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Schedule

Topic	Instructor Led Session
Land Use Planning and Development Control <i>Presented by: Samantha Murphy, RPP, LPP, MCIP</i>	Online Date: March 25, 2021 Time: 1:00 – 3:00 PM

The live instructor led session will take place over Zoom. Participants will receive Zoom meeting details up on registration.

Description

Upon completion of this education and training, participants will learn about the role of a CAO related to land use planning and development control and develop confidence and skills related to:

- Requirements for municipalities with respect to developing an official plan and land use bylaws
- Planning cycles and types of planning activities related to land use and development
- Role of Council, the Planning Board, the Planner, and the Development Officer related to land use planning and development
- Best practice considerations for decision making on land use planning and development applications

During the session there will be an opportunity for peer exchange between learners to build meaningful connections, and exchange ideas and experiences that build on the knowledge and skills contained in the session. The live session will incorporate group discussion, live polling and Q&A.

Instructor-Led Session

Agenda

1:00 PM	Welcome and Introduction
1:15 – 1:40 PM	Planning 101
1:40 – 2:05 PM	Planning Processes
2:05 – 2:30 PM	Administration and Implementation
2:30 – 3:00 PM	Standards and Legal Matters

Session will include facilitated discussion, case study and Q&A opportunities.

Session Pre-Reading

(approximate time to complete 1.5 hours)

Learners are asked to complete the following reading and viewing prior to the instructor-led session:

1. *Planning Act (PA)*
2. *Planning Act Province-wide Minimum Development Standards Regulations*
3. *Municipal Government Act (MGA)*
 - Requirement to provide planning – section 14
 - Delegation powers – Sections 88, 94, and 156 (5) of the MGA
 - Conflict of Interest – Sections 96-97
 - Open and closed meetings – Sections 118-119
 - Access to Information and Protection of Privacy – Section 147 and 148
 - Record retention – Section 117
 - Powers and Licensing – Section 180 and 182
 - Bylaw enforcement – Section 123-140
 - Liability – Section 241-244
4. Planning 101 Presentation (Municipal Affairs):
<https://www.princeedwardisland.ca/en/publication/planning-101-presentation>
5. Planning 101 Presentation (H. Parnham, RPP, for FPEIM) <https://fpeim.ca/wp-content/uploads/2021/03/Hope-Parnham-Planning.pdf>
6. Youtube Videos
 - What is Planning: https://www.youtube.com/watch?v=wP52wK_fCO8&ab_channel=LPPANS (2.37 minutes)
 - What is urban planning
https://www.youtube.com/watch?v=URLOGQhJWj0&ab_channel=PlanetizenCourses (5.56 minutes)

Participants are strongly encouraged to **print and bind** a current version of the ***Planning Act***, the ***Municipal Government Act*** and the **Local Government Resource Handbook**.

- *Municipal Government Act*: <https://www.princeedwardisland.ca/en/information/fisheries-and-communities/municipal-government-act-and-regulations>
- *Planning Act*: https://www.princeedwardisland.ca/sites/default/files/legislation/p-08-planning_act.pdf

Independent Learning

(approximate time to complete 3.5 hours)

The following recommended resources may be reviewed in advance of or after the instructor-led session:

1. Local Government Resource Handbook: Guide to the Municipal Government Act 2nd Edition (January 2021)
 - Municipal Legislative Framework – Pages 8 – 9
 - Role of Council – Pages 11 – 15
2. IRAC Planning Orders
 - Browse orders for overview of types of considerations made during appeals
 - Link: <http://www.irac.pe.ca/appeals/planning/>
3. Municipal Official Plan Minimum Requirements
 - Review information on minimum standards
 - Link: https://www.princeedwardisland.ca/sites/default/files/publications/planning_act_op_minimum_requirements_ec640-97.pdf
4. Planning Documents Amendment Handbook (attached to package)
 - Review for the official plan and bylaw amendment process.
5. Official Plan & Bylaw Amendment Checklist
 - Review information on steps of amendment process
 - Link: https://www.princeedwardisland.ca/sites/default/files/publications/checklist_for_new_bylaws_amendments_and_concurrent_op_amendments_0.pdf
6. Development Decisions Process Guide (Municipal Affairs)
 - Review the development application review process
 - Link: https://www.princeedwardisland.ca/sites/default/files/publications/development_decisions_process_guide_1_june_2018.pdf
7. Coastal Development Guide
 - Review information on specific considerations for coastal developments
 - Link: https://www.princeedwardisland.ca/sites/default/files/publications/prince_edward_island_coastal_property_guide.pdf

Instructor Bio

Samantha Murphy, RPP, LPP, MCIP

Senior Planning Consultant, SJ Murphy Planning & Consulting

Samantha Murphy is a registered professional planner and a board member with the Atlantic Planners Institute. Samantha has a Bachelor of Arts (Latin American Studies) from McGill University and a graduate degree in urban and rural planning from Dalhousie University.



Samantha has worked at the municipal level with the Town of Cornwall and at provincial level as a provincial planner, rising to the level of Manager of Municipal Affairs in 2007, before moving to the private sector in September 2020. Samantha's professional experience has ranged from public engagement and consultation, policy and governance, municipal planning, provincial planning standards, and the modernization of the municipal governance framework in Prince Edward Island.

Samantha brings a range of collaborative skills, having served on various not-for-profit and professional association boards. Samantha is currently providing planning support and consulting services to a range of municipalities across PEI, including the towns of Three Rivers, Stratford, and O'Leary, as well as the Rural Municipality of Miltonvale Park and the Resort Municipality.