buildings (sheds) to either be removed or brought into compliance. If existing accessory buildings are moved within the property, updated Real Property Report will be required from an Alberta Land Surveyor to verify yard setbacks.
- Accessory buildings (sheds) shall be no more than 5.0 m (16.4 ft.) in height.
- An accessory building erected or placed on a lot shall not be used as a principal dwelling.
- The exterior of an accessory building must be finished to match or complement the exterior finish of the main building.
- An accessory building's footprint shall be no larger than 8% of the total lot area, to a maximum of 204.4 m^2 (2,200 $ft.^2$).

CARRIED

Emily Damberger left the meeting at 10:48 a.m.

2. 607 Fox Crescent (Lot 5, Block 1, Plan 1823MC)

MPC-26-018 Moved by Chair Finch that the Municipal Planning Commission approve the application for an existing accessory building (shed) and landscaping (mulch coverage) at 607 Fox Crescent with the following conditions being met to the satisfaction of the Development Officer:

- Accessory buildings shall be no more than 5.0 m (16.4 ft.) in height.
- An accessory building erected or placed on a lot shall not be used as a principal dwelling.
- The exterior of an accessory building must be finished to match or complement the exterior finish of the main building.
- An accessory building's footprint shall be no larger than 8% of the total lot area, to a maximum of 204.4 m^2 (2,200 $ft.^2$).
- Minimum side and rear yard setback to the shed required of 1 m. (3.28ft.). Side yard variance of 0.23 m (0.75 ft.) and rear yard variance of 0.78 m (2.56 ft.) granted by the Municipal Planning Commission.
- The use of mulch, gravel, and other non-live landscaping materials shall be restricted to 10% of the landscaped portion of the lot. Variance granted by the Municipal Planning Commission to vary the maximum non-live landscaping material coverage to align with the proposed landscaping plan.

CARRIED

ADJOURNMENT:

Moved by Chair Finch that the Municipal Planning Commission meeting be adjourned at 11:02 a.m. CARRIED

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KELSEY FINCH, CHAIR

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TANNER EVANS, CAO

Initials

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