

ROCKY VIEW COUNTY PUBLIC PRESENTATION COMMITTEE (PPC) REQUEST TO PRESENT FORM

Name of the group/individual:

Representative(s) for the group:

Contact telephone/cell number:

E-mail:

Presentation Topic:

Do you have an active planning application on this matter? Yes No

Are you planning on submitting a planning application on this in the next six (6) months? Yes No

Please check off the appropriate information about the presentation:

Information - Public Interest

Community Group Update

Development Proposal

Other, please explain

Overview of the topic and purpose of your presentation:

If a group, tell us about your group (mandate/membership, including a statement on why this matter should go before PPC)

Presenting to the Public Presentation Committee

The members of the Public Presentation Committee are County Councillors, but the meetings are not Council meetings, and Council decisions are not made.

Meetings are held to receive information and share your vision with the Committee and not to ask for advice on what should be done on a specific property.

If you would like to bring a matter to the Committee's attention, that does not require a decision of Council, you can apply to make a presentation to the Committee.

Examples of presentations that the Public can present to the Committee include:

- Developers and/or landowners can submit their vision for a future project that will not require a Council decision;
- not-for-profit organizations about their work in the community, or about recognition for special volunteers;
- post-secondary institutions or research groups about studies or surveys that might interest the County;
- resident or community groups about future plans or current activities that the groups are involved in; or
- businesses or organizations that wish to apprise Committee members of projects or initiatives that will not require a Council decision.

Examples of presentations that Public cannot be accepted by the Committee include:

- the subject matter of the presentation is related to an active application from the presenter or the presenter intends to submit an application within six months of the presentation date;
- the subject matter of the presentation is outside of the authority or jurisdiction of Rocky View County;
- the subject matter of the presentation is more appropriate for a different committee, board, commission, or other body; or
- individuals or groups wishing to provide technical, legal, or similar information when they possess no relevant qualifications or expertise.

Presentations are strictly limited to 20 minutes, but Committee members may ask questions afterwards.

How to Submit a Presentation Request

Forms can be submitted via email to legislativeservices@rockyview.ca, or print it and send or drop off a paper copy to:

Rocky View County
Attention: Legislative and Intergovernmental Services
262075 Rocky View Point
Rocky View County, AB
T4A 0X2

Please make your requests as early as possible. Requests are to be submitted to four weeks prior to the scheduled PPC meeting order for the presentation to be included on the agenda.

Once you have submitted your request, a member from the Legislative & Intergovernmental Services department will be in contact with you to discuss next steps.

If you are placed on the meeting agenda, you must provide Legislative and Intergovernmental Services with a final copy of any print or visual materials (including PowerPoint or similar slides at least 15 days before the presentation. Once submitted, changes to this material are not permitted. If changes are needed, your presentation will be rescheduled.

Questions

If you have questions about presenting to the Public Presentation Committee, contact Rocky View County Legislative and Intergovernmental Services at 403.230.1401 or legislativeservices@rockyview.ca.