



MUNICIPAL PLANNING COMMISSION MINUTES

December 15, 2023

Town of Claresholm – Council Chambers

Attendees: Jeff Kerr – Member-at-Large (Vice-Chairperson)
Doug Priestley - Member-at-Large (Via Zoom)
Kandice Meister – Council Member
Brad Schlossberger – Mayor (Chairperson)

Staff: Tara Vandervalk – Development Services Manager
Tracy Stewart – Development Assistant

Public: Brian Brehaut – Applicant

Regrets: Kieth Carlson – Council Member

9:01 a.m.

Call to Order /Adoption of Agenda

**Motion to adopt the
Agenda by
Councilor Meister**

**Seconded by
Jeff Kerr**

CARRIED

Adoption of Minutes

- October 27, 2023

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

**Seconded by
Councilor Meister**

CARRIED

Item 1: ACTION

DEVELOPMENT PERMIT

File: D2023.091
Applicant: Brian Brehaut
Owner: Brian Brehaut
Address: 4730 2A Street E
Legal: Lot 10, Block 38, Plan 5369JK
Regarding: Add accessory building (steel)

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

**Seconded by
Councilor Meister**

CARRIED

CONDITIONS(s):

1. The applicant shall obtain all relevant **Safety Code Permits** and approvals based on current-dated construction drawings that are endorsed by a professional engineer where required.
 2. Applicants 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 applicant shall obtain an Alberta One Call prior to any digging. 1-800-242-3447.
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Item 2: ACTION

HOME OCCUPATION

File: D2023.089
Applicant: Porcupine Hills Plumbing and Heating Ltd.
Owner: Kelly Fowler
Address: 102 Derochie Dr.
Legal: Lot 18, Block 7, Plan 0413176
Regarding: Home office for plumbing and heating business

Motion to approve with conditions by Jeff Kerr

Seconded by Doug Priestley

CARRIED

CONDITIONS(s):

1. The applicant shall adhere to the stipulations stated in Schedule 10, of the Town of Claresholm Land Use Bylaw No. 1525.
1. 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 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.
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 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.
3. 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.
4. All work vehicles, trailers, etc. shall be parked off street.
5. Any intensifications of use or additional vehicles/employees will require a new application.

NOTE(S):

1. 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).
2. As per Bylaw 1550 (Traffic Bylaw), a vehicle, or a vehicle with a trailer attached, with a maximum allowable weight of 4,500kg, shall not be parked on a highway any time after 10:00PM and before 7:00AM, unless it is parked in a location completely adjoining the vehicle owner's residence.
3. As per Bylaw 1550 (Traffic Bylaw), any commercial vehicle, bus, truck or truck tractor:
 1. may be parked on private property as long as that vehicle does not block any sidewalk, laneway or alley and doesn't obstruct or hinder the normal flow of traffic (pedestrian or vehicular).
 2. shall not be parked on a highway unless it is parked in a location completely adjoining the operator's place of residence.
 3. shall not be parked for more than 48 consecutive hours and must be removed to an off-highway location for at least 72 consecutive hours before it may park there again.

Item 3: DISCUSSION

In Camera – discussion (if required)



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9:12 a.m.

Motion to adjourn by
Jeff Kerr
CARRIED
