

PAC2009-21  
ATTACHMENT 1  
ISC: CONFIDENTIAL

**City of Calgary Subdivision and Development Appeal Board  
Membership Qualifications**

In accordance with the *Municipal Government Act* a member of the Subdivision and Development Appeal Board must not be:

- An employee of the City of Calgary;
- A member of a municipal planning commission, or;
- A person who carries out subdivision or development powers, duties, and functions on behalf of the City of Calgary.

In accordance with Council direction a member of the Subdivision and Development Appeal Board must have:

- Been a resident of the City of Calgary for at least six consecutive months immediately prior to his/her appointment;
- A strong interest in the complexities and challenges of development in the City of Calgary.
- Experience in one or more of the following areas:
  - the operation of quasi-judicial boards or administrative tribunals;
  - community representation or knowledge of community issues;
  - architecture;
  - law;
  - engineering/construction, or;
  - urban planning/development;
- Agreed to commit the required time.

A member of the Subdivision and Development Appeal Board should have:

- An understanding of the diverse neighbourhoods and communities that exist across the city.
- Regard to the interests of property owners, developers, the general public, and other parties affected by the outcome of an appeal;
- A personal history of acting ethically and with integrity;
- An understanding of the principles of administrative law and natural justice;
- The ability to write in plain language;
- Excellent analytical and reasoning skills;
- The ability to speak in public and communicate effectively with parties to the appeal, and;
- Demonstrable ability to read, understand and apply:
  - complex plans, the Municipal Government Act and other pertinent Acts, statutory plans such as the Municipal Development Plan and Area Structure Plans, the Land Use Bylaw; and case law.