



# MUNICIPAL PLANNING COMMISSION MINUTES

**May 28, 2021**

**Town of Claresholm – Zoom Meeting**

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

**Staff:** Tara VanDellen – Planner/Development Officer  
Blair Bullock – Director of Corporate Services  
Kyle Aikema – Bylaw Officer  
Tracy Stewart - Administrative Assistant

**Public Present:** Ron & Cheryl Rezewski

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<b>9:02 a.m.</b>	<b>Call to Order /Adoption of Agenda</b>	<b>Motion to adopt the Agenda by Doug Priestley</b>
		<b>Seconded by Jeff Kerr</b>
		<b>CARRIED</b>

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<b>Adoption of Minutes</b>	<b>Motion to adopt the Meeting Minutes By Jeff Kerr</b>
<ul style="list-style-type: none"><li>• April 30, 2021</li></ul>	
	<b>Seconded by Doug Priestley</b>
	<b>CARRIED</b>

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<b>Item 1: ACTION</b>	<b>DEVELOPMENT PERMIT</b>	<b>Motion to approve with conditions by Doug Priestley</b>
	File: D2021.048 Applicant: Ron & Cheryl Rezewski Owner: Scott Anderson Address: 4704 2 St E Legal: Ptn Block 35, Plan 147N Regarding: Change in use – food processing facility, minor – with variance to minimum lot size (storage of products)	
	<b>Condition(s):</b> <ol style="list-style-type: none"><li>1. <i>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. The use may not commence until occupancy has been granted by Superior Safety Codes Inc.</i></li><li>2. <i>Any further change in use (additions, renovations, or intensifications of use) will require a new permit application.</i></li></ol>	<b>Seconded by Kieth Carlson</b> <b>CARRIED</b>

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3. *This application is for a change in use only, any proposed signs will require a separate application.*
  4. *The applicant must hold a valid Town of Claresholm business license prior to operating.*
  5. *The applicant shall be responsible for making arrangements with the Town of Claresholm Utility Department regarding the connection to municipal water services, including the procurement of the water meter (if required). Please contact Marianna Orge at the Town Office 403-625-3381.*
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**Item 2: DISCUSSION**

**In Camera – discussion re: Recreational Vehicle  
Parking Bylaw # 1711**

**Motion to go in camera by  
Mayor MacPherson**

**Seconded by  
Jeff Kerr  
CARRIED**

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

**Seconded by  
Doug Priestley**

**CARRIED**

**Motion by Jeff Kerr to  
refer to Council a draft  
amendment to Bylaw  
#1711 as follows:**

- 1. No person shall keep or  
permit on any residential  
development or property  
any RV unless the RV is  
parked:**
  - a. During the months of  
April to October inclusive,  
in a front yard or a  
secondary front yard and  
on a hard-surfaced, gravel  
or rock parking area with  
a setback of atleast 1.0 m  
from the sidewalk or curb  
if there is no sidewalk  
abutting the road;**
  - b. During the months of  
November to March  
inclusive, in a front yard  
and located on a hard-  
surfaced, gravel, or rock  
parking area with a  
setback of at least 3.0 m**

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from the sidewalk or curb if there is no sidewalk abutting the road, or a secondary front yard if located on a hard-surfaced, gravel, or rock parking area to be fully maintained on property and not to extend onto the municipal boulevard in anyway; and,  
c. At any time during the year, in a rear yard or side yard and maintained to prevent the tracking of mud or debris onto adjacent roadways.

Seconded by  
Doug Priestley

**CARRIED**

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10:13 a.m.

Motion to adjourn by  
Doug Priestley

**CARRIED**

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