



Calgary Planning Commission

MANDATE

Based on a significant history of 112 years, today's Calgary Planning Commission is comprised of volunteer members representing professional planners, architects, landscape architects, the development and building industry, citizens at large, as well as City Council and Administration. The committee is appointed annually by Council.

Calgary Planning Commission (CPC) provides technical review and guidance on important planning matters for the future of our city. CPC advises and assists Council on planning matters including not limited to:

- Reviewing Outline Plan applications as the Approving Authority;
- Reviewing Tentative plans as the Approving Authority as referred to it by Administration or Council;
- Advising Council on land use and policy matters through individual applications;
- Reviewing Development Permit applications as a Development Authority; and
- Reviewing and recommending municipal projects referred to it.

CPC may also perform those administrative functions as delegated to it by Council pursuant to the Municipal Government Act; and perform on behalf of Council such functions as Council may require.

MANDATE ALIGNMENT

In 2023, CPC fulfilled its mandate by providing their professional and technical expertise on significant planning matters crucial for city building. By reviewing and approving applications, CPC played a pivotal role as the designated Approving Authority on some planning matters, as well as offering insightful advice on land use matters and municipal projects referred to City Council. Through its efforts, CPC upheld its commitment to fostering sustainable and balanced urban development, thus positively shaping the city's landscape and ensuring future livability for Calgarians.

COMPOSITION

CPC consists of 10 members made up of two City Councillors, six public members, and two members of Administration (Chair and Vice-Chair).

MEETINGS

CPC meetings are held in person, but attending virtually is still an option and is used at times by the CPC members, Administration, City Council members and applicants. Administration presents their recommendation through written reports and provides a verbal presentation where applicable. Administration also responds to questions from CPC members. The written CPC reports include highlights of the proposal, a summary of analysis and public input, and Community Association feedback (if applicable). Input received through application review by the Urban Design Review Panel (UDRP), a Council appointed committee, is included in CPC reports for development permit applications. CPC members may ask applicants questions on technical matters.



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CPC members must commit to making Calgary the best it can be for its citizens, be willing to advise and assist Council in planning high quality communities, have a strong public service orientation, and demonstrate high integrity and ethical standards. The public member representatives on CPC volunteer their time for meetings which can be a significant commitment including preparation, review of materials and a minimum of two 4-5 hour meetings per month.

2023/2024 at a glance:

- Hosted 25 meetings from May 2023 to April 2024
- Welcomed two new CPC Members and two new members of City Council
- Reviewed and recommended 390 reports from Administration by which:
 - CPC provided 366 technical recommendations to Council;
 - Evaluated and approved 25 outline plans; and
 - Evaluated and approved 10 development permit decisions.
- In addition to regular scheduled meetings, CPC participated in 10 technical review workshops with Administration on topics such as:
 - the new Calgary Plan and Zoning Bylaw
 - Business/Commercial related Land Use Bylaw Amendments
 - Greater Forest Lawn Communities Local Area Plan (LAP)
 - Riley Park Communities LAP
 - City Building projects (several large private redevelopment proposals)
 - Prairie Economic Gateway Area Structure Plan
 - Chinook Communities LAP
 - South Shaganappi Communities LAP

WORK, IMPACT & ACCOMPLISHMENTS

In 2023, an external consultant was hired by The City to conduct a governance review of CPC. The scope of the review included evaluating the recruitment process and composition of members, ensuring efficiencies in CPC meetings, improving governance and strengthening processes to ensure that CPC is adding value to the city building process. Targeted engagement with Council, CPC members, community representatives, Administration and external parties occurred in 2023-2024. Recommendations resulting from this work, including making updates to the CPC Bylaw, will be brought to Council in 2024.

COLLABORATION & COMMUNICATION

In 2023/ 2024, the CPC and UDRP Chairpersons met to understand and facilitate greater collaboration between the two Committees. The discussion reinforced the commitment between the two Committees to ongoing touchpoints to ensure feedback, timing of reviews and details provided between UDRP and CPC continue to support the technical review process.

WORKPLAN & PRIORITIES FOR 2024-2025



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A series of recommendations from the 2023 CPC review will be forthcoming July 2024. The recommendations of the 2023 CPC review have included general themes around:

- Diversity and inclusion in CPC member recruitment
- Professional skills and technical expertise
- Onboarding and continuous professional learning
- Revisions to the CPC Bylaw
- Board governance
- Process efficiencies

CHALLENGES

The complexity and volume of applications has consistently increased throughout 2023/2024. As a result, sometimes competing considerations such as health and safety, transportation, political influence, regulatory constraints, financial realities, sustainability, environmental impacts, social benefits, design aesthetics, public feedback, and a variety of other factors must be weighed when reviewing applications.

MEMBER PERFORMANCE ASSESSMENT

As part of the 2023/2024 CPC review, a recommendation to implement a CPC Member skills matrix is underway to help increase the overall technical competencies and diversity on Commission. The skills matrix will also help inform recruitment for new members of CPC.

BCC COMMENTS

ATTACHMENTS

N/A