ADVANCED PLANNING PRACTICE (RPD6280) COURSE OUTLINE(revised Jan 9/13)

Winter, 2013

UNIVERSITY OF GUELPH

Course Co-ordinators:

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Personal Meeting Availability:

Wayne: You are welcome to see me at any time when I am on campus, however, you may wish to schedule a meeting in advance. You are encouraged to pursue questions related to the content of seminars during and following each seminar. If you need to reach me when I am not on campus I may be reached at my home (519-529-7093).

Development

University of Guelph

Paul: The easiest way to get a hold of me is via my email address. If you would like to meet, I suggest scheduling a meeting, and we can meet either in the 'Pit' of the Landscape Building or in my office in the Landscape Architecture Building, Room 122.

Class Time:

Wednesday 9:30-12:30 p.m. (a couple of sessions will be scheduled at different times) Landscape Architecture Building: Room TBA

Wednesday 12:30-1:30 (Wayne and Paul will be available most Wednesdays following class to consult related to class projects).

It is proposed that we reserve 3-4 days (Wed-Sat. or Wed-Sun.) for a field visit to the U.S. Tentative date is March 6 - 10; (final date to be selected in consultation with class).

We will also conduct certain fieldwork within the City of Guelph.

A local field trip to Centre Wellington is tentatively scheduled for Wednesday, Feb 13 (? Morning and afternoon - ? confirm availability for the afternoon).

OVERVIEW:

This course will focus upon planning for rural communities. The course shall have regard to the Ontario Professional Planners Institute's definition of planning as "the planning of the scientific, aesthetic and orderly disposition of land, resources, facilities, services, with a view to serving physical, economic and social efficiency, and sound environment, health and well-being." It will build upon the student's understanding of the planning process, and will identify issues, techniques and processes that are relevant to rural planning practice. A number of rural planning examples will be presented and a specific municipal (local and regional) case will be reviewed.

Planning practice is multi-disciplinary. It involves professional planners, but with significant input from other professionals, including engineers, lawyers, architects and landscape architects. The involvement of these individuals is a function of societal demands as reflected in Ontario legislation (the Planning Act (PPS), Greenbelt Legislation and Places to Grow) and the evolution of planning issues, practice, and the profession. Clearly, the successful involvement of these participants in the planning process is dependent upon an understanding of planning practice, legislation and the relationship between various professionals, the public and elected officials.

The course is generally recommended for students who have first completed Foundations in Planning Practice.

COURSE OBJECTIVE:

The basic objective of this course is to familiarize graduate students with professional planning practice. The course builds on the fall offering of Foundations in Planning Practice. This will include a focus on those planning skills which are ubiquitous and shared by all planners.

LEARNING OUTCOMES

Upon completion of the course, participants will be able to:

- Identify and appreciate when and how to use various planning tools and processes (i.e. the "How To" of municipal planning). This includes Official Plans, Zoning By-laws, consents, subdivisions, various tools under the Planning Act (such as site plan control); related legislation (Municipal Act, Development Charges Act, etc.);
- Understand the role and mandate of various government agencies; the role and mandate of the Ontario Municipal Board and other tribunals
- Discuss planning approaches within the United States and make comparisons to the Ontario situation
- Discuss the institutional and organizational context of planning and the role of the planner
- Discuss issues related to planning ethics
- Discuss relevant current issues central to Rural Planning Practice
- Draw upon the experience of having produced a professional report for a municipal client

Although the course will have an Ontario focus - comments, projects, presentations and examples from other parts of the country are welcome.

COURSE MATERIALS & TEXT BOOKS

Lecture notes and non-text book readings associated with the Course will be posted on CourseLink.

Highly Recommended Textbook

Hodge, G., and Gordon, D. 2008. <u>Planning Canadian Communities: An Introduction to the Principles, Practice and Participants</u> Fifth Edition, Toronto: Nelson. (Copies are available in the bookstore under LARC 2820) (Note: Chapter references are to the Fifth Edition – if working with an earlier edition correlate chapter titles to the Fifth Edition)

Recommended:

The following texts includes useful chapters on working with small groups, public involvement, verbal communications and written communications, among others.

David Witty. 2002. Professional Practice Manual. Canadian Institute of Planners. Ottawa.

Dandekar, Hemalata C. 2003. <u>The Planner's Use of Information</u>. American Planning Association. Chicago.

Web Sites

- Canadian Institute of Planners http://www.cip-icu.ca
- Ontario Professional Planners Institute http://ontarioplanners.ca/
- CMHC www.cmhc-schl.gc.ca
- American Planning Association/Institute of Certified Planners www.planning.org.
- Personal websites for Wayne Caldwell includes research results and related materials www.waynecaldwell.ca www.ruralplanninganddevelopment.ca and http://stewardshipmanual.ca/

Useful Texts:

- Beesley, Kenneth B. 2010. The Rural-Urban Fringe in Canada: Conflict and Controversy. Rural Development Institute. Brandon, Manitoba.
- Caldwell, Wayne J., S. Hilts, B. Wilton. 2007. <u>Farmland Preservation: Land for Future Generations</u>. Volumes Publishing, Kitchener, Ontario.
- Caldwell, W.J. Rediscovering Thomas Adams. 2011. UBC Press.
- Daniels, Thomas L.; John W. Keller with Mark B. Lapping. 1988. <u>The Small Town Planning Handbook</u>. American Planning Association. Chicago.
- Douglas, David. 2010. Rural Planning and Development in Canada. Nelson Publishing. Toronto.
- Grant, Jill. 2006. A Reader in Canadian Planning: Linking Theory and Practice. Nelson Publishers.
- Leung, Hok Lin. 2003. Land Use Planning Made Plain. Ronald P Frye and Company, Kingston.
- Ontario Professional Planners Institute Healthy Communities Initiative. 2007-2011. Information available from www.ontarioplanners.on.ca Documents include Healthy Communities, Sustainable Communities; Planning by Design: A Healthy Community Handbook; Planning for

Age-Friendly Communities - A Call to Action; Spark Together for Healthy Kids; Plan for the Needs of Children and Youth; Healthy Communities and Planning for a Sustainable Greater Toronto Area; Planning for Food Systems in Ontario; Sustainable City Regions in Ontario; Plain Transit for Planners.

The Summer 2009 issue of Plan Canada is devoted to Planning for Food (Vol 49(2))

The 2009 Special Issue of <u>Plan Canada</u> is devoted to Planning for Diverse Populations.

The following texts provide a useful American perspective:

Arendt, Randall. 1999. Growing Greener. Island Press. Washington.

Arendt, Randall. 1994. Rural by Design. American Planning Association, Chicago.

Cullingworth, Barry and R. Caves. 2009. <u>Planning in the USA</u>. Routledge Publishers. London.

Daniels, Tom and Deborah Bowers. 1997. <u>Holding Our Ground - Protecting America's Farms and</u> Farmland. Island Press (available in Canada through Broadview Press).

Daniels, Tom. 1999. When City and Country Collide. Island Press. Washington, D.C.

Lapping, Mark B.; Daniels, Thomas L.; John W. Keller. 1989. <u>Rural Planning and Development in the United States</u>. The Guildford Press. New York.

Zuker, Paul. 1999. What Your Planning Professors Forgot to Tell You. American Planning Association. Chicago.

SUMMARY OF PROPOSED COURSE REQUIREMENTS

Proposed Evaluation	Weight (%)	Due Date
Briefing Notes – Field Trip (U.S.)	10	1 week before U.S. Field Trip
Journal/Reflections – U.S. visit	10	1 week after U.S. Field Trip
Shadow a Planner	15	two weeks after site visit (no
		later than April 5)
Planning Project (group)		
(discuss mark allocation)	65	April 5
(includes community presentation if feasible)		

COURSE REQUIREMENTS (the class will be asked to help finalize due dates, weighting of projects and the actual selection of assignments)

1-BRIEFING NOTE

Working in pairs provide a briefing note consisting of a 1-2 page summary on an aspect of the trip to the U.S. (i.e. you become our resident expert on some aspect of local planning)

Due Dates: 1 week before U.S. trip

Weight: 10%

2 – JOURNAL / REFLECTION EXERCISE

Keep notes of your thoughts and observations from the U.S. field trip. Write a short reflection. (1200-1500 words maximum).

Due Dates: 1 week after U.S. Field Trip

Weight: 10%

3 – SHADOW A PLANNER

Choose a municipality and shadow a planner for a day (municipal planners are preferred although you could select a provincial planner or planning consultant). A listing of municipal planners who have agreed to host a student will be provided although you may, with the instructor's approval, contact other planners. Please contact "your planner" early in the semester to arrange for a mutually convenient day (and please step outside of a familiar context).

The goal of this exercise is to directly observe a planner in action and to discuss related planning applications, communications, specific issues and ethics. Think about what you observe from a theoretical perspective. The host planners have been asked to treat this as a normal day. Some of you may spend your day with the planner looking at development proposals, others may be in attendance at meetings and others may be in meetings with the public. If possible, interview him/her at the end of the day about what happened during the day. (a camera and/or a tape recorder may be helpful, but you'll need permission from the person in order to do this)

In preparation for this assignment please read:

Patsy Healey 'A Planner's Day: Knowledge and Action in Communicative Practice', Journal of the American Planning Association, 58, 1: 9-20 (1992) – see Courselink Reading

This is intended as an experiential learning *exercise*. For purposes of evaluation, please prepare a journal (probably 3-5 pages) of reflections on your day. Appropriate content could include, among other considerations, your reflections on related planning applications, communications, specific issues, ethics and theory. More specifically:

- what makes you think this person is a planner...What kind of planner is this person?
- describe this planner's daily work...
- reflect on what skills and theories were drawn on by the planner.

Results will be discussed towards the end of term.

Due Dates: 2 weeks after Shadow Exercise

Weight: 15%

4 – PLANNING PROJECT (GROUP)

Several Potential Projects have been identified. The details of the project will be provided as a separate handout. We will review these and select several projects to work on as a group.

- Individual components will be prepared to go into the overall work assignment. Interim deadlines will be set. The project will require field work.
- Overall group project
 - The final report will be presented to the client (council or senior staff). A final grade will be given to the group project as a whole.

Due Dates:	April 5 (to discuss - needs to be completed before Council and/or community
	presentation – needs to be discussed with client early in term)
Weight:	65% It is proposed that a single group mark be allocated, with bonus marks to
_	deserving recipients (as identified by members of the individual groups)

Weekly Schedule of Topics

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Week #	Topic	Assigned & Further Readings	Case Studies	Special Topics (hour after class)
Jan. 9 Week 1	Introduction / Course Outline Approach to the course Review student interests Identification of additional topics Discuss and select Group Project/field work/other details Introduction to the course topic	Healy Hodge and Gordon, Ch. 1 Gertler & Caldwell articles (2005)	Healy article relates to assignment – Shadow a Planner	Natasha D'Souza to join us re. group projects
Jan. 16 Week 2	Current Land Use Planning Issues • Farmland preservation and related agricultural issues • Environmental issues • Healthy communities • Small town planning, economics • Evolving issues (peak oil, renewable energy, climate change, etc.) • Evolving provincial requirements (density, population projections, comprehensive reviews, etc.) Planning process • Communications and public consultation Role of the Province i) An Application considered	 Hodge and Gordon, Ch. 9, 10 Grant (2008), Ch. 13 (pgs. 313-338) Caldwell in Douglas (2010) Caldwell in Beesley (2010) 	A planning review (student housing on the 'Best Western' property— College and Gordon/ Assign Roles; An OMB Hearing to follow later in semester)	
Jan 23 Week 3	Planning Act Tools What is land use planning? History of Rural Land Use Planning Not just the local planning office What does it mean to be a professional planner? Code of ethics Role of OPPI Property Rights and Planning Tools: Official plans Zoning bylaws Land division (severances, subdivisions)	 Hodge and Gordon, Ch. 6, 7 Ontario Planning Act (focus on Sections 2,3,16,17,34,50 and 51) PPS (2005) MacLaren, J.F. (1975) 		Noon Hour Talk - Ontario Infrastructure Ministry Presentation - 'Places to Grow' Plan for the Greater Golden Horseshoe (Mike Logan and Donna Diakun)
Jan. 30 Week 4	Nuts and Bolts Planning Act Tools Project and field trip planning		Official Plan and Zoning By-law	
Feb 6	Planning Act Tools- Official Plans Official Plan amendment (1.5 hours) What goes into an official plan amendment? Format Level of detail Connections to Planning Act Existing planning document Case study (1.5 hours) Understanding the application and preparing a planning report / review actual planning report) Application Amendment	Hodge and Gordon, Ch. 11 Ministry of MAH, Citizen Guides	A planning review Guelph Field Work (Guelph OP and ZBL) (College and Gordon – Preamble to a Public Meeting)	

Feb13 (9 am - ??) Week 5	Field Trip- Details to be confirmed & class member availability thru the day?	Handouts	Centre Wellington (Details to be confirmed)	
Feb 18-22	Winter Break			
Tuesday Feb 26 Evening – 7-9 p.m.	Rod Northey, Chair Greenbelt Foundation and Environmental Lawyer	Greenbelt Plan Recent OMB Experience	PPS Review/ Greenbelt and Growth Plan	
Feb 27 Week 7	OMAFRA- Current Issues, Strategies and Approaches - John Turvey (OMAFRA) Private Planning Practice - John Cox (Planning Consultant)	• Greenbelt Plan • Prov. Policy Statement (2005)	PPS Review/ Greenbelt and Growth Plan	Noon Hour Talk - Challenges for Planning and Managing Agricultural Activities in Agricultural Reserves and Greenbelts: New Roles for Collective Intervention. (Christopher Bryant)
March 6 – 10 Field Trip Location & Time (to be confirmed) Week 8	Field Trip to U.S. to contrast approaches and strategies with planning in Canada (passports required – discuss)	Municipal Website (we will also focus on 1 or 2 local municipalities to be determined) Harvey, 2009. OPPI Code of Practice		
Mar 13 Week 9	Planning Act Tools- Zoning bylaws MDS Draft sample zoning bylaw amendment (1.5 hours) What goes into a zoning bylaw amendment? Format Level of detail Connections to Planning Act Existing planning document Case study (1.5 hours) Understanding the application and preparing a planning report / review actual planning report) Application Amendment	MMAH, Citizen Guides Hodge and Gordon Chapter 13	Guelph Field Work	

Mar 20	Project Status	MMAH, Citizen	Guelph Field Work	
Week 10	Planning Act Tools- Subdivisions/consents	Guides		
	(severances)			
	 Draft sample subdivision review – 1.5 			
	hours			
	 Subdivisions vs. severances 			
	(severances' connection to PPS and			
	Official Plan)			
	 What goes into a subdivision 			
	application?			
	Format			
	 Level of detail 			
	 Connections to Planning Act 			
	 Existing planning document 			
	• Case study (1.5 hours)			
	Understanding the application and preparing			
	a planning report / review actual planning			
	report)			
	 Application – review draft 			
	subdivision application and identify			
	your comments/redlines			
Mar.27	Discuss Shadow a Planner		OMB Hearing – College	
Week 11	Other Loose Ends / Group Project		and Gordon (Best	
	OMB Hearing		Western hotel site)	
			Student Housing Ptroject	
Apr 3	Presentations			
Week 12				

OPTIONAL LECTURES:

In recognition of the diverse background of the student body we are prepared to offer optional sessions on any number of topics. These will be identified in consultation with the class and offered on an as needed basis.

Further Reading Materials

- Abbott, Carl and J. Margheim. 2008. "Imagining Portland's Urban Growth Boundary." <u>Journal of the American Planning Association</u>. 74(2) pp. 196-208.
- Abbott, Carl and Sy Adler. 1989. "Historical Analysis as a Planning Tool". <u>Journal of the American Planning Association</u>. Volume 55, Number 4. pp. 467-473.
- Adams, T. 1917. Rural Planning and Development. Ottawa: Queen's Printer.
- Allmendinger, Philip. 1999. Planning Beyond 2000. John Wiley and Sons. New York.
- Alterman, Rachelle. 1997. "The challenge of farmland preservation." Journal of the American Planning Association. 63. 2: pages 220-244.
- AMCT. 1986. The Planning Process Lesson 8. Association of Municipal Clerks and Treasurers of Ontario.
- American Planning Association Planning Journal Articles
- Andrew, John. 2001. "Examining the Claims of Environmental ADR: Waste Management Conflicts in Ontario and Massachusetts". Journal of Planning Education and Research. 21(2): 166-183.
- Arnstein, S. 1969. "A Ladder of Citizen Participation." <u>Journal of the American Planning Association</u>. Volume 35, Number 4. pp. 216-224.
- Ashton, Bill; J. Rowe, M. Simpson. 1994 "Lessons for Planners: Facilitating Sustainable Communities Through Partnerships". <u>Plan</u> Canada. November, 16-19.
- Baer, William C. 1997. "General Plan Evaluation Criteria." <u>Journal of the American Planning Association</u>. Volume 63, Number 3. pp. 329-344.
- Baker, Douglas. 1993. "Land Use Conflict in the Rural-Urban Fringe: Planning for Aggregate Extraction in Puslinch Township". Plan Canada. March, pp. 24-30.
- Ball, Jennifer and Caldwell, W. J. 1998. "Ten Tips for Dealing with Other Cultures." Ontario Planning Journal. Volume 13, Number 6
- Ball, Jennifer and Wayne Caldwell, Kay Pranis. 2010. <u>Doing Democracy with Circles: Engaging Communities in Public Planning</u>. Living Justice Press. St. Paul, Minnesota. Forthcoming (2010).
- Bedford, Paul. 2007. "The Future of Municipal Planning Departments." Ontario Planning Journal. 22(3) p.28-29.
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- Blakney, John. 1997. "Citizens' Bane." Plan Canada. Volume 37, Number 3. pp. 12-17
- Bollman, Ray (ed.). 1992. Rural and Small Town Canada. Thompson Educational Publishing Inc.
- Bray, C.E. 1981. "Agricultural Land Regulation in Several Canadian Provinces". Canadian Public Policy 6: 591-604.
- Brownrigg, Michele et. al. 2009. "The Active Healthy Kids Report Card. Ontario Planning Journal. 24(3). 6-10.
- Brunet, Nicholas, Wayne Caldwell, and Stew Hilts. 2007. "Farmland Preservation and Farm Level Adaptation: Approaches to Preserving and Promoting Agricultural Activities in the Peri-Urban Space." in Farmland Preservation: Land for Future Generations. Caldwell, W., Stew Hilts, and Bronwynne Wilton (eds).
- Bryant, C. R.; Russwurm, L., 1979. "The Impact of Non-Farm Development on Agriculture: A Synthesis". Plan Canada, 19/2.
- Bryant, Christopher R. 1989. "Rural Land Use Planning in Canada". in Rural Land Use Planning in Developed Nations, editor Paul Cloke. pp 178-206.
- Bryant, Christopher, and Denis Granjon. 2007. "Agricultural Land Protection in Quebec From Provincial Framework to Local Initiatives." in Farmland Preservation: Land for Future Generations. Caldwell, W., Stew Hilts, and Bronwynne Wilton (eds).
- Buchan, R. 2004. "The Costs and Impacts of Rural Sprawl: Not All Sprawl Is Equal." Plan Canada. 44.3: pages 38-40.
- Buckwell, Alan. 2007. "Farmland Preservation in Europe." in Farmland Preservation: Land for Future Generations. Caldwell, W., Stew Hilts, and Bronwynne Wilton (eds).
- Budge, Trevor. 2007. "Farmland Preservation in Australia Emerging Issues and Fragmented Responses." in Farmland Preservation: Land for Future Generations. Caldwell, W., Stew Hilts, and Bronwynne Wilton (eds).
- Burby, Raymond, Peter May and Robert Patterson. 1998. "Improving Compliance with Regulations." <u>Journal of the American Planning Association</u>. 64(3).
- Burchell, R.W., and N.A. Shad. 1998. A National Perspective on Land Use Policy Alternatives and Consequences at the Rural-Urban Fringe. (1998): 13-33.
- Caldwell, W., Stew Hilts, and Bronwynne Wilton (eds). 2007. Farmland Preservation: Land for Future Generations.
- Caldwell, W.J. 1998. "Land Use Planning, The Environment and Siting Intensive Livestock Facilities." <u>Journal of Soil and Water</u> Conservation. Vol. 53, No. 2, pp. 102-106.
- Caldwell, Wayne and Claire Dodds-Weird. 2007. "Rural Non-Farm Development and Ontario's Agricultural Industry." in Farmland Preservation: Land for Future Generations. Caldwell, W., Stew Hilts, and Bronwynne Wilton (eds).

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Caldwell, Wayne J. 2005. "The Loss of Farmland Through Retirement Lot Severances: A Final Word?" Co- authored with Rob Dykstra and Stew Hilts. Ontario Planning Journal. Volume 20(6), 2005.

Caldwell, Wayne J. "Community Perceptions, Conflict and the Intensification of Livestock Production." Co- authored with Melanie Williams and Sarah Thomson. Ontario Planning Journal. Volume 20(2), 2005.

Caldwell, Wayne J. (co-authored with Steve Bowers, Lita Norman, Hillarie Greening and Owen Williams) 1999. "A Community Development Approach to Environmental Management," Environments Volume 27.

Caldwell, Wayne J. 1989. "The Rural Community: Issues and Local Approaches to Planning and Development". Environments, 20(2). pp. 47-63.

Caldwell, Wayne J. 1993. "Rural Planning and Agricultural Land Preservation: The Experience of Huron County, Ontario." A paper presented at the Soil and Water Conservation Society Annual Conference, Fort Worth, Texas.

Caldwell, Wayne J. 1994. "Consideration of the Environment: Its Integration Into Rural Planning and Development. Journal of Soil and Water Conservation.

Caldwell, Wayne J. 1996a. "Community Based Planning: Focus Groups, the Planner and Facilitation." A paper presented at the Canadian Institute of Planners National Conference held in Saskatoon, Saskatchewan.

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Caldwell, Wayne J. 2005. "Farmland Preservation: Innovative Approaches in Ontario". Co-authored with Stewart Hilts. <u>Journal of Soil and Water Conservation</u>. Volume 60, No. 3, Pp. 66-69. 2005.

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Caldwell, Wayne J. 2009. "Environmental Innovation – A Rural Municipal Perspective." <u>Municipal World</u>. Volume 119, No. 11, pp. 19-22,48, 2009.

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Campsie, Phillipa. 1998. If a Tree Falls in the Forest, Does it Make a Noise? If Nobody Reads a Planning Report, Does it Make a Difference?" Plan Canada, 38 (1).

Canadian Planning History - See the 34 articles in the Special Edition of Plan Canada, July 1994.

Centre for Resources Development. 1972. Planning for Agriculture in Southern Ontario. ARDA Report No. 7, University of Guelph.

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Cloke, Paul. 1987. Rural Planning: Policy Into Action. London: Harper and Row.

Cogan, Elaine. 1992. Successful Public Meetings: A Practical Guide for Managers in Government. Jossey-Bass.

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