

Title: Planning & Design Land Use Bylaw Renewal (Applied Study)

Overview

The City of Lethbridge Planning & Design department is seeking one undergraduate student to participate in an Applied Study for the Spring 2024 semester. The student will carry out research, analysis and document writing, focused on the [Land Use Bylaw Renewal project](#).

The Planning & Design department is responsible for urban planning, development regulation and building inspections within the City of Lethbridge. In early 2023, the department began work on an ambitious, multi-year project to completely rewrite the City's Land Use Bylaw. As part of this project, and working with the Planning team, the successful candidate(s) will be producing a series of "Decoding" papers. These papers will be public facing documents which provide background to the public about a range of topics related to the Land Use Bylaw (e.g. "Decoding Neighbourhoods", "Decoding Downtown", etc.).

In addition, the successful candidate will assist in carrying out software and field surveys and checking existing developments/zoning against the current [Land Use Bylaw 6300](#), in order to catalogue any non-conforming developments. Training will be provided.

To learn more about the Planning team's work, visit the [Planning](#) area of the City's website.

This position is a continuation of the City of Lethbridge's **City Scholars** Program which provides students with hands-on experience structured around both professional and academic outcomes. At the City of Lethbridge, students have the unique opportunity to work on projects that directly impact quality of life in their community, while also benefiting from the mentorship of City and faculty supervisors. The skills and experiences gained through City Scholars Work Integrated Learning opportunities supports students as they enter the workforce or pursue further studies.

The City is proud to continue partnering with the University of Lethbridge and the Prentice Institute for Global Population and Economy (Prentice Institute) to offer Work Integrated Learning opportunities to students from all disciplines, connecting them to real world initiatives that impact their local government and community.

To learn more about the City of Lethbridge, visit [Lethbridge.ca](#)

To learn more about the Prentice Institute, visit: [ulethbridge.ca/prentice-institute](#)

What will you be working on?

Under supervision, the student will be responsible for:

- Familiarising themselves with the Land Use Bylaw Renewal Project.
- Familiarising themselves with relevant City of Lethbridge bylaws and statutory plans, such as Land Use Bylaw 6300 and the Municipal Development Plan.
- Familiarising themselves with the subject matter of the “Decoding” paper they will be working on (TBD). Assisting in designing any necessary research, carrying out the research, and drafting the “Decoding” paper.
- Carrying out software/field surveys and checking existing developments/zoning against the current [Land Use Bylaw 6300](#), in order to catalogue any non-conforming developments. Training will be provided.

This work will contribute to the complete overhaul of Lethbridge’s Land Use Bylaw. This is an opportunity to create a Land Use Bylaw that is more user-friendly, less restrictive, more flexible, and that contributes to Lethbridge’s future affordability, sustainability, and adaptability.

Over the course of the semester the student will prepare multiple reports and presentations. The audience for these will be primarily City of Lethbridge staff, however other external audiences may be identified. The student will also be invited to provide a presentation at the year-end Work Integrated Learning Showcase (April 2024). More information on the proposed work plan and deliverables will be provided during interviews and at the beginning of the semester.

Who are we looking for?

To apply for this position, you must:

- Be an undergraduate student of any academic discipline / major.
- Be interested in one or more aspects of this project including: urban planning, development, public policy, political science, local government.
- Have strong research skills and be self-motivated.
- Have excellent written and oral communications skills.

Preference will be given to students:

- Who self-identify as members of an equity-deserving community.
- Have third year standing or higher.
- Have a GPA of 3.0 or higher.

What's in it for you?

Through this position, the student will gain experience and skills in the following areas:

- Learning about the functioning of Land Use Bylaws, rezoning, and development management, as a part of the wider urban planning profession.
- Carrying out applied research and analysis.
- Presenting information in written, visual and oral formats, including presenting complex information in a way that is understandable to the general public.
- Understanding how complex projects take shape, are managed and get delivered.
- Gaining experience working with the local government sector.
- Creating connections and learning from industry experts.

This opportunity is designed for a student who wishes to pursue an Applied Study for disciplinary credit. Students are encouraged to choose an academic supervisor who is a Prentice Institute Research Affiliate. The registration process is coordinated through the Career Bridge.

The student will be paid a modest amount (\$1000.00) to help cover the costs of tuition and incidental expenses, at the successful completion of the Applied Study.

How do I apply?

If you are interested in this opportunity, apply directly to the contact below with your resume, a cover letter, and unofficial transcripts by **11:59 PM January 5, 2024**. In two pages or less, your cover letter should help the selection committee understand your academic background and goals, and any relevant course work, volunteer or employment experience, and why you are interested in this applied study.

Ross Kilgour

Senior Community Planner
Planning & Design, City of Lethbridge
ross.kilgour@lethbridge.ca
403-320-4237