

DP Review Checklist

PLEASE READ: If you are seeing this checklist for the first time, you might feel intimidated or overwhelmed by the nature and volume of the content. Please don't be! There is a lot of material here, but that is because the members of the Development and Transportation Committee have tried to be thorough, and have tried to include all the items that we have dealt with on previous applications.

Reviewing a DP is a 'process' which allows residents to express their concerns: by commenting on even one or two items that you are most concerned about, and by submitting them to the City and to the Brentwood Community Association, you are making a valuable contribution to the Brentwood community! We encourage your response and have created this list to try to make it easier for you.

1. Land Use Bylaw (Zoning)

- What is the zoning for this property?
- What does the zoning allow in terms of density / lot coverage, etc.?
- Is there a Local Area Plan (LAP) or an Area Redevelopment Plan? (Note: Brentwood does not have an LAP, but does have a Station ARP).
- Does this development fall within the Station ARP area? (core concept: "Areas of stability, areas of change")
- Is it consistent with the Station ARP or the direction of the Municipal Development Plan?
- Does the Community Association have a Community Values Statement?
- Does the application include a rezoning (change of Land Use)?

2. Site Layout – Overall Impression

- Is the proposed development sensitive to the local context?
- Does the building location and orientation impact surrounding land-uses?
- The Community Standards bylaw (32M2023) has clear regulations and guidelines that address various potential community issues. For potential impacts that neighbouring developments might have on adjacent properties with respect to privacy, storm and wastewater management, property maintenance, encroachments, etc., you can find some guidelines here.
<https://www.calgary.ca/bylaws/community-standards.html>
- Does the land use (Land Use Bylaw1P2007) of the proposed development inhibit or prevent you realizing similar current or future use or re-development of your own property, such as a zero-property line clearance for garages, outbuildings or secondary suites which prevent you from placing similar auxiliary structures on your own property or maintaining ones that you already have?

3. Community character/context (relationship to surrounding buildings and streetscape)

- Does the development fit in with the character of the Brentwood neighbourhood?
- What kinds of community input has been used to evaluate the plans?

- What elements are of concern? (Note that “precedence” is not a Planning consideration; each project must be evaluated on its own merits.)
- Consider and comment on the impacts of building mass, height, streetscape, and setback impacts on current community character.
- Increased building height and mass accompanying an increased number of housing units can impact the overall landscaping and site appearance. How does the proposed development’s landscaping plan impact community character and context?
- If you have solar panels on your home/garage, how will the new building affect the sunlight reaching your panels?
- How will the proposed development affect your use and enjoyment of your front or back yards?

4. Visual impacts

- Does the building “fit” or is it a jarring change?
- What visual impact does the rear of the building have on surrounding properties?

5. Building height

- Is a relaxation for height required?
- Does the building height fit within the context of the community? Why or why not?
- Does the building height shadow or interfere with adjacent properties?

6. Setbacks

- Are the setbacks appropriate for the location? Are there relaxations required?
- Do the sidewalks meet the required widths, without intrusions from vents, exhaust pipes, etc.?
- How will drainage / snow removal be accommodated in side setbacks (i.e. if a property is higher than the neighbouring property, may require a swale or space to allow for drainage)?
- Could permeable pavers be used to aid with absorption / run-off?

7. Finishing materials (façade) / Massing

- Do the finishing materials reflect the context of the community?
- What are the aesthetic qualities of the construction (i.e. articulation, change of materials, variations in colours or patterns, visual interest)?
- Can facades be articulated to reduce the perception of massing and add visual interest? (i.e. Is the building articulated at the base and first storey to reduce the perception of its massing?)

8. Landscaping

- Does the development proposal, where possible, retain existing healthy, mature trees (both deciduous and coniferous)?
- Are any trees on City property? If so, is there a Tree Protection Plan in place?
- Lot coverage: is there suitable and sufficient landscaping (Bylaw requirement)?
- Does the landscaping contribute to privacy and screening?

9. Lighting

- Will any lighting affect adjacent properties? If so, where could the lighting be moved to fulfil the needs of the proposed use, as well as consider the needs of the neighbours?

10. Privacy

- Is reasonable privacy maintained in surrounding land uses?

11. Buffering

- Is there a suitable buffer between land uses/properties/buildings?
- Can landscaping act as a buffer?

12. Generated noise

- Is there any noise generated by mechanical equipment (e.g. air conditioners), entrances, etc.?
- If so, what could be done to mitigate the noise (e.g. reorienting equipment)?
- Where are the sources of noise and odours located (such as air conditioning units or exhaust vents), and do they impact your property? How will your use and enjoyment of your property be impacted?

13. Screening

- Should any mechanical equipment be screened?

14. Garbage and recycling facilities

- How many bins are required?
- Are these appropriately located? How does it function?
- Is the facility screened? Does the screening material fit in with the building design and materials?
- How are garbage and recycle bins managed on the property (Waste Bylaw 4M2020)? Will bins impact the use of the alley or parking either on the street or in the alley?

15. Site Access (Vehicular and Pedestrian)

- Where are the access points situated?
- How does an occupant move about the property?

16. Transportation and transit

- Will transportation or access to surrounding land uses in the area be affected?
- Is there adequate bicycle parking?

17. Parking

- Does the proposed development provide sufficient onsite parking?
- Are relaxations permitted due to proximity to transit?
- Is the location of parking stalls suitable for residents and visitors?

- Are there any parking restrictions in effect on the street (parking permits, 2-hours limits, etc.)?
- What is the ratio of “on the property” parking spaces provided onsite to the number of primary and secondary residential units proposed?
- If that ratio is < 1, what will that mean for street parking and parking in the alley?
- How do you think that will impact traffic and pedestrian safety, access to your own property, and parking availability for trades and visitors to your property?

18. Public Sidewalks

- Does the proposal ensure the integrity of the boulevard is maintained?
- Do obstacles like utility poles and light stands, compromise the pedestrian environment?

19. Safety of the Tenants and Neighbours

- Is there a safety or visibility concern for pedestrians and / or cyclists?
- Are the risks of fire damage or loss to adjacent properties increased by the proposed development and its cladding materials?
- Are there increased risks from other environmental impacts of the proposed development, such as snow shed from roofs onto adjacent properties or public walkways?
- Are there increased risks of environmental damage from pluvial (surface) flooding, hailstorms, windstorms or landscaping (either on your property or the redeveloped property) associated with the planned redevelopment of the property?

20. Feedback from Area Residents

- Has there been any feedback received from area or adjacent residents?
- Include a summary or include verbatim comments.

21. Policies impacting this Development

- See Appendix 1 – 3 for Statutory policies that can be used to respond to a DP.

Appendix 1 – General Policies

Policies regarding Respecting and Enhancing Neighbourhood Character

MDP

Role and Scope of the Municipal Development Plan

The City of Calgary’s Municipal Development Plan (MDP) is a strategic policy document that guides Calgary’s growth and city building. Alberta’s Municipal Government Act (MGA) requires that the council of every municipality must adopt a Municipal Development Plan by bylaw.

(Source: MDP, page 8, Section 2.3.2, page 41)

2.3.2 RESPECTING AND ENHANCING NEIGHBOURHOOD CHARACTER

Objective	Policies
<p>Respect and enhance neighbourhood character and vitality.</p> <p>The identity and character of a neighbourhood is a function of how people interact with the history, built form, landscape, and visual qualities. This interaction defines how people feel about a neighbourhood as a place. An area’s identity and character may include, but does not specifically refer to, heritage resources, which are separately recognized for heritage values and qualities.</p> <p>The prospect of a more significant portion of future growth being directed to the Developed Areas</p>	<p>a. Respect the existing character of low density residential areas, while still allowing for innovative and creative designs that foster distinctiveness.</p> <p>b. Ensure an appropriate transition of development intensity, uses and built form between areas of higher and lower intensity, such as low-density residential areas and more intensive multi-residential or commercial areas.</p> <p>c. Ensure infill development complements the established character of the area and does not create dramatic contrasts in the physical development pattern.</p> <p>d. Ensure that the preparation of local area plans includes community engagement early in the decision making process that identifies and addresses local character, community needs and appropriate development transitions with existing neighbourhoods.</p>

<p>of the city requires a focus on high-quality urban design and construction that builds upon and adds value to the existing character of communities.</p> <p>Greater Downtown, Activity Centres, Main Streets and comprehensive redevelopments provide some of the greatest opportunity for positive change. Attention must be paid to ensuring that appropriate local context is considered when planning for intensification and redevelopment.</p> <p>Respecting neighbourhood character does not mean preventing change. A neighbourhood is not static; it evolves over time as the area ages and redevelops. Some neighbourhoods experience significant changes as a result of demographic, economic conditions, changing preferences in housing and design innovations.</p>	
---	--

2.2.5 STRONG RESIDENTIAL NEIGHBOURHOODS

<p>Objective</p> <p>Reinforce the stability of Calgary’s neighbourhoods</p>	<p>Policies</p>
---	-----------------

<p>and ensure housing quality and vitality of its residential areas.</p> <p>Residential communities are not static. They evolve over time as demographics shift and buildings age, offering an opportunity to review and accommodate changing community needs. Understanding this community dynamic can help develop plans and strategies to stabilize local population fluctuations, support predictability for the market, guide public reinvestment and ensure long-term viability of local services and facilities.</p> <p>Outside of the Greater Downtown, Activity Centre and Main Street areas, low to moderate density infill development can be accommodated to support the efficient use of land, infrastructure and services as well as enhance housing choice and affordability. In many cases, public infrastructure and transit service are already in place to support redevelopment.</p>	<p>Neighbourhood infill and redevelopment</p> <ul style="list-style-type: none"> a. Encourage growth and change in low-density neighbourhoods through development and redevelopment that is similar in scale and built form and increases the mix of housing types such as accessory suites, semi-detached, townhouses, cottage housing, rowhousing and other ground-oriented housing. b. Support development and redevelopment that provides a broader range of housing choice in local communities to help stabilize population declines and support the demographic needs of communities c. Encourage higher residential densities in areas of the community that are more extensively served by existing infrastructure, public facilities and transit, appropriate to the specific conditions and character of the neighbourhood. d. Encourage redevelopment that incorporates natural infrastructure solutions and shared energy efficiencies (See Section 2.6).
--	--

Calgary's older residential areas present some of the best opportunities to accommodate infill development, increasing the range of housing for families and individuals within areas that take advantage of existing infrastructure, transit and existing amenities such as local retail, schools, parks and community services.

Intensification should be accommodated within existing communities in a sensitive manner. In commercial areas, infill and redevelopment can create more cohesive and vibrant neighbourhoods. Integrating new development with existing buildings can enhance or fill in gaps in the street wall to improve the vitality, appearance and security of streets and public spaces.

The City promotes infilling that is sensitive, compatible and complementary to the existing physical patterns and character of neighbourhoods.

(Source: MDP, page 37)

Appendix 2 – The Land Use Bylaw LUB1P2007

Discretionary Use Development Permit Application

Section 35 - When making a decision on a development permit for a discretionary use the Development Authority must take into account:

- (a) any plans and policies affecting the parcel;
 - (a.1) climate mitigation and climate adaptation;
- (b) the purpose statements in the applicable land use district;
- (c) the appropriateness of the location and parcel for the proposed development;
- (d) the compatibility and impact of the proposed development with respect to adjacent development and the neighbourhood;
- (e) the merits of the proposed development;
- (f) the servicing requirements;
- (g) access, parking and transportation requirements;
- (h) vehicle and pedestrian circulation within the parcel;
- (i) the impact on the public transit system; and
- (j) sound planning principles.

Discretionary Use That Does Not Comply

Section 36 - The Development Authority may approve a development permit application for a discretionary use where the proposed development does not comply with all of the applicable requirements and rules of this Bylaw if in the opinion of the Development Authority:

- a. the proposed development would not unduly interfere with the amenities of the neighbourhood or materially interfere with or affect the use, enjoyment or value of neighbouring properties

Appendix 3 - The Infill Guidelines (for Established Areas)

Key concepts for:

- Context: **“New development should be designed in a manner which is responsive to the local context.”**
- Building Mass, **“New development should respect the existing scale and massing of its immediate surroundings.”**
- Placement of Windows, **“The privacy of adjacent residences should be respected”.**