

**Meeting Minutes of the  
Municipal Planning Commission  
May 7<sup>th</sup>, 2024 6:30 pm  
MD of Pincher Creek Council Chambers**

**ATTENDANCE**

Commission: Chairperson Jeff Hammond, Member at Large Laurie Klassen, Reeve Dave Cox,  
Councillors Rick Lemire, Tony Bruder, Jim Welsch and John MacGarva

Staff: CAO Roland Milligan, Development Officer Laura McKinnon

Planning  
Advisor: ORRSC, Senior Planner Gavin Scott

Absent:

Chairperson Jeff Hammond called the meeting to order, the time being 6:34 pm.

**1. ADOPTION OF AGENDA**

Councillor Jim Welsch 24/028

Moved that the agenda for May 7<sup>th</sup>, 2024, be approved as presented.

Carried

**2. ADOPTION OF MINUTES**

Reeve Dave Cox 24/029

Moved that the Municipal Planning Commission Meeting Minutes for April 2<sup>nd</sup>, 2024 be approved as amended.

Carried

**3. CLOSED MEETING SESSION**

Councillor Rick Lemire 24/030

Moved that the Municipal Planning Commission close the meeting to the public, under the authority of the *Municipal Government Act*, Section 197(2.1), the time being 6:35 pm.

Carried

Councillor Jim Welsch 24/031

Moved that the Municipal Planning Commission open the meeting to the public, the time being 7:46 pm.

Carried

4. **UNFINISHED BUSINESS**

5. **DEVELOPMENT PERMIT APPLICATIONS**

- a. **Development Permit Application No. 2024-11**  
**Andre McGaughey**  
**Lot 1, Block 1, Plan 0814776 within NE 25-7-2 W4**  
**Farm Building**

Councillor John MacGarva

24/032

Moved that Development Permit No. 2024-11, for a Farm Building, be approved subject to the following Condition(s):

**Condition(s):**

1. That this development meets the minimum provisions as required in Land Use Bylaw 1349-23.

**Waiver(s):**

1. That a shipping container be permitted use for storage within the Farm Building

- b. **Development Permit Application No. 2024-14**  
**Fred MacKinnon**  
**Lot 21, Block 17, Plan 7610822 within Lundbreck**  
**Accessory Building**

Councillor Tony Bruder

24/033

Moved that Development Permit No. 2024-14, for an Accessory Building, be denied subject to the following Reasons(s):

**Reasons(s):**

1. In accordance with Land Use Bylaw 1349-23 Administration Section 18.1(n), the MPC is of the opinion that there is insufficient information to determine the suitability of the proposed building and an adequate means of stormwater disposal. The MPC requires a full drainage plan presented to ensure that the placement and grading of the accessory building would not adversely affect both neighbouring properties. A grading and drainage plan must ensure proper drainage into both Municipal rights-of-way.
2. In accordance with Land Use Bylaw 1349-23 Administration Section 18.1(o), the MPC determined that the requested height exceeds the Maximum Building Height within the Hamlet Residential 2 district of 4.6m (15.1ft). The 1.2m (4.1ft) variance requested could not be approved without assurance that grade is not significantly increased in the backyard.

**c. Development Permit Application No. 2024-15  
James MacKinnon & Katarina Oczkowski  
Lot 2, Block 3, Plan 1013229 within ptn of 4-7-29 W4  
Secondary Farm Residence**

Councillor Jim Weslch

24/034

Moved that Development Permit No. 2024-09, for a Secondary Farm Residence, be approved subject to the following Condition(s):

**Condition(s):**

1. That this development meets the minimum provisions as required in Land Use Bylaw 1349-23
2. That the original manufactured home be removed after occupancy of the new manufactured home occurs.
3. That the home be finished from the floor level to the ground within 90 days of placement. All finish material shall either be factory fabricated or of equivalent quality, so that the design and construction complements the dwelling to the satisfaction of the development authority.
4. That the home be placed on a permanent foundation (e.g. grade beam), or a basement which satisfies the requirements of the National Building Code – Alberta Edition.

**d. Development Permit Application No. 2024-17  
Robert Stillman and Sharlene Williamson  
SE 1-6-2 W5  
Secondary Farm Residence**

Reeve Dave Cox

24/035

Moved that Development Permit No. 2024-17, for a Secondary Farm Residence, be approved subject to the following Condition(s):

**Condition(s):**

1. That this development meets the minimum provisions as required in Land Use Bylaw 1349-23
2. That the existing home be converted for use as an accessory building and not a secondary suite.
3. That the home be finished from the floor level to the ground within 90 days of placement. All finish material shall either be factory fabricated or of equivalent quality, so that the design and construction complements the dwelling to the satisfaction of the development authority.
4. That the home be placed on a permanent foundation (e.g. grade beam), or a basement which satisfies the requirements of the National Building Code – Alberta edition.

- e. **Development Permit Application No. 2024-19**  
**Glenda Kettles O/A Dam Campground**  
**Lot A, Block OT, Plan 2320 JK within NE 27-4-28 W4**  
**Free Standing Sign and Recreational Accommodation – Commercial Highway**

Councillor Tony Bruder

24/036

Moved that Development Permit No. 2024-19, for a 1.4m<sup>2</sup> (15ft<sup>2</sup>) Free Standing Sign and 10 additional campsites (20 total), be approved subject to the following Condition(s):

**Condition(s):**

1. That this development meets the minimum provisions as required in Land Use Bylaw 1349-23
2. That the campsites be organized as depicted in the site plan and that trailers all face the same direction
3. That all access into the Waterton Dam Public Day Use Area via the PRA is agreed upon with Alberta Parks.

6. **DEVELOPMENT REPORT**

- a. Development Officer's Report

Councillor John MacGarva

24/037

Moved that the Development Officer's Report, for the period April 2024, be received as information.

Carried

7. **CORRESPONDENCE**

- a. ORRSC Spring Periodical

Member at Large Laurie Klassen

24/038

Moved that the correspondence be received as information.

8. **NEW BUSINESS**

None

9. **NEXT MEETING** – June 4<sup>th</sup>, 2024; 6:30 pm.

10. **ADJOURNMENT**

Councillor John MacGarva

24/039

MINUTES  
Municipal Planning Commission (MPC)  
Municipal District of Pincher Creek No. 9  
May 7, 2024

Moved that the meeting adjourn, the time being 7:55 pm.

Carried



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Chairperson Jeff Hammond  
Municipal Planning Commission



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Development Officer  
Laura McKinnon  
Municipal Planning Commission