

Bylaw No. 8355

The Technical Planning Commission Bylaw, 2004

The Council of The City of Saskatoon enacts:

Title

1. This Bylaw may be cited as The Technical Planning Commission Bylaw, 2004.

Purpose

2. The purpose of this Bylaw is to continue the establishment of The Technical Planning Commission and to provide for its membership and duties.

Definitions

3. In this Bylaw:
 - (a) “City” means the City of Saskatoon or The City of Saskatoon, a municipal corporation pursuant to *The Cities Act*, as the context requires;
 - (b) “Commission” means The Technical Planning Commission of The City of Saskatoon; and
 - (c) “Council” means the City Council of The City of Saskatoon.

Commission Continued

4. The Technical Planning Commission which was continued under Bylaw No. 7782 is further continued.

Membership of Commission

5. The membership of the Commission shall be:
 - (a) one member of Council;

- (b) the Manager of each of the following City Branches and Sections or the person designated by such Manager:
 - (i) Development Services Branch;
 - (ii) Leisure Services Branch;
 - (iii) Municipal Engineering Branch, Land Development Section;
 - (iv) Municipal Engineering Branch, Traffic Engineering Section;
 - (v) Municipal Engineering Branch, Planning and Design Section;
 - (vi) Parks Branch;
 - (vii) Saskatoon Light and Power;
 - (viii) Transit Services Branch; and
 - (ix) Environmental Protection Branch;
- (c) the General Manager of the Fire and Protective Services Department or the General Manager's designate;
- (d) the Chief of Police or the Chief's designate; and
- (e) one representative from each of the following organizations:
 - (i) Board of Education of the Saskatoon School Division No. 13;
 - (ii) St. Paul's Roman Catholic Separate School Division No. 20;
 - (iii) SaskPower;
 - (iv) SaskEnergy;
 - (v) SaskTel; and
 - (vi) Shaw Cablesystems (SSK) Limited.

Duties of Commission

6. The duties of the Commission shall be:
 - (a) to review technical issues submitted to it by its members, Council or any of its standing committees, civic departments or the City Manager with respect to the planning and orderly development of the City;
 - (b) to comment as required on subdivision applications and planning issues, including Neighbourhood Concept Plans, Sector Concept Plans, the Five Year Land Development Program and the provision of utilities, roadways, schools and parks;
 - (c) to comment on the location of proposed utility transmission lines and pipelines impacting the City; and
 - (d) without restricting the generality of subsections (a), (b) and (c), to report to Council or any of its standing committees on any unusual aspects of servicing, economics, advisability or feasibility in relation to any matter reviewed by the Commission.

Meetings and Procedure

7.
 - (1) The Commission shall annually appoint one of its members as Chair and one of its members as Vice-Chair.
 - (2) The Commission shall hold meetings on a regular basis and may schedule additional meetings as required. If in the opinion of the Chair, having regard to the nature of the business to be transacted, a formal meeting of the Commission is either unnecessary or impractical, the business of the Commission may be conducted by conference call, telephone polling or electronic mail.
 - (3) Notwithstanding the provisions of subsection (2), a formal meeting of the Commission shall be held:
 - (a) to elect a Chair and Vice-Chair;
 - (b) to review complex proposals such as Sector Concept Plans, Neighbourhood Concept Plans and the Five Year Land Development Program; and
 - (c) where any member of the Commission requires that an item of business be considered at a formal meeting.

- (4) Agendas shall be circulated for each meeting and shall include:
 - (a) minutes of previous meetings or decisions undertaken by conference call, telephone poll or electronic mail, including any comments which a member wishes to have included; and
 - (b) instructions for requiring a formal meeting to consider a particular issue or agenda item.
- (5) If a member of the Commission is unable to attend a meeting, the member may authorize another employee of the civic branch or section or other organization to attend the meeting and vote on a matter considered by the Commission.

Reporting

- 8. The Commission shall report each application for subdivision, consolidation or severance to Council where the recommendation of the Commission or the civic administration is for denial of the application.

Bylaw No. 7782 Repealed

- 9. Bylaw No. 7782, The Technical Planning Commission Bylaw, 1998, is repealed.

Coming Into Force

- 10. This Bylaw shall come into force and take effect on the day of its final passing.

Read a first time this 13th day of December, 2004.

Read a second time this 13th day of December, 2004.

Read a third time and passed this 13th day of December, 2004.

"Donald J. Atchison"
Mayor

"Janice Mann"
City Clerk

"SEAL"