



PLANNING POLICY

TO: Council
DATE: June 15, 2021 **DIVISION:** All
FILE: N/A
SUBJECT: Closing of Dormant Planning Application Files, C-300

POLICY DIRECTION:

Council regularly develops and reviews its policies, such as Closing of Dormant Planning Application Files, C-300 (Policy C-300), to ensure Council's objectives are represented and the needs of the County are addressed, in accordance with Council's responsibilities in the *Municipal Government Act* (MGA).

Section 9(2) of Rocky View County's Policy on Council Policy (A-2018-02) establishes the process for rescinding Council policies whereby Administration provides a recommendation to Council to rescind a policy when it no longer addresses the needs of the County; Administration's recommendation to rescind Policy C-300 aligns with the County's policy.

DISCUSSION:

Administration reviewed Policy C-300 as part of the County's policy review project, and identified that it would be better suited as an administrative policy. The current policy provides direction to County staff on internal processes and is therefore administrative in nature.

The new administrative policy, Closing Inactive Planning Files (Policy A-300), was approved by the Executive Leadership Team (ELT) on May 6, 2021, and would replace Policy C-300 immediately upon approval from Council to rescind the Policy C-300.

The administrative Policy A-300 reflects the same intent as Policy C-300; however, it simplifies the policy language, outlines specific processes, and provides clearer direction to enable Administration to implement the policy consistently for each application.

ADMINISTRATION RECOMMENDATION:

Administration recommends approval in accordance with Option #1.

BUDGET IMPLICATIONS:

There are no budget implications at this time.

STRATEGIC OBJECTIVES:

Rescinding Policy C-300 and replacing it with the policy A-300 provides Administration with clear direction to guide consistent and fair service to each applicant, which aligns with the County's strategic objective of creating a culture of customer service.

OPTIONS:

Option #1: THAT Closing Dormant Planning Application Files, C-300 be rescinded.

Option #2: THAT alternative direction be provided.

Administration Resources

Benazir Valencia , Planning Policy



ROCKY VIEW COUNTY

Respectfully submitted,

Concurrence,

“Brock Beach”

“Kent Robinson”

Acting, Executive Director
Community Development Services

Acting, Chief Administrative Officer

BV/sl

ATTACHMENTS:

ATTACHMENT ‘A’: Closing of Dormant Planning Application Files, C-300