



**STIRLING**  
**Village of Stirling**  
**Meeting Minutes**

**December 6, 2023 - Municipal Planning Commission - 06:00 PM (Municipal Planning Commission)**

The meeting of the Municipal Planning Commission of the Village of Stirling was held in the Council Chambers, located at Stirling Community Centre/Lions Hall at 409 - 2 Street, on Wednesday, December 6, 2023, commencing at 6:00 p.m.

IN ATTENDANCE

Commission Chair Matthew Foss, Deputy Mayor Larry Nilsson, Councillors Gary Bikman and Devynn Bohn

ORRSC Senior Planner, Bonnie Brunner

Development Officer, Scott Donselaar  
Municipal Clerk, Aletta Lightfoot

**1. MPC Meeting – Call Meeting to Order**

The Meeting was called to order at 6:01 p.m.

2023-031

**2. Adoption of Agenda**

**Moved By:** Deputy Mayor Nilsson

That the agenda be adopted as presented.

Carried

2023-032

**3. Minutes From November 1, 2023**

**Moved By:** Councillor Bikman

That the Minutes of the Municipal Planning Commission held November 1, 2023 to be adopted as presented.

Carried

**3.1 Business Arising from the Minutes**

None.

**4. Items for Discussion**

2023-033

**4.1 DA12-23: Secondary suite with home occupation major and variances**

**Moved By:** Councillor Bikman

To approve the proposed application with the following conditions and informative:

Conditions

1. The development is to conform to all applicable requirements of Land Use Bylaw 415-08 and conform to the approved site plan submitted as part of the development application dated November 14, 2023.

2. All applicable building permits and safety codes permits, and approvals shall be obtained prior to commencement of construction from Park Enterprises at (403) 329-3747.
3. The addition of a secondary suite is permitted.
4. A variance is hereby granted to permit the development of a secondary suite with a total square footage of 1,050 square feet.
5. Any additional water meters must be purchased from the Village of Stirling Administration Office.
6. In accordance with provincial legislation, storm, ground and surface water **cannot** be placed in the sanitary sewer collection system. This includes weeping tile around the foundation of dwelling.
7. The development of a separate space to support a home occupation major business of esthetician services is hereby approved as described in application DA12-23.
8. The addition of a home occupation major is approved for the use of esthetician services.
9. One nonresident employee is permitted to work within the home occupation but subletting of the space is not permitted.
10. The home occupation must comply with the general standards of home occupation as defined in Schedule 8 Section 4.
11. Any required permitting from Alberta Health Services will be required before operation of the home occupation can commence.
12. All business licenses must be acquired from the Village annually before the home occupation may commence.
13. A waiver is hereby granted to permit a sign of 3 ft2 be used to advertise the home occupation.
14. All refuse on the construction site shall be properly screened or placed in an approved enclosure until removed for disposal. Construction waste is not allowed to be taken to the Village Transfer Station.

Informative:

1. The applicant must contact Alberta One Call (1-800-242-3447) to locate any utility lines prior to commencement.
2. Temporary use of a shipping container for site storage while construction takes place requires a development permit in accordance with the Land Use Bylaw.

Carried

#### **4.1.1 Application Submissions**

Attached.

#### **4.1.2 Public Submissions**

None.

#### **4.1.3 Written Submissions**

None.

#### **4.1.4 Scheduled Presenters**

None.

#### **4.1.5 Applicant Rebuttal**

None.

#### **4.2 Draft Land Use Bylaw**

Council reviewed and discussed.

Will continue review and discussion in the January 17, 2024 MPC Meeting.

#### **5. Adjournment**

Moved By: Councillor Bohn

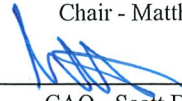
That the agenda matters have been concluded and that the meeting be adjourned at 6:59 p.m.

These minutes to be approved on the 17th day of January 2024.



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Chair - Matthew Foss



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CAO - Scott Donselaar