



MUNICIPAL PLANNING COMMISSION MINUTES

November 20, 2020

Town of Claresholm – Zoom Meeting

Attendees: Brad Schlossberger - Council Member (Chairperson)
Jeff Kerr – Member-At-Large
Doug Priestley - Member-at-Large
Doug MacPherson – Mayor
Kieth Carlson – Council Member (joined at 9:11a.m.)

Staff: Tara VanDellen – Planner/Development Officer
Blair Bullock– Director of Corporate Sales
Tracy Stewart - Administrative Assistant

Public Present: Rob Vogt – Claresholm Local Press
Gavin Scott – Planner, ORRSC

9:02 a.m.

Call to Order /Adoption of Agenda

Motion to adopt the agenda by Doug Priestley

Seconded by Jeff Kerr

CARRIED

Adoption of Minutes

- October 30, 2020

Motion to adopt the Meeting Minutes By Jeff Kerr

Seconded by Doug Priestley

CARRIED

Item 1: ACTION

DEVELOPMENT PERMIT

File: D2020.115
Applicant: Bahadur S. Doad (Curly's Liquor)
Owners: Doad Investors Corp.
Address: 122 50 Avenue W, Claresholm
Legal: Lots 11 & W 8.5' of 12, Block 4, Plan 147N
Regarding: Change in use: add a food truck (similar use: take-out restaurant)

Motion to approve as amended for temporary use and deemed a similar use to take-out restaurant with conditions by Doug Priestley

Seconded by Mayor MacPherson

CARRIED

Conditions:



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1. *This permit is valid for 12 months from the date of approval. A new application is required prior to the expiration of the permit if the use is to continue following the 12 months.*
2. *No travel over the municipal sidewalk is approved. All access to the approved parking location must be from the rear of the property (alley).*
3. *The food truck must remain a self-contained unit, there is no access to municipal utilities (water/sanitary). Power must be obtained in a way that does not create any type of noise or involve the use of noise making equipment.*
4. *Any dumping of waste water, and/or waste must be done off-site and at an approved dump site location. Any dumping of grease must be at an approved dump site location (or within a grease bin located at the rear of the property). There is to be no dumping of grease within Town dumpsters.*
5. *Any further change in use (additions, renovations, or intensifications of use) will require a new permit application.*
6. *A business license is required for the food truck. An approved Alberta Health Services inspection report must be provided to the Town prior to the issuance of the business license.*
7. *This application does not include any signs. If signs are desired a sign permit application will be required prior to the installation of signage. (This does not include on truck or window signage).*
8. *Garbage receptacles must be maintained onsite in such a way that prevents waste materials from being blown off or scattered from the property.*

Notes:

9. *The Applicant must follow all applicable safety codes requirements including the location of the truck to be at minimum 3 meters from any building. (see the enclosed Standata)*
10. *Any commercial hood system requires certification and inspection by the Town of Claresholm Fire Safety Codes Officer.*

Item 2: ACTION

**In Camera – 1. Advice from Officials FOIP Section 24
2. Advice from officials FOIP Section 24**

**Motion to go in camera by
Doug Priestley**

**Seconded by
Councillor Carlson
CARRIED**

**Motion to come out of
camera by
Mayor MacPherson**

**Seconded by
Doug Priestley**

CARRIED

**1. Motion to refer to
council the amended
LUB Bylaw #1667 by
Councillor Carlson**

Seconded by Jeff Kerr

CARRIED



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2. Motion to refer to council the amended Unsightly Premises & Property Standards Bylaw #1711 by Doug Priestley

Seconded by Councilor Carlson

CARRIED

10:12 a.m.

Motion to adjourn by Doug Priestley

CARRIED
