



MUNICIPAL PLANNING COMMISSION MINUTES

October 15, 2021
Town of Claresholm – meeting held via Zoom

Attendees: Brad Schlossberger - Council Member (Chairperson)
Doug Priestley - Member-at-Large
Doug MacPherson – Mayor
Jeff Kerr – Member-at-Large

Staff: Tara VanDellen – Planner/Development Officer
Tracy Stewart – Development Assistant

Regrets: Kieth Carlson – Council Member

8:58 a.m.	Call to Order /Adoption of Agenda	Motion to adopt the Agenda by Doug Priestley
		Seconded by Jeff Kerr CARRIED

Adoption of Minutes	Motion to adopt the Meeting Minutes By Jeff Kerr
<ul style="list-style-type: none">September 24, 2021	Seconded by Mayor MacPherson
	CARRIED

Item 1: ACTION	DEVELOPMENT PERMIT	1. Motion to approve food truck as a similar use to take out restaurant in the C1 – retail commercial district by Doug Priestley
	File: D2021.077 Applicant: Bahadur Singh Doad Owner: Doad Investors Corp. Address: 122 50 Avenue W Legal: Lot 11 & W8.5ft of 12, Block 4, Plan 147N Regarding: Change in use – add food truck (take out restaurant)	Seconded by Mayor MacPherson
	Condition(s):	CARRIED
	<ol style="list-style-type: none">No travel over the municipal sidewalk is approved. All access to the approved parking location must be from the rear of the property (alley).The food truck must remain a self-contained unit, there is no access to municipal utilities (water/sanitary). There is also to be no generator used for operations. Power must be obtained in a way that does not create the use of a generator or any type of noise making equipment.Any dumping of waste water, waste or grease, must be done off-site and at an approved dump site location.	2. Motion to approve with conditions By Mayor MacPherson
		Seconded by Doug Priestley
		CARRIED



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- Any further change in use (additions, renovations, or intensifications of use) will require a new permit application.
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Item 2: ACTION

HOME OCCUPATION

File: D2021.079
Applicant: Menzies Carpentry
Owner: Zachary & Shaylee Menzies
Address: 110 Derochie Drive
Legal: Lot 22, Block 7, Plan 0413176
Regarding: Home Occupation 2 application – general contracting services

**Motion to approve
with conditions
By Jeff Kerr**

**Seconded by
Doug Priestley**

CARRIED

Condition(s):

- The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No. 1525.
- As per, Schedule 10, of the Town of Claresholm Land Use Bylaw No. 1525, Municipal Planning Commission would like to emphasize that all permits issued for home occupations shall not involve the display or storage of goods and equipment upon or inside the premises in such a manner that these items are exposed to public view. Trailers to be parked off-street and out of the public view as much as possible when stored.
- As per, Schedule 10, of the Town of Claresholm Land Use Bylaw No. 1525, Municipal Planning Commission would like to emphasize that all permits issued for home occupations must be renewed annually and may be subject to periodic reviews and may be revoked if the Municipal Planning Commission determines that the use has become detrimental to the residential character and amenities of the neighborhood.
- Please note that the home occupation development permit will lapse/expire if a business license is not obtained within 1 year from the date of approval, or subsequently, if the business license is not purchased annually.
- Any intensifications of use, additional employees, client traffic to and from the residence, or the addition of large equipment and/or additional trucks/trailers will require a new application.

Note(s):

- As per Bylaw 1550 (Traffic Bylaw), a vehicle, or a vehicle with a trailer attached, with a maximum allowable weight of 4,500 kg, shall not be parked on a highway any time after 10:00 PM and before 7:00 AM, unless it is parked in a location completely adjoining the vehicle owner's residence. This does not apply if the vehicle is a recreation vehicle, a commercial vehicle with the
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hazard warning lamps alight and in the process of loading or unloading goods, or if it's parked on Provincial Highway #2 (1st Street West).

7. As per Bylaw 1550 (Traffic Bylaw), a vehicle, or a vehicle with a trailer attached, with a maximum allowable weight exceeding 9,500 kilograms, shall not be parked on a highway.
8. As per Bylaw 1550 (Traffic Bylaw), a trailer shall not be parked on a highway unless the trailer is attached to a vehicle by which it may be drawn.
9. The purpose of the Town of Claresholm Noise Bylaw No. 1243 is to prohibit certain activities creating noise and to abate instances of noise and to restrict when certain sounds can be made. Hours: Mon – Sat morning 10:00pm to 7:00am (quiet times), Sat evening to Sun morning 10:00pm to 10:00am (quiet time).

Item 3: ACTION

IN CAMERA - DISCUSSION

**Motion to go In Camera by
Mayor MacPherson**

Seconded by Doug Priestley

CARRIED

**Motion to come out of In
Camera by Doug Priestley**

**Seconded by Mayor
MacPherson**

CARRIED

9:22 a.m.

**Motion to adjourn by
Doug Priestley**

CARRIED
