

MUNICIPALITY OF CROWSNEST PASS  
MUNICIPAL PLANNING COMMISSION MINUTES  
WEDNESDAY, JANUARY 25, 2023

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**PRESENT:** Justin Ames, Chair  
Doreen Glavin, Alternate Member  
Sam Silverstone, Member  
Dean Ward, Member

**ADMINISTRATIVE:** Katherine Mertz, Development Officer  
Kim Kozak, Development Officer  
Johan Van Der Bank, Manager of Development & Trades  
Ryan Dyck, ORRSC  
Sasha Lassey, Assistant Development Officer – Recording Secretary (Exit at 3:20pm)

**ABSENT:** Dave Filipuzzi, Member  
Kevin Bergeron, Member  
Don Montalbetti, Member  
Gaston Aubin, Vice Chair

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**1. CALL TO ORDER & BOARD INTRODUCTIONS**

Meeting called to order by Justin Ames at 2:05 p.m.

**2. ADOPTION OF AGENDA**

2.1 Additions/Deletions

***MOTION*** by Dean Ward to adopt the agenda of January 25, 2023, as presented.

**CARRIED**

**3. CONSENT AGENDA**

**4. ADOPTION OF MINUTES**

***MOTION** by Dean Ward to adopt the minutes of December 21, 2022, as presented.*

**CARRIED**

**5. SUBDIVISION APPLICATIONS**

**5.1 2022-0-184** - West 1/2 of Lot 5 and all of Lot 4, Block 25, Plan 820L within NW1/4 8-8-7-W5M / Municipality of Crowsnest Pass

***MOTION** by Dean Ward to:*

*Approve Subdivision file 2022-0-184 with the resolution provided.*

**CARRIED**

**5.2 2022-0-191** - Lot 3, Block 1, Plan 2210225 and a portion of the SE1/4 2-8-4-W5M all within SE1/4 2-8-4-W5M / Municipality of Crowsnest Pass

***MOTION** by Doreen Glavin to:*

*Approve Subdivision file 2022-0-191 with the resolution provided.*

**CARRIED**

**6. DEVELOPMENT PERMIT APPLICATIONS**

**6.1 DP2022-203 - 8521 20 Avenue, Coleman (Lot 9 Block 22 Plan 6808CU)**

***MOTION** by Sam Silverstone to:*

Approve DP2022-203 for the replacement of the copy / facing on an existing Freestanding Sign (Type 14) (Discretionary use), with a variance of 11% to the minimum height of the sign above ground or sidewalk grade, with conditions as identified by Alternative A in the MPC request for decision package, and with the following addition within the Development Permit to reflect the following "Important Information and Notes":

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- a) (iv) Ensuring that the development and/or any associated structures and/or the associated excavation and/or construction activity approved under this Development Permit is undertaken in a manner that does not cause or result in a public safety risk or concern...

**CARRIED**

**6.2 DP2022-205 - 2509 21 Avenue, Coleman (Lot 3 Block 1 Plan 9111132)**

**MOTION** by Dean Ward to:

Approve DP2022-205, for the existing "Accessory Building" (14m<sup>2</sup> shed) (Discretionary use) with an east side yard setback variance of 14.67m (96%), with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

**6.3 DP2022-ST059 - 22614 8 Avenue, Hillcrest Mines (Lot 21-22 Block 42 Plan 5150S)**

**MOTION** by Justin Ames to:

Approve DP2022-ST059 to operate a "Tourist Home" (Discretionary use) without approving the variance request to the maximum occupancy from six guests to ten guests, with conditions as identified by Alternative A in the MPC request for decision package.

**REFUSED**

**MOTION** by Dean Ward to:

Refuse DP2022-ST059 to operate a "Tourist Home" (Discretionary use) with a variance to the maximum occupancy from six guests to ten guests, with conditions as identified by Alternative A in the MPC request for decision package for the following reason:

The Municipal Planning Commission does not have the authority to grant a variance from 6 to 10 guests.

**WITHDRAWN**

**MOTION** by Dean Ward to:

Request a 45-day time extension from the applicants of DP2022-ST059 to allow for clarification.

**CARRIED**

**6.4 DP2022-ST064 - 7702 18 Avenue, Coleman (Lot 11-12 Block 12 Plan 820L)**

**MOTION** by Doreen Glavin to:

Approve DP2022-ST064 to operate a "Tourist Home" (two units) (Discretionary use), with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

**6.5 DP2022-ST065 - 13321 21 Avenue, Blairmore (Lot 7 Block 11 Plan 3319I)**

**MOTION** by Dean Ward to:

Refuse DP2022-ST065 to operate a "Tourist Home" (Discretionary use) with a variance to the minimum separation distance from 200 meters to 191 meters for the following reasons:

The proposed application does not meet the 200-meter separation distance for a Tourist Home in the R-1 to R-5 Districts and the land use bylaw stipulates that the Municipal Planning Commission shall not approve a variance of this measurable standard.

**CARRIED**

**6.6 DP2022-ST066 - 2566 Tecumseh Road, Coleman (Lot 14 Block 5 Plan 1011120)**

**MOTION** by Dean Ward to:

Approve DP2022-ST066 to operate a "Tourist Home" (Discretionary use), with conditions as identified by Alternative A in the MPC request for decision package.

**CARRIED**

**7. BYLAW AMENDMENTS**

**7.1 Bylaw 1095, 2022 Schedule A**

*MOTION by Dean Ward to accept Bylaw 1095, 2022 as information:*

**CARRIED**

**7.2 Bylaw 1106, 2021 Schedule A**

*MOTION by Dean Ward to accept Bylaw 1106, 2021 as information:*

**CARRIED**

**7.3 Bylaw 1130, 2022 Schedule A**

*MOTION by Dean Ward to accept Bylaw 1130, 2022 as information:*

**CARRIED**

**7.4 Bylaw 1136, 2022 Schedule A**

*MOTION by Dean Ward to accept Bylaw 1136, 2022 as information:*

**CARRIED**

**7.5 Bylaw 1137, 2022 Schedule A**

*MOTION by Dean Ward to accept Bylaw 1137, 2022 as information:*

**CARRIED**

**7.6 Bylaw 1138, 2022 Schedule A**

*MOTION by Dean Ward to accept Bylaw 1138, 2022 as information:*

**CARRIED**

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8. APPEALS

9. ROUND TABLE DISCUSSIONS

10. NEXT MEETING

10.1 Next Meeting, Wednesday, February 22, 2023, at 2:00 PM

Council Chambers, Municipal Office

10. IN CAMERA

11. ADJOURN

*MOTION* by Doreen Glavin to adjourn the meeting at 3:37 p.m.

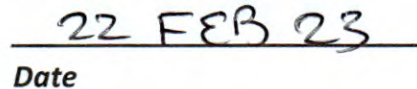
**CARRIED**

Approved By:

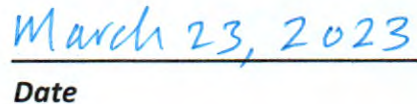
  
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Recording Secretary

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Chairperson

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Manager of Development and Trades

  
\_\_\_\_\_  
Date