



MUNICIPAL PLANNING COMMISSION MINUTES

May 24, 2019

Town of Claresholm – Council Chambers

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

Regrets: Jeff Kerr – Member-At-Large

Staff: Tara VanDellen – Planner/Development Officer
Darlene Newson – Infrastructure Admin Assistant

Public Present: Judy Jutras

8:32 a.m.

Call to Order /Adoption of Agenda

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

**Seconded by
Mayor MacPherson**

CARRIED

Adoption of Minutes

- May 17, 2019

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

**Seconded by
Doug Priestley**

CARRIED

Item 1: INFORMATION DEVELOPMENT PERMIT

File: D2019.035
Applicant: Joseph Starr
Owner: Joseph Starr
Address: 4 Skyline Crescent
Legal: Lot 16, Block 63, Plan 0110064
Regarding: Variance to required parking for 19-unit
building

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

**Seconded by
Mayor MacPherson**

CARRIED

Conditions:

1. Refuse and garbage storage areas shall be effectively screened from the public view by a privacy fence enclosure and landscaping. Additional landscaping in the form of shrubs and/or trees must be provided within the
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garbage area (noted below). All landscaping must provide adequate site lines and visibility to the entrance/exit.

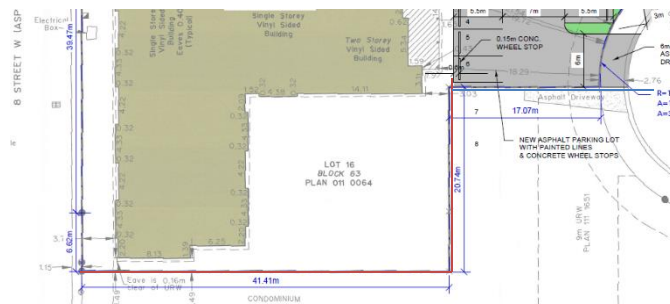


2. It is the responsibility of the owner/applicant/contractor to ensure the vehicular and pedestrian safety during construction (barricades/signage/flags persons as required). All parking during construction must not be located on adjacent properties without prior permission/approval.
3. Any contractors or trades people are required to retain a valid Town of Claresholm Business License. For more information please contact the Town of Claresholm Administration Office (403) 625-3381.
4. 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 during the construction process.
5. It is the responsibility of the property owner to ensure all snow accumulation is removed from the parking lot area, and does not utilize any

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parking stalls for storage of snow or other materials.

6. Fencing is required along the south and east property lines (as per the sketch below), to ensure all development remains on property. A privacy fence (shown in red below) is required between the buildings along the south and east property line to the parking lot, and a chain link fence (shown in blue below) is required along the south section of the parking lot to ensure no vehicular traffic to/from neighboring properties.



7. Please contact Alberta One Call prior to any construction/development at 1-800-242-3447.
8. Any further changes/intensifications in use, alterations to parking, landscaping or garbage removal location requires a new application to be submitted.

9:13 a.m.

Motion to adjourn
by Mayor MacPherson

Seconded by Doug Priestley

CARRIED

Next meeting – June 7, 2019



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