





# MUNICIPAL PLANNING COMMISSION MINUTES

January 26, 2024  
Town of Claresholm – Council Chambers

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*the front off-street parking is not sufficient for 4 vehicles.)*

3. *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.*
4. *Any contractors or trades people are required to obtain a Town of Claresholm Business License. For more information, please contact the Town of Claresholm Administration Office (403) 625-3381.*
5. *The applicant shall obtain any relevant Safety Code Permits and approvals from Superior Safety Codes Inc if required. Please direct any inquiries to Superior Safety Codes Inc. at 403-320-0734.*

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**Item 2: ACTION**

**DEVELOPMENT PERMIT APPLICATION**

File: D2024.004  
 Applicant: Arcadis Professional Services (Canada) Inc.  
 Owner: 2291174 Alberta Ltd.  
 Address: 221 & 225 43 Avenue E  
 Legal: Lots 2 & 3, Block 1, Plan 658LK  
 Regarding: Master Sign Plan

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

**Seconded by Councilor Carlson**

**CARRIED**

**CONDITIONS(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.*
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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: INFORMATION    DEVELOPMENT STATISTICS 2023**

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**Item 4: DISCUSSION    In Camera – discussion (if required)**

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9:23 a.m.

**Motion to adjourn by  
Doug Priestley  
CARRIED**

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