



MUNICIPAL PLANNING COMMISSION MINUTES

June 6, 2025
Town of Claresholm – Council Chambers

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

Staff: Tara Vandervalk – Development Services Manager
Abe Tinney - CAO
Tracy Stewart – Development Assistant

Public: Alan Boucher – on behalf of Applicant
Dave Mulholland

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

Adoption of Minutes	Motion to adopt the Meeting Minutes by Councilor Meister
<ul style="list-style-type: none"> • May 16, 2025 	Seconded by Jeff Kerr
	CARRIED

Item 1: ACTION	SUBDIVISION	Motion to Approve with conditions by Councilor Carlson
	File: D2025.032	
	Applicant/Owner: Evolution Land Development Corp.	
	Legal: SE ¼ 23-12-27-W4M	Seconded by Councilor Meister
	Regarding: Subdivision	CARRIED



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Item 2: ACTION

DEVELOPMENT PERMIT

**Motion to Approve with
conditions
By Jeff Kerr**

File: D2024.001
Applicant/Owner: Liezl Bacalso & Joseph Mandac
Address: 509 51 Avenue W
Legal: Lot 9, Block 65, Plan 4841JK
Regarding: Time Extension Application – Add
Secondary Suite

**Seconded by
Doug Priestley**

CONDITIONS(s):

Original Conditions, still applicable:

CARRIED

- 1. This Development Permit is for a basement suite with renovations - maximum number of 2 (two) bedrooms.*
- 2. 2 (two) off-street parking spaces must be constructed and maintained for the secondary suite. (can be located in the rear of the property and must be constructed, 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.*

New Conditions:

- 6. Extension approval granted for an additional 12 months – June 6, 2026.*

9:17 a.m.

**Motion to adjourn by
Jeff Kerr**
