

SERVICES MATRIX

As a consultant, Jennifer offers responsive, collaborative, well documented application management and public engagement that aligns with and utilizes each municipality’s specific engagement and application requirements. In all our she we strives to be approachable, organized, professional, and friendly.

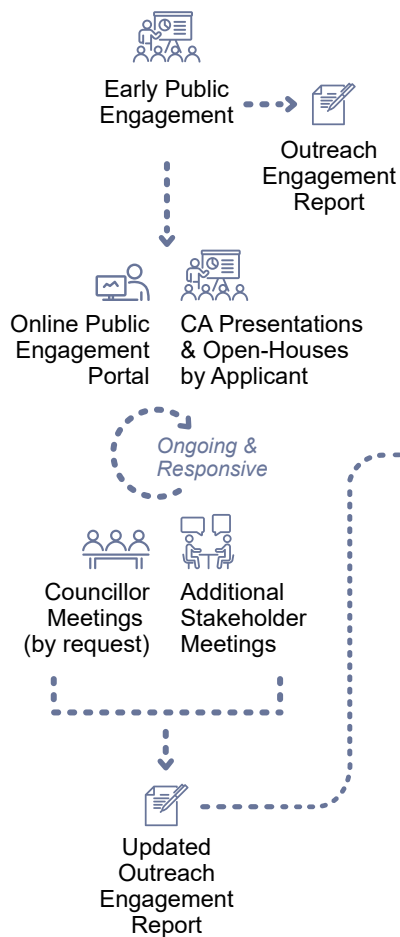


Stage	Process	Greenfield	Redesignation	Development Permit	How We Help	Our Approach	Outputs
Research & Due Diligence	During assessment of a project, recent application outcomes and policies are documented to determine the feasibility of developing the land. Possible build forms and required zoning are explored to support build form are documented.	Planning policies at Provincial and Municipal levels are researched and similar projects are identified and documented.	Pre-purchase assessment & due diligence. Supporting policies, target zoning, ad stakeholders are identified. Recent applications are reviewed for issue notation.	Assessment of zoning and policy impacts on development potential and build form are assessed and documented.	Development Assessment Report reviews the context, bylaws, and policies to determine development potential and restrictions on the parcel.	Keep an open mind with realistic considerations of contextual development history, policies and anticipated public response to the project based on recent outcomes.	Development Assessment Report
Strategy & Planning	An engagement plan is developed with a timeline. Supporting policy rationale is developed and required application materials are ordered and gathered.	Access, topography, adjacent development, density and land use types are explored. Early neighbourhood concepts are explored.	Project start-up and team selection. Create engagement and application strategy	Rationale for the design’s alignment with policies and zoning.	We develop an Engagement Strategy & Plan for the project to align with the municipality’s requirement.	We take a collaborative, shared knowledge approach to early engagement that includes all identified stakeholders.	Draft application materials and engagement plan (incl. graphics and website)
Pre-Application Engagement & Meeting	A pre-application meeting with the Planning Authority is conducted to gather feedback on the approach to application(s) and to flag any significant concerns. Pre-application stakeholder engagement is conducted and documented for application.	Early materials are utilized to explore support and concerns with stakeholders to assist in developing the neighbourhood concept plan further.	Contact identified stakeholders and conduct significant pre-application engagement. Capture and address concerns (where possible), document and report engagement.		We will develop visual aids, communication materials and a public engagement website that align with identified engagement targets and stakeholders.	Friendly, collaborative, open-door policy with a focus on listening, documentation, and alignment. Seek to gather feedback and acknowledge concerns.	Applicant-Lead Outreach Summary Engagement Report submitted with application
Application(s)	Once an application is submitted additional public engagement, Councillor meetings, and additional stakeholder meetings may be required. Municipality administration engagement and representation is required to address issues brought forward during the application.	In the case of rural counties, additional applications may be necessary to address subdivision and other governing bodies.	Respond to the Development Authority’s correspondence [in Calgary: Initial Team Review (ITR) Respond to Detailed Team Reviews (DTR1 and DTR2)]. Manage any additional studies required which may include a Transportation Study, Parking Study, or other engineering studies requested by the City.		Acting as the Applicant , we coordinate specialists and studies as appropriate and provide public-facing representation.	Provide ongoing, ‘open-door’, issue-aligned, responsive public engagement. Our approach is to use transparency and clear communication to reach positive, documented outcomes.	Developer’s Engagement Report submitted before commission review and/or Council.
Appeals	Full history and application review and documentation is required to formulate an argument based on policies to support the approval or appeal an approval.	Review history and rationale of application and document supporting policies and precedent applications.	<i>Land-use, once approved by Council, may not be appealed unless to the Court of King’s Bench on a basis of legal matters.</i>	Review application and generate arguments based on relaxations granted or support for reasoning of relaxations.	Policy and bylaw understanding allows us to identify pressure points for appeals based on policy arguments.	We utilize our significant experience in land planning to focus appeal work on policy-based arguments and pressure points to generate a well supported argument.	Appeal Submission (materials) and oral argument .
Development Management	Full project oversight from due diligence, through purchase, applications, design, vendor management, and full construction cycle oversight and reporting.	Neighbourhood concept plan development and local policy amendment design and negotiations.	Full development cycle from purchase through land applications and DP management.	Building design, engineer and architect management, city applications and construction oversight.	25 years of construction and development experience to help you select and manage your design and build team.	Collaborative, relationship focused management with a focus on accountability, documentation, risk management, and best practices.	Ongoing Reporting and Documentation, and Project Review Report upon completion

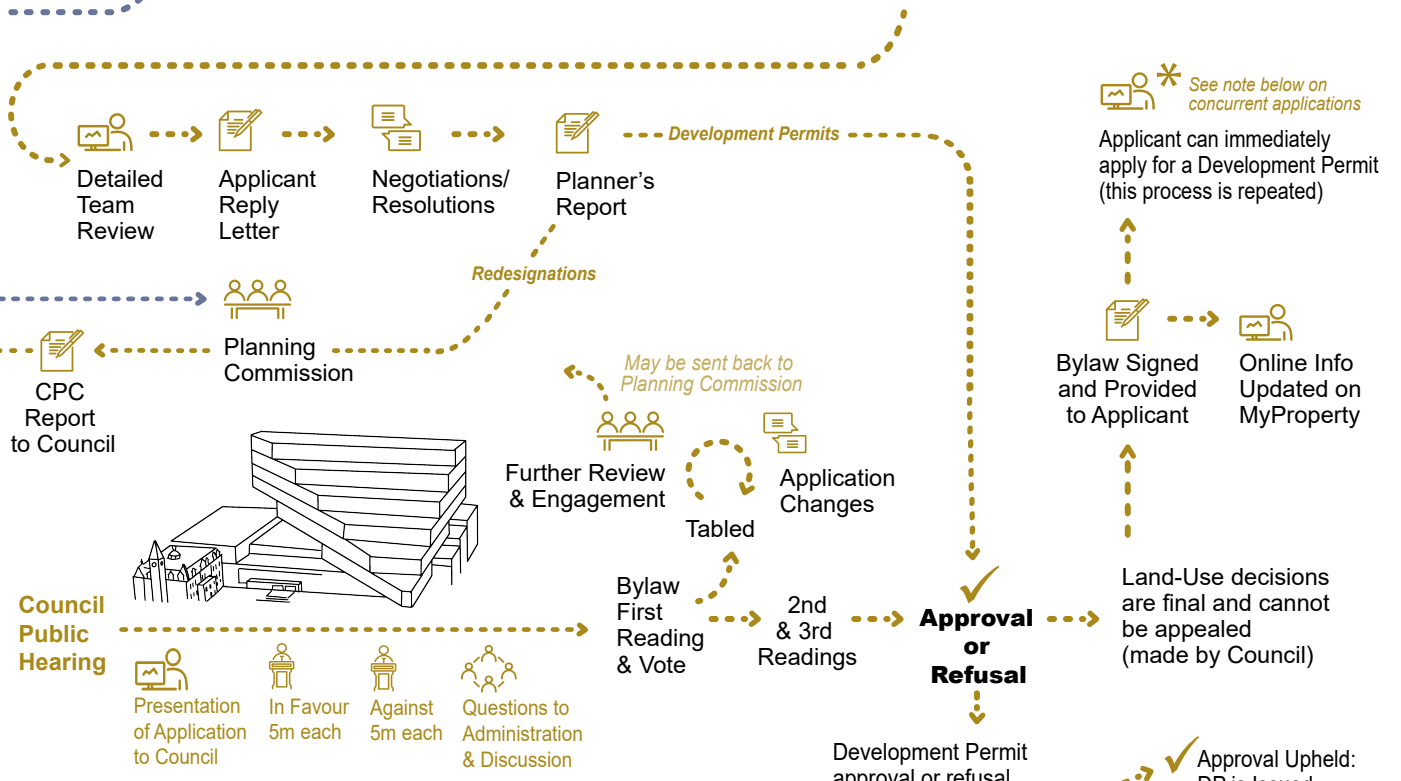
Note: Consulting services **do not include** architectural drawings, landscape architect fees, specialist fees, 3D building renderings, survey work or studies (to be separately contracted).
References and sub-consultants are available and we have a strong network of proven consultants to support your project.

REDESIGNATION & DEVELOPMENT APPLICATION PROCESS

Consultant / Applicant Lead Public Engagement



Typical Administrative Process



For a video presentation of this info visit:
DobbinConsulting.ca

* Note: Concurrent Land-Use & Development Permit Applications save repeating this process, but run the risk of refusal of the Land-Use when tied to the DP and building design. Ultimately, a Land-Use can be approved and the DP refused or an approval overturned at SDAB.

Development Permit approval or refusal can be challenged at Subdivision & Development Appeal Board (SDAB)

- Applicant waits 6 months to re-apply **OR**
- Applicant may seek to re-apply with a new application that addresses concerns