



MUNICIPAL PLANNING COMMISSION MINUTES

November 29, 2024
Town of Claresholm – Council Chambers

Attendees: Brad Schlossberger – Mayor (Chairperson)
Jeff Kerr – Member-at-Large (Vice-Chairperson)
Doug Priestley - Member-at-Large

Staff: Tracy Stewart – Development Assistant

Public: Kattie Schlamp - ORRSC

Regrets: Kandice Meister – Council Member
Kieth Carlson – Council Member
Tara Vandervalk – Development Services Manager

9:01 a.m.	Call to Order /Adoption of Agenda	Motion to adopt the Agenda by Doug Priestley
		Seconded by Jeff Kerr
		CARRIED

Adoption of Minutes	Motion to adopt the Meeting Minutes by Jeff Kerr
<ul style="list-style-type: none"> • October 25, 2024 	
	Seconded by Doug Priestley
	CARRIED

Item 1: ACTION	SUBDIVISION	Motion to approve with conditions by Doug Priestley
	File: D2024.048	
	Owners: 2394077 Alberta Ltd.	
	Address: 19 Tamarack Road	
	Legal: Lot 8, Block 3, Plan 7710803	Seconded by Jeff Kerr
	Regarding: Subdivision to create 4 condominium units	CARRIED

- CONDITIONS(s):**
1. *That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the Town of Claresholm.*
 2. *That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with the Town of Claresholm which shall be registered concurrently with the final plan against the title(s) being created.*



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3. *That the easement(s) as required by Fortis Alberta shall be established prior to finalization of the application and are to be registered simultaneously with the legal plan of the subdivision.*
4. *That a final plan be provided as prepared by a certified Alberta Land Surveyor that corresponds to the subdivision title configuration as approved by the Subdivision Authority.*
5. *That consent from the Registrar for the New Home Buyer Protection office shall be provided for final endorsement.*

Item 2: ACTION

HOME OCCUPATION

File: D2024.090
 Applicant: Michelle Pinkerton
 Owners: John & Michelle Pinkerton
 Address: 11 Westrose Avenue
 Legal: Lot 5, Block 3, Plan 7710803
 Regarding: Home Occupation – manicures/pedicures

Motion to approve with conditions by Doug Priestley

Seconded by Jeff Kerr

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.*
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 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.*
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 (or additional clients, change in hours, or employees) will require a new application.*

Item 3: INFORMATION

APPROVED DEVELOPMENTS

TAKEN FOR INFORMATION



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Item 4: DISCUSSION

IN CAMERA DISCUSSION

Bylaw Review – FOIP Advice from Officials

Motion to go In Camera by
Jeff Kerr at 9:16 a.m.
Seconded by Doug Priestley

Motion to come out of In
Camera by Jeff Kerr
Seconded by
Doug Priestley

at 9:23 a.m.

Motion to refer Bylaw
changes to Council
by Doug Priestley

Seconded by Jeff Kerr

CARRIED

9:24 a.m.

Motion to adjourn by
Jeff Kerr
