

## General Information

# Calgary Planning Commission

What you need  
to know.



THE CITY OF  
**CALGARY**  
DEVELOPMENT &  
BUILDING APPROVALS

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## Calgary Planning Commission

Calgary Planning Commission is a committee appointed annually by City Council to make recommendations to City Council on land use planning matters in the city of Calgary; to act as the Approving Authority on all subdivision matters; and to act as Development Authority on some development matters.

### Membership

The Commission is made up of the following members:

- General Manager, Planning, Development & Assessment (chair)
- General Manager, Transportation
- Two members of Council
- Six citizen members

### Location and times of meetings

The Commission meets every second Thursday in the Engineering Traditions Committee Room, City Hall, 800 Macleod Tr., S.E., commencing at 1 p.m.

The meeting agenda for the Commission is normally available in the afternoon of the Friday before the date of the Commission meeting. Go to [calgary.ca](http://calgary.ca) and search “cpc agenda” for further details.

## Duties of The Calgary Planning Commission

Calgary Planning Commission:

- Makes recommendations to Council on land use planning policy documents such as Area Structure Plans, Area Redevelopment Plans and non-statutory plans.
- Makes recommendations to Council on applications to change land use designations (zoning) for individual properties within the city.
- Makes recommendations to Council on street and lane closures, street names and community names and boundaries.
- Acts as Subdivision Approving Authority for The City of Calgary and makes recommendations on the disposition of reserve lands.
- Responds to Council planning-related requests.
- Acts as Development Authority on certain types of development permit applications such as,

### 1. Residential development

- a. All multi-dwelling developments on sites in excess of 0.5 hectares (1.2 acres) or containing 60 or more dwelling units situated in areas not subject to any Council-approved statutory or non-statutory policy document.
- b. All developments recommended for approval by the Development Officer which, in the opinion of the Development Officer, represent a significant conflict with an approved non-statutory policy document for the area.

### 2. Commercial development

- a. Developments within the CM-2 areas, which involve the provisions of features eligible for Group B and Group C bonuses.
- b. Commercial development, if the gross floor area is over 7,000 m<sup>2</sup> (75,350 sq.ft.).

### 3. Direct Control Sites

Where specific Council guidelines require Planning Commission approval.

### 4. Places of Worship

All proposed Places of Worship with more than 400 seats, or an assembly area over 300 m<sup>2</sup> designed to accommodate more than 400 occupants.

### 5. Developments

Which, in the opinion of the Development Officer are pertinent, having regard to major impact, discretion and/or precedent policy, or which are exemplary projects for the information of the Planning Commission.

### 6. Civic projects

- a. Light rail transit stations.
- b. All river bridges (pedestrian, vehicular and utility).
- c. Major road interchange structures and associated landscaping.
- d. Major buildings and facilities (e.g. tri-services and water treatment facilities).
- e. Pedestrian malls and major enhancements in street rights-of-way.
- f. Master plans for special interest parks and major parks.

### 7. Prominent sites in gateway locations.

## Not a public hearing

The meetings of the Calgary Planning Commission are held in public; however, they are **not** public hearings. The recommendations of the Commission relating to land use planning policy or redesignation (rezoning) are directed to Council. City Council is the body who holds public hearings on these matters.

Other recommendations and decisions of the Commission may be directed to other agencies through appeal processes if public hearings are considered necessary.

Persons wishing to write to the Commission on an agenda item should address their letter to:

Secretary, Calgary Planning Commission  
Development & Building Approvals  
Box 2100, Station M #8073  
Calgary AB T2P 2M5

## Meeting procedure

The chair calls each item and a member of the Administration presents the item, including an overview of the applicant's submission and comments from circulation referees. The staff member then presents the planning recommendations.

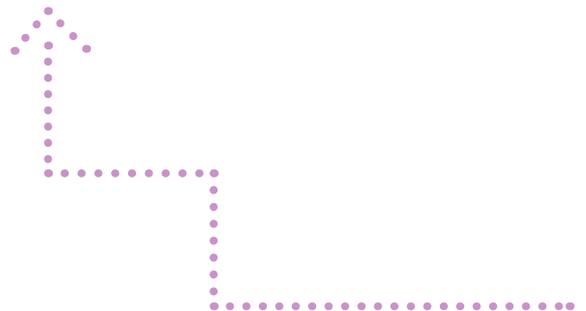
Because this is not a public hearing, this is the only formal presentation to the Commission. However, Commission members may, at their discretion, ask questions of the Administration or any affected parties relating to the agenda item.

The Commission makes verbal decisions. Minutes of the written decision are ratified at the next meeting and are available in printed form to the public once ratified.

Commission decisions are effective the day they are rendered in terms of legislated procedures.

## Further information

If you require further information about the Calgary Planning Commission, call 3-1-1 or visit [calgary.ca](http://calgary.ca).



## For more information:

Monday to Friday, 8 a.m. to 4:30 p.m.

### **In person:**

The City of Calgary  
Development & Building Approvals  
Customer Service Counter  
Third Floor, Calgary Municipal Building  
800 Macleod Tr. S.E.  
Calgary, Alberta T2P 2M5

### **By phone:**

403-268-5311

### **Online:**

[calgary.ca/dba](http://calgary.ca/dba)



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