

# MUNICIPAL PLANNING COMMISSION MINUTES

#### September 24, 2021 Town of Claresholm – meeting held via Zoom

- Attendees: Brad Schlossberger Council Member (Chairperson) Doug Priestley - Member-at-Large (arrived at 9:20am) Doug MacPherson – Mayor Jeff Kerr – Member-at-Large Kieth Carlson – Council Member
- Staff:Tara VanDellen Planner/Development OfficerTracy Stewart Development AssistantBrady Schnell Economic Development Officer

9:05 a.m.

Call to Order /Adoption of Agenda

Motion to adopt the Agenda by Jeff Kerr

Seconded by Councilor Carlson CARRIED

#### **Adoption of Minutes**

• August 20, 2021

Motion to adopt the Meeting Minutes By Councilor Carlson

Seconded by Mayor MacPherson

Motion to approve with

### CARRIED

Item 1: ACTION

#### **DEVELOPMENT PERMIT**

amended conditions by	52024 076	
Jeff Kerr	D2021.076	File:
Seconded by	Kelly Matthews Kelly & Tracey Matthews	Applicant: Owner:
Mayor MacPherson	280 59 Avenue E	Address:
CARRIED	Ptn Block 3, Plan 731663	Legal:
CARRIED	Change in use – vehicle sales & service	Regarding:
	(trailer sales) and construction of 40' x 60' shop	

#### Condition(s):

- 1. The applicant shall obtain all relevant Safety Code Permits and approvals from Superior Safety Codes Inc including septic tank approval. Please call 403-320-0734 for further information.
- 2. The applicant shall ensure that building materials and waste materials on the premises are removed or contained and secured in



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such a manner that prevents such material from being blown off or scattered from the property.

- 3. A landscaping/fencing plan is to be submitted to the satisfaction of the Planner/Development Officer.
- 4. The roadway into the development is to be maintained in a suitable standard as per the Town of Claresholm's Servicing Standards (for gravel roadways), and is considered a private roadway.
- 5. Pursuant to the Town of Claresholm Land Use Bylaw No. 1525 and Policy PLDE 04-09 Planning and Development Fee Schedule the applicant shall provide either:

An irrevocable letter of credit, or

A deposit,

In the amount of \$1500.00 to the Town of Claresholm as performance security to ensure that the applicant adheres to the conditions of the permit.

- The applicant shall ensure that underground utilities are marked prior to commencing with development. Please call Alberta One Call at 1-800-242-3447.
- 7. The applicant shall receive approval prior to construction from Town of Claresholm Council to construct a septic tank to be utilized as per the provisions within Bylaw No. 1659, Water & Sewer Bylaw, until such a time as municipal services become available.
- The lot is to be graveled and maintained to prevent the tracking of mud or debris onto adjacent roadways and to provide for orderly parking and permit adequate drainage, snow removal and maintenance.
- 9. Any further change in use (additions, renovations, or intensifications of use) will require a new permit application.
- 10. This application is for a change in use with shop only, any proposed signs or shipping containers will require a separate application.
- 11. The applicant must hold a valid Town of Claresholm business license for this new location prior to operating.

**Item 2: ACTION** 

**IN CAMERA - DISCUSSION (IF REQUIRED)** 



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9:25 a.m.

Motion to adjourn by Councilor Carlson

CARRIED