

**SUMMER VILLAGE OF
BIRCHCLIFF
BY-LAW 142-03
SCHEDULE “A”**

**SUMMER VILLAGE OF
BIRCHCLIFF**

**CHURCH CAMP
AREA STRUCTURE PLAN**

*Prepared for
Summer Village of Birchcliff*

On October 21, 2003

SCHEDULE “A”

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PLAN PURPOSE

1.1 This Plan is intended to provide a framework for the continuing administration and development of the Sunnyside Pentecostal Camp. Under the Municipal Government Act the Summer Village of Birchcliff is required:

- “To develop and maintain safe and viable communities” Sec 3(c) and
- to provide for “the safety, health and welfare of people and the protection of people and property”. Sec 7(a) and
- to be concerned with “ the density of population proposed for the area either generally or with respect to specific parts of the area”. Sec 633(2)(a)(iii)

The Land Use By-law will determine the standards required in these matters to a significant extent, but a general statement of purpose and direction will assist in these matters.

1.2 The Lands affected by this Plan are owned by the Alberta & Northwest Territory District of the Pentecostal Assemblies of Canada (Church Camp). The Church Camp lands are divided by Birchcliff Road. The portion which lies on the North side, consists of a parcel described by Plan 942 2426, containing approximately 21.0 acres, including a parcel recently annexed from Lacombe County, of approximately 6 acres. The area South of Birchcliff road is described by, Plan 4112E0 and contains 97 cottages on approximately 5.7 acres.

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PLAN CONTEXT

2.1 Land Characteristics

2.1.1 The area covered by this Plan has some constraints but opportunities for re-development, which are shown on Map 1. The land may be divided into two parts:

- (a) **Pentecostal Camp** – located north of Birchcliff Road in Plan 942 2486, Lot 1. The total area is 8.5 ha. (21.00 acres);
- (b) Existing Building which are labeled and shown on Map 1 –
Enlarge Detail of Areas 1 and 2 are shown thus:
 - 1. Maintenance Shop/Laundry Room
 - 2. Public Washroom/Laundry
 - 3. Western Village (Dormitory)
 - 4. Dormitory
 - 5. Summer Staff Dormitory/Nurses Station
 - 6. Prayer Chapel
 - 7. Day Care/Nursery
 - 8. Tabernacle Washroom
 - 9. Tabernacle
 - 10. Sports Quonset
 - 11. Youth Centre/Chapel
 - 12. Garage/Manager's Residence
 - 13. Kitchen/Dining Hall /Offices
 - 14. Sunnyside Lodge Dormitory
 - 15. Aspen Lodge Dormitory
 - 16. Gazebo/Picnic Shelter
 - 17. Boiler Room
- (c) Treed area at north boundary;
- (d) Cleared area for play activities;
- (e) Access routes north and east side;
- (f) Recreational Vehicle stalls;
- (g) Septic fields.

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- (2) **Church Camp Cottage Area** – consists of the subdivided lands described by Plan 4112 E.O., and contains lots A, B, 11, 12 and lots 25 through to 34 inclusive, all within Block 1. The total area is approximately 2.3 ha (5.7acres).

The characteristics of this area, for the purpose of this plan, are as follows:

- (a) the 97 church camp cottages (Enlarged Detail of Area 1 and 2, as shown on Map 3);
- (b) the 19 driveway access points to these cottages;
- (c) approximately 514 metres (1687ft.) of lakeshore;
- (d) embankment to shoreline of Sylvan Lake (ranges in slope);
- (e) Birchcliff Road;
- (f) pedestrian movement across Birchcliff Road;
- (g) lack of visual and physical setbacks from road;
- (h) water supply and sewage disposal systems;
- (i) beach area;
- (j) swimming area;
- (k) boat docks – communal;
- (l) access to the lake/multiple use

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STATUTORY REQUIREMENTS

3.1 Section 638 of the *Municipal Government Act M-26 R.S.A. 2000* and amendments thereof, requires this Area Structure Plan to be consistent with the Municipal Development Plan. Section 622 of this Act stipulates that the Area Structure Plan must also be consistent with land use policies, which will be established by the Lieutenant Governor in Council. Section 633(1) states that an area structure plan:

(a) *must* describe:

- (i) the sequence of development proposed for the area,
- (ii) the land uses proposed for the area, either generally or with respect to specific parts of the area,
- (iii) the density of population proposed for the area either generally or with respect to specific parts of the area, and
- (iv) the general location of major transportation routes and public utilities,

and

(b) *may* contain any other matters the council considers necessary.

3.2 Summer Village of Birchcliff's Municipal Development Plan allocates the area primarily to the following uses:

- (1) RESIDENTIAL
 - (a) Residential Lakeshore District (R1)
 - (b) Backlot Residential District (R2)
 - (c) Country Residential District (R3)
- (2) Church Camp District (CC1)
- (3) Church Camp Cottage (CC2)
- (4) Environmental Open Space District (EOS)
- (5) Urban Reserve

3.3 The Municipal Development Plan indicates that the following plans or studies be prepared as tools for the Summer Village's management:

- (1) Fringe Area Agreement;
- (2) Establishment of a reserve to fund infrastructure improvements;
- (3) Initiation of an effective long-range waste management policy/study.

The consistency of the Area Structure Plan with these studies will need to be monitored, as they are prepared and adopted.

3.4 The Municipal Development Plan includes the following relevant policies as they relate to the Area Structure Plan:

1. Discourage access to Birchcliff Road;
2. Provide for a treed buffer strip immediately adjacent to Birch Way and Birchcliff Road.
3. Development and use of the Institutional (Church Camp) area shall be for the use of the members of the Alberta and the Northwest Territories District of the Pentecostal Assemblies of Canada and other non-profit organizations and shall:
 - a) Be of a type and scale which will not tax the existing infrastructure.
 - b) Be of the nature of upgrading, demolition and/or modernization of existing facilities only, and new construction of facility buildings that is not indicated in the Land Use Bylaw, is not desired;
 - c) Prohibit the development of any institutional facility on the south side of Birchcliff Road;
 - d) Provide for a buffer strip where any institutional use abuts a residential development;
 - e) Address any vehicle/pedestrian conflicts and parking issues;
 - f) Be in accordance with the policies and standards set out in this Area Structure Plan;
4. The Village should ensure all future roads assist in the reduction of traffic and congestion on Birchcliff Road, as well as serve future developments.

3.5 Implementation

- (1) This Plan shall be interpreted with flexibility having regard to its purpose, objectives and policies and those of the Municipal Development Plan. The Council's decisions on interpretation shall be final.

3.6 Review

- (1) This Plan will be reviewed:
 - (a) at the request of Council or upon Council acceding to a request by a landowner and/or developer
 - (b) upon amendment to the Municipal Development Plan or to ensure conformity;
 - (c) after a period of ten years from adoption to ensure its effectiveness.

3.7 Amendment

- (1) The Plan will be amended in accordance with the procedures established in the Municipal Government Act.

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PLAN POLICIES

4.1 Land Uses

4.1.1 The CC1 Districts and CC2 Districts include the following land uses, and the standards and actions to direct the development of these areas, as shown conceptually on Map 3.

(1) Pentecostal Camp Area

- (a) The Church Camp (CC1) District, as defined in the Land Use Bylaw, be monitored and administered to comply with the standards desired by Council.
- (b) The Sylvan Lake Management Plan indicates that, “Prior to any consideration of expansion, local municipalities shall require private recreational camps to undertake a comprehensive assessment of building capacity, sewage capacity and water requirements.” The Summer Village Council therefore requires continued reporting of the existing development and any proposed expansion with regard to the following:
 - (i) the sewage capacity;
 - (ii) potable water requirements and sustainable well yields;
 - (iii) and the building capacities;
- (c) The Summer Village Council will endeavor to review the long-range “Church Redevelopment Plan” for the Pentecostal Camp, every ten years; showing the existing and proposed uses, the relationship between buildings, structures and open space, and the architectural treatment of buildings. The development plan will address the provision and architecture of landscaped open space, the conservation of natural areas, and the parking layouts. Prior to any development approvals being issued Council will review the development plan and proposal within the context of the Area Structure Plan.
- (d) Provision for two permanent residences, one for Camp Manager and a future dwelling for an assistant manager.

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- (e) Parking requirements shall be based on the following land uses occurring on the site:

(i)	Church	1.0 stall per 4 seats
(ii)	Recreation Facility	1.0 stall per 1.5 participants
(iii)	Dormitory	1.0 stall per 2 persons being accommodated
(iv)	Residential dwelling	2.0 stalls per unit

the Development Authority shall calculate the parking as per above, unless the applicant can otherwise demonstrate that there is a complementary or overlapping use of the parking facilities which would warrant a reduction in the parking requirements.

- (f) A detailed landscaping scheme, as required by (c) above, should include all relevant landscape details.
- (g) Where off-street parking for vehicles is required, dispersed landscaped areas shall be provided within the interior of the parking area(s). This provides for visual relief, and breaks up large areas of parking into smaller cells.

(2) Church Camp Cottage Area

- (a) The Church Camp Cottage (CC 2) District as defined in the Land Use Bylaw, located on the south side of Birchcliff Road, be subject to the following ((b) through (j)), and reflect and comply with the standards desired by Council.
- (b) The Summer Village of Birchcliff's Land Use Bylaw defines Church Camp Cottage as "a building used ... during vacations and religious retreats only and not to be occupied by a permanent resident." It is incumbent on the Church Camp Board for the notification of this policy to the Church Camp Cottage occupants.
- (c) All new development will meet all yard, setback distances, parking, landscaping and amenity space requirements.
- (d) Each dwelling unit shall provide a minimum 45 m² (484.4 sq. ft.) of amenity space, consisting of soft landscaping materials, to be located in its entirety, in either the front, side or rear yards;
- (e) All new development will have the following yard requirements:
- (i) minimum 1.5 metres (4.92 ft.) be allowed for one yard only;
 - (ii) minimum 3.0 metres (9.84 ft.) be required for two yards;
 - (iii) minimum 5.0 metres (16.4 ft.) be required for the remaining yard.

All the above yards to be provided by each cottage, and shall not overlap any yard of an adjacent cottage.

- (f) Parking requirements for this district would provide for 2 stalls per dwelling unit. One stall may be provided on site.
- (g) All new development applications must provide the Development Authority with a surveyor's sketch showing the affected Area(s) 1-34 as per the details contained in the Land Use Bylaw. This will enable the Development Authority to assess compliance to the Land Use Bylaw. This information shall be provided, at cost, by the applicant applying for a Development Permit.
- h) The Church Camp and the Summer Village will encourage the use of communal boat docks and access as recommended in the Sylvan Lake Management Plan and Lake Access Study.
- (i) The Summer Village in discussion with the Church Camp Board will limit the number of stairways for lake access to a reasonable number, considering the usage required. Viewing decks and other such large constructed areas will not be permitted on the stairways or on the Lake escarpment.
- (j) Due to the institutional nature of land use required by the Church Camp, and Council's responsibility for health, safety, and density of population, all development applications from the Church Camp requesting a variance are required to come before Council for review and comment.