



# MUNICIPAL PLANNING COMMISSION MINUTES

**January 21, 2022**  
**Town of Claresholm – Council Chambers**

**Attendees:** Brad Schlossberger - Council Member (Chairperson)  
Doug Priestley - Member-at-Large  
Chelsae Petrovic – Mayor  
Jeff Kerr – Member-at-Large (Vice Chairperson)  
Kieth Carlson – Council Member

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

**Public:** Art Stott – Applicant  
Rob Vogt – Claresholm Local Press

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<b>8:56 a.m.</b>	<b>Call to Order /Adoption of Agenda</b>	<b>Motion to adopt the Agenda by Doug Priestley</b>
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**Seconded by  
Jeff Kerr  
CARRIED**

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**Adoption of Minutes**

- November 5, 2021

**Motion to adopt the  
Meeting Minutes  
By Jeff Kerr**

**Seconded by  
Doug Priestley**

**CARRIED**

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<b>Item 1: ACTION</b>	<b>DEVELOPMENT PERMIT</b>	<b>Motion to approve with conditions by Councilor Carlson</b>
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File: D2021.094  
Applicant: Art Stott/248709 Alberta Ltd.  
Owner: 248709 Alberta Ltd.  
Address: 5123 5 St E  
Legal: Lot 17-19, Block 132, Plan 7959GV  
Regarding: Add caretaker suite to commercial building

**Seconded by  
Jeff Kerr**

**CARRIED**

**Condition(s):**

1. Any further change in use (additions, renovations, or intensifications of use) will require a new permit application.
2. The applicant shall ensure that building materials and waste materials on the premises are removed or contained and secured in such a manner that prevents such material from being blown off or scattered from the property.



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3. *Any contractors or trades people are required to obtain a Town of Claresholm Business License. For more information, please contact the Town of Claresholm Administration Office (403) 625-3381.*
  4. *The applicant shall obtain any relevant Safety Code Permits and approvals from Superior Safety Codes Inc. Please direct any inquiries to Superior Safety Codes Inc. at 403-320-0734.*
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**Item 2: ACTION**

**IN CAMERA – discussion (if required)**

**Motion to go In Camera by  
Councilor Schlossberger**

**Seconded by Doug Priestley**

**CARRIED**

**Motion to come out of In  
Camera by Councilor  
Carlson**

**Seconded by Doug Priestley**

**CARRIED**

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**9:32 a.m.**

**Motion to adjourn by  
Jeff Kerr**

**CARRIED**

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FOR APPROVAL