

SUMMER VILLAGE OF NAKAMUN PARK

MUNICIPAL PLANNING COMMISSION AGENDA

Wednesday June 17, 2026 – at Wildwillow Enterprises Inc. Main Office (2317 Township Road 545, Lac Ste. Anne County, Alberta, T0E 1V0, East End Fire Hall of LSAC) – 3:00 P.M.

1. Call to Order:

2. Agenda:

- a) Wednesday June 17th, 2026 Municipal Planning Commission Meeting Agenda

(approve as presented or amended)

3. Minutes:

- a) Tuesday April 21st, 2026 Municipal Planning Commission Meeting Minutes

(approve as presented or amended)

4. Development Permit Application 26DP03-23, Lynn Checkley – Over Height Fence

The Development Officers report is attached which includes the development permit application and the landowners follow up correspondence.

5. Adjournment

DEVELOPMENT OFFICER'S REPORT 26DP03-23

APPLICANT / OWNER: Lynn Checkley

EXISTING USE: Residential

DISTRICT: R1 – Residential – Standard Lot

LEGAL DESCRIPTION: Plan 187 MC, Block 11, Lot 7 : 5600 Nakamun Drive (the "Lands").

PROPOSAL:

The Construction of a Fence c/w variance to the Maximum Height, 1.20 m. versus 0.91 m., specified within the R1 – Residential – Standard Lot District.

LAND USE BYLAW DISTRICT REQUIREMENTS:

SECTION 31 FENCES

- a) In all districts, except as herein provided, no fence shall be constructed that is:
1. Higher than 1.83 m (6.0 ft.) for that portion of the fence that does not extend forward beyond the foremost portion of the principal building on the parcel;
 - and
 2. Higher than 0.91 m (3.0 ft.) for that portion of the fence that extends into the front yard beyond the foremost portion of the principal building on the parcel.
- b) Subject to Section 12 of this Bylaw, all fence construction shall require an approved development permit (Development Not Requiring a Permit provisions).
- c) Where parcels have both their front and rear yards facing onto a street, special approval of the Development Authority must be obtained prior to the erection of any fences on such parcel. Size and specifications for fences in these areas must conform to the overall standard set for the area by the Summer Village of Nakamun Park.

LAND USE BYLAW - DECISIONS ON DEVELOPMENT PERMIT APPLICATIONS:

Section 16(b) DECISION ON DEVELOPMENT PERMITS

b) Variance Provisions:

1. The Development Authority may conditionally approve a proposed use that does not comply with this Bylaw, if, in its opinion,

- i. the proposed development would not,
 - 1. unduly interfere with the amenities of the neighbourhood, or
 - 2. materially interfere with or affect the use, enjoyment, or value of neighbouring properties, and
- ii. the proposed development conforms to the uses prescribed for that land or building in this Bylaw.

2. Notwithstanding the above, a variance shall be considered only in cases of unnecessary hardship or practical difficulties to the use, character, or situation of land or building which are not generally common to other land in the same district.

3. When considering a variance to quantitative criteria such as floor area or a site setback, the Development Officer may approve in accordance with this Bylaw a variance up to a maximum of 20% of the stated regulation. Any variance requests in excess of 20% shall be referred to the Municipal Planning Commission.

1) Limitations on Variance Provisions:

In approving an application for a development permit under subsection (1), the Development Authority shall adhere to the general purpose and intent of the appropriate land use district and to the following:

- a) A variance shall be considered only in cases of unnecessary hardship or practical difficulties particular to the use, character, or situation of land or building which are not generally common to other land in the same land use district.

COMMENTS:

The Summer Village of Nakamun Park Land Use Bylaw 2025-5, as amended (the "LUB"), provides the Development Authority with direction with respect to the siting and maximum height of fences upon a Lot. With reference to the subject Lands, fences within the Front Yard may not be:

Higher than 0.91 m (3.0 ft.) for that portion of the fence that extends into the front yard beyond the foremost portion of the principal building on the parcel.

The proposed height of the fence is 1.2 m (4.0 ft), where 0.91 m (3.0 ft) is specified as the maximum height of fence. The proposed variance amounts to 24% over the prescribed height.

The requested variance is beyond the 20% afforded the Development Officer, per Section 16(b)(3).

The test under this section requires that, "A variance shall be considered only in cases of unnecessary hardship or practical difficulties particular to the use, character, or situation of land or building which are not generally common to other land in the same land use district." While there do not seem to be hardships and practical difficulties, associated with this development that are not generally common within the Land Use District, it could be argued that the proposed height of fence would not:

1. unduly interfere with the amenities of the neighbourhood, or
2. materially interfere with or affect the use, enjoyment, or value of neighbouring properties.

Further, the materials, wrought iron, used in constructing the fence make it visually appealing.

RECOMMENDATIONS:

The Development Officer recommends that the Municipal Planning Commission for the Summer Village of Nakamun Park **approve** the Development Permit Application, 26DP03-23, on the basis that the requested variance does not:

1. unduly interfere with the amenities of the neighbourhood, or
2. materially interfere with or affect the use, enjoyment, or value of neighbouring properties.

It is further recommended that the development be approved subject to standard conditions.

Regards,



Tony Sonleitner, Development Officer



DEVELOPMENT PERMIT APPLICATION

SUPPORT DOCUMENTATION CHECKLIST

Development Services

Box 2945, Stony Plain, Alberta T7Z 1Y4 Phone:
1-780-718-5479 Fax: 1-866-363-3342 Email:
pcm1@telusplanet.net

Select the appropriate Development Permit Application type, and submit required documentation listed with a complete application. Upon verification of complete application and calculation of permit cost, payment will be required.

All Development Permit Applications require the following:

- Certificate of Title or Land Title Search of the property obtained no more than 3 weeks prior to the date of application. The Title or Search may be obtained from any Alberta Registries Office.
- Authorization from the Registered Owner. The titled owner may appoint an agent.
- A complete application form.
- A complete Right to Entry form.
- A complete Electronic Communication form.

New Residential Developments require all of the following

- Site Plan outlining the proposed development including front, side and rear setbacks, including eaves, as well as dimensions of the proposed development. Please include location of site servicing components; well, cistern, and septic system (pdf preferred);
- Exterior elevation drawings showing height, horizontal dimensions and finishing materials of all buildings, existing and proposed (pdf preferred);
- Interior floor plans, including the basement (pdf preferred);
- Site Servicing and Grading drawings (if applicable).
- Location of all easements and utility rights-of-way; and
- Location of existing or proposed access points to the property.

New Non-Residential Developments require all of the following

- Site Plan outlining the proposed development including front, side and rear setbacks, including eaves, as well as dimensions of the proposed development (pdf preferred);

- Exterior elevation drawings showing height, horizontal dimensions and finishing materials of all buildings, existing and proposed (pdf preferred);
- Interior floor plans, including the basement (pdf preferred);
- Site Servicing and Grading drawings (if applicable).
- Landscaping Drawings;
- Location of all easements and utility rights-of-way;
- A storm drainage plan;
- Location of garbage containment areas, off-street loading and parking areas;
- Vehicular and pedestrian circulation on the site and to adjacent sites or public rights-of-way;
- A lighting plan; and
- Location of existing or proposed access points to the property.

**Change of Use on the land or within a building
(commercial/industrial/institutional/residential day home) requires the following:**

- Site Plan showing –
 - location of the use
 - location of the use within the existing building
 - interior floor plan

Additional information may be required during the processing of the development permit application, including but not limited to the following:

- **Geotechnical reports;**
- **Traffic Impact Analysis**

Development Permit applications may be circulated to other municipal departments or to third parties (i.e. Provincial departments or Utility Providers) for comment or concurrence, at the discretion of the Development Officer.

If you have questions please contact:
Development Officer – Tony Sonnleitner

Ph: 1-780-718-5479
Fax: 1-866-363-3342
Email: pcm1@telusplanet.net

DEVELOPMENT PERMIT APPLICATION**Summer Village of Nakamun Park**

Development Services
Box 2945, Stony Plain, Alberta T7Z 1Y4
Phone: 1-780-718-5479
Fax: 1-866-363-3342
Email: pcm1@telusplanet.net

Application Number: _____

Application Received Date: _____

Application Deemed Complete: _____

PROJECT LOCATION – REQUIRED

Suite:	Street Address:	Street Name:
	5600A	Nakamun Drive
Legal Description: Unit / Lot / Block / Plan or Quarter / Section / Township / Range / Meridian		
SE-34-56-2-West-5 / Lot 7 / Block 11 / Plan 187MC /		

TYPE OF USE – REQUIRED

- | | | | |
|--|--|--|--|
| ☐ New Construction | ☐ Addition | ☐ Fence | ☒ Other |
| ☐ Garage | ☐ Well / Cistern / Septic System | ☐ Temporary Business | driveway gate |
| ☐ Accessory Building / Shed | ☐ Change of Occupancy or Use | ☐ Variance | |
| ☐ Accessory Structure / Deck | ☐ Secondary Suite | ☐ Sign | |

PROJECT DESCRIPTION - REQUIRED**COST OF PROJECT - REQUIRED \$ 9,000 approx**

20 ft wide x 4ft h driveway gate. 4 foot high black chain link fence across the front and carrying down eac

NEW CONSTRUCTION – REQUIRED

- | | | | | |
|---|---|----------------------------------|----------------------------------|-------------------------------------|
| ☒ Residential | ☐ Multi-family Dwelling | ☐ Commercial | ☐ Industrial | ☐ Institutional |
| ☒ Single Detached | | | | |
| ☐ Semi Detached | Number of units: _____ | Total Area: _____ m ² | | |

GARAGES/ACCESSORY BUILDINGS/ADDITIONS/ STRUCTURES /DECKS / FENCES – REQUIRED

Total Area (m ²):	Height (if applicable):	☐ Residential	☐ Commercial	☐ Industrial	☐ Institutional
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CHANGE OF OCCUPANCY OR USE – COMPLETE ONLY IF APPLYING FOR CHANGE OF USE OR OCCUPANCY OR FAMILY DAY HOMETotal Area (m²):**FAMILY DAY HOME – COMPLETE ONLY IF APPLYING FOR A FAMILY DAY HOME**

Are room alterations involved: ☐ YES ☐ NO If yes – Number of Rooms: _____ List Rooms: _____

Describe alterations:

Provide a detailed description of materials, equipment and/or vehicles including utility trailer(s) that will be used and where they will be stored:

iron wrought gate and black chain link. Had property lines marked professionally last summer.

Number of resident employees: (employees that reside in the home):	Number of children (including children under the age of 5 who are otherwise permanent residents of the dwelling):
Hours of Operation:	Number of daily business visits to the property:
Number of household vehicles:	Number of onsite parking stalls:

DEVELOPMENT PERMIT APPLICATION**Summer Village of Nakamun Park****Development Services****Box 2945, Stony Plain, Alberta T7Z 1Y4****Phone: 1-780-718-5479****Fax: 1-866-363-3342****Email: pcm1@telusplanet.net****SIGNS – COMPLETE ONLY IF APPLYING FOR A SIGN PERMIT**

Temporary:

- ☐ Balloon
☐ Billboard
☐ Portable - # of 30 day periods _____
☐ Developer Marketing
☐ Development Directional
☐ Other

Permanent :

- ☐ Freestanding
☐ Fascia / Wall / Projecting / Roof / Canopy
☐ Changeable Copy
☐ Other

SECONDARY SUITE – COMPLETE ONLY IF APPLYING FOR A SECONDARY SUITE

The proposed secondary suite is located within:

- ☐ The principal dwelling unit
☐ The second story of a detached garage
☐ An accessory building
☐ Other (describe): _____

Floor area of the secondary suite (m²):

Number of bedrooms in the secondary suite:

Floor area of the principal dwelling unit (m²):

Number of parking stalls available on site:

OWNER OR REPRESENTATIVE – REQUIRED☒ I am the registered owner of the land described above☐ I have been designated as the representative of the owner
(written consent attached)

Owner Name:

K. Lynn Checkley

Agent Name:

Signature:

Signature:

MAILING ADDRESS (OWNER) – REQUIRED

Mailing address:

4311 104A Avenue

City:

Edmonton

Province:

AB

Postal Code:

T6A 0Z2

Phone no.:

780-991-4928

Builders
License #

Email Address:

lynn_checkley@hotmail.com

APPLICANT ☒ SAME AS OWNER/REPRESENTATIVE – REQUIRED

Applicant Name:

Phone no.:

780-991-4928

Builders License no.:

Company Name:

Email Address:

Mailing address:

4311 104A Avenue

City:

Edmonton

Province:

AB

Postal Code:

T6A 0Z2

I acknowledge that if the development permit application is approved it is subject to an appeal period pursuant to Section 678 of the Municipal Government Act, RSA 2000, Chapter M-26 and that the decision may be ultimately overturned or amended. I accept that if I commence development prior to the appeal expiry date, I am doing so with the appropriate development and building permits issued and at my own risk accepting all legal responsibilities.

Applicant's signature

June 3, 2026

Date



RIGHT OF ENTRY AUTHORIZATION

MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, Chapter M-26

Summer Village of Nakamun Park

Development Services

Box 2945, Stony Plain, Alberta T7Z 1Y4

Phone: 1-780-718-5479 Fax: 1-866-363-3342

Email: pcm1@telusplanet.net

Owner(s) consent to the Right of Entry by an authorized person of the Summer Village of Nakamun Park for the purpose of a land site inspection relative to a proposed development permit application or Land Use Bylaw amendment.

Section 542 of the Municipal Government Act, R.S.A. 2000, Chapter M-26 stipulates that:

542(1) If this or any other enactment or a bylaw authorizes or requires anything to be inspected, remedied, enforced or done by a municipality, a designated officer of the municipality may, after giving reasonable notice to the owner or occupier of land or the structure to be entered to carry out the inspection, remedy, enforcement or action,

(a) enter on that land or structure at any reasonable time, and carry out the inspection, enforcement or action authorized or required by the enactment or bylaw,

(b) request anything to be produced to assist in the inspection, remedy, enforcement or action, and

(c) make copies of anything related to the inspection, remedy, enforcement or action.

(1.1) A consent signed under section 653 is deemed to be a reasonable notice for the purposes of subsection (1).

(2) The designated officer must display or produce on request identification showing that the person is authorized to make the entry. (3) In an emergency or in extraordinary circumstances, the designated officer need not give reasonable notice or enter at a reasonable hour and may do the things in subsection (1)(a) and (c) without the consent of the owner or occupant.

In accordance with the above Section and the Summer Village of Nakamun Park Land Use Bylaw requirements, it is necessary that this form be completed and returned with your application submission in order that an authorized person from the Summer Village may be able to do a site inspection if required on the property.

I/We grant consent for an authorized person of the Summer Village of Nakamun Park to enter upon the subject land for a site inspection.

Legal Land Description	Lot7, Block 11, Plan 187 MC SE-34-56-2-West 5
Registered Owners Name as Per Certificate of Title	Krista Lynn Checkley
Name of Signing Authority (If owner is a numbered company)	
Property Address	#5600A Nakamun Drive
	Onoway AB T0E 0B8
	K. Lynn Checkley
Signature	Print
	June 3, 2026
	Date

This information is being collected under the authority of section 33(c) the Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to administer a development permit. The personal information provided will be protected in accordance with Part 2 of the Act. If you have any questions regarding the collection, use and disclosure of personal information, please contact the FOIP Coordinator at (780) 652-1170.

ELECTRONIC COMMUNICATION

MUNICIPAL GOVERNMENT ACT, R.S.A. 2000, Chapter M-26



Summer Village of Nakamun Park

Development Services
Box 2945, Stony Plain, Alberta T7Z 1Y4
Phone: 1-780-718-5479 Fax: 1-866-363-3342 Email:
pcm1@telusplanet.net

Owner(s) consent to communicate with the Summer Village of Nakamun Park and its applicable contractors through electronic means.

Section 608(1) of the Municipal Government Act, R.S.A. 2000, Chapter M-26 provides that:

608(1) Where this Act or a regulation or bylaw made under this Act requires a document to be sent to a person, the document may be sent by electronic means if

(a) the recipient has consented to receive documents from the sender by those electronic means and has provided an e-mail address, website or other electronic address to the sender for that purpose, and

(b) it is possible to make a copy of the document from the electronic transmission.

I/We being the registered owner(s) or Agents for the lands described below, for the purpose of Development Permit Approval, desire to enter into an agreement with the Summer Village of Nakamun Park and its applicable contractors to communicate through electronic means: Email Address:

krista.checkley@hotmail.com

Legal Land Description

Lot7, Block 11, Plan 187 MC SE-34-56-2-West 5

Registered Owners Name
as Per Certificate of Title
Name of Signing Authority
(If owner is a numbered
company)

Krista Lynn Checkley

Property Address

#5600A Nakamun Drive

Onoway AB T0E 0B8

Signature

K. Lynn Checkley

Print

June 3, 2026

Date

This information is being collected under the authority of section 33(c) the Freedom of Information and Protection of Privacy (FOIP) Act. It will be used to administer a development permit. The personal information provided will be protected in accordance with Part 2 of the Act. If you have any questions regarding the collection, use and disclosure of personal information, please contact the FOIP Coordinator at (780) 652-1170.



Attached is an image of the gate proposed.

The second photo is an AI generated photo of the front of the cabin with the gate and black chain link fence across the front. A proposed image.

