



## West Springs Cougar Ridge Community Association

Minutes of Planning Committee Meeting

Tuesday, Oct 22, 2019, 7:00 p.m.

Amica Aspen Woods Senior's Residence

10 Aspenshire Dr. SW, Calgary, AB, T3H 0T2

### **ATTENDANCE:**

**Planning Committee WSCRCR Directors :** *L. Nessel, S. Berman*

*Regrets:*

**Planning Committee Members:** *D. Field, M. Hammerlindl, D. Ho, D. MacLeod*

*Regrets:*

**Guests in Attendance:** *P. Ghazar (WSCRCR president)*

**Late Arrivals:** *P. Ghazar, 7:15 p.m.*

**Early Departures:** *P. Ghazar, 7:45 p.m.*

### **Call to Order and Quorum:**

Meeting called to Order by L. Nessel at 7:05 p.m.

Committee members: 6 of 6 in attendance. L. Nessel acted as Chair.

### **Approval of Agenda**

Agenda was approved as circulated.

### **Approval of Minutes**

No prior meeting minutes for approval.

### **WSCRCR Memberships**

Discussion around the requirement that all Planning Committee (PC) members must be WSCRCR members in good standing.

Members can apply online at the WSCRCR website for a free *volunteer* membership. All current planning members are WSCRCR members except D. Field, who will apply online.

### **WSCRCR Planning Committee Roles**

- L. Nessel proposed having designated roles for the Planning Committee: Chair, Vice Chair, Secretary, and Community Engagement Coordinator, in order to divide up the planning committee work.
- S. Berman volunteered to be Vice Chair.
- WSCRCR Board will approve the Planning Director/Chair at the December 12th, 2019, Board meeting after confirmation of resignation from the past Director, Lars Lehman. The Planning Chair is required to be a Director of the WSCRCR.
- The assignment of the other Planning Committee roles will be determined by the Planning Committee at a later date.

### **WSCRCR Planning Committee Meeting Dates:**

The Planning Committee agreed to hold general PC meeting on the fourth Tuesday of each month. No general meetings will be planned for the months of July, August and December. Additional ad hoc meetings will be scheduled as required. As much as possible, in order to facilitate the schedules of PC members, development applicants will be asked to present their applications to the PC and the community at the general PC monthly meetings.

**Action:** L. Nessel to book the meeting room at Calgary Co-Op or the private dining room at Amica Aspen Woods, for the upcoming general meetings, and will notify PC members of location. The meetings will begin at 7pm.



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### **Mandate**

The Planning Committee has agreed to review the existing WSCRCA Planning Committee Mandate and revise if deemed advantageous. L. Nessel presented example PC mandates from the Federation of Calgary Communities (FCC) and from the Bowness Community Association (BCA).

### **Action:**

- PC members to review the FCC Mandate template and the BCA Mandate and suggest revisions for the WSCRCA PC Mandate at the next meeting, November 26th, 2019.
- If revised, the approved revised Planning Committee Mandate will then be circulated to the WSCRCA Board for approval at the December 10th, 2019, WSCRCA meeting.

### **Terms of Reference**

- The Planning Committee agreed to write up a Terms of Reference for the Committee. The Federation of Calgary Communities template and the Bowness CA (BCA) TOR were provided as examples. Having a TOR may provide more structure, consistency, transparency and efficiency for the Planning Committee going forward.
- The Planning Committee decided that a quorum of 4 PC members would be required for every PC meeting.
- Mention was made that a prior TOR may have been written up approximately 10 years prior, and that M. MacLeod or K. MacDonald (WSCRCA volunteers and prior Board members) may have a copy.
- A general overview of how development and land use change applications are processed in the city was presented for the benefit of new members.
- The Planning Committee discussed taking on the responsibility of delivering notices of applications to stakeholders (residents, businesses, affected parties etc) directly surrounding an application site. D. MacLeod and P. Ghazar expressed concerns regarding possible litigation and complaints if the PC failed to notify stakeholders about an application, or if the circumstances changed and the PC could no longer complete this task. It was decided that the PC would instead strive to regularly advertise applications on the WSCRCA website, Facebook page and in the newsletter. At a future date, monthly emails may be sent to WSCRCA members advertising upcoming PC meetings and applications that will be reviewed.
- There was discussion around whether or not to have the Planning Committee monthly meetings open to the public. D. MacLeod mentioned that in the past, meetings had sometimes become contentious with some residents becoming angry and argumentative. Concern was expressed that the PC can become a *lightening rod* for angry residents. Mention was made by L. Nessel that the FCC and the City strongly encourage engagement with the community in order to present their concerns regarding any particular application. In addition, the WSCRCA is one of the only Calgary CA with an active Planning Committee that does not open their planning meetings to the public. The FCC states that Community Associations have a responsibility to ensure planning feedback is as representative and reflective of the community as possible. The City Planners want to hear feedback from the broader community members, not solely from Planning Committees.

### **Action:**

- PC Members to review BCA's TOR and the FCC TOR Template.
- D. MacLeod to ask M. MacLeod and K. MacDonald about a prior TOR for the planning committee.
- L. Nessel to contact other Calgary CA's regarding how they handle engagement with their communities, and how they run their Planning meetings.
- L. Nessel to write up a draft TOR based on these two documents and circulate to PC members for comments.
- TOR to be approved at next Planning Committee meeting, November 26th, 2019.
- The approved TOR will then be circulated to the WSCRCA Board for approval at the December 10th, 2019, meeting.



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### West Calgary Ring Road working group

Discussion around the proposal by Grant Knowles, Director of the Valley Ridge Community Association (VRCA), to form a group of interested CA's that about the West Calgary Ring Road (WCRR) construction. He is suggesting a multi-CA meeting of communities along the WCRR corridor for the first week of November, 2019. This first meeting will explore the level of interest of all impacted communities along the WCRR right-of-way. The goal of such a multi-CA group is to share information and learnings each has from dealings with Alberta Transportation, and how to help each other mitigate issues that arise before and during construction of the WCRR. In addition to AT's website, <https://www.alberta.ca/west-calgary-ring-road.aspx>, they have recently developed a new website dedicated to construction advisories and other information relating to the three projects (Bow River Bridge Twinning, North and South) comprising the WCRR: <https://westringroad.ca/construction/>

The Planning Committee agreed to participate in the multi-CA WCRR group. D. Field and D. Ho volunteered to be the WSCRC Planning Representatives on this initiative.

#### **Action:**

- L. Nessel to provide G. Knowles at VRCA with the names of our Planning Reps.
- L. Nessel to inform WSCRC Planning Committee members of the date, time and location of multi-CA WCRR group meeting once finalized.

### LOC2019-0144 West Springs Landing

- Zeidler Architecture, representing Jomma & Sons Construction Ltd, has submitted a land use change application (DC to C-COR2 and M-1) for the undeveloped parcel of land at the corner of of 85th Street and 9th Avenue S.W. Zeidler Architects approached the WSCRC Planning Committee regarding this West Springs Landing Mixed-Use project, and requested a meeting. On Oct. 29th, 5:30 p.m., at Amica Aspen Woods, Zeidler Architects will present the concept to the PC. The City file manager, Lyndsey Ganczar, will also be in attendance.
- There was discussion around the importance of this piece of land as it is at the community core. There are many varied stakeholders: retail and business are across from the parcel along 85th St. and 9th Ave; 2 storey condominiums abut on the south side; private single family homes abut on half of the east side; a greenspace abuts on the other east side half; and St. Joan Of Arc School is directly to the southeast.
- Therefore it is very important that this development adheres to the West Springs Area Structure Plan (WS ASP). Several concerns were noted by PC members including: continuity of community pathways, height of buildings, parking, and street frontage.
- All PC members are available for the October 29th meeting with the applicant and file manager.

### Meeting Adjournment

The meeting was adjourned at 8:25 p.m.

### Next Planning Committee Meetings:

**LOC2019-0144:** Oct 29th, 2019, 5:30 p.m. at Amica Aspen Woods Senior's Residence, 10 Aspenshire Dr. SW, Calgary

**General:** Nov 26th, 2019, 7:00 p.m. at Amica Aspen Woods Senior's Residence, 10 Aspenshire Dr. SW, Calgary

**General:** Jan 28th, 2020, 7:00 p.m. at Upstairs Meeting Room, West Springs Co-op Grocery Store, 917 85 Street SW, Calgary

**General:** Feb 25th, 2020, 7:00 p.m. at Upstairs Meeting Room, West Springs Co-op Grocery Store, 917 85 Street SW, Calgary

Signed by:

Chair: \_\_\_\_\_ Date: \_\_\_\_\_

Vice Chair: \_\_\_\_\_ Date: \_\_\_\_\_