



# MUNICIPALITY OF HARRISON PARK

43 Gateway Street • P.O. Box 190 • Onanole, Manitoba • R0J 1N0  
Phone: 204-848-7614 • Fax: 204-848-2082 • Email: [admin@harrisonpark.ca](mailto:admin@harrisonpark.ca)

## PLANNING APPLICATION for Short-Term Rentals

FILE NO.	2022 STR CU-11
HEARING DATE	Dec 14 <sup>th</sup> 2022
TIME SLOT	2:30 pm
DECISION	

### What is a conditional use?

A conditional use means a building or land use that may be unique in its characteristics or operation which could have an impact on neighbouring properties.

### How long does the conditional use process take?

The length of time to process depends on the complexity of the application proposal and the completeness of the required documentation and information.

### What happens during the conditional use process?

Once the complete application is submitted and the applicable fees have been paid, the planning officer will approve the conditional use for posting and public notices will be prepared.

Notice of hearing will be sent at least 14 days before the hearing to every owner of property located within 100 metres of the affected property.

The public notices inform the neighbourhood of the purpose of the conditional use and the date, time, and location of the public hearing. On the day of the hearing, the decision maker (Council) will decide whether to approve the conditional use with or without conditions, or reject the conditional use altogether.

### What criteria is used when Council makes a decision?

The criteria to approve a conditional use application are based on subsection 106(1)(b) of The Planning Act, which includes the following:

- (i) Will be compatible with the general nature of the surrounding area,
- (ii) Will not be detrimental to the health or general welfare of people living or working in the surrounding area, or negatively affect other properties or potential development in the surrounding area, and
- (iii) Is generally consistent with the applicable provisions of the development plan by-law, the zoning by-law and any secondary plan by-law.

In the letter of intent, please explain how each criterion is met. This is an opportunity to address all issues and reduce the possibility of an important factor being overlooked.

### Is Council's decision appealable?

The order of Council on an application for approval of a conditional use is final and not subject to appeal.

**Applicant(s)**Name: Ber Towler

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Owner(s)** (if different from applicant)Name: S/a

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**Proposed Short-Term Rental Details**Location: 161 Poplar Bay

Street Address

Community: Grey Owl Estates

Is this premises your primary residence?

☐ Yes☒ No

Type:

☐ Dwelling: ☐ entire dwelling OR ☐ portion of dwelling☐ Bunkhouse ☐ Guest House☒ Other: cabinNumber of bedrooms: 2Number of off-street parking spaces: 3

Household garbage removal:

☒ Guest Responsibility☐ Local Contractor☒ Other:we as owners also remove garbage if necessary.

Water:

☐ Private Well☐ Semi-public☒ Municipal☐ Other: \_\_\_\_\_

Wastewater

☒ Holding Tank☒ Septic Tank & Field☐ Municipal☐ Other: \_\_\_\_\_

Holding or Septic Tank Size: \_\_\_\_\_ gallons

Number of short-term rentals within 100 metres: I do not know of any.

## Checklist of Required Documents

✓	Item	Explanation & Notes																																			
✓	Current Status of Title	A Status of Title is a document that identifies property ownership and is available from the Neepawa Land Titles Office. The copy provided must be dated within 30 days of the application date to verify current ownership, etc. For further information, please visit Teranet Manitoba.																																			
✓	Letter of Intent	This letter should provide a description of the proposal, planning rationale, how it is compatible with its surrounding context, and a description of the proposed measures to mitigate expected on- and off-site impacts. Please see template at end of this document.																																			
✓	Letter of Authorization	Written authorization by all registered owner(s) of the land whose name(s) appear on the Status of Title. If the owner on the title is a company name or number, the person signing the letter must state the company name or number as shown on the title and that they are authorized to sign for that company. Please see template at the end of this document.																																			
✓	Site Plan	<p>Detailed, fully dimensional, drawn to scale site plan including:</p> <table border="1"> <tr> <td>✓</td> <td>Municipal Address</td> <td>Lot 161 Unit 1</td> <td>Scale</td> <td>1 square approx 1 foot</td> </tr> <tr> <td>✓</td> <td>North Arrow</td> <td></td> <td>✓</td> <td>Dimensioned property lines</td> </tr> <tr> <td>✓</td> <td>Existing Structures</td> <td>Cabin with deck</td> <td>✓</td> <td>Streets labelled</td> </tr> <tr> <td>3</td> <td>Parking spaces, drive aisles, driveways, ingress, egress</td> <td></td> <td>✓</td> <td>Exterior lighting</td> </tr> <tr> <td>no</td> <td>Screening or nature features</td> <td></td> <td>no</td> <td>Garbage storage</td> </tr> <tr> <td>✓</td> <td>Buffers or landscape features</td> <td></td> <td>no</td> <td>Swimming pool / hot tubs</td> </tr> <tr> <td>✓</td> <td>Fencing</td> <td></td> <td>✓</td> <td>Outdoor fire pits</td> </tr> </table> <p>trees and shrubs around the cabin</p> <p>box 85</p> <p>take to the end of the street</p>	✓	Municipal Address	Lot 161 Unit 1	Scale	1 square approx 1 foot	✓	North Arrow		✓	Dimensioned property lines	✓	Existing Structures	Cabin with deck	✓	Streets labelled	3	Parking spaces, drive aisles, driveways, ingress, egress		✓	Exterior lighting	no	Screening or nature features		no	Garbage storage	✓	Buffers or landscape features		no	Swimming pool / hot tubs	✓	Fencing		✓	Outdoor fire pits
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	Landscaping plan (if applicable)	<p>Detailed, fully dimensioned, drawn to scale landscape plan including the following:</p> <table border="1"> <tr> <td>no</td> <td>New plantings (number, location, species)</td> <td>no</td> <td>Open space</td> </tr> <tr> <td>no</td> <td>New fencing/screening</td> <td>no</td> <td>Ground cover</td> </tr> </table>	no	New plantings (number, location, species)	no	Open space	no	New fencing/screening	no	Ground cover																											
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✓	Photos of property	Current full colour photos of the property, one taken from the street and one showing the complete front of the applicable buildings																																			
✓	Floor Plans (if applicable)	Detailed, fully dimensional, drawn to scale floor plans showing interior layout of the building including labels and dimensions of sleeping areas. All egresses must be shown and the size and dimensions of all egresses from a sleeping area must be labeled.																																			
	Fire Safety Inspection	<p>A detailed fire safety inspection must be completed by a person qualified to undertake such inspection. A person qualified is an individual that has successfully completed a training program offered or recognized by the Manitoba fire commissioner respecting fire safety inspections; or the equivalent training and experience necessary, as approved by the Manitoba fire commissioner, to appropriately conduct fire safety inspections.</p> <p>The Municipality will not be conducting fire safety inspections.</p> <p>pending</p>																																			
✓	Letter(s) of Support	Written support or signatures of support from neighboring property owners who may be adversely affected by the proposed development. Please see template at the end of this document.																																			

## APPLICANT'S SIGNATURE

I/We hereby certify that the information provided on this form and attachments hereto, to the best of my knowledge is a true statement of facts concerning this application.

Signature: Shirley Towler

Date: Sept 6/22

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**OFFICE USE**

Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_ Zone: \_\_\_\_\_

Section: \_\_\_\_\_ Township: \_\_\_\_\_ Range: \_\_\_\_\_ WPM

Civic Address: \_\_\_\_\_

**CONDITIONAL USE**

By-law: R.M. of Park 1311

By-law: R.M. of Harrison 1381

Part: \_\_\_\_\_

Part: \_\_\_\_\_

Section: \_\_\_\_\_

Section: \_\_\_\_\_

Table: \_\_\_\_\_

Table: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**VARIATION**

By-law: R.M. of Park 1311

By-law: R.M. of Harrison 1381

Part: \_\_\_\_\_

Part: \_\_\_\_\_

Section: \_\_\_\_\_

Section: \_\_\_\_\_

Table: \_\_\_\_\_

Table: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

APPLICATIONS	FEES	✓	TOTAL FEES
Conditional Use Application for STR	\$1000		RECEIPT No.
Variation Application	\$225		
Land Titles search fee	\$27		
Advertising			

Date Application Received: \_\_\_\_\_

**Letter of Authorization**

Registered owner(s) of the property whose name(s) appear on the title.

Date: August 26/22

To: Municipality of Harrison Park  
Planning Officer  
43 Gateway Street  
PO Box 190  
Onanole, MB R0J 1N0

RE: 161 Poplar Bay (address or legal description of application)  
161-80 Timothy Rd  
Lot 161 Plan 1

I (We) hereby give authorization to:

Beverly A. Towler (Applicant's name)  
\_\_\_\_\_  
(Applicant's name)

To apply for a planning application for a short-term rental at the above address.

Registered owner(s) on the current Status of Title or Certificate of Title:

Beverly Towler  
Please print name and company name (if applicable)

Beverly Towler  
Signature

\_\_\_\_\_  
Please print name and company name (if applicable)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Please print name and company name (if applicable)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Please print name and company name (if applicable)

\_\_\_\_\_  
Signature

**Request for Support for a Planning Application for a Short-term Rental**  
Signatures of support from impacted neighbours.

Date: August 26/22

To: Municipality of Harrison Park  
Planning Officer  
43 Gateway Street  
PO Box 190  
Onanole, MB R0J 1N0

RE: 161 Poplar Bay (address or legal description of application)  
161 - 80 Timothy Rd.  
Lot 161 Plan 1

I consulted with my neighbours on my request for a short-term rental at the above referenced premises.

Please provide a brief description of the planning application in the space provided below:

I am applying for a short-term rental for  
my property at 161 Poplar Bay, Gray Owl Estates.

The following neighbours support/do not oppose my request for a short-term rental:

Name	Address	Daytime Phone Number	Signature(s)
Maurice Lepper			Maurice Lepper
Arnter Chambers			Arnter Chambers
Roy Potter			Roy Potter
Trinda Rabe			Trinda Rabe



## Letter of Intent – Planning Application for Short-term Rentals

Date	August 26/22	File No.	
Name of Applicant	Bever Towler		
Property Address	161 Poplar Bay		

What is/are the reason(s) for this application? (Please attach any additional information if more room is required.)

This summer was my first year of short term rental. I believe short term rentals if handled properly provide clients access to the park who could not book a minimum 5 day stay inside the park. I enjoy providing a space for clients to come and relax, who shop in the park, who eat out and who all have appreciated the chance to stay at 161 Poplar Bay. I will use the income for improvements to this cabin.

How would it impact you, if you cannot proceed with this proposal?

I would be very disappointed if my application would be denied. This short term rental has given my husband and I something to do here. I purchased a newer renovated cabin one street behind this property on 170 Birchwood Bay. I can see the rental from our new cabin. I would probably put the rental up for sale if denied a longer term license.

How is this proposal compatible with the surrounding properties?

This cabin is situated on a quiet street amongst other cabins. I believe providing the rental does not impact the surrounding properties. There is privacy in the front part with a small yard for the renters to enjoy.

How will this proposal impact your neighbours/neighbourhood?

I have had positive feedback that they enjoy the clients who come and stay. There are obviously some who will not appreciate this being a rental but I hope with time will support this. I run the rental through Air BnB and we see a profile of clients and if they have had positive comments from others who stayed and they have stayed at.

What are the proposed measures to mitigate expected on- and off-site impacts?

I spoke with my neighbors to let them know I was going to try renting this cabin just to see if it worked for my family. I am always a phone call or message away with clients who stay and I check with most of my neighbors as to how the renter is doing (in relation to noise, parking, etc).

Additional Comments:

Signature(s) of Applicant(s):

Penney Dowlen

Signature

Date

August 26/22

Signature

Date

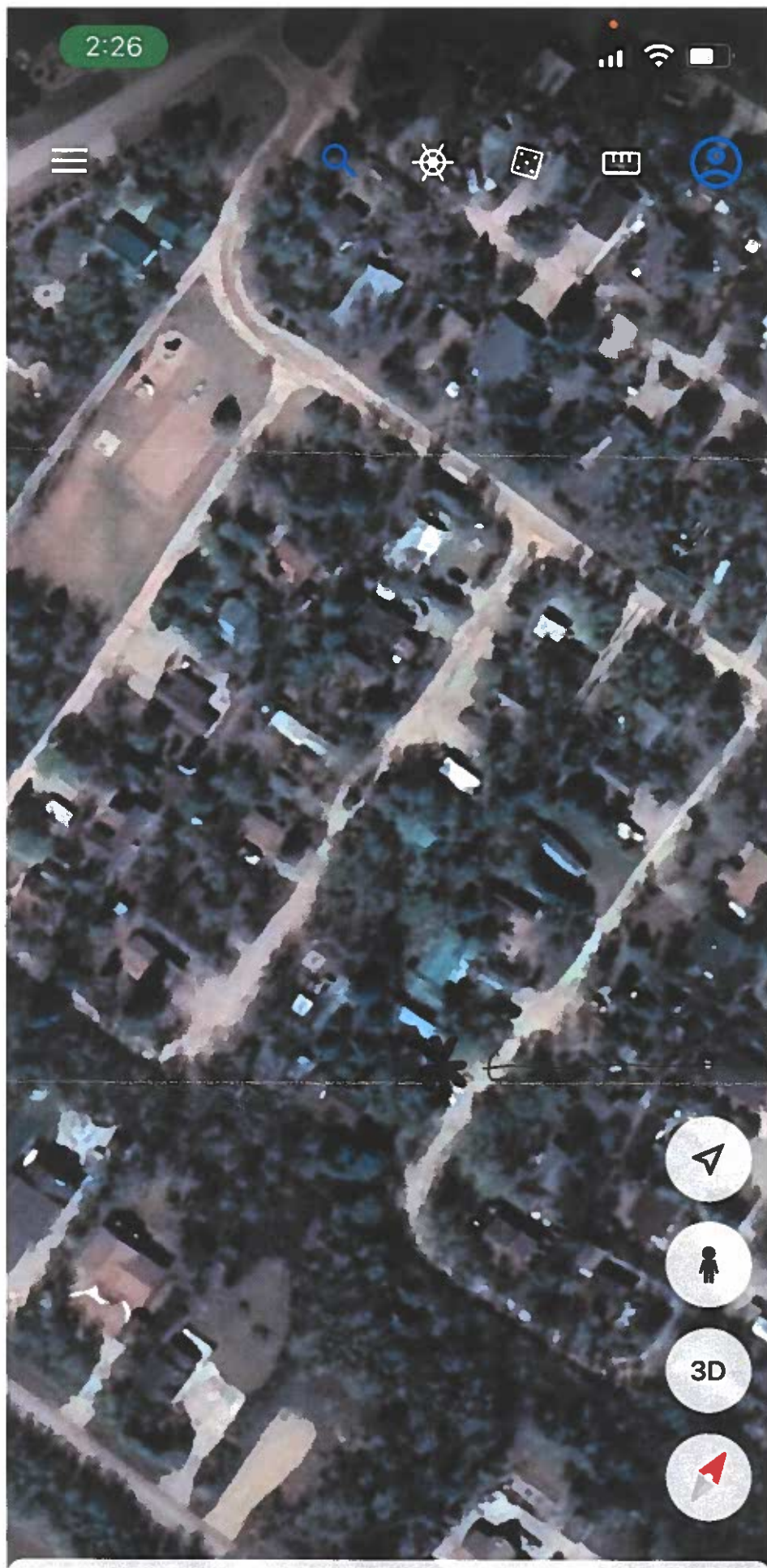
Signature

Date

Signature

Date





\*161 Poplar Bay

Lot size  
60x85

Cabin size

3 sided deck  
firepit in back  
yard.

Google

(50°38'39"N 99°59'02"W) 1 km



Hel Polar Bay: 60x85 lot.

8/25/22, 2:17 PM

Google Earth



Google Earth  
CNES / Airbus

Imagery date: 5/18/21 - newer

100 m

Camera: 1,408 m 50°38'34"N 99°58'47"W

645 m

<https://earth.google.com/web/@50.64302085,-99.9797602,645.21066482a,763.06025024d,35y,0h,0l,0r>

# Lot 161 Plan 1

approximate  
1 square = 1 foot.

