

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION OF THE TOWN OF SUNDRE IN  
THE PROVINCE OF ALBERTA HELD MONDAY SEPTEMBER 12, 2016, 6:00 P.M., IN THE  
TOWN OF SUNDRE COUNCIL CHAMBERS**

**PRESENT:** Vice Chairperson Jason Spurrier and members, Robert Dales, Brad Lindeburgh, Paul Isaac, Cheri Funke, Gabrielle Grainger and Connie Anderson

**ABSENT:** Chris Vardas

**STAFF:** Denica Crosbie, Planner  
Michelle Smith, Development Officer

**OTHERS:** Kim Harbicht - Sczesny, Tony Jenkins

**ADOPT A VICE CHAIRPERSON:**

Moved by Paul Isaac to nominate Jason Spurrier as Vice-Chairperson. **CARRIED**

**CALL TO ORDER:**

Vice Chairperson Jason Spurrier called the meeting to order at 6:00 pm. **CARRIED**

**AGENDA:**

Moved by Gabrielle Grainger to approve the September 12, 2016 agenda with additions 8.1 and 8.2. **CARRIED**

**ADOPTION OF MINUTES:**

Minutes of July 5<sup>th</sup>, 2016 regular meeting were presented for adoption.

Moved by Robert Dales to approve the Minutes of July 5<sup>th</sup>, 2016 as presented. **CARRIED**

**BUSINESS:**

**DEVELOPMENT PERMIT APPLICATIONS – PERMITTED - RECEIVED FOR INFORMATION:**

- 4.1 Development Permit Application No. 2016-040  
Lot 116, Plan 9612304  
Civic Address: 116, 200 4<sup>th</sup> Avenue SW
- 4.2 Development Permit Application No. 2016-038  
Lot 2, Plan 1347GF  
Civic Address: Bay #14, 200 Main Avenue W
- 4.3 Development Permit Application No. 2016-039  
Lot 5, Block 4, Plan 0013095  
Civic Address: Bay #4, 605 Main Avenue E
- 4.4 Development Permit Application No. 2016-042  
Lot 185, Plan 9812536  
Civic Address: 185, 200 4 Avenue SW
- 4.5 Development Permit Application No. 2016-045  
Lot 40, Block 9, Plan 7911066  
Civic Address: 109 9 Avenue NE
- 4.6 Development Permit Application No. 2016-046

Lot 15, Block 11, Plan 7911066  
Civic Address: 126 10 Avenue NE

**DEVELOPMENT PERMIT APPLICATIONS – DISCRETIONARY - DECISION REQUIRED:**

- 5.1 Development Permit Application No. 2016-036  
NE-34-32-5-5  
Civic Address: 901 Main Avenue E

**Change of Use – Repair Services**

**Decision Required – Ratify email vote of July 8, 2016**

Moved by Robert Dales to ratify the email vote and approve Development Permit 2016-036 with the recommended Development Permit Conditions, Option 1 as presented.

**CARRIED**

- 5.2 Development Permit Application No. 2016-037  
NE-34-32-5-5  
Civic Address: 901 Main Avenue E

**Fascia signs 4' x 8' and Sandwich Board Sign 3' x 5'**

**Decision Required – Ratify email vote of July 8, 2016**

Moved by Brad Lindebergh to ratify the email vote and approve Development Permit 2016-037 with the recommended Development Permit Conditions, Option 1 as presented.

**CARRIED**

- 5.3 Development Permit Application No. 2016-041  
Lot 3, Block 2, Plan 9512087  
Civic Address: #4, 101 2<sup>nd</sup> Avenue NW

**Fascia signs**

**Decision Required – Ratify email vote of August 2, 2016**

Moved by Gabrielle Grainger to ratify the email vote and approve Development Permit 2016-041 with the recommended Development Permit Conditions, Option 1 as presented.

**CARRIED**

- 5.4 Development Permit Application No. 2016-043  
Lot 6, Block 1, Plan 6122HE  
Civic Address: 318 1 Street NE

**Home Occupation - Esthetics**

**Decision Required**

Vice Chairperson Jason Spurrier asked if applicant read and understood the conditions as set out in the report; Kim Harbicht - Sczesny confirmed that she had.

Moved by Robert Dales that Development Permit 2016-043 be approved with the recommended Development Permit Conditions, Option 1 as presented. **CARRIED**

- 5.5 Development Permit Application No. 2016-044  
Lot 12, Block G, Plan 8542GM  
Civic Address: 217 3 Street SW

**Variance/relaxation on front yard setbacks from 6.0 m to 4.32 m**

**Decision Required**

Vice Chairperson Jason Spurrier asked if applicant read and understood the Conditions; Tony Jenkins confirmed that he had.

Moved by Brad Lindeburgh that Development Permit 2016-044 be approved with the recommended Development Permit Conditions, Option 1 as presented. **CARRIED**

**SUBDIVISIONS:**

6.1 None

**MOUNTAIN VIEW COUNTY:**


7.1

**OTHER BUSINESS:**

- 8.1 Denica Crosbie, Planner, updated MPC members on compliance issues with Lot 1, Block 3, Plan 0214333 and Development Permit 2014-035. The Planning Department along with other Town Departments met the applicant on site for an inspection on July 14<sup>th</sup>, 2016. Issues were discussed and addressed, at the present time the applicant is in compliance with the Development Permit.
- 8.2 Council's Organizational Meeting is scheduled for October 17, 2016; any Public Members interested in being involved in the upcoming 2017 year are required to submit a letter of intent or email to the Development Officer by September 29, 2016.

**ADJOURNMENT:**

Moved by Connie Anderson that the meeting be adjourned at 6:15 pm. **CARRIED**

  
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Chairperson

I hereby certify these minutes are correct.

  
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Municipal Planning Commission Secretary

Date: September 12, 2016