



MUNICIPAL PLANNING COMMISSION MINUTES

November 5, 2021

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)

Staff: Tara VanDellen – Planner/Development Officer
Tracy Stewart – Development Assistant
Abe Tinney – CAO
Brady Schnell – EDO
Sheila Karsten - EDA

Regrets: Kieth Carlson – Council Member

10:50 a.m.

Call to Order /Adoption of Agenda

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

**Seconded by
Jeff Kerr
CARRIED**

Adoption of Minutes

- October 15, 2021

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

**Seconded by
Doug Priestley**

CARRIED

Item 1: ACTION

HOME OCCUPATION

File: D2021.086
Applicant: Umbrella Enterprises Ltd./Terry Stevenson
Owner: Anita Rooks
Address: 316 49 Avenue E
Legal: Lot 17, Block 36, Plan 147N
Regarding: Home Occupation, home office: general contractor

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

**Seconded by
Doug Priestley**

CARRIED

Condition(s):

1. The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No. 1525.
 2. 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
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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.

3. 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.
4. 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.
5. 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.

Suggested Note(s):

6. 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 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 2: ACTION

DEVELOPMENT PERMIT

File: D2021.087
 Applicant: Kaz's Service
 Owner: 2139858 Alberta Ltd.
 Address: 4044 3 Street E
 Legal: Lot 2, Block 4, Plan 7910810
 Regarding: Master Sign Plan Application

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

**Seconded by
Mayor Petrovic**

CARRIED



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Condition(s):

1. The applicant shall adhere to the stipulations stated in Schedule 2, of the Town of Claresholm Land Use Bylaw No. 1525.
 2. The permit is for the signs as per the submitted pictures, if there are alterations to signage outside of what was submitted, please notify the Town of Claresholm. Any future additions or changes to signage will require a new sign permit application.
 3. The applicant shall be responsible for ensuring that the signs are securely fastened and maintained in good condition.
 4. The applicant shall ensure that any contractors, installers, and/or tradespeople obtain a valid Town of Claresholm business license prior to commencing any work.
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Item 3: ACTION

IN CAMERA – LEGAL FOIP Section 27

**Motion to go In Camera by
Doug Priestley**

Seconded by Jeff Kerr

CARRIED

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

Seconded by Mayor Petrovic

CARRIED

11:11 a.m.

**Motion to adjourn by
Mayor Petrovic**

CARRIED
