

Summary of Development Permit Inspection Process

Development Permit Inspections will ensure that developments are completed in accordance with the approved Development Permit and shifts the requirement for a landscaping security closer to the completion stage of a development.

The requirement for a Development Permit Inspection will be identified to applicants upon the submission of a Development Permit application. A fee will be collected for the inspection at that time. Review of the Development Permit application will begin upon the payment of all required fees.

Development Permit Inspections will occur prior to the completion of construction and will coincide with the timing of the occupancy inspection. Inspections will occur at the request of the applicant or will be automatically scheduled when a final occupancy inspection is requested by the applicant. It should be noted that a Development Permit Inspection is not a requirement of the Occupancy Permit.

The requirement for Development Permit Inspections, landscaping plans and landscape securities will vary depending on the Use and location of a development, and will fall into two categories:

1. Major Development Permits
 - Apartment Housing;
 - Row Housing;
 - Stacked Row Housing;
 - Commercial Uses;
 - Industrial Uses;
 - Basic Service Uses;
 - Community, Educational, Recreational and Cultural Service Uses;or
2. Low-density Residential Developments within the Mature Neighbourhood Overlay.

The differing requirements for the inspection process, as they will apply to the above Uses, are summarized as follows:

Use	Landscaping Plan and Cost Estimate Required	Development Permit Inspection	Landscaping Inspection	Landscaping Security for Incomplete Landscaping	Landscaping Security for Maintenance
Single Detached Housing, Semi-detached Housing, Duplex Housing, Garage and Garden Suites <u>outside</u> the Mature Neighbourhood Overlay	X	X	X	X	X
Single Detached Housing, Semi-detached Housing, Duplex Housing, Garage and Garden Suites <u>within</u> the Mature Neighbourhood Overlay	X	✓	✓*	X	X
Commercial Uses	✓	✓	✓	100%	20%
Industrial Uses	✓	✓	✓	100%	20%
Basic Service Uses	✓	✓	✓	100%	20%
Community Educational, Recreational and Cultural Service Uses	✓	✓	✓	100%	20%
Residential Multi-unit Project Developments	✓	✓	✓	100%	20%
Other Residential Developments <i>not</i> Developed as a Residential Multi-unit Project Development	X	✓	✓*	X	X

* Landscaping is not required to be installed until 18 months after occupancy for these Uses. This inspection will verify that landscaping conditions are met, such as the preservation of mature trees.

Development Permit Inspections for Major Development Permits

As part of the review of a Major Development Permit application, a Landscape Plan and associated cost estimate are submitted to, and approved by, the Development Officer. Once approved, the Landscape Plan becomes a condition

of approval for the Development Permit and the plans are forwarded to receive Building Permit approval before construction begins.

Major Development Permits will require a Development Permit Inspection for required landscaping and to ensure compliance to the approved Development Permit.

Landscaping Inspection and Securities

The elements to be inspected include:

- Soft surfacing elements such as required trees, shrubs, and sod;
- Hard-surfacing elements such as the placement and configuration of parking, loading areas, garbage collection areas and other hard surfacing elements; and
- Required public art dedications, if required, as part of Direct Control Provisions.

After the Development Permit Inspection is performed deficiencies will be identified, a report will be issued, and a Landscape security will be collected. Two components will comprise the security:

1. Landscape completion; and
2. Landscape maintenance

Once the City obtains a Landscape security for incomplete landscaping elements, a Development Permit Inspection Report will be issued requiring the outstanding landscaping to be completed within 12 months.

When the landscaping deficiencies are addressed, the City will re-inspect the site at the request of the applicant. If the development passes the inspection, the development will enter the required two-year maintenance period. At this point, 80 percent of the landscape security (the landscape completion portion) will be returned to the applicant, and the remaining 20 percent (the landscape maintenance portion) will be retained for the two-year maintenance period.

The landscape maintenance portion of a security will be required for all major Development Permits, even if landscaping is complete prior to the Development Permit Inspection. This is to ensure that completed landscaping survives and is healthy and established over two years. If the landscaping is healthy and thriving after the required maintenance period, the landscape maintenance security will be returned to the applicant.

Development Permit Compliance

As part of Development Permit Inspections, the exterior of the structure and site layout will be examined to confirm that it has been constructed in accordance with the approved Development Permit. If construction is found to deviate from the approved plans, a written report (violation notice) of the deficiencies will be issued to correct the discrepancies and inspectors will work with the property owner to achieve compliance. Deficiencies that have not been rectified as identified in the report, or violation notice, will be subject to enforcement action. Enforcement action could include fines, Municipal Government Act Orders to comply, and possible further legal or remedial action.

Inspection Criteria for Major Development Permits

The list of elements to be inspected as part of a Development Permit Inspection is summarized below:

Building Elements Inspected
<p>Conformance to approved plans and elevation drawings including:</p> <ul style="list-style-type: none"> • Window and door placement; • Placement and/or demarcation of approved buildings, accessory buildings, parking pads, platform structures, and privacy screening; • Garbage collection areas; • Architectural treatments, articulation, and finishing materials when required in Zoning Bylaw 12800 or through the Edmonton Design Committee; and • Any other relevant conditions placed on Development Permits.
Soft and Hard-surfacing Landscaping Elements Inspected
<p>Soft and Hard-surfacing elements installed in accordance with Landscape Plan and City of Edmonton standards:</p> <ul style="list-style-type: none"> • Driveways, accesses, sidewalks and walkways are installed as shown on approved plans; • Parking spot delineation, curb stops and required line painting is completed; • Street furniture and bicycle parking is installed; and • Correct plant material varieties and quantities are installed. <p>Level of completion of landscaping (soft-surfacing), including:</p> <ul style="list-style-type: none"> • Appropriate size and caliper of required trees; and • Installed as per City of Edmonton standards. <p>Level of completion of paving and curbing (hard-surfacing), including:</p> <ul style="list-style-type: none"> • Sidewalks, decorative hard-surfacing, parking areas, driveways, and garbage

collection areas.

Landscaping health and maintenance:

- Trees and shrubs are healthy, and free of pests and disease;
- Sod and ground cover elements are correctly installed and healthy;
- Landscaping is well maintained and without weeds; and
- Tree stakes have been installed correctly.

Securities will be required for incomplete work for the following elements:

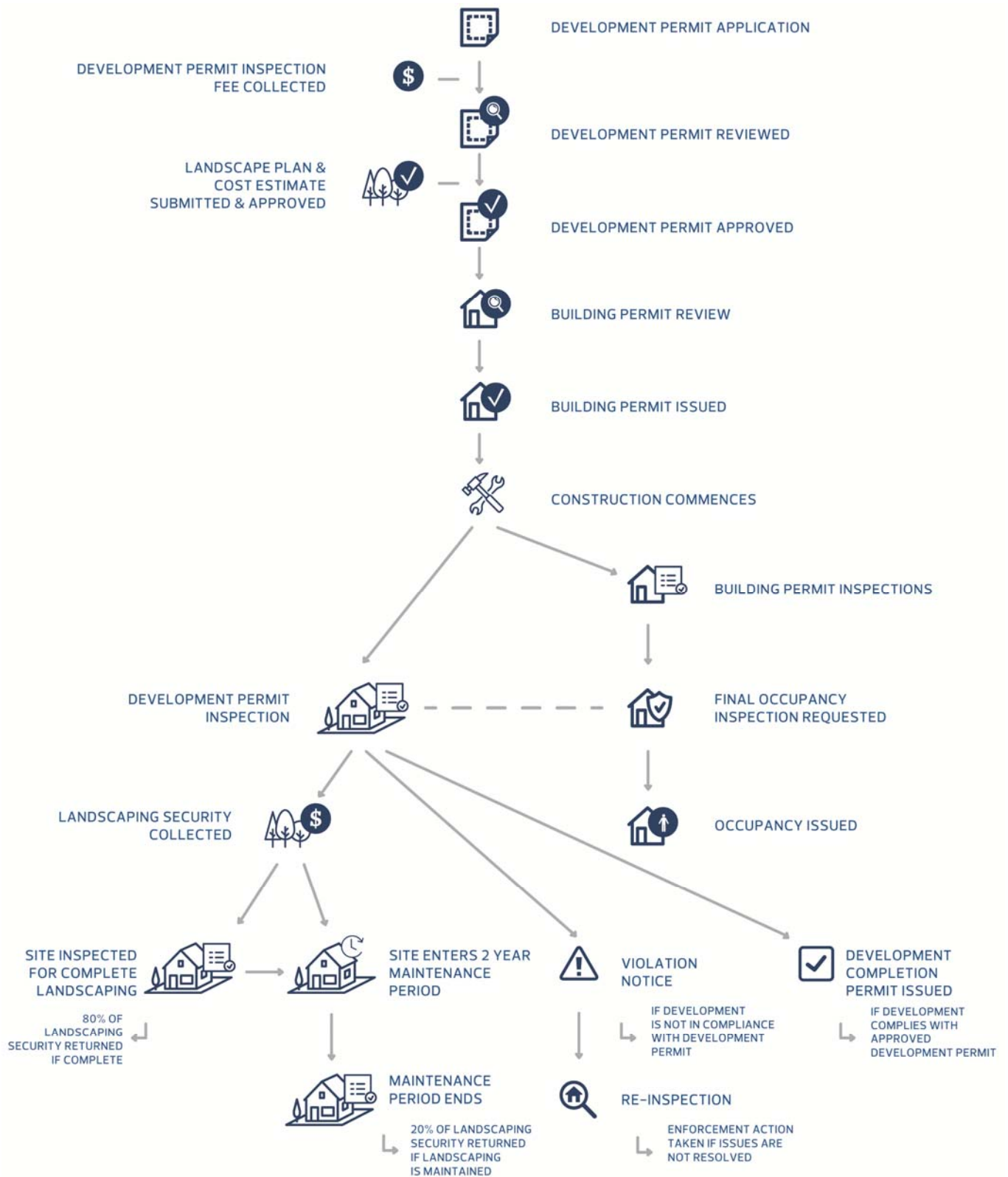
Soft-surfacing elements shown on the Landscape Plan that have not been installed at the time of inspection, including:

- Required trees, shrubs, sod, plants and ornamental plantings as shown on the Landscape Plan.

Hard-surfacing elements shown on the Landscape Plan which have not been installed at the time of inspection, including:

- Decorative hard-surfacing elements;
- Required sidewalks and pathways, paving, and curbing elements;
- Parking spot delineation (line painting) and curb-stops;
- Required street furniture and bicycle parking located on private property; and
- Required public art dedications, if required, as part of Direct Control Provisions.

Development Permit Inspection Process for Major Development Permits



Development Permit Inspections for Low-density Residential Developments within the Mature Neighbourhood Overlay

Development Permit Inspections will be required for the new construction of Single Detached Housing, Semi-detached Housing, Duplex Housing, and Garage and Garden Suites when these developments are located within the Mature Neighbourhood Overlay.

While applicants for low-density residential developments are not required to submit a landscaping security, Development Permit Inspections will provide a new process for the inspection of infill developments to ensure that the development is being constructed in accordance with the approved Development Permit. As landscaping securities will not be collected for low-density residential developments, the inspection process for residential infill developments will only require a single inspection.

If construction is found to deviate from the approved plans, a written report (violation notice) of the deficiencies will be issued to correct the discrepancies prior to the issuance of the Development Permit Inspection Report. If any outstanding issues remain, inspectors will work with the property owner to achieve compliance. Deficiencies that have not been rectified as identified in the report or violation notice will be subject to an enforcement action. Enforcement action could include fines, Municipal Government Act Orders to comply, and possible further legal action.

Inspection Criteria for Low-density Residential Developments in the Mature Neighbourhood Overlay

The list of elements to be inspected as part of a Development Permit Inspection is summarized below:

Building Elements Inspected
<p>Conformance to approved plans and elevation drawings including:</p> <ul style="list-style-type: none"> • Roof structure complies with approved plans; • Window and door placement (and required frosting) are located as shown on plans; • Placement and/or demarcation of approved buildings, accessory buildings, parking pads, platform structures, and privacy screening; • Architectural treatments, articulation, and finishing materials when required in Zoning Bylaw 12800 or through the Edmonton Design Committee; and • Any other relevant conditions placed on the Development Permit.

Landscaping Elements Inspected

- Preservation of pre-existing trees and shrubs in accordance with approved Site plan; and
- Required parking areas or parking garages are demarcated (do not need to be completed at this time).

Development Permit Inspection Process for Low-density Residential Developments within the Mature Neighbourhood Overlay

