



Course Title: Municipal Planning Law			
Course Number	EVDS 683.98		
Pre/Co-Requisites			
Instructor Name	Judy Stewart	Instructor Email	stewart.jmm@gmail.com
Office Location			
Class Dates	March 9-13, 2020		
Class Times	9am to 5pm		
Class Location	TBD – Professional Faculties Building		

Course Information / Description of the Course

This is a course about municipal planning and development law to help post-secondary students, lawyers, planners, municipal administrators and professionals in other fields to understand the complexities of the current policy and regulatory system. For example, municipal planning and development practice requires knowledge of the interconnectedness of many provincial policies, laws, regulations, codes of practice and best management practice (BMP) guidelines.

Major themes or focus of content and applicability and benefit of course material

There are four themes:

1. The Municipal Government Act and regulations
2. Growth planning and collaboration
3. Applying for a development permit
4. Applying for a subdivision approval
5. Subdivision applications and environmental reserves

This short course will introduce participants to Alberta's municipal government planning and development law and practice. Participants will learn the processes involved in submitting and reviewing a development permit application and an application for a subdivision approval. Application of the knowledge learned in the theory part of the course will benefit participants who may have to deal with similar issues in a work environment. The scenarios we will work through are currently being addressed by municipalities in the Calgary Metropolitan Area.

As well, recent amendments to the *Municipal Government Act* have introduced new voluntary and mandatory institutional arrangements to manage growth, and develop, maintain and fund intermunicipal services and facilities through intermunicipal planning and collaboration. These new provisions also require land use planning and development practices to comply with a number of provincial regional land use outcomes. How these amendments are being addressed by municipalities in the Calgary Metropolitan Area will be explored.

Learning Resources

Participants must bring laptops to each class, and should have downloaded Google Earth Pro and understand how to make PowerPoint presentations. They should also have a USB that they will use to keep notes and assignments and all course related materials downloaded from the Internet.

As a **pre-session assignment**, each participant must download and briefly review the *Municipal Government Act* and the *Subdivision and Development Regulation* from the Alberta Queen's Printer. Participants will be given a short quiz on day 1 about the layout and purpose of these documents so pre-reading before class is required.

- *Municipal Government Act* and *Subdivision and Development Regulation*. Both are available from Alberta Queen's Printer <http://www.qp.alberta.ca/>
- *Understanding Land Use in Alberta*
<https://landuse.alberta.ca/LandUse%20Documents/Understanding%20Land%20Use%20in%20Alberta%20-%202007-04.pdf>
- Alberta Land-use Framework at
<https://landuse.alberta.ca/LandUse%20Documents/Land-use%20Framework%20-%202008-12.pdf>
- Alberta Land Stewardship Act
<http://www.qp.alberta.ca/documents/Acts/A26P8.pdf>
- South Saskatchewan Regional Plan
<https://landuse.alberta.ca/LandUse%20Documents/South%20Saskatchewan%20Regional%20Plan%202014-2024%20-%20February%202017.pdf>
- Compliance certificates for municipalities:
https://landuse.alberta.ca/Forms%20and%20Applications/Compliance%20-%20Declaration%20Form%20for%20Decision%20Making%20Bodies_2014-04-08_PUBLIC.pdf
- Alberta Wetland Policy:
<http://aep.alberta.ca/water/programs-and-services/wetlands/documents/AlbertaWetlandPolicy-Sep2013.pdf>
- City of Calgary Interactive Land Use Bylaw: online:
<https://www.calgary.ca/PDA/pd/Pages/Calgary-Land-Use-bylaw-1P2007/Calgary-Land-Use-Bylaw-1P2007.aspx>
- Calgary Land Use Bylaw: Download and review Part 2: Division 3- 'Development Permits'.
- City of Calgary, 'Residential Infill Subdivision', online:
<https://www.calgary.ca/PDA/pd/Pages/Residential-Building-and-Development/Subdivision.aspx>
- **National Energy Code of Canada for Buildings 2017, online:**
<https://nrc.canada.ca/en/certifications-evaluations-standards/codes-canada/codes-canada-publications/national-energy-code-canada-buildings-2017>.

The 2017 edition is an important step toward Canada's goal for new buildings, as presented in the Pan-Canadian Framework, of achieving 'Net Zero Energy Ready (NZER)' buildings by 2030. The NECB 2017 supports this goal by reducing the overall thermal transmittance of

roofs, fenestration and doors; reducing losses through thermal bridging in building assemblies; and, reducing the allowable percentage of skylight area. This new edition also introduces more stringent requirements for energy recovery systems and interior and exterior lighting requirements. It requires temperature controls in individual guest rooms in hotels and motels and demand control ventilation systems in commercial kitchens. In Part 4, it clarifies the lighting trade-off path requirements and in Part 8, it makes performance compliance requirements consistent with prescriptive requirements.

Course Learning Outcomes

At the end of this course, students will be able to:

1. Demonstrate understanding of Part 17 of the *Municipal Government Act* and the *Subdivision and Development Regulation*;
2. Apply for a municipal development permit;
3. Demonstrate understanding of subdivision applications with a focus on environmental reserves;
4. Apply for a subdivision approval;
5. Demonstrate understanding of recent amendments to the *Municipal Government Act* that have introduced new voluntary and mandatory institutional arrangements to manage growth, and develop, maintain and fund intermunicipal services and facilities through intermunicipal planning and collaboration.

Quizzes x 5 (averaged)	20%
Homework assignments x 3 (averaged)	20%
Presentations and participation	20%
Take home final assignment	40%
2. Total	100%

Assessment Components

Assessment Method	Description	Weight	Aligned Course Learning Outcome
Daily Quiz	Multiple choice, short answer and true or false	20%	1;3;5
Homework assignments x 3	Applications for development permit and subdivision approval: a. Participant collaborative work project and	20%	2;4

	<p>reporting of solutions. Participants will be asked to address a real life land-use problem in the Calgary Metropolitan Region where knowledge of Part 17 might need to be applied to resolve the issue.</p> <p>2. Participants will be asked to read an extensive reading list about regional land use planning and plans and answer use their in-class work to answer the question assigned in a 3 page essay.</p> <p>3. Participants will be asked to review a subdivision plan and application currently before the city's development authority and to answer a number of questions about significant issues that need to be addressed</p>		
Presentation and participation	Students will be expected to participate in expert panels and to present their work to the class in assigned formats	20%	1-5
Final take-home assignment		40%	5

Assessment and Evaluation Information

Attendance and Participation Expectations: Students are expected to attend classes. Attendance will be recorded and will comprise 10%.

Guidelines for Submitting Assignments: Assignments will be discussed and presented in class. All written materials are to be provided in Arial 12 point font, double spaced. Page limits may be imposed. Students must cite references in acceptable format.

Final Examinations: None-the final take home assignment will not be due until the Friday after the block week course ends and must be submitted through the Faculty main office before 4:30 pm.

Expectations for Writing (<https://www.ucalgary.ca/pubs/calendar/current/e-2.html>):

Late Assignments: Assignments must be handed in on time or marks will be deducted to each day the assignment is late.

Criteria that must be met to pass: (e.g. whether or not a passing grade on any particular component of a course is essential if the student is to pass the course as a whole) None-grading criteria will be provided when each assignment is handed out in class.

Grading Scale

Grade	Grade Point Value	4-Point Range	Percent	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.

Media and Recording in Learning Environments

Part 1

University Calendar: <https://www.ucalgary.ca/pubs/calendar/current/e-6.html>

Recording of lectures (other than audio recordings that are pre-arranged as part of an authorized accommodation) is not permitted.

Students may not record any portion of a lecture, class discussion or course-related learning activity without the prior and explicit written permission of the course instructor or authorization from Student Accessibility Services. For any other use, whether by duplication, transcription, publication, sale or transfer of recordings, written approval must be obtained from the instructor for the specific use proposed. Any use other than that described above constitutes academic misconduct and may result in suspension or expulsion.

Part 2

The instructor may use media recordings to capture the delivery of a lecture.

The instructor will notify all students and guests in the class that the event is being recorded. If a student or guest wants to take steps to protect privacy, and does not want to be recorded, the instructor will provide the individual (s) with an alternative means of participating and asking questions (e.g., passing written notes with questions). Students cannot be penalized for choosing not to be recorded in situations where participation is part of the course. Students must be offered other ways of earning participation credit that do not involve recording.

Any video-recording would be intended to only capture the instructor and the front of the classroom. Students/other participants would not necessarily be visible on video recordings.

Special Budgetary Requirements

None

University of Calgary Policies and Supports

ACADEMIC ACCOMMODATION

Students seeking an accommodation based on disability or medical concerns should contact Student Accessibility Services; SAS will process the request and issue letters of accommodation to instructors. For additional information on support services and accommodations for students with disabilities, visit www.ucalgary.ca/access/. Students who require an accommodation in relation to their coursework based on a protected ground other than disability should communicate this need in writing to their Instructor. The full policy on Student Accommodations is available at <http://www.ucalgary.ca/policies/files/policies/student-accommodation-policy.pdf>.

ACADEMIC MISCONDUCT

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, (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. Any suspicion of plagiarism will be reported to the Dean, and dealt with as per the regulations in the University of Calgary Graduate Calendar.

For information on academic misconduct and its consequences, please see the University of Calgary Calendar at <http://www.ucalgary.ca/pubs/calendar/current/k.html>

COPYRIGHT LEGISLATION:

All students are required to read the University of Calgary policy on Acceptable Use of Material Protected by Copyright (www.ucalgary.ca/policies/files/policies/acceptable-use-of-material-protected-by-copyright.pdf) and requirements of the copyright act (<https://laws-lois.justice.gc.ca/eng/acts/C-42/index.html>) to ensure they are aware of the consequences of unauthorised sharing of course materials (including instructor notes, electronic versions of textbooks etc.). Students who use material protected by copyright in violation of this policy may be disciplined under the Non-Academic Misconduct Policy.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

Student information will be collected in accordance with typical (or usual) classroom practice. Students' assignments will be accessible only by the authorized course faculty. Private information related to the individual student is treated with the utmost regard by the faculty at the University of Calgary.

UNIVERSITY STUDENT APPEALS OFFICE: 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.

<https://ucalgary.ca/student-appeals/>

More student support and resources (e.g. safety and wellness) can be found here:

<https://www.ucalgary.ca/registrar/registration/course-outlines>