



MUNICIPAL PLANNING COMMISSION MINUTES

June 17, 2022

Town of Claresholm – Council Chambers

Attendees: Brad Schlossberger - Council Member (Chairperson)
Doug Priestley - Member-at-Large
Chelsae Petrovic – Mayor

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

Public: Jessica McDowell – Applicant
Rob Vogt – Claresholm Local Press

Regrets: Jeff Kerr – Member-at-Large (Vice Chairperson)
Kieth Carlson – Council Member

8:56 a.m.

Call to Order /Adoption of Agenda

**Motion to adopt the
Agenda by
Doug Priestley**

**Seconded by
Mayor Petrovic**

CARRIED

Adoption of Minutes

- May 20, 2022

**Motion to adopt the
Meeting Minutes
By Mayor Petrovic**

**Seconded by
Doug Priestley**

CARRIED

Item 1: ACTION

DEVELOPMENT PERMIT

File: D2022.041
Applicant/
Owner: Jessica McDowell & Komlan Assiagbo
Address: 340 55 Avenue W
Legal: Lots 20 & 21, Block A, Plan 6006AC
Regarding: Fence waiver – secondary front/side yard
setback

**Motion to approve with
conditions by
Doug Priestley**

**Seconded by
Mayor Petrovic**

CARRIED

Condition(s):

1. The fence is to be constructed to a maximum height of 6 feet, on or inside property lines and not to extend into the boulevard (approved as per the submitted drawing, any changes will require a new permit application).



MUNICIPAL PLANNING COMMISSION MINUTES

June 17, 2022
Town of Claresholm – Council Chambers

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.
 3. The existing retaining wall must remain in place, any fencing can be on or inside the retaining wall.
 4. The applicant is responsible to ensure that underground utilities are marked prior to commencing with development. [Alberta One-Call 1-800-242-3447]
-

Item 2: DISCUSSION

In Camera – discussion

- Advice from officials FOIP Section 24

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

**Seconded by
Mayor Petrovic**

**Motion to come out of in
camera by Doug Priestley**

**Seconded by
Mayor Petrovic**

**Motion to recommend
to Council the addition of
daycare/childcare facility to
the C1, C2 & P
Land Use Districts to the
land use bylaw amendment
No. 1740
by Mayor Petrovic**

**Seconded by
Doug Priestley**

9:45 a.m.

**Motion to adjourn by
Mayor Petrovic**

CARRIED
