

A night photograph of the Calgary City Hall clock tower, illuminated with warm yellow lights. The tower has two large clock faces. To the left, a modern street lamp with a curved arm is lit. The background is dark, with some blurred lights from other buildings.

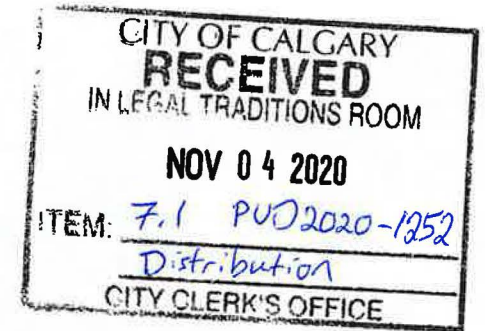
PUD2020-1252: Update on Calgary Planning Commission Workshop Process (verbal)

Standing Policy Committee Planning and Urban Development

November 4, 2020



Previous PUD Direction

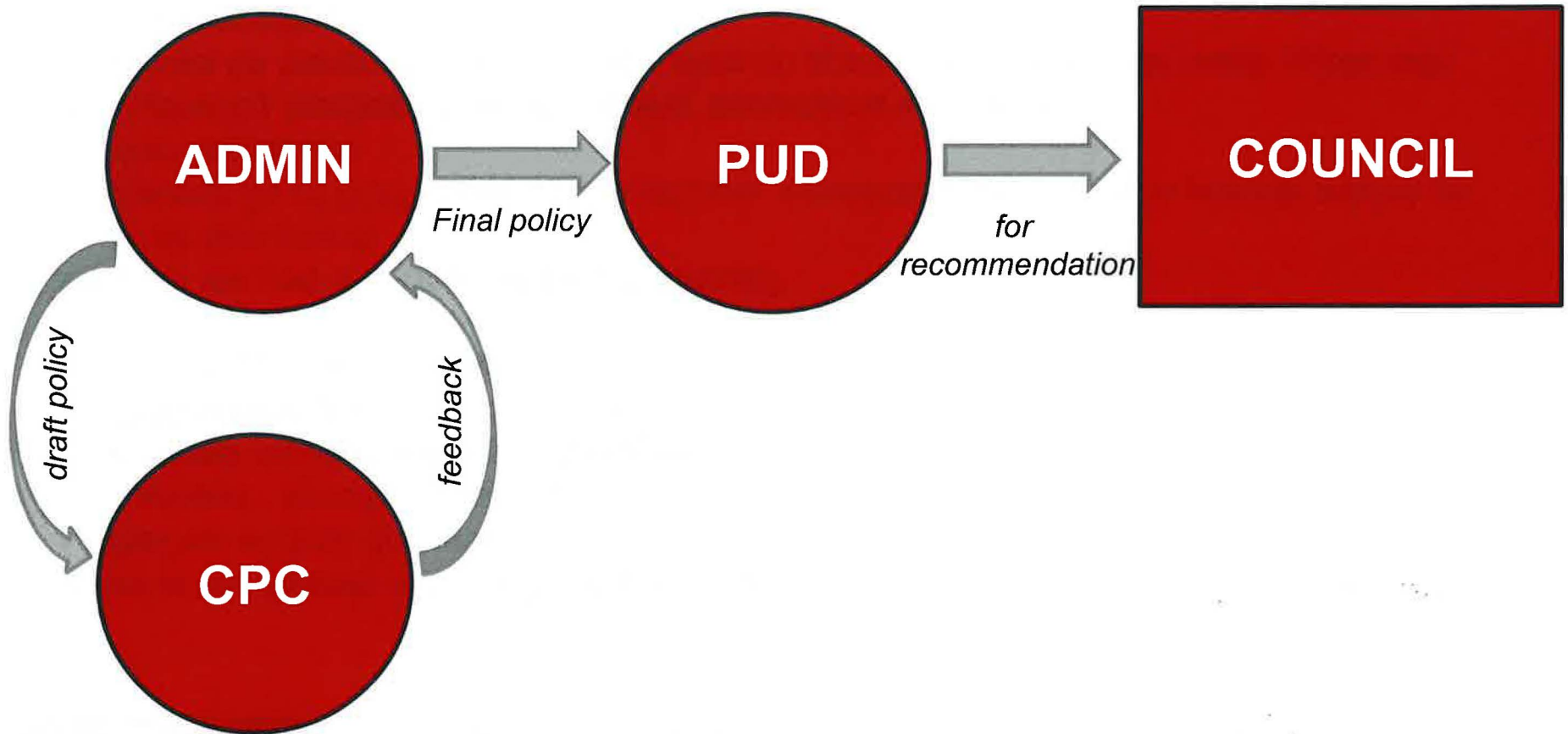


Direction from the 2019 September 4 meeting of PUD:

That with respect to Verbal Report PUD2019-1091, the following be approved:

1. That Committee receive the verbal update for information;
2. Members of PUD and Council meet annually with members of Calgary Planning Commission; and
3. Administration report back to Committee after meeting with Calgary Planning Commission members in Q4 2020

Planning Policy Review & Approvals Process



What is the format of the CPC Workshop?

- Review of draft documents
- Focused / specific questions
- Informal meeting with open dialogue
- CPC feedback recorded and considered for revisions
- Closed session meeting

Why do we use a 'closed session' format?

- Draft documents
- Section 24 of FOIP: Advice from officials, specifically for officials to provide advice on draft legislation
- Gathering feedback / 'workshopping' documents and ideas
- Allows for transparency to public – item on agenda and comments made public with PUD reporting

What type of files go to the CPC Workshop?

- New statutory policy documents
- Major amendments to existing statutory documents
- Other projects as deemed appropriate/beneficial by Administration

Workshop Approach for Planning Policy & Special Initiatives

Benefits of CPC Workshop:

- Ability to engage on working document - true consultation, dialogue and collaboration with CPC members
- Industry / implementation knowledge and oversight
- Broader stakeholder engagement and feedback
- Technical expertise input at the right time in the process
- Efficiencies in document revisions
- Opportunity to present issues, questions, and/or unresolved items for CPC's consideration and input prior to finalization
- Transparent process versus historical informal meetings

Examples and Outcomes

- West View ASP
edits made; Approved (PUD/Council)
- Ricardo Ranch ASP
edits made; Approved (PUD/Council)
- The Guidebook for Great Communities
4 CPC Workshops; Significant edits made; PUD Jan. 2021
- North Hill Local Area Plan
2 CPC Workshops to date; Significant edits made; PUD Jan. 2021
- Heritage Preservation Planning Tools & Financial Incentives
2 CPC Workshops; Edits made; Approved (PUD/Council)
- Master Plan Project & Northland Mall Master Concept Plan
2 CPC Workshops; Edits made
- MDP/CTP Amendments
2 CPC Workshops; Edits made; Approved (PUD/Council)

Examples and Outcomes – CPC Feedback in PUD Reports

PUD2020-0164
Attachment 3

Calgary Planning Commission Review – Administration Follow-up Summary of CPC Comments – 2020 January 09 Closed Session of CPC Meeting

Comment	Edits	Administration Follow Up
Content and Clarity		
Add a user guide with infographics at the beginning of the document to explain how The Plan should be used.	A user guide has been added.	N/A
Add references to the Guidebook in The Plan to ensure that it is clear that the documents must be read together.	Additional references to the Guidebook have been provided throughout the Plan.	N/A
How were The Plan boundaries determined? Consider adding North Hill Mall to the plan area.	N/A	Plan boundaries for the North Hill Communities Local Area Plan followed the general criteria identified in the Planning & Development Policy Prioritization Strategy (PUD2018-0011) that Council received for information at their January 22, 2018 meeting. As outlined in Attachment 4 to that

CPC Feedback June 2019:

- Desire for sessions to be less formal
- Appreciate ability for open dialogue with Administration
- Need to improve feedback loop with CPC
- Need ability to include CPC comments in PUD report
- Desire to see document at earlier stage in the process
- Better communication with stakeholders on 'closed session'

CPC Feedback September 2020:

- Sessions have evolved and improved over time
- Optics around 'closed session' have improved
- Feedback loop has improved with multiple sessions but still work to do on circulating final document prior to PUD (possibility for redline version?)
- Attention to agenda scheduling – preference for workshops on 'light' agendas
- Time intensive (prep and review)
- Still desire for official recommending authority to PUD / Council



Feedback & Continuous Improvement Staff Feedback

The project team found it **extremely valuable** and allowed for a **more fulsome recommendation** on the policy areas.

The CPC workshop was helpful in framing the external stakeholder sessions as it **helped answer some initial questions up front**.

The feedback was **insightful and helpful** for the next draft of the Plan. It is good to get **feedback on a DRAFT** and not when the Plan is too complete

Overall, we found the workshop very helpful and the format allowed for **greater flexibility for engaging with CPC** (such as the mock pre-app review we did)

Because it was confidential, we found that we were able to have **more frank conversations** with the commissioners and **could really dig into their concerns/comments** that you otherwise can't do with the formal CPC format

As the project manager, I felt CPC's comments during the workshops were **very useful** to developing and refining project deliverables. CPC was able to provide **a diverse lens** on the subject to the variety of membership and role they play in our approvals continuum.

We found value in the conversations and as a result of CPC's comments **did make changes to the document** most notably the changes to the structure of the document that were made in summer 2019.

Improvements made to date:

- Less formal format with more open discussion
- Less reporting – more efficient use of staff resources
- Effective collection of comments and responses (table format as attachment)
- Focused discussion / clear objectives
- Better collaboration
- Better feedback loop with CPC

Areas for further improvement:

- Additional follow up
- Attention to scheduling / agendas
- Review of CPC bylaw

Recommendation

That with respect to Verbal Report PUD2020-1252, the Standing Policy Committee on Planning and Urban Development receive this presentation for the corporate record.