

Environmental DESIGN

architecture + landscape architecture + planning

Professional Planning Practice

F 9:10 - 12:20, PF3160

EVDP 621 H(0-3)

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Introduction

This course considers various plans, policies, regulatory processes, legal institutions and administrative frameworks involved in urban and regional planning. Examines the role of planners in municipal development processes related to land use re-designations, development permits, subdivision and appeals. Discusses professional planning issues including ethics, relationships with clients, the public, and other professions. Discusses practice options for graduates including professional certification/registration.

Objectives

- To build an understanding of the planners role in the regulatory and planning process, and the legal connotations of their future practice.
- To expose students to the diversity of the planning practice along the different scales, from regional planning to neighbourhood planning and land subdivision.
- To develop an understanding of the professional registration within the Alberta Professional Planners Institute and to initiate this process.
- To gain a complete understanding of the ethical responsibilities of a planner.

Teaching Approach

The course will consist of lectures, invited guest and site visits. All of these will contribute to the thorough understanding of the planner's role in the land use and development process of regions, cities, towns and neighbourhoods. A series of exercises will provide an opportunity for experiential learning of the different roles of the professional planner during the initiation of a typical municipal planning process. During these exercises the student will have an opportunity to work one-on-one with the instructor during the planning, developing and generation of the deliverables.

Skills

Students will build knowledge on the diversity of the planning practice and the complexity of their future role in building sustainable, resilient and equitable communities. They will gain skills in developing a request for proposals (RFP) as well as to response to an RFP, that contributes to a thorough planning process. All while obtaining an understanding of the legal framework of the regulatory process.

Evaluation

Evaluation will be based on three project landmarks. The work will be completed individually. Class participation will not be evaluated directly but it is a key component of the grade for each deliverable. Participation in all site visits, lectures and studio work is expected. Any anticipated absence should be communicated to the teaching team as soon as possible.

Professional Practice Comparison	30%
Request for Proposals	35%
Response to Request for Proposals	35%
Total	100%

Students are expected to complete all course assignments on time. Grades will be deducted for work submitted later than the deadline specified in the assignment brief or as discussed in class. One grade will be deducted per late day for example an A will be downgraded to A-. There will be no final examination. A student who feels that a piece of graded term work (term paper, essay, test, etc.) has been unfairly graded may request to have the paper re-graded. The student shall discuss the work with the instructor within fifteen days of being notified about the mark or of the item's return to the class. More information can be found in the Graduate Calendar: <http://www.ucalgary.ca/pubs/calendar/grad/current/gso.html>

Grading Scale

Final grades will be reported as letter grades, with the final grade calculated according to the 4-point range.

Grade	Grade Point Value	4-Point Range	Percentage	Description
A+	4.00	4.00	95 - 100	Outstanding - evaluated by instructor
A	4.00	3.85-4.00	90 - 94.99	Excellent - superior performance showing comprehensive understanding of the subject matter
A-	3.70	3.50-3.84	85 - 89.99	Very good performance
B+	3.30	3.15-3.49	80 - 84.99	Good performance
B	3.00	2.85-3.14	75 - 79.99	Satisfactory performance
B-	2.70	2.50-2.84	70 - 74.99	Minimum pass for students in the Faculty of Graduate Studies
C+	2.30	2.15-2.49	65 - 69.99	All final grades below B- are indicative of failure at the graduate level and cannot be counted toward Faculty of Graduate Studies course requirements.
C	2.00	1.85-2.14	60 - 64.99	
C-	1.70	1.50-1.84	55 - 59.99	
D+	1.30	1.15-1.49	50 - 54.99	
D	1.00	0.50-1.14	45 - 49.99	
F	0.00	0-0.49	0 - 44.99	

A student who receives a "C+" or lower in any one course will be required to withdraw regardless of their grade point average (GPA) unless the program recommends otherwise. If the program permits the student to retake a failed course, the second grade will replace the initial grade in the calculation of the GPA, and both grades will appear on the transcript.

Course Schedule

The following is a tentative course schedule subject to confirming final visit dates and speakers. The full course schedule will be available first day of class but may still be modified due to unforeseen circumstances. Every effort will be made to provide as much advance notice as possible should circumstances require changes. PLEASE DO NOT BOOK ANY TRAVEL OR LEAVE CALGARY BEFORE THE FINAL ASSIGNMENT DUE DATE.

Week 1: January 11, 2019

- Course Overview
- Role of Planners in the Municipal Development Process: Public and Private Sector Perspectives. Doug Leighton

Week 2: January 18, 2019

- Becoming a Registered Professional Planner: Steps in the Process
- APPI representative

Week 3: January 25, 2019

- Professional Practice Office Visit #1
- City of Calgary – details to be confirmed.

Week 4: February 1, 2019

- Professional Practice Office Visit #2
- Small Private Practice Office – details to be confirmed.

Week 5: February 8, 2019

- Professional Practice Office Visit #3
- Large multi-disciplinary Practice Office – details to be confirmed.

Week 6: February 15, 2019

- **Assignment #1 Intro: Comparison of Practice Roles and Approaches**
- Desk Crits/Tutorials for Assignment #1

Week 7: February 22- NO CLASS – U of C Mid-Term Break

Week 8: March 1, 2019

- Assignment #1 DUE
- APPI Presentation – Please note final date will be subject to scheduling availability.

Week 9: March 8, 2019

- Legal Contracts
- Municipal Authority and Tools
- Planning Law - Kristi Beunder

Week 10: March 15 – NO CLASS - EVDS Block Week

Week 11: March 22, 2019

- Requests for Proposals
- **Assignment #2 Intro: Writing an RFP**

Week 12: March 29, 2019

- Desk Crits/Tutorials for Assignment #2

Week 13: April 5, 2019

- **Assignment #2 DUE**
- **Assignment #3 Intro: Proposal Writing in response to an RFP**

Week 14: April 12 – LAST DAY OF CLASS

- EVDS MPlan Alumni Practitioner Panel
- Desk Crits/Tutorials for Assignment #3

FINAL ASSIGNMENT (Assignment #3) DUE Wednesday, April 17, 2019 – Details to be provided

Readings

- David Douglas, 2009. *Rural Planning and Development in Canada*. Nelson College Indigenous
- Gerald Hodge and David Gordon 2013. *Planning Canadian Communities*. Nelson College Indigenous
- Ren Thomas, 2016. *Planning Canada: a case study approach*. Oxford University Press

Notes:

1. Written work, term assignments and other course related work may only be submitted by e-mail if prior permission to do so has been obtained from the course instructor. Submissions must come from an official University of Calgary (ucalgary) email account.
2. Academic Accommodations. Students who require an accommodation in relation to their coursework or to fulfil requirements for a graduate degree, based on a protected ground other than disability, should communicate this need, preferably in writing, to their Instructor or the designated contact person in EVDS, Jennifer Taillefer (jtaillef@ucalgary.ca). Students who require an accommodation unrelated to their coursework or the requirements for a graduate degree, based on a protected ground other than disability, should communicate this need, preferably in writing, to the Vice-Provost (Student Experience). For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/
3. Plagiarism - Plagiarism involves submitting or presenting work in a course as if it were the student's own work done expressly for that particular course when, in fact, it is not. Most commonly plagiarism exists when:(a) the work submitted or presented was done, in whole or in part, by an individual other than the one submitting or presenting the work (this includes having another impersonate the student or otherwise substituting the work of another for one's own in an examination or test),(b) parts of the work are taken from another source without reference to the original author,(c) the whole work (e.g., an essay) is copied from another source, and/or,(d) a student submits or presents work in one course which has also been submitted in another course(although it may be completely original with that student) without the knowledge of or prior agreement of the instructor involved. While it is recognized that scholarly work often involves reference to the ideas, data and conclusions of other scholars, intellectual honesty requires that such references be explicitly and clearly noted. Plagiarism is an extremely serious academic offence. It is recognized that clause (d) does not prevent a graduate student incorporating work previously done by him or her in a thesis. Any suspicion of plagiarism will be reported to the Dean, and dealt with as per the regulations in the University of Calgary Graduate Calendar.
4. Appeals: If a student has a concern about the course, academic matter, or a grade that they have been assigned, they must first communicate this concern with the instructor. If the concern cannot be resolved with the instructor, the student can proceed with an academic appeal, which normally begins with the Faculty: <http://www.ucalgary.ca/provost/students/ombuds/appeals>
5. Information regarding the Freedom of Information and Protection of Privacy Act (<https://www.ucalgary.ca/legalservices/foip>)
6. Emergency Evacuation/Assembly Points (<http://www.ucalgary.ca/emergencyplan/assemblypoints>)
7. Safewalk information (<http://www.ucalgary.ca/security/safewalk>)
8. Contact Info for: Student Union (<https://www.su.ucalgary.ca/contact/>); Graduate Student representative(<https://gsa.ucalgary.ca/about-the-gsa/gsa-executive-board/>) Student Union Wellness Centre: <https://www.ucalgary.ca/wellnesscentre/>; Library Resources: <http://library.ucalgary.ca/> and Student Ombudsman's Office (<http://www.ucalgary.ca/ombuds/>).