



# MINUTES

April 13, 2026 at 7:00 p.m.  
Council Chambers at the Tom Hornecker  
Recreation Centre, 2122 – 18 Street

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## REGULAR MEETING OF MUNICIPAL PLANNING COMMISSION

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**MEMBERS PRESENT:** Shauna Strong (Chair), Julia Anderson (Vice Chair), Jennie McMasters, Erin Shields, Tammy Demers

**MEMBERS ABSENT:** Roger Miller

**OTHERS PRESENT:** Georgina Sharpe Development Officer, Secretary

\*by electronic means

1. **CALL TO ORDER & ADOPTION OF THE AGENDA**

The Chair called the MPC meeting to order at 7:00 p.m.

1.1 **INTRODUCTION OF MEETING ATTENDEES**

1.2 **NOMINATION OF CHAIRPERSON & VICE CHAIRPERSON:**

N/A

1.3 **ADOPTION OF AGENDA:**

**RESOLUTION #1 - 26/04/13 MPC – ANDERSON**

Moved that the agenda be adopted with the changes as presented in Resolution #1. CARRIED

2. **MINUTES OF THE LAST MEETING:**

2.1 **RESOLUTION #2 - 26/04/13 – MPC – SHIELDS**

The Members having all read the minutes and there being no errors, omissions, or corrections, the Minutes of the Municipal Planning Commission held **November 10, 2025** were accepted as distributed.

CARRIED

3. **DELEGATIONS BY APPOINTMENT:**

None

4. **DEVELOPMENT APPLICATIONS:**

4.1 **#D08-26 RENOVATIONS TO ADD SECONDDARY SUITE (INTERNAL):**

Floor area 876 ft<sup>2</sup> (81.4m<sup>2</sup> requiring variance over 80m<sup>2</sup>). Front door entrance with shared landing requiring variance as it is not a side or rear access.

LOT 10 BLOCK 58 PLAN 791 1150; 216 SLADE DRIVE (RESIDENTIAL, GENERAL R-GEN)

The applicant was not present.

The Development Officer presented the report and recommendations.

**RESOLUTION #3 – 26/04/13 – MPC – MCMASTERS**

Move to approve Development Permit application D08-26 from Bailey (Pond) Bird on Lot 10 Block 58 Plan 791 1150; 216 Slade Place (R-GEN) for a Secondary Suite (Internal), requiring variances subject to the following:

**Land Use Bylaw Variances:**

1. Section 4.17 (g) – Variance granted to allow Secondary Suite (Internal) floor area of 82m<sup>2</sup>, which is greater than the maximum allowed up to 80m<sup>2</sup>.
2. Section 4.17 (h) – Variance granted to allow Secondary Suite (Internal) separate access through an entryway with a common landing at the front of the dwelling.

**Standard Conditions:**

1. In developing a Secondary Suite (Internal), the owner shall comply with all relevant requirements of the National Building Code - Alberta Edition. The issuance of a Development Permit does not relieve the applicant of the requirement to comply with the National Building Code - Alberta Edition.
2. A minimum of one (1) off-street parking space(s) shall be provided for the exclusive use of the Secondary Suite (Internal).
3. Development shall be completed within 12 months from permit issuance, unless an extension is granted by the Development Authority.
4. Developer to obtain any other approval, permit, authorization, consent or license that may be required to develop or service the affected land.

CARRIED

**4.2 #D09-26 NON-RESIDENTIAL LANDSCAPING AND FENCING RELAXATIONS**

- 1) Section 3.12 (a) fence height maximum in front yard is 0.9m (3 feet). Request for variance to allow 1.1m (3.5 ft) – a 22% increase to enclose bar and restaurant patio/seating area
- 2) Section 3.20 (d) A minimum 1.8 m landscaped buffer is required along each public road. Waiver request.
- 3) Section 3.21 (a) landscaping plan required by the Development Authority (as per Development Permit D01-25). Waiver request.

LOTS 18, 19 BLOCK 25 PLAN 3163L; 2122 19 STREET (MIXED-USE DOWNTOWN DISTRICT M-DWT)

The applicant was not present.

The Development Officer presented the report and recommendations.

Members discussed the drainage and stormwater implications and the responsibility for costs in relation to any upgrades required to town infrastructure to accommodate their drainage plan. Fence design options were also discussed.

**RESOLUTION #4 – 26/04/13 – MPC – DEMERS**

Move to request additional information from the applicant regarding stormwater drainage options, such as French drains, weeping tile or other measures, and to provide three (3) different fencing options with specifications regarding materials and colours for consideration by the Municipal Planning Commission prior to making its decision; and further that all costs related to drainage mitigation will be responsibility of the applicant.

CARRIED

**5. SIGN APPLICATIONS:**

None

6. **SUBDIVISION APPLICATIONS:**

None

7. **PERMITS ISSUED:**

**RESOLUTION #5 - 26/04/13 – MPC – SHIELDS**

Moved to accept the Development Permit issuance report for the period of **November 4, 2025 to April 2, 2026** as follows:

DP #	Date Issued	Civic Address of Development	Lot	Blk	Plan	LUD	Description
D33-25	10-Nov-25	2705 20 Street	21	1	211 0553	R-GEN	Detached garage requiring second driveway, max height 18 ft.
D37-25	13-Nov-25	2314 26 Street	14	53	761 1033	R-GEN	Family Day Home
D39-25	14-Nov-25	2122 18 Street	11	36	5117FV	S-COM	Government Services - change of use
D38-25	18-Nov-25	2602 19 Avenue	9	101	811 1895	I-LHT	Shipping Containers - Permanent Max 2
D41-25	25-Nov-25	2402 19 Avenue	24	101	991 2533	I-LHT	Change of use from storage to Office(s) (Bay 1)
D40-25	25-Nov-25	2121 19 Street	Unit 4		991 1009	M-DWT	Change of use from Retail (small) to Office(s)
D42-25	8-Dec-25	2409 19 Avenue	3	120	081 1102	I-LHT	Shipping container storage for industrial use
D43-25	11-Dec-25	2119 20 Street	13	3	4362I	M-DWT	Change of use to retail (pharmacy)
D44-25	7-Jan-26	1901 20 Avenue	9,10	4	4362I	M-DWT	Partial change of use (replace D29-25)
D01-26	2-Mar-26	2401 26 Avenue	2	4	081 2804	R-GEN	R-GEN to M-TRN Bylaw
D02-26	20-Jan-26	2002 30 Avenue	25	79	071 5724	R-GEN	Single Detached Dwelling
D03-26	26-Jan-26	2120 20 Street	21	4	4362I	M-DWT	Restaurant use (Units 'A' & 'B')
D04-26	23-Mar-26	2122 20 Street	20	4	4362I	M-DWT	Cannabis Retail use (MF)
D05-26	31-Mar-26	2122 20 Street	20	4	4362I	M-DWT	Mixed Use – add lower level dwelling unit
D06-26	31-Mar-26	2122 20 Street	20	4	4362I	M-DWT	Accessory building for Dwelling
D07-26	19-Mar-26	2112 23 Street	23	1	4362I	M-TRN	Detached garage

CARRIED

8. **OTHER BUSINESS:**

None




**9. ADJOURNMENT:**

**RESOLUTION #6- 26/04/13 – MPC – DEMERS**

ADJOURNED the meeting of the Municipal Planning Commission at 8:01 pm.

TOWN OF NANTON

  
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CHAIRPERSON

  
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SECRETARY

These minutes approved this 11 day of May, 2026.

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