



# 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

## PLANNING APPLICATION for Short-Term Rentals

FILE NO.	2023 STR CU-06
HEARING DATE	Feb 22, 23
TIME SLOT	11:00 AM
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: Michelle (Micki) Banks

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

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

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

**Owner(s) (if different from applicant)**Name: Shaun Earl + Micki Banks

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

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

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

**Proposed Short-Term Rental Details**Location: 121 Orion Drive  
Street AddressCommunity: Onanole, MBIs this premises your primary residence? ☐ Yes ☒ NoType: ☒ Dwelling: ☒ entire dwelling OR ☐ portion of dwelling☐ Bunkhouse ☐ Guest House☐ Other: \_\_\_\_\_Number of bedrooms: 3Number of off-street parking spaces: 3Household garbage removal: ☐ Guest Responsibility ☒ Local Contractor☐ Other: \_\_\_\_\_Water: ☒ Private Well ☐ Semi-public ☐ Municipal☐ Other: \_\_\_\_\_Wastewater ☐ Holding Tank ☒ Septic Tank & Field ☐ Municipal☐ Other: \_\_\_\_\_Holding or Septic Tank Size: 2000 gallonsNumber of short-term rentals within 100 metres: 0

## 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></td> <td>Scale</td> </tr> <tr> <td>✓</td> <td>North Arrow</td> <td></td> <td>Dimensioned property lines</td> </tr> <tr> <td>✓</td> <td>Existing Structures</td> <td>✓</td> <td>Streets labelled</td> </tr> <tr> <td>✓</td> <td>Parking spaces, drive aisles, driveways, ingress, egress</td> <td>✓</td> <td>Exterior lighting</td> </tr> <tr> <td>✓</td> <td>Screening or nature features</td> <td>✓</td> <td>Garbage storage</td> </tr> <tr> <td>✓</td> <td>Buffers or landscape features</td> <td>X</td> <td>Swimming pool / hot tubs</td> </tr> <tr> <td>X</td> <td>Fencing</td> <td>✓</td> <td>Outdoor fire pits</td> </tr> </table>	✓	Municipal Address		Scale	✓	North Arrow		Dimensioned property lines	✓	Existing Structures	✓	Streets labelled	✓	Parking spaces, drive aisles, driveways, ingress, egress	✓	Exterior lighting	✓	Screening or nature features	✓	Garbage storage	✓	Buffers or landscape features	X	Swimming pool / hot tubs	X	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>X</td> <td>New plantings (number, location, species)</td> <td></td> <td>Open space</td> </tr> <tr> <td>X</td> <td>New fencing/screening</td> <td></td> <td>Ground cover</td> </tr> </table>	X	New plantings (number, location, species)		Open space	X	New fencing/screening		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 * To be completed as soon as a fire inspector has been designated. *	<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><i>The Municipality will not be conducting fire safety inspections.</i></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: unbanked

Date: 01/21/2022

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

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

# OFFICE USE

Lot: 16 Block: \_\_\_\_\_ Plan: 54370 Zone: RG  
 Section: SW 20 Township: 14 Range: 18 WPM  
 Civic Address: 129 Orion Dr

## CONDITIONAL USE

By-law: R.M. of Park 1311 By-law: R.M. of Harrison 1381  
 Part: 7 Part: \_\_\_\_\_  
 Section: \_\_\_\_\_ Section: \_\_\_\_\_  
 Table: 2-1 urban use 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	✓	# 1,475.00
Variation Application	\$225		
Land Titles search fee	\$27		RECEIPT No.
Advertising			

Fire inspection

#475 ✓

Date Application Received: 10/31/22

*AT Glen*

### Letter of Authorization

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

Date: July 20, 2022

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

RE: 121 Orion Drive (address or legal description of application)  
Onanole, MB  
R0J 2H0

I (We) hereby give authorization to:

Michelle (Micki) Banks (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:

Shaun Earl  
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

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

\_\_\_\_\_  
Signature

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

Date	07/21/2022	File No.	
Name of Applicant	Michelle (Micki) Banks		
Property Address	121 Orion Drive, Oranole, MB		

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

We would like to continue renting our family cabin as a short term rental. This provides us with the opportunity to own a vacation property for our family to enjoy throughout the year.

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

We would no longer have a family cabin to enjoy with our family of 6. It would also disrupt our long term savings plan for our family.

How is this proposal compatible with the surrounding properties?

We take nuisances and disturbances very seriously. A few ways that we control this are with quiet hours and by screening our guests to ensure that we only host families that we believe will respect our property and our neighbours. We believe ourselves to be respectful and responsible hosts that care about our community as well as our neighbours. We also chose a property that was fairly secluded, with our closest neighbours being about 100 meters away.

How will this proposal impact your neighbours/neighbourhood?

additional traffic down our shared lane.

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

We screen all guests to ensure that we rent to guests that we believe will respect our property and neighbours. We have also connected with our closest neighbours (about 100 meters away) so they're able to contact us with any concerns, anytime. To date, this has only ever amounted to one noise complaint (music too loud) that was dealt with in a matter of minutes.

Additional Comments:

Signature(s) of Applicant(s):

mbanks  
Signature

07/21/2022  
Date

Signature

Date

Signature

Date

Signature

Date

8/3 129 Onion Drive - Yard/  
Onanole, MS Site plan

