



Parks Department

Standard Landscape Guidelines and Specifications



Standard Landscape Guidelines & Specifications

Parks Department, City of Airdrie

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Community Infrastructure

Development Guidelines and Standard Specifications Landscape Construction Cross Reference for Changes

2025

SECTION	STARTING ON PAGE	CONTENT REVISION
1.0 Use and Life Cycle		New content added
2.1 Design Standards Guideline		Content revised
2.2.1 b. Subdivision Servicing Agreement		New content added, content revised
2.4 b. General Grading, Drainage and Weed Management Requirements		Content revised
2.6 a. 1. Soil Specifications		Content revised
2.7.1 d. iii. Sod Seed and Ground Covers		Content revised
2.7.3 b. Mulch		Content removed
2.7.4 c. i. Boulevard and Median Planting		Content revised
2.7.4 k. Boulevard and Median Planting		Content removed
2.7.5 Urban Forestry		Content revised
2.10 Irrigation		New content added
2.10 3 Irrigation System Requirements		Content removed
2.10 4 Irrigation Controller Requirements		Content revised
2.10 5 Irrigation Controller Requirements		Content revised and new content added
2.11 g. Fencing and Barriers		New content added
2.13 a. Site Furniture		New content added
2.14 a. Amenities – Structures		New content added
2.16 Site Inspection & Supporting Documents		New content added
Appendix E Detailed Landscape Plan Checklist		Content removed, new content added, content revised
Appendix H Irrigation Drawings		New content added

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Prior to commencement of any work, all approvals must be in place. This includes but is not limited to: all relevant Planning & Development approvals, Engineering Services approvals, and Safety Code requirements.

Furthermore, the contractor is also responsible for giving notification within the timeframe outlined by each department or agency.

Services

Engineering Services Inspections	403.948.8835
Planning & Development Inspections	403.948.8848
Parks Inspections	403.948.8400
Building Inspections	403.948.8832

Emergency Services

If you accidentally damage the coating, scrape, sever or rupture any underground or above ground utilities, please report the incident immediately.

Emergency Calls

Alberta One Call (Utility Safety Partners) (ATCO Gas, Fortis AB Inc, TELUS)	1.800.242.3447
Online Locate Request	Submit a Locate Request Utility Safety Partners
Shaw Locate Request	Locate Requests Rogers Together with Shaw
City of Airdrie (Water or Sewer)	403.948.8871
RCMP Emergency Calls Only	911
RCMP Complaint Line	403.948.7200
Municipal Enforcement	403.948.8888

1.0 INTRODUCTION

Purpose

The City of Airdrie recognizes the importance of landscape development in the environmental, cultural, social and economical viability of our City. This Standard Landscape Guidelines & Specifications booklet contains the technical information necessary to meet the City's overall landscape development objectives and requirements as identified in Council approved plans.

These specifications are variance to the City of Calgary development Guidelines and standard specifications.

In addition, these standards form part of the agreement for development within the City of Airdrie with the primary purpose of:

- i. providing guidelines and standards to ensure the performance objectives are realized for neighbourhood developments including greenways, parkways, urban street connections, joint use parcels, public facilities/amenities;
- ii. identifying planning and design requirements for area/neighbourhood structure plans, subdivision and development permit applications; and
- iii. Offering design reference material, i.e. a suggested list of appropriate plant material, minimum setback requirements and specific construction details.

Use and Life Cycle

All work performed within the City of Airdrie shall be carried out in accordance with the City of Airdrie Parks Standard Landscape Guidelines & Specifications as well as General Design Standards & Construction Specifications (Engineering Services), valid at the time of landscape drawing approvals. Items not addressed within these specifications shall fall under the scope of the latest edition of the City of Calgary Parks – Development Guidelines and Standard Specifications – Landscape Construction also relevant at time of signing.

All deviations from these specifications and approved construction drawings require the written approval of the City of Airdrie Parks Planner or Parks Site Inspector. Working with the developers, the City reserves the right to modify, if necessary, these standards in order to protect public interest and sustain the City's development requirements. When necessary, site-specific specification may be applied upon mutual agreement between the City of Airdrie representative(s) and Developer and/or the Developer's representative.

These standard guidelines and specifications will be reviewed and updated as required to remain consistent with current best landscape management practices, community needs and economic reality.

Update Process

These standard guidelines and specifications are owned, maintained and enforced by the City of Airdrie.

- i. When significant modifications to the Standard Landscape Guidelines and Specifications are requested by a Developer or external stakeholder that required the Standards Review Committee to initiate a review of these standards, a review fee will be applied at a rate of \$750 per review.
- ii. The Standards Review Committee will include:
 - Community Services Advisory Board Director.
 - Municipal Staff: Parks, Planning & Development, Engineering Services and other departments/members as deemed appropriate.
 - Development Industry representatives.
 - Landscape Consultant and/or Contractor representatives.
- iii. Minor changes to these standards can be approved by the City Manager or their designate.
- iv. Major changes to these standards will be routed through the City's Community Services Advisory Board for recommendation to City Council.
- v. City Council adopts policies which may affect development standards and/or the development process. Notwithstanding this, all development shall conform to City Council policies and be in accordance with Provincial and Federal legislation.

Review of Airdrie's Planning Document Framework

Open Space concept and construction plans shall reflect the policies and conditions approved at the Community Planning and Land Use Planning stages. These plans shall conform to all Statutory Documents (Federal/Provincial Legislation & Council approved policies), Non-Statutory Documents and Detailed Design Manuals in accordance to Planning & Development Guidelines and Processes (**see Appendix 'B'**).

Statutory Documents	Municipal Government Act (MGA) & other Provincial & Federal Legislation			
	Intermunicipal Development Plan (IDP)		Municipal Development Plan (MDP)	
	Area Redevelopment Plans	Community Area Structure Plans (CASP)	Neighbourhood Structure Plans (NSP)	Downtown Redevelopment Plan
	Land Use Bylaw		Parks Bylaw	

Non-Statutory Documents	Great Places - Open Space Plan	Nose Creek Watershed Water Management Plan (NCWWMP)	Joint Use Agreements (where applicable)	City Master Plans
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Detailed Design Manuals	City of Airdrie Standard Landscape Guidelines & Specifications	Engineering Services Guidelines
	City of Calgary Development Guidelines and Standard Specifications Landscape Construction	City of Calgary Development Guidelines and Standard Specifications Engineering Services Construction

2.0 GENERAL STANDARDS & REQUIREMENTS

2.1 Design Standards Guidelines

Introduction: Design Objectives

With the development of Airdrie's Open Space Policy, (Great Places Plan) the following Open Space principles were identified as strategic objectives:

- Establish a city with a cultural identity, sense of place and high-quality aesthetic impression at entrance points.
- Provide varied places for recreational activity and enjoyment of the outdoors for diverse population.
- Offer more varied range of 'types' of open spaces for diverse users, for example: special events gathering spaces, structured and unstructured play areas, multi-use playfields or courts, dog parks, community gardens and naturalized trails.
- Integrate streets, pathways, parks, squares and other open spaces to build on Airdrie's existing urban structure.
- Improve the compatibility of fragmented development patterns with multi-use linkages between major and minor open space nodes within adjacent land uses.
- Promote the development of attractive and safe downtown public open spaces and extensive civic plazas.
- Raise the profile of naturalized areas within existing and proposed open space/trail systems.
- Protect, preserve and enhance Airdrie's natural areas, views and urban forest.
- Incorporate interpretive opportunities that provide greater connection with nature.
- Sustain maintainable recreation spaces.
- Encourage innovative ways to return clean resources back to the environment.
- Support sustainable developments in which infrastructure are integrated with ecological processes, while also functioning as open space amenities.
- Water conservation and plant drought tolerance

As adopted by Council, the Open Space Policy provides a development framework for the Planning & Development, Parks and Engineering Services departments to implement the principles during the approval process. In addition, and prior to any landscape development, the following list of regulatory documents are to be referenced (latest editions):

- Municipal Development Plan (MDP),
- Great Places Plan,
- Nose Creek Watershed Water Management Plan (NCWWMP),
- Community Area Structure Plan (CASP), Neighbourhood Structure Plan (NSP),

- Land Use Bylaw (LUB),
- Parks Bylaw,
- Lot Grading Bylaw,
- Subdivision Servicing Agreement,
- City of Calgary Parks – Development Guidelines and Standards Specifications - Landscape Construction.

More detailed landscape development requirements for residential, commercial, institutional, and industrial sites are provided in the Land Use Bylaw.

General Guidelines:

The City of Airdrie Standard Landscape Guidelines & Specifications (SLG&S) will take precedence in all landscape construction within the City of Airdrie. Any guidelines and specifications that are undefined by the City of Airdrie SLG&S **must conform** to requirements of the current City of Calgary Parks – Development Guidelines and Standards Specifications: Landscape Construction.

The following general guidelines are variances to the City of Calgary Parks - Development Activities.

- a. Where Municipal Reserve (MR) lots accommodate drainage from adjacent parcels, engineering provisions must be coordinated to ensure public recreational use is not hindered.
- b. In situations where utility access through MR/MSR is requested by the Developer and agreed upon by the City, the utility easement or right of way may be designated as non-credit MR if not in compliance with the approved NSP and inspected as per MR requirements.
- c. It is the Developer's responsibility to ensure that the proposed and approved underground and shallow utility locations are acknowledged when parks drawings are submitted for approval. The City of Airdrie may accept alterations to parks approved drawings if it is discovered at the construction stage that utilities restrict the installation of trees, shrubs, pathways, etc. This will be the Developers responsibility to initiate with Parks and Engineering Services prior to construction by utility service providers. Enhanced landscaping may be required where utility site furniture is located within MR designated areas.
- d. Low impact development measures recommended by the Alberta Low Impact Development Partnership (ALIDP) are strongly encouraged.
- e. Landscape features or public art incorporated for aesthetic value are to have regard for local seasonal changes and may be subject to an Optional Amenity Agreement.
- f. Install plant material to soften building elevations, maintain a pedestrian scale and provide definition to public walkways and open spaces.
- g. Provide landscaping to screen and buffer parking areas, open storage and other site service elements.
- h. Reduce the opportunity for specific crimes to occur through appropriate site design and principles of Crime Prevention through Environmental Design (CPTED).

- i. Provide protection from excessive summer sun and cold winter winds, especially adjacent to outdoor areas where people congregate in regard to CPTED principles.
- j. Linear Parks are to adhere to a minimum width of 12m and a maximum width of 20m or in compliance with the approved NSP. In situations where 12m width cannot be feasibly achieved, a 10m width for no more than 20% of the portion of the linear park within that phase of the subdivision or 30m length, whichever is shorter of the two options may be accepted at the discretion of the Parks Planner.
- k. Variances to the City of Calgary Minimum and Maximum Landscape Development Standards are indicated in the following table:

Sub-Neighbourhood Parks – MR

<i>Item</i>	<i>Minimum Quantity</i>	<i>Maximum Quantity</i>	<i>Type/Comment</i>
Trees	25 trees/acre	40 trees/acre	Approved species

District Parks – MSR/SR/MR

<i>Item</i>	<i>Minimum Quantity</i>	<i>Maximum Quantity</i>	<i>Type/Comment</i>
Trees	15 trees/acre	25 trees/acre	Approved species

2.2 Parks Drawings

The management of landscape plan approvals is the responsibility of the Parks Planner. It is required that at the Neighbourhood Structure Plan stage the Developer acquires the professional services of a registered member of the Alberta Landscape Architect Association (AALA) to assist with the application. All required Parks drawings and requirements are identified in [Appendix “D”](#) – Neighbourhood Structure Plan – Parks Checklist.

All other plans or details pertaining to the proposed development site may be requested by the Parks Planner, including but not limited to:

- Preliminary Concept Plan (see [Appendix ‘D’](#) NSP Parks Checklist),
- Biophysical Inventory Assessment (detailed existing site conditions, recommendations),
- Tree Protection Plan (Project specific),
- Weed Management Plan (to accompany Stripping & Grading application),
- Preliminary Storm water Master Plan (if incorporating Low Impact Development),
- Utility Line Assignment – Reclamation Plan,
- Utility Line Assignment – Reclamation application.

2.2.1 Drawing Submissions

a. Neighbourhood Structure Plan

All conceptual landscape designs are to be included within the Neighbourhood Structure Plan document submitted to the Planning & Development Department. To aid in the approval process, Parks recommends the following illustrations in accordance with [Appendix "D"](#) – Neighbourhood Structure Plan – Parks Checklist. Please note: This is a general checklist in which not all items may apply to each specific NSP.

- Overall conceptual landscape plan identifying Open Spaces (see [Appendix "A"](#) – Definitions and Abbreviations) – including area calculations.
- Overall pedestrian circulation plan illustrating connection to adjacent neighbourhoods, regional recreational amenities and regional trail system (internal system & external alignment along collector and arterial roadways).
- Cross-section illustrations of residential lots and open space interfaces.

b. Subdivision Servicing Agreement

All landscape plans requiring review will be submitted via email to Parks.Development@Airdrie.ca.

- Grading/Layout Plan (to be coordinated with Engineering Plans).
- Preliminary Conceptual Landscape Plans (proposed amenities shown in plan and elevation cross-section rendered illustrations).
- Tree Protection Plan Public Tree Disclosure Statement (if applicable).
- Weed Management Plan (if applicable).
- Confirmation of Utility Line Assignment and Major Infrastructure Locations (including Shallow Utilities).

The following Construction Approval Requirements generally apply to the various drawings' submissions under separate cover to the Parks Planner and are as follows:

Please note: The submission of Mylar copies is **no longer required*

Construction	Requirements for Approval	Time for Review and Comment
Landscape Construction	Digital copy (AutoCAD and pdf format) required at approval/CCC	15 working days
Tree Protection Plan	Digital copy (pdf format)	10 working days
MR/ER Remediation Plan	Digital copy (pdf format)	10 working days
Irrigation As-Built	Digital copy (AutoCAD and PDF format) required at approval/CCC	N/A

2.3 Topsoil Stockpile

- a. General stockpile requirements are to be in accordance with the approved Stripping and Grading Permit (including a topsoil test prior to stripping and grading the overall site).
- b. All topsoil to be supplied from approved stockpile or alternative source. Once approved, the quality of the topsoil is to be maintained.
- c. Stockpile Soil Test Results are required at time of sub-grade preparation inspection.
- d. Soil test of stockpile or alternative topsoil source to be submitted to Parks Department for approval at time of sub grade preparation inspection. Should the soil be not suitable for the proposed intended use of the landscaped areas, the Developer will be required to provide a soil remediation report, alteration of land regime/purpose and/or optional solution for this site.
- e. Long-term stockpiles to be tested, within two (2) years of previous testing, to ensure quality is approved standard.
- f. Soil tests are also required for existing soil used for remediation purposes prior to re-installation.
- g. Additional soil quality or soil depth testing may be required by Parks Department.
- h. **All** existing and constructed landscaped areas are to be free of noxious or invasive weeds as identified under the Alberta Weed Act.

2.4 General Grading, Drainage and Weed Management Requirements

- a. Perimeter grades to match approved finish grade of adjacent lots.
- b. No slope shall exceed 3:1 and must be a minimum 2.5m in width to allow for proper maintenance, unless otherwise agreed upon by the Parks Department.
- c. In situations where designated Open Spaces: Municipal Reserves (MR); Environmental Reserves (ER); Municipal School Reserves (MSR); or Public Utility Lots (PUL), accommodate overland drainage from adjacent parcels, standard erosion control measures will be required in conjunction with Engineering Services requirements at time of plan registration.
- d. Excessive overland drainage or point load from adjacent parcels (private land) into public Open Space is to be minimized by on-site collection and reuse, redirection of drainage to appropriate storm water facilities and/or specifically designed bio-retention swales.
- e. Overland drainage into MR, ER or MSR areas that inhibits intended functionality and usage is not permitted.

- f. Location of storm water infrastructure (catch basins, manholes, etc.) within MR, ER or MSR lands may be accepted, dependent upon overall neighbourhood catchment area assessment as required by Engineering Services and Parks Departments.

Borrow Pits:

- i. When excavation is complete, a geotechnical report will be required to be submitted to ensure borrow pits are to be filled and compacted to meet Engineering Services and Parks approvals.
 - ii. Additional engineered sub-base or geo-textile liner may be required in locations where public amenities will be constructed at finish grade. Examples of amenities include but are not limited to: outdoor structures; play equipment; pathways; and hard surfaces.
- g. The following standards and procedures are to be identified in the weed management plan.
 - i. Process of eradicating noxious or excessive weeds, as per best management practices:
 - weed seedlings are to be cut prior to 'flowering' stage; and shall be in accordance with the Weed Control Act.
 - ii. Frequency of weed control.
 - iii. Standard or policy.

2.5 Sub grade and Finish Grade Requirements

Playfield Requirements:

- a. Ensure sub grade maintains 1.5% minimum and 2% maximum cross slope (refer to City of Calgary Parks 'Drainage Patterns' detail).
- b. Compact finished sub grade and all fill material to provide for an even, solid playing surface in dry density state. For verification of compaction (including sub-base) core sampling or testing may be required by the Parks Inspector at time of sub-base inspection.
- c. Submit a soil compaction report for Parks approval prior to installation of final topsoil.
- d. Verify finish grade drainage pattern with survey stakes at time of site inspection.

2.6 Soil Specifications

- a. Topsoil depth requirements, unless otherwise specified by Parks Department, are as follows:
 - i. School building envelope: **150mm** approved quality loam, graded to provide a suitable buildable site. Existing fill material below **300mm** is to remain in this location.
 - ii. Playfields: **300mm** approved quality loam and free of >50mm rock and debris.

- iii. Native landscaped areas: to match original existing soil profile or a minimum of 150mm approved quality loam, as approved by Parks approving authority. Excavation and stockpiling of separate soil profiles will be required when original soil profile matching is required.
- iv. PUL (Storm water facilities):
 - Topsoil below normal water level (NWL) to be clay base or approved alternative for establishment of wetland vegetation as per Engineering Services Standards.
 - Topsoil between NWL and high-water level (HWL) to be minimum **300mm** depth.
 - Topsoil above HWL to be minimum **300mm** depth for turf and planting beds, except in areas where a structural sub-base is required.
 - All topsoil used to be approved topsoil stockpile or off-site source.
- v. All other park & boulevard areas: **300mm** minimum approved quality loam.
- b. Tested topsoil not to exceed 8.3 pH maximum. If in excess, additional soil tests and approved amendments may be required to meet allowable soil condition.

2.7 Planting

2.7.1 Sod Seed and Ground Covers

- a. Seed mixes used within the City of Airdrie are to be free of, but not limited to, the following invasive weeds: *Hordeum Jambatum* (foxtail barley), *Vicia Americana* (milk vetch), *Melilotus Officinalis* (sweet clover), *Cirsium Vulgare* (bull thistle) and *Cicuta Spp.* (water hemlock) and all Regulated Weeds in accordance with the Alberta Weed Act.
- b. In situations where it is evident that migration of problem or regulated weeds from any undeveloped sites, migration control(s) will be the responsibility of the land owner. This is in accordance with the Alberta Weed Act and Integrated Pest Management Plan.
- c. For turf areas between the fence line and edge of planting beds, a minimum 2.5m maintenance access is required. If less than 2.5m, turf to be eliminate and planting bed to extend to fence line.
- d. Reclamation areas along Nose Creek or natural tributaries will require a native seed mix to be used. This seed mix will be determined based on data presented in the subdivision Biophysical Inventory Assessment (BIA) to best suit the site-specific conditions.
 - i. Application Rate: seeding rate to be as per the certified seed supplier's recommendations and Parks approval. Please reference the BIA for additional recommendations.

- ii. Seed to be planted on minimum **300mm** depth approved topsoil or to match existing soil profile, whichever is greater.
 - iii. If initial grass seed catch is not established at a minimum of 80% after one (1) growing season to Parks approval, an additional overseed of site specific 'Natural Grass' seed mix may be required.
- e. Additional Native Planting Specifications are identified in following Section 2.8 - Native Plant Material.

2.7.2 Trees, Shrubs, and Herbaceous Material

- a. All plant materials shall be a species capable of healthy growth in Airdrie and shall conform to the standards of the Canadian Nursery Trades Association for nursery stock. See [Appendix 'F'](#) - Suggested List of Tree and Shrub Species, for a list of recommended species for Airdrie.
- b. Trees, shrubs and other plant material should be selected based on their suitability to the site.
- c. Trees, shrubs and perennial plantings are to be concentrated on non-athletic field sites.
- d. All trees provided for planting shall be a minimum of 50mm caliper for deciduous trees and 1800mm height for coniferous trees or as approved by Parks Department at time of planting.
- e. Black Ash and Manchurian Ash tree are not accepted trees to be planted in public open spaces, boulevards and medians, unless otherwise approved by Parks Department.
- f. Minimum setback/spacing and line assignment shall follow The City of Calgary Parks Development Guidelines and Standards Specifications: Landscape Construction, unless otherwise approved by the Parks Department.

Planting in open spaces:

Setback from line (fence line) – 2.5m

- g. In addition, the following criteria may to be considered when determining the placement of plant materials:
 - i. One (1) shrub per 10 square metres of required landscaping area.
 - ii. Trees should be planted within the balance of required landscape areas in order to provide a mixture of species, colour and seasonal foliage.
 - iii. Additional shrubs may be planted in lieu of one (1) tree at the ratio of seven (7) shrubs per tree.
 - iv. Trees must maintain appropriate setbacks from utilities and other obstacles.
 - v. Trees are to be planted at minimum 5m from rotary irrigation spray heads.
 - vi. All planting beds and tree wells to be mulched prior to FAC.
 - vii. Trees planted 2.5m minimum from fence line to be grouped in a mulched bed.
- h. *Elaeagnus commutate*, *Hippophae*, *Populus* and *Salix* species planted <5m from a pathway, sidewalk or property line to have a root barrier installed.

- i. If other deciduous/coniferous trees are less than 2.5m from vertical elements, hard surfaces or private property lines, trees must be placed in mulched beds.
- j. Individual trees that are not placed in planting beds must be a minimum of 3.5m from vertical elements, hard surfaces or private property lines.

2.7.3 Mulch

- a. Mulch should be provided in all shrub beds, and in the area immediately adjacent to, but not within 100mm of tree trunks, in order to suppress weed growth and to minimize moisture evaporation.
- b. Mulch type and or other similar organic material shall be approved by Parks Department.
- c. When existing plant material is being removed for the site, recycling of the approved plant material will be required. Mulch used in planting beds and tree wells is to be free of disease and chipped to a size no larger than 100mm dimensions.

2.7.4 Boulevard and Median Planting

- a. Within Residential areas where separated sidewalks are proposed or existing, Within Residential areas where separated sidewalk is proposed or existing, other than turf, alternative groundcovers must be low maintenance median treatment, and must be approved by Parks Department.
- b. All trees and shrubs planted in boulevards, medians, traffic circles or other traffic areas are to be setback in accordance to Engineering Services' traffic site line guidelines at all pedestrian crossing and intersection locations.
- c. In situations where wide, decorative sidewalks (See [Appendix 'A'](#) Definitions) are designed, Enhanced Streetscape Boulevard Planting requirements are as follows:
 - i. Planting trenches are to be used when more than five trees are proposed at a standard 8m on centre (O.C.). Spacing may vary in accordance with the approved spacing for specific tree species. See [Appendix 'F'](#) - Suggested List of Tree and Shrub Species and the planting trench detail from the City of Calgary Development Guidelines and Standard Landscape Guidelines and Specifications.
 - ii. In specific locations where concrete tree vaults are approved, vaults are to be minimum 1.2m width x 1.8m length x 1.2m depth dimensions (open at bottom).
- d. Boulevard line assignment spacing, unless otherwise approved by the Parks Department:
 - i. Ornamental and columnar tree species: minimum six (6) meters O.C. (on centre),
 - ii. Shade tree species: minimum eight (8) metres O.C. (on centre).

- iii. One (1) tree for every six (6) linear metres along required frontages, and one (1) tree for every six (6) linear metres along required lot flank age – species and site dependent.
 - iv. Trees should be planted in a straight line at regular intervals not less than one (1) metre from the front or side property lines adjacent to a street in order to maintain a consistent and high standard of streetscape amenity. Trees must maintain appropriate setbacks from utilities and other obstacles.
 - v. All tree wells are to be mulched prior to FAC.
 - vi. When providing plant material in the vicinity of busy roadways, salt tolerable plant material should be considered.
- e. Within any section of boulevard or median, a minimum of two tree species are to be used in groups no greater than 10 of the same tree species (both sides of the street).
- f. Median cross sections to be in accordance with [Appendix 'F'](#).
- g. The root crown must be visible above grade after planting; sub-base must not be disturbed or must be compacted with a hand-tamper or similar.
- h. Trees must be planted in accordance with their mature size, and spacing can only be reduced by a maximum of 20% of their mature size. (Example: Elms grow to be 10 wide; the closest acceptable spacing is 8m) When groups of trees are planted spacing should be decreased by 20% to create complete canopy cover.
- i. No single genus can make up more than 30% of a planting plan.
- j. Woody plants on medians.
 - i. Sutherland Caraganas, populus species, or conifers are not acceptable (Populus species – require high moisture content and damage concrete curbs, Sutherland Caragana splits and falls across roadways creating traffic hazards).
 - ii. No coniferous trees on medians. Conifers on boulevard will not be planted within 20 meters of intersections. (Minimum setback 8m to protect from salt induced chlorosis).
 - iii. All median and boulevard trees must be planted in a continuous planting trench rather than individual tree pits. The depth of the trench can NOT exceed the depth of the root ball to avoid settling. To ensure this happens; all tree pits or trenches must be inspected, and root balls measured prior to planting. Tree shall always be planted in groupings wherever possible in mulched tree beds. Individual trees are typically only planted on boulevards when space is not available for group plantings (See example map attached).
- k. An increase in shrubs cannot be used to compensate for lower number of trees. However, the number of shrubs can be reduced to allow for more trees (e.g. seven shrubs = one tree)

2.7.5 Urban Forestry

- a. Tree plantings throughout the subdivision to provide a diversity of tree genus and species.
- b. Tree planting standard size is identified in the Municipal Land Use Bylaw.
- c. In accordance with the Subdivision Servicing Agreement residential trees/lot requirement are required on a tree/lot basis to enhance the community's overall Urban Forest.
- d. Trees will not be planted within ROW in monowalk situations. Any trees planted by developer for residents must NOT be contained within the monowalk, must be on private property, and is the responsibility of the resident.
- e. Black Ash and Manchurian Ash tree are not accepted trees to be planted in public open spaces, boulevards and medians, unless otherwise approved by Parks Department.

2.8 Native Plant Material

The following native vegetation requirements (reference: Native Plant Re-vegetation Guidelines, Alberta Sustainable Resource Development) will be followed in restoration or remediation areas of disturbed native landscapes. These provide general guidelines that will be evaluated on site specific basis in addition to referencing the BIA recommendations.

- Guidelines for strategies regarding re-establishment of native plant communities.
- Planning goals for pre-development and re-vegetation, remediation and reclamation areas.
- Site considerations and treatment guidelines and maintenance.
- Plant Species Selection for the Foothills/Prairie Fescue region.
- Sourcing native plant material.
- Supply & demand of native plant material.
- Site preparation.
- Seeding and planting.
- Management of re-vegetated, remediated and reclamation areas.
- Assessment of re-vegetated, remediated and reclamation areas.

2.9 Pathways

- a. Regional pathway to be minimum 3.0m wide asphalt or approved alternative material by Parks Department which provides year-round neighbourhood connectivity. Alternative surfaces that may be considered include structured walkways (i.e. boardwalks) and/or pervious pavement materials (i.e. paving stone, porous concrete/asphalt). These enhanced surfaces or structures are not subject to an Optional Amenity Agreement.

- b. Alternative surfaces are to be implemented in ecologically sensitive areas.
- c. Walkways are to be constructed of asphalt, concrete or an approved alternative material that allows for a more permeable surface beyond the standard 3.0m regional pathway width.
- d. Walkways or pathways that function as a maintenance access are to be 3.0m width; typical walkway/pathway layer on standard road sub-base.
- e. All pathway sub-bases are to be compacted to minimum 98% S.P.D. The sub-base will need a compaction test with the inspector on site picking the locations.
- f. In situations where repair to asphalt surfacing is required, partial width (side) patches are not acceptable.
- g. Pathways in MR lots shall not be used as drainage conveyance along the longitudinal line of the pathway.
- h. Slope Grades: The acceptable slope for pathways is 8% (maximum). Slopes greater than 8%: switchbacks or stairs shall be approved by Parks Department.
- i. All pathways adjacent storm pond facilities to be located above high-water line.
- j. Trails may be provided as an alternative public routing system in addition to the regional pathway system.

2.10 Irrigation

All specifications per *City of Calgary Parks Development Guideline and Standard Specifications: Landscape Construction* except where noted below.

1. Design Considerations:
 - i. Trees are to be planted at minimum 5m from rotary irrigation spray heads.
2. Water Service Connection:

The point of connection (POC) refers to the place where the irrigation system is connected to the water source. The POC will be drainable and include, but not limited to, a backflow preventer, meter, master valve, flow sensor, isolation valve and a blowout connection. Refer to Irrigation Drawing Sheets No. 01-04 for design and installation purposes ([Appendix H](#)).

- i. Backflow preventer - shall be a double check valve assembly (DCVA), equipped with a drain, and sized to meet flow requirements.
- ii. Meters - will be supplied by the City of Airdrie shown in [Appendix H](#).
- iii. Vaults - should be big enough to house the backflow preventer and meter with adequate room to service these components. No flanges are to be within 12" of the vaults wall. A spool is required between the two components to meet the installation recommendations from the manufacturer.
- iv. Master Valves - A Hunter IBV valve is recommended and sized to meet the design criteria. If selecting a valve from another product line a pump start relay shall be installed inside the electrical cabinet.

- v. Flow sensors - A Hunter Flow Sync with a schedule 80 receptacle tee shall be used. It will be sized to maximize flow rates to minimize water windows. Installation shall be in accordance with manufactures recommendations. Flow charts comparing design and actual flows shall be included with the as-built. The wire should be rated for direct burial, be a continuous run with no splices, housed into a separate sleeve leading into the electrical cabinet and not bundled with the 24v AC control wire. The wire shall follow the parameters of being a pair of 18AWG stranded conductor wire with aluminum mylar foil shield enclosed in a polyvinyl chloride jacket.
- vi. Isolation valves/Drains/Blowouts: refer to the Calgary Parks specifications.

Note: Where a non-potable water source is being utilized refer to Section 5 Irrigation – Stormwater for Re-Use from the current City of Airdrie General Design Standards & Construction Specifications.

3. Irrigation System Requirements:

Hunter's Irrigation Management & Monitoring Software Hunter's Centralus utilizes the A2C Controller to communicate and manage schedules, flow and other pertinent features and accessories. Communication hardware for each site shall include Hunter A2C-LAN, Microhard LTE Cube with CAT5 and CAT6 ethernet cable. It is the responsibility of the contractor to ensure there is communication to the central control prior to FAC. If an alternate antenna is necessary, it shall follow industry standards and approved by Parks Department.

- i. Where a communication hub is required, City of Airdrie Parks Department will notify the developer/ designer.
- ii. When a weather station is required, determined by City of Airdrie Parks Department, an environmental weather sensor component compatible with current the system and approved by Parks Department.
- iii. Additional Component Requirements
 - All quick couplers need to be placed in an irrigation box or 10" round.
- iv. Optional: for field components for soil moisture or rain sensor, Hunter Solar Sync. Must clearly be identified within the field.
- v. O-ring swing arm assemblies on irrigation, are not to be used.
- vi. Use of drain valves on Mainline pipe for the following locations:
 - Road crossings where the pipe is deeper than 1.0m of the mainline.
 - Mainline pipe where trapped lows that cannot be blown-out.
 - Where long mainlines drain back to a water service point.
 - At the POC to drain out DCVA's or water meter.

Electrical enclosures shall be configured to match Drawing Sheet No. 10 ([Appendix H](#)).

- i. For outdoor installations, the controller enclosure shall be fixed to a concrete pad and offer a superior level of protection from corrosion and extreme environments. It should not be shaded by other site structures, houses, and trees and/ or their potential growth, ensuring a strong cellular communication signal. If additional antenna is required, they shall be mounted flush to the top of the enclosure.
- ii. For indoor installations, the controller shall be installed in an approved cabinet, centered 1650mm above the floor, grounded per building code with lightning protection. A conduit shall be run to the exterior of the building to house the antenna wire. Whenever possible, an Ethernet connection will be provided by the city.
- iii. Different voltages require separate conduits with all visual wires being labeled.

All electric zone valves can be plastic, glass-filled nylon construction with fabric reinforced rubber diaphragms.

4. Irrigation Controller Requirements: read ENGINEERING SPECS

- i. All irrigated sites will require the installation of the Hunter A2C-1200-M or Hunter A2C-75D-M or equivalent and compatible.
- ii. Sites exceeding 40 zones require Hunter ACC99-D with A2C-75D-M or equivalent and compatible controller and appropriate wiring configuration. If installing a decoder system, a single zone decoder is preferred. No more than a two zone decoder can be used.
- iii. Sites constructed in phases, regardless of system size, require Hunter ACC2 conventional or decoder model with A2C-75D-M or equivalent and compatible controller and appropriate wiring configuration.
- iv. Two-Wire Controller must be designed and approved by Parks Department.

5. Utilities and Billing:

- i. Water Service:
Contractor will pay for all water until project is accepted and account transferred to the City. Proof or request for transfer of account must be presented at FAC. Contractor remains responsible for water used and payment thereof until transfer.
- ii. Electrical Service Installation:
The contractor must obtain account with power company and pay for all power used until project is accepted.

At Final Acceptance, Contractor will submit electrical meter account numbers and proof of request for account transfer to the City. Contractor remains responsible for electricity used and payment thereof until transfer.

Where power supply is limited or not available, the designer shall utilize solar power or an alternative as approved by Parks Department.

6. Thrust Blocking:

- i. Install thrust blocks or anchoring for 63 mm and larger fittings, in strict accordance with the manufacture's recommendations, for all changes of direction in piping, reducers and isolation valves. Install the thrust block of the appropriate bearing area against solid ground. Concrete thrust block shall not touch the pipe or wires thus allowing access for repair. Wrap all changes of direction in piping (bends), reducers, and isolation valves. Use 6 mil plastic to prevent direct contact with the concrete blocking. In no case will field stone, concrete or cinder blocks or wood of any form, be acceptable for thrusting. Parks Department is to be notified and inspect the concrete work prior to backfilling.

7. Filter Fabric for Valve Boxes:

- i. Line the excavated area for irrigation boxes with landscape filter fabric prior to installation of gravel. Wrap filter fabric around the sides and pipe to prevent dirt from entering the box.

8. Shared Sites and Shared Controllers:

- i. Two developers – will require separate water services and electrical cabinets, 1 per site.
- ii. One developer (shared water supply) – at the end of the main line in any phases, a quick coupler and isolation valve shall be installed. The developer will not have access to the point of connection. A watering schedule shall be submitted before design approval to ensure it fits within the City water window.
- iii. One developer (shared controller) - when programming changes are required by the developer, they are to email Parks Department (parks@airdrie.ca) with all the necessary information. Upon receipt of the email, the City will evaluate the request and carry out the request within the City water window. The City will coordinate changes within 24 hours with the developer. The developer will not have access into the electrical cabinet.

2.11 Fencing and Barriers

Fencing specifications are specific to fencing adjacent public lands, (i.e. residential fencing backing on to ER/MR):

- a. Standard location for fencing relative to adjacent private property lines include the following:
 - i. Screen fencing is to be located on the private property and maintained by the owner.
 - ii. Sound attenuation fencing is to be located on public property and will be maintained by the City. Refer to General Design Standards & Construction Specifications Section 8 (Engineering Services).
- b. Bottom of fencing (other than sound attenuation fencing and enhanced screen fencing) to be minimum 50+/-mm spacing from approved final grade of adjacent lots, including public lands. This spacing must still allow for surface water drainage to occur under the fence.
- c. Bollards or ornamental fencing installed in turf areas to have a minimum 300mm diameter concrete apron. This does not include the standard post on post or post and/or cable barriers.
- d. All timber used for fencing to be treated with the approved Ammonium Copper Quaternary (ACQ) treatment, including all cut ends.
- e. In locations where bollards are required, bollards are to be aligned 1.8m inside property line of public lands. The specific bollards style to be installed is based on access requirements:
 - i. Knock down bollards: for public maintenance access wider than 2.5m.
 - ii. Permanent bollards: for specified access points where, vehicular access is to be discouraged as identified by Parks Department.
 - iii. Fence colour to be identified on construction details.

Please note: Bollard installation will be required in locations where vehicular access is highly probable (i.e. short distances for residential lot access) or as pedestrian/bicycle movement calming measures. Locations will be confirmed by the Parks Department at time of landscape drawing approvals.
- f. Fencing recommendations:
 - i. This standard is required in open space locations where playgrounds are within **50m** from roadways.
- g. Dog park chain link fence or alternative is to be approved by Parks Department and is required to be 150mm below grade.

Please note: All residential (local) roads, 30 km/h require no fencing or barriers unless otherwise specified. For example: school zones – fencing may be required at time of development of the school.

2.12 Playgrounds

- a. Playground surface material to be 9-14mm diameter round washed rock or gyrostone as per the latest edition of the CSA requirements and must be free of fines or other contaminants. Alternative playground surfaces may be considered on a site-specific situation and approved by Parks Department.
- b. Upon FAC application, all inspection documentation and a letter of compliance are to be submitted to Parks. All playgrounds are to be designed and constructed to meet or exceed CSA standards (including encroachment zones).
- c. The letter of compliance is to address the following: play structures /equipment, facilities and safety zones for the constructed playground.

2.13 Site Furniture

- a. Waste Receptacle:
 - i. ER locations, bins are to be fully enclosed animal proof.
 - ii. All other public areas, style to be approved by Parks Department. This includes multiple stream bins (i.e. Incorporating Recycle products).
Please Note: During the construction stage up to FAC approval, garbage collection of recycled material will also be the responsibility of the Developer.
 - iii. Base to be made with concrete, or asphalt with a minimum 300mm apron beyond furniture edge.
 - iv. Mounting to be in-ground, powder coated or equivalent coating, with corrosion resistant hardware, unless otherwise approved by Parks Department.
- b. Recycle Receptacle: may be required along the regional pathway system. Contact the Parks Planner or Inspector for a list of recommended site furniture.
- c. All site furnishings to be in-ground mounted, unless otherwise approved by Parks Department, due to style of furniture or site conditions.

2.14 Amenities – Structures

- a. Bridge structures – design and construction approval process to be completed by Engineering Services and Parks Department.
 - i. Wooden structures such as viewing platforms and boardwalks may require registration with Alberta Transportation at the cost of the developer due to

similar materials/constructions methods as a bridge. These types of structures should be submitted as part of the engineering review process.

- Landscape elements (trellis, pergola platforms, large structures, etc.) where public safety is a concern will also require structural design/certification.
- During the CCC process landscape elements with structural design will require engineer signoff and red-line drawings if there are changes during constructions.
- ii. Abutments – slope treatment and/or extended handrails are required to ensure public safety between abutment structure and pathway edges. Abutment structure to be located above high-water line.
- iii. Standard bridge requirements:
 - width: 2.5m minimum
 - load capacity: 2270 kg (5000 lbs) minimum
 - materials: to be low maintenance railings and surface
 - construction: countersunk lag bolts are required
 - slope: to be maximum 6% slope (length)
- iv. Other amenity structures will be approved on a site-specific basis by the Parks Department.

The City of Airdrie may require Optional Amenities Agreements for park amenities that are over and above the standard requirements (i.e., pergolas, gazebos, decorative retaining walls (etched flatwork), statues, etc.). A digital copy of the OAA can be requested through the Parks Planner.

The need for an Optional Amenity Agreement will be confirmed at detailed design approval stage. Prior to final acceptance approval (FAC) for construction of the subdivision phase, an executed agreement and payment are to be processed by the City of Airdrie, upon which an endorsed copy will be returned to the Developer for their records.

b. Entrance Features

- i. All entrance features located on public land and enhanced perimeter fencing will require an Optional Amenities Agreement (OAA). See Optional Amenity Agreement Policy.

2.15 Parks Signage

- a. Signage requirements are to be determined at detailed planning approval stage, are to be approved by Parks Department. Signage will be dependent upon overall park use and function. For further information, please contact the Parks Department.
- b. The Developer will be responsible for all signage material (i.e. post, signage backing, and fastenings).

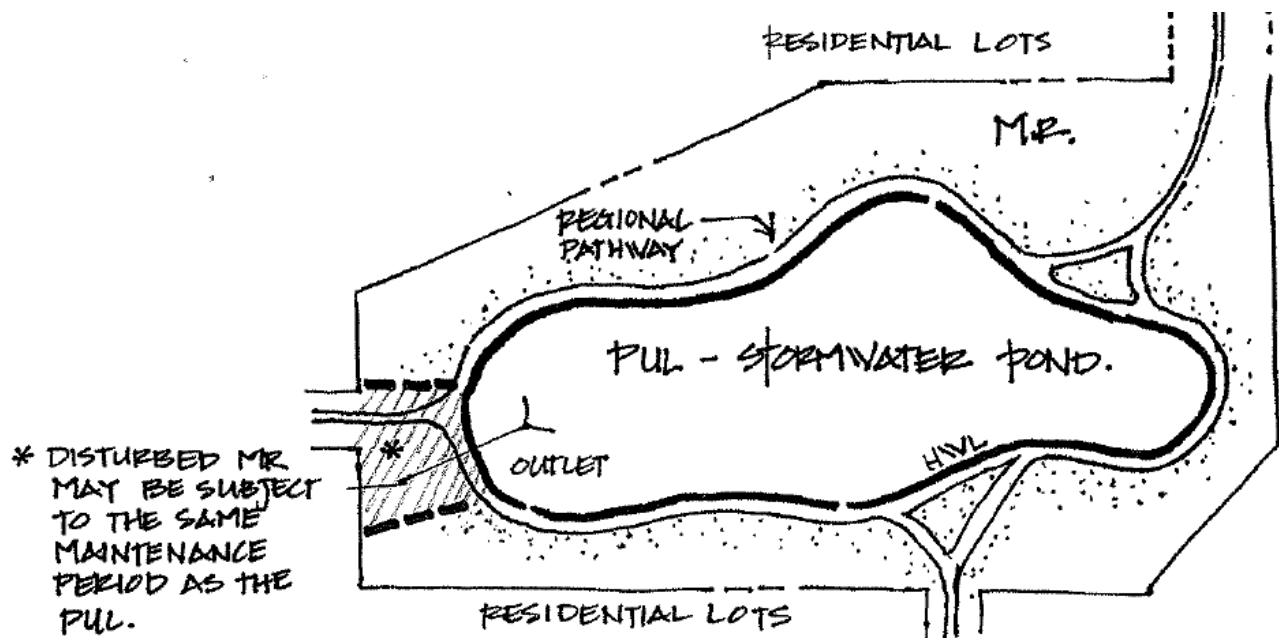
- c. General sign templates for open spaces will be supplied by Parks Department, unless otherwise indicated.
- d. General signage requirements:
 - i. Storm water facility signage: to be installed at high water line every 1000m,
 - ii. To be located at major entrances to open spaces (i.e. way finding, bylaw, use designation signage),
 - iii. Installation and maintenance of the signage is the responsibility of the Developer until FAC approval.
- e. Additional Signage types: Please contact Parks Department for site specific recommendations/requirements for the following signage:
 - i. Historical Markers,
 - ii. Interpretative Signage,
 - iii. Trail Markers.
- f. Location and detail of signage to be indicated on landscape construction drawings for approval.
- g. All signage indicated above is not subject to Optional Amenities Agreement (see [Appendix "G"](#)), unless otherwise specified by the Parks Department or Planning & Development Department during detailed plan review.

2.16 Site Inspection & Supporting Documents

- a. In situations where road works and landscaping site improvements are immediately adjacent to each other, every effort should be made to coordinate site inspections and approvals.
- b. The Parks Site Inspector must be contacted to complete an inspection with the developer and/or the developer's consultant (landscape architect or representative) for all construction inspection stages.
- c. Final grade survey stakes and topsoil depth test results may be required at time of topsoil inspection, as requested by Parks Site Inspector.
- d. The developer and/or the developer's consultant (landscape architect or representative) must have a set of approved drawings (digital and/or paper), a set of specifications and any final test documentation (i.e. playgrounds) on site at time of inspections.
- e. Where topsoil requirements are 300mm depth or greater, tree pit inspection is required prior to backfilling (tree planting) to ensure baskets are removed according to standard specifications and trees are planted at the appropriate height (level with finished grade).
- f. A re-inspection fee (\$500) may be applied when major deficiencies remain outstanding after standard inspections have been completed to reduce the need for multiple site inspections. In situations where this may apply, Parks Site Inspector will provide prior notification to the Developer.

2.17 Maintenance Periods

- a. The maintenance period for Water Retention Facilities shall be a period of **four years** from signing of the CCC. If a storm water retention facility abuts a Municipal Reserve parcel, the Municipal Reserve portion of the site lying outside of the High-Water Level of the storm retention facility shall be subject to a maintenance period of one (1) growing season, to include one winter season, from the signing of the CCC, following a satisfactory catch of all plant material. If during the four-year maintenance schedule applicable to the storm water retention facility any deficiency that includes the MR area (even after MR FAC) this portion shall be subject to the same four-year maintenance schedule as applies to the storm water retention facility. This additional maintenance schedule may be reduced at the option of the City upon being satisfied with the repairs to the Municipal Reserve site.



- b. Concrete Sidewalks and Curbs:
 - i. Approval to be coordinated with Parks Department and Engineering Services Site Inspectors to ensure landscape and road works requirements are approved together.
 - ii. In situations where the adjacent public open space or boulevard plantings have been FAC'd by the Parks Department, but the sidewalks and curbs have not been FAC'd by Engineering Services, a re-inspection of the landscaped areas may apply. This may be subject to the Parks re-inspection fee, dependent upon sequenced timing and extent of deficiencies to landscaped areas.
- c. Pathway (Maintenance/Regional/Walkways)
 - i. Developer shall maintain concrete or asphalt pathways as per Parks Department standards is to be a period of two winter seasons from signing of the CCC. FAC inspection for Paved Pathway will not be granted between October 31 and May 1.
- d. During the developer's maintenance period (until FAC) the following maintenance requirements will apply to ensure consistency with Parks Maintenance standards.
 - i. Snow clearing on walkways and regional pathways shall adhere to City by-law and cleared as per Parks Department maintenance standards.
 - ii. Garbage pick-up shall follow the City schedule for each area.
 - iii. Waste receptacle liners are to be installed for public use during the maintenance period.
 - iv. Third party damages remain the responsibility of the developer.

References

Alberta Low Impact Development Partnership, <http://www.alidp.org/>

Alberta Weed Act

City of Airdrie (current edition):

Downtown Plan, Adopted by Council

Master Drainage Plan

City of Airdrie – General Design Standards and Construction Specifications

City of Calgary (current editions):

Development Guidelines and Standard Specification, Landscape Construction

Design Guidelines for Subdivision Servicing

Roads - Standard Specification - Roads Construction

Wetland Conservation Plan – Approved by Council

Wastewater & Drainage Urban Development – Guidelines for Erosion & Sediment Control

Native Plant Working Group. 2000. Native Plant Re-vegetation Guidelines for Alberta.

H. Sinton-Gerling (ed.), Alberta Agriculture, Food and Rural Development and Alberta Environment. Edmonton, Alberta.

<http://srd.alberta.ca/lands/managingpublicland/landinformation/nativeplantrevegetationguidelines/guidelines.aspx>

Nose Creek Watershed Water Management Plan (current edition)

Prepared for: Nose Creek Watershed Partnership; Compiled by: Palliser Environmental Services Ltd.

Appendices

- A. Definitions & Abbreviations
- B. Planning & Development Guidelines & Processes
- C. CCC/FAC Inspections Sheets
- D. Neighbourhood Structure Plan – Parks Checklist
- E. Detailed Landscape Plan Checklist
- F. Suggested List of Tree and Shrub Species
- G. Optional Amenities Agreement
- H. Irrigation Diagrams
- I. Signage Templates

APPENDIX “A” – Definitions & Abbreviations

Decorative Sidewalks: Enhanced sidewalks that may include: alternative surfacing, ornamental planting beds or grates, etc. to provide for aesthetic value in high-pedestrian friendly environments. This may include sidewalks standards identified in planning guidelines or master plans of specific areas of development.

Nurse Crop: Also known as companion crops, cover crops or competition crops that are comprised of annual and perennial seeds/plants used to prevent soil erosion and suppress weeds. Generally, the best nurse crops include: barley, oats, annual ryegrass, and annual alfalfa.

Open Spaces: Are designated MR, MSR, SR, PUL, URW and ER areas or combination thereof that is used for the intent of passive and/or active recreational use within the community.

Passive Recreation: Is a non-motorized activity that:

- Offers constructive, restorative, and pleasurable human benefits and fosters appreciation and understanding of open space and its purpose
- Is compatible with other passive recreation uses
- Does not significantly impact natural, cultural, scientific, or agricultural values
- Requires only minimal visitor facilities and services directly related to safety and minimizes passive recreation impacts

Passive recreation includes, but is not limited to: camping, hiking, wildlife viewing, observing and photographing nature, picnicking, walking, bird watching, historic and archaeological exploration, swimming, bicycling, running/jogging, climbing, horseback riding and fishing.

ALIDP – Alberta Low Impact Development Partnership

BIA – Biophysical Inventory Assessment

CASP – Community Area Structure Plan

CCC – Construction Completion Certificate

CID – Certified Irrigation Designer

CPTED – Crime Prevention through Environmental Design

CSA – Canadian Standards Association

ER – Environmental Reserve

FAC – Final Acceptance Certificate

HWL – High Water Level

IDP – Inter-municipal Development Plan

JU – Joint Use

LA – Landscape Architect

LID – Low Impact Development

LUB – Land Use Bylaw

MDP – Municipal Development Plan (City Plan)

MGA – Municipal Government Act

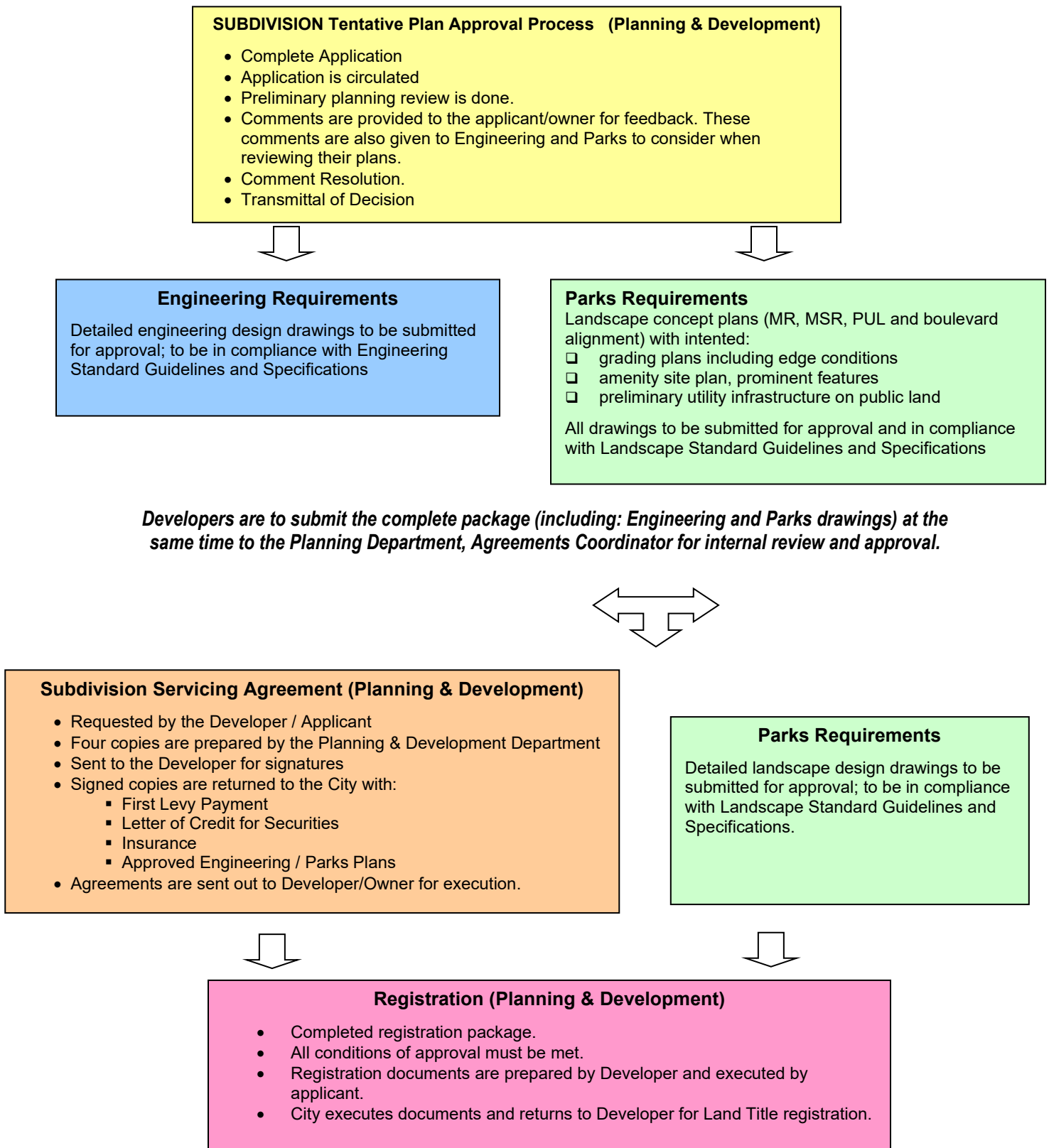
MR – Municipal Reserve

MSR – Municipal School Reserve

NCWWMP – Nose Creek Watershed Water
Management Plan
NSP – Neighbourhood Structure Plan
NWL – Normal Water Level
OAA – Optional Amenities Agreement
OC – On centre

PUL – Public Utility Lot
SLG&S – Standard Landscape Guidelines &
Specifications
SSA – Subdivision Servicing Agreement
URW – Utility Right-of-Way

APPENDIX “B” - Planning & Development Guidelines & Processes



APPENDIX “C” – CCC/FAC



CONSTRUCTION COMPLETION CERTIFICATE INSPECTION CHECK LIST & REPORT

COMMUNITY:			PHASE:	
DEVELOPER:			DESCRIPTION:	
CONSULTANT:			CONTACT:	
CONTRACTOR:			CONTACT:	

CONSTRUCTION START UP / SUBGRADE	Y	N	DATE	INSPECTORS COMMENTS
Approved Plans & Permits				
Grades and PL survey staked				
Erosion and Sediment Control measures in place				
Site Layout (pathway & trails, trees, amenities, sport fields playgrounds, etc.)				
Subgrade preparation				
TREES & SHRUB PLANTINGS	Y	N	DATE	INSPECTORS COMMENTS
Tree and shrubs as per drawing				
Tree pits				
Planted at grade				
Setbacks achieved				
Rootball, caliper standards met				
Burlap strap wires removed, rolled back				
Root Barriers				
IRRIGATION	Y	N	DATE	INSPECTORS COMMENTS
Layout				
Open trench				
POC and electric enclosure to plan spec				
Mains and laterals				
Valves and valve boxes				
Heads, nozzles, and swing joints				
Wiring and grounding				
Plumbing and electrical permit				
FINISH GRADE	Y	N	DATE	INSPECTORS COMMENTS
Overland drainage				
Topsoil preparation				
FINAL	Y	N	DATE	INSPECTORS COMMENTS
Seeding and sodding				
Irrigation working electrically				
Shrub beds, counts and mulch				
Playgrounds, exercise equipment				
Amenities, furniture, fencing				
Pathway, trails, paving stone				
PAPERWORK	Y	N	DATE	INSPECTORS COMMENTS
CSA Letter of Compliance				
Topsoil reports and compaction tests				
Optional amenities				
Irrigation as-builts				
Engineer certifications				
CONDITIONS & COMMENTS FOR FAC				

Developers Representative:	Date:
Print Name:	Signature
Parks Inspector:	Date:
Print Name:	Signature
Projected Maintenance Term:	Expiry Date:



FINAL ACCEPTANCE CERTIFICATE INSPECTION CHECKLIST & REPORT

COMMUNITY:			PHASE:		
DEVELOPER:			DESCRIPTION:		
CONSULTANT:			CONTACT:		
CONTRACTOR:			CONTACT:		

SURFACE AND TURF CONDITION	APPROVED		DATE	INSPECTORS COMMENTS
	Y	N		
Drainage; no pooling or settlement				
Bare spots (larger than 15cm ²)				
Weed counts within parameters (5 weeds/1m ²)				
Garbage and debris				
TREES AND SHRUBS	Y	N	DATE	INSPECTORS COMMENTS
Tree and shrub replacements				
Free of damage, disease, and parasites				
Pruning required				
Bed and well condition				
Stakes and guy wires removed				
IRRIGATION	Y	N	DATE	INSPECTORS COMMENTS
Operational from controller, central				
Verify sensors, meters are working				
Heads level, adjusted and turning				
As-builts reflect deviations from drawings				
Spare wires marked and identified				
Annual DCVA report				
Meter installed: Tag #:	Serial #:			
Fortis Site ID and account number				
AMENITIES AND FURNITURE	Y	N	DATE	INSPECTORS COMMENTS
Benches and garbage receptacles				
Shelters and structures				
Dog signs, dispensers				
Fencing and barriers				
Other (art, flag poles etc.)				
PATHS AND HARD SURFACES	Y	N	DATE	INSPECTORS COMMENTS
Damage, settlement, cracks or heaving				
Trail conditions				
Pavers – joint sand, level surface				
PLAY EQUIPMENT	Y	N	DATE	INSPECTORS COMMENTS
Play surface				
Equipment condition				
Borders				
Maintenance information, kit				
HIC test				
STORM WATER FACILITIES	Y	N	DATE	INSPECTORS COMMENTS
Aquatic vegetation establishment				
Signage				
PUL landscaping				
EXTENDED MAINTENANCE	Y	N	DATE	INSPECTORS COMMENTS
Pageantry removed				
OAA copy of receipt				
Maintenance agreement, HOA				
EXTENDED WARRANTY AND CONDITIONS				

Developers Representative:		Date:	
Print Name:		Signature	
Parks Inspector:		Date:	
Print Name:		Signature	
30 Day Expiry Date:			

FAC REJECTED DATE:	
Reason for rejection:	

APPENDIX “D”- Neighborhood Structure Plan – Parks Checklist

Neighbourhood: _____ File No. _____

Developer: _____ Consultant: _____

Note: This is a general checklist, for design purposes, in which not all items may apply to each specific NSP.

References for NSP – Open Spaces Planning:

- MGA, MDP, IDP, CASP documents
- Great Places Plan (Open Space Master Plan)
- Community Needs Assessment

CASP Requirements:

- ☐ Environmental Impact Assessment
- ☐ Environment Preservation
- ☐ Regional Connectivity
- ☐ MR/ER Interface with Residential, Commercial, Mixed Use, Industrial Land Use

NSP Requirements:

- ☐ Overall Aesthetic Value to Community
 - Entrance Features
 - Neighbourhood Theme
- ☐ Regional recreational needs are addressed
 - Urban passive recreation areas
 - Active recreation areas
- ☐ School Reserves:
 - School site requirements (in coordination with school board representative)
 - Overall size meets requirements
 - Interface with adjacent areas
 - Regional & Local Recreational facilities
 - Connectivity with Neighbourhood
 - Labeled as MR
- ☐ Parkways:
 - Linear Parks (12m width minimum)
 - Recreational Destination Nodes

- Urban Plazas
- Community Gardens
- Municipal Reserve adjacent storm water PUL
- Elevations to demonstrate usability
 - Pathway above HWL (1:100 yr.)

☐ Parkways:

- Environmental Reserves dedication
- Municipal Reserve dedication
- Naturalized Areas
 - Level A: Semi-Maintained Natural Areas
 - Level B: Naturalized MR: Storm water Wetlands PUL; Drainage Channels
 - Level C: Designated Environmental Reserve

☐ Environmental Preservation:

- Topographical Features
- Retention and necessary setbacks of:
 - Water bodies, Flood plains & fringes outline
 - Wetland & Riparian areas
 - Natural slopes
 - Native wood stands
 - Rock outcroppings
- Drainage channels (ephemeral/active)
- Adjacent lots: minimal impact on public lands

☐ Connectivity/Walk ability:

- Interface with plan boundaries:
 - Boundary pedestrian connections to adjacent neighbourhoods
 - Access from edges into neighbourhood

- Overall internal neighbourhood pedestrian movement
- Enhanced Streetscapes
- Multi-use Regional Trail: 2.5m width
- ❑ Connectivity/Walk ability (cont'd):
 - Mid-block crossings
 - Public Transportation connections/stops Bike Lanes
 - CPTED principles (lighting, blind spots, dead ends)
- ❑ Planting
 - Heritage tree protection
 - Median Planting
 - Traffic Circles/Roundabouts landscaping
 - Preservation or enhancement of Natural Features Within the Property including:
 - Grouped Planting
- ❑ Landscape Amenities
 - Rest Stops: Site Furnishings
 - Signage: orientation, interpretation, historical markers
 - Public Art
 - Playgrounds
 - Pedestrian Bridges or Boardwalks in sensitive areas
- ❑ Utilities
 - Line Assignment (Deeps/Shallows)
 - Infrastructure locations
- Urban Connections
- URW Maintenance Access / Walkway: 3.0m width < 400m length between lots
- Traffic / Pathway calming measure
 - Maintenance Access
- ❑ Storm water retention facilities
 - MR apron
 - Riparian Landscaping requirements
 - Pedestrian access
 - Maintenance access & requirements
 - Irrigation opportunities – supply for other park areas
- ❑ Low Impact Development
 - Rain Harvesting
 - Source point load: rain gardens, bio-retention swales
 - Water retention facilities
 - Absorbent Landscapes
 - Green Roofs
- ❑ Additional Documents Required
 - Environmental Inventory Assessment
 - Biophysical Impact Assessment

APPENDIX “E” – Detailed Landscape Plan Checklist

The Landscape Plan Checklist is used to develop landscape plans to be approved by the City of Airdrie. For additional information, contact the Parks Planner at 403.948.8400.

Neighbourhood: _____ File No. _____

Developer: _____ Contact: _____

Reviewer: _____ Phone: _____

☐ Needs to be addressed ☐ OK E-mail: _____

Submittal Requirements

☐ Digital copy in PDF Format.

☐ Delay submittal of landscape plan corrections until Tree Protection Plan are submitted & approved (if required).

☐ Landscape Plans to be sealed by a standing full member of the AALA and CSLA.

☐ Provide signature line and professional certification (stamp/seal/signature).

☐ **Additional Documents Required** (if applicable)

- Biophysical Impact Assessment
- Weed Management Plan
- Erosion & Sediment Control Plan
- Access through/across public lands
- Heritage Tree Protection Plan

☐ **General Setbacks**

- NCW-WMP setbacks
 - 12m setback from watercourse
- Utility easements, setbacks
- Visibility triangle– landscape setbacks
 - Pedestrian bollards
 - Traffic calming measures

☐ **Preservation or enhancement of Natural Features Within the Property**

- Environmental Impact Assessment
- Topographical Features: ravines, hills, slopes, depressions
- Water bodies: Wetlands, Creek beds, drainage corridors
- Adjacent Land Use overland drainage
- Wildlife: nesting, migration routes
- Historical Elements

☐ **Amenity Features**

- Outdoor Storage Facilities
- Parking Areas
- Fencing
- Permanent Structures
- Playgrounds
- Public Art
- Structural Drawings (if required)

☐ **Signage**

- Historical and Interpretative Signage
- Regional Trail Markers

☐ **Subdivision Entrance sign(s) and Fencing**

☐ **Grading**

- Existing or proposed berms
- Major drainage swales
- PUL drainage within MR areas
- Major depression areas
- Existing or proposed retaining walls or structures

☐ **Stockpile:** location/testing

☐ **Topsoil:** depth requirements

☐ **Planting**

- Heritage tree protection
- Commercial/Industrial requirements

- Enhanced streetscape
 - Subdivision Entrance Signage or Fencing
- ❑ **Boulevard Landscaping**
 - Boulevard tree master plan requirements
 - Site furnishings: bench, waste receptacle, recycle receptacle (optional), bike racks
 - Regional trail and/or sidewalks
 - Interface with arterial road works (basic landscape requirements included in development levies: Loam, seed/sod, plant material
 - Regional pathway
 - Site furniture (benches, waste receptacles, interpretive signage)
- ❑ **Irrigation Requirements**
 - Water Service (source)
 - Maintained landscape – underground system
 - Native areas: water regime
- ❑ **Maintenance**
 - Permanent Structures – Optional Amenity Agreement
 - Third Party Damage, responsibility of land owner
 - Reclamation areas

A landscaping plan must also contain the following standard information:

- ❑ **LIST OF DRAWINGS (to be organized in this order)**
 - Cover Sheet – Overall Plan, Table of Contents
 - Site Layout and Grading Plan
 - Planting Plan and Details
 - Irrigation Plan and Details
- ❑ **CONTEXT**
 - Property Title, Address
 - Developer and Consultant(s) Contact
 - Drawing Table of Contents & Version date
 - Drawing Scale (metric: minimum 1:200)
 - North Arrow
- ❑ **CONTENT**
 - Precise terms used, consistent language.
 - Acronyms are spelled out on first reference.
 - Legend & standard notes.
 - All dimensions including property lines, adjacent walkways, curbs, roads and/or laneways.
 - All underground utilities including water/sewer/gas lines (if not already shown on an accompanying plan).
 - All surface utilities including fire hydrants, catch basins/manholes.
 - All buildings and structures, including patios, decks and recreation facilities.
 - All parking areas with drainage direction shown, catch basins within landscaped areas, all access and entrance points.
 - All fences, back of lot gates, retaining walls, and exterior lighting.
 - All vegetation (trees, shrubs, grass areas) to be provided, including a plant list identifying type, size and quantity of each and a calculation of the tree/shrub ratio as it relates to the required landscaping area.
 - All irrigation systems (manual or automatic) and/or the locations of structure.

APPENDIX “F” – Suggested List of Tree Species for Park Use**

Suggested List of Tree Species for Park Use**	
Species	Canopy Spread (metres)
Aesculus glabra (Ohio Buckeye)	5
Crataegus spp. (Hawthorn)	5
Eleagnus angustifolia (Russian Olive)	6
Fraxinus pennsylvanica (Green Ash) -seedless cvs.	10
Malus spp. (Fruitless varieties preferred)	Only columnar varieties with <3m spread
Malus spp. (Community Orchards)	Approval by Parks Department
Populus tremula ‘Erecta’ (Swedish Columnar Aspen)	1.5
Prunus padus commutata (Mayday)	8
Prunus virginiana ‘Schubert’ (Schubert Chokecherry)	10
Prunus maackii* (Amur Cherry)	5
Quercus macrocarpa (Burr Oak) *(particular locations)	10
Sorbus spp. (Mountain Ash) *(particular locations)	6
Syringa reticulata ‘Ivory Silk’ (Lilac)	3
Tilia spp. (Linden) *(particular locations)	8
Ulmus spp. (Elm)	10

Suggested Low-headed Trees for Boulevards or Medians > 2.5m wide**	
Species	Canopy spread at maturity (meters)
Aesculus glabra (Ohio Buckeye)	5
Crataegus spp. *(Hawthorn)	5
Eleagnus angustifolia (Russian Olive)	6
Malus spp. (Fruitless varieties preferred)	Only columnar varieties with <3m spread
Prunus maackii* (Amur Cherry)	5
Prunus padus var commutata (Mayday)	8
Prunus virginiana (Schubert Chokecherry)	8
Sorbus acuparia ‘Fastigiata’ or ‘Rossica’*(Mnt. Ash)	2-4
Syringa reticulata ‘Ivory Silk’ (Lilac)	3

*Requires trunk protection on the south and west sides of trunk to protect from sunscald. Protection can include densely branched or evergreen shrubs closely planted, boulders or other approved decorative element.

****Please note that the above lists are suggestions only as there are other plants that may be suitable. All plant material still needs to be approved by the City of Airdrie Parks Development Team.****

APPENDIX "G" - Optional Amenities Agreement

THIS AGREEMENT dated the ____ day of _____, 20____.

BETWEEN:

THE CITY OF AIRDRIE,
a municipal corporation within the meaning of the
Municipal Government Act, R.S.A. 2000, Chapter M-26
(the "**City**")

- and –

a corporation carrying on business within the Province of Alberta
(the "**Licensee**")

LICENSE OF OCCUPATION AGREEMENT (OPTIONAL AMENITIES)

WHEREAS the City has the ownership, direction, control and management of certain lands within the City, as described and outlined in blue on **Schedule "A"** (the "**City Lands**");

AND WHEREAS the Licensee wants to construct a _____ (the "**Amenity**") on a portion of the City Lands in conjunction with the development of certain lands known as the _____ (the "**Community**") in accordance with Subdivision Approval No. _____ ;

AND WHEREAS the City and Licensee have entered into a form of development agreement dated _____, 20____ wherein the City approved the construction of the Amenity pursuant to certain terms and conditions including the requirement that the Parties enter into a form of License of Occupation Agreement (the "**Amenity Development Agreement**");

AND WHEREAS the City is agreeable to the construction of the Amenity on a portion of the City Lands outlined in red on **Schedule "A"** (the "**Licensed Area**"), in accordance with the terms of this License of Occupation Agreement which includes operation, repair and maintenance provisions;

AND WHEREAS the City has agreed to grant a non-exclusive License to Occupy the Licensed Area for the purposes set out in this Agreement;

NOW THEREFORE in consideration the mutual covenants and agreements contained in this Agreement and other good and valuable consideration (the receipt and sufficiency of which is hereby acknowledged), the Parties agree as follows:

1.0 GRANT OF LICENSE TO OCCUPY

- 1.1 The term of this Agreement commences on the ____ day of _____, 20____ and shall expire five (5) years from the date that the City issues a Final Acceptance Certificate for the Amenity pursuant to the Development Agreement (the "**Term**"), unless terminated earlier in accordance with the provisions of this Agreement.
- 1.2 The City grants to the Licensee together with its respective agents, representatives, officers, employees, and contractors, the non-exclusive right to occupy the Licensed Area for the purpose of constructing the Amenity within the Licensed Area, maintaining and repairing the Amenity in accordance with the City's maintenance standards, and, where applicable, operating the Amenity, as follows:
 - a) at the Licensee's sole cost and expense, the Licensee shall construct or cause to be constructed the Amenity within the Licensed Area in accordance with the Development Agreement,
 - b) throughout the Term, at the Licensee's sole cost and expense, the Licensee shall operate or cause to be operated the Amenity in accordance with all applicable Federal, Provincial and City legislation, bylaws, regulations, guidelines, permits and approvals and industry standards, and
 - c) throughout the Term, at the Licensee's sole cost and expense, the Licensee shall maintain and repair or cause to be maintained the Amenity in accordance with the maintenance standards as set out in **Schedule "B"**, and for no other purpose, in accordance with the terms of this Agreement (collectively the "**Use**").
- 1.3 The City makes no warranties nor representations about the condition of the Licensed Area nor its suitability for the Use. The Licensee acknowledges that it has conducted its own inspection of the Licensed Area prior to entering into this Agreement and agrees that it is occupying and using the Licensed Area on an "as is" basis.
- 1.4 The Licensee, together with its respective agents, representatives, officers, employees, and contractors, is hereby entitled to use and occupy the Licensed Area for the normal construction, use, operation, maintenance, and repair of the Use provided that no

provision herein shall restrict, hinder or prohibit the City or the general public's access to and use of the Licensed Area or for other uses as may be approved by the City for the Licensed Area. With respect to any work carried out or authorized to be carried out by the Licensee in or on the Licensed Area and with respect to the Licensee's Use, the Licensee shall, at its sole cost and expense:

- a) provide all materials, equipment and labour,
- b) be responsible for all safety matters within the Licensed Area while the Agreement is in effect including compliance with all applicable Federal, Provincial and Municipal legislation,
- c) restore the Licensed Area, including any surface disturbance, insofar as is practical to its former condition upon completion of the construction of the Amenity; and
- c) provide the City with a contact person and contact information in case of emergency.

1.5 Throughout the Term, the Licensee shall be the sole owner of the Amenity and shall be deemed to be the sole "occupier" of the Amenity for the purposes of the ***Occupiers' Liability Act***, R.S.A. 2000 Chapter O-4. Upon the expiry of the Term or earlier termination of this License of Occupation Agreement, subject to Section 4.2 herein, the ownership of the Amenity shall transfer to the City free and clear of all encumbrances and the City shall be responsible for the ongoing operation, maintenance and repair of the Amenity. Concurrent with the transfer of ownership of the Amenity to the City, the Licensee shall provide the City with all operation and maintenance manuals applicable to the Amenity.

1.6 The Licensee specifically acknowledges and agrees that any breach of the Licensee's obligations pursuant to the terms of this License of Occupation Agreement constitutes a breach of Subdivision Approval No. ___ and the City may, in addition to or as an alternative to any other available remedies, rely upon its statutory remedies pursuant to the ***Municipal Government Act***, R.S.A. 2000 Chapter M-26 including but not limited to Sections 645, 646, 551, 553(h.1), 553.1, 553.2, 554 and 554.1 of the Act.

1.7 The City's representative for the purpose of administering this License of Occupation Agreement is the City's Parks Manager or his/her designate (the "**Director**").

2.0 RESERVATION OF RIGHTS

- 2.1 The City on behalf of itself, its employees, officers, contractors, representatives and agents hereby reserves its right to full and complete unfettered access to the Amenity and the Licensed Area at all times during the Term for the purposes of examining the condition of the Amenity and the Licensed Area and ensuring that all terms of this Agreement are being complied with and for exercising all of the City's common law and statutory rights and obligations with respect to the Amenity and Licensed Area.
- 2.2 Where measures, corrective or otherwise, including but not limited to operating, maintenance and repair requirements in relation to the Amenity and/or Licensed Area are required by the Director either orally or in writing, the Licensee must comply with all such requests in a timely and prompt manner and within the time frame specified by the Parks Manager or as otherwise agreed to in writing between the Parties. Where, in the Parks Manager opinion, public safety is at risk, the Parks Manager may require that the Licensee must comply with his/her directions immediately. Where no time frame is specified by the Parks Manager or is otherwise agreed to in writing between the Parties, the Parties agree that the Licensee must comply with the Parks Manager instructions within ten (10) days after receipt of the instructions.
- 2.3 Where the Licensee fails or refuses to comply with the Parks Manager directions within the applicable time frame as referenced in Section 2.2, the City may undertake any such repairs or maintenance at the Licensee's sole cost and expense and the Licensee shall be responsible to pay the City's invoice for all costs incurred by the City within thirty (30) days of issuance of the invoice by the City. Further, the City may, at its sole discretion, terminate this Agreement with ninety (90) days' notice to the Licensee for noncompliance with this Part 2.

3.0 LICENSE FEE

- 3.1 Upon execution of this Agreement, the Licensee shall pay the City a non-refundable **License Fee** of _____ Dollars (\$_____.00) Seven Hundred Fifty Dollars (\$750.00) (the "**License Fee**").

4.0 COVENANTS OF THE LICENSEE

- 4.1 The Licensee covenants with the City:
- a) to comply with the provisions of this Agreement;
 - b) to comply with the provisions of the Development Agreement with respect to the construction of the Amenity;

- c) to pay to the City all amounts payable under the terms of this Agreement;
- d) to ensure that all occupancy and use of the Licensed Area is conducted in a manner consistent with and in compliance with the terms and conditions of this Agreement;
- e) to comply with any directive issued by the Parks Manager pursuant to Section 2.2 within the time period specified by the Parks Manager;
- f) to ensure that the Licensed Area is maintained in a tidy, clean and safe condition and in substantively the same condition as existed at the commencement of the Term, as determined by the Parks Manager acting reasonably, at all times to reasonable standards;
- g) to maintain the Amenity and the Licensed Area in accordance with the maintenance standards as set out in **Schedule "B"**;
- h) to ensure that the Use and the occupation of the Licensed Area is conducted in a manner that does not create a danger or hazard to public safety or property;
- i) upon the expiry of the Term or termination of this Agreement, to leave the Licensed Area in substantively the same condition as it was prior to the commencement of the Use, with the exception of the construction of the Amenity;
- j) to notify the City immediately of any accident, damage or injury to persons, property, the Amenity or Licensed Area;
- k) to notify the City immediately of the existence of any conditions upon the Amenity or Licensed Area of which the Licensee is aware which could constitute a risk or hazard to public safety or property;
- l) to comply with all applicable City, Provincial and Federal bylaws, legislation, regulations, policies, approvals, permits and authorizations; and
- m) not to alter, expand, remove or replace the Amenity without the prior written approval of the Director.

4.2 During the Term, the Licensee shall make reasonable efforts to have the Community Association or Residents Association for the Community assume sole ownership of the Amenity and enter into a new form of License of Occupation Agreement with the City with respect to the ongoing operation, maintenance and repair of the Amenity after expiration of the Term as follows:

- a) Not less than sixty (60) days prior to the expiry of the Term, the Licensee shall notify the City in writing if the Community Association or Residents Association will be assuming ownership of and responsibility for the Amenity;
- b) Within ten (10) days of receipt of the receipt of notification from the Licensee that the Community Association or Residents Association for the Community will be assuming ownership of the Amenity, the City shall forward the President of

the Community Association or Residents Association a form of License of Occupation Agreement pertaining to the Amenity remaining on the Licensed Area for execution; and

- c) In the event that the Community Association or Residents Association refuses to assume ownership of the Amenity or fails or refuses to execute the form of License Agreement forwarded by the City prior to the expiry of the Term, ownership of the Amenity shall transfer to the City in accordance with Section 1.5 upon the expiry of the Term.
- 4.3 The Licensee shall not carry on nor permit to be carried on upon the Licensed Area any other trade, business or activity other than the Use without prior written consent of the City. The Licensee will not use nor authorize or permit the Licensed Area to be used in any way, whether within the scope of the authorized Use or otherwise, which would or may impose upon the City any obligation to modify, extend, alter or replace any part of the Licensed Area except where previously agreed to in writing by the City.
- 4.4 The Licensee shall not carry on any business nor do or suffer, authorize or permit any act or thing which in the opinion of the City constitutes a nuisance or would result in a nuisance, or which would be offensive or an annoyance to the City or any other land owner in the area, or which would offend the City's Community Standards Bylaw nor do or suffer, authorize or permit any waste or damage, disfiguration or injury to the Licensed Area.
- 4.5 With the exception of the construction of the Amenity, the Licensee will not, without the prior written consent of the City, excavate, drill, install, erect nor permit to be excavated, drilled, installed or erected over, under or through the Licensed Area any pit, foundation, pavement, building, fence, sidewalk or any other form of structure or installation whatsoever. In the event that any alteration, addition, improvement or installation has been made without the written consent of the City, the City may require the Licensee to restore the Licensed Area to such an extent as the City may require at the Licensee's sole cost and expense.
- 4.6 With the exception of the construction of the Amenity, the Licensee will not, without the prior written consent of the City, bring on or deposit nor permit to be brought on or deposited any soil or fill on the Licensed Area. In the event that any soil or fill has been brought onto the Licensed Area without the written consent of the City, the City may require the Licensee to restore the Licensed Area to such an extent as the City may require at the Licensee's sole cost and expense.
- 4.7 The Licensee will not bring on, deposit, store, spray or apply nor cause or permit to be brought on, deposited, stored, sprayed or applied on the Licensed Area any chemical fertilizer, herbicide, pesticide or other chemical or petroleum product or any substance which is capable of contaminating the Licensed Area or any body of water on or

adjacent to the Licensed Area which is not included in the list of Approved Products in **Schedule "C"**. In the event that any chemical fertilizer, herbicide, pesticide or other chemical or petroleum product or other contaminating substance is brought onto, deposited, stored, sprayed or applied onto the Licensed Area which is not included in the **Schedule "C"** list of Approved Products without the written consent of the City, the City may require the Licensee to restore the Licensed Area to such an extent as the City may require at the Licensee's sole cost and expense.

- 4.8 The Licensee shall be responsible for the prompt payment, when due, of all and any utilities consumed on, within or by the Amenity and Licensed Area including, without restriction, all fuel, gas, electrical, water, sewer, telephone, internet, and such other similar utilities and service rates and charges during the Term.
- 4.9 The Licensee shall not permit any builders' or other liens, mortgages, or encumbrances to be registered against title to the City Lands. Whenever and so often as any such lien, mortgage or contract shall be registered on title or claim be filed, the Licensee shall within ten (10) days after the Licensee has notice of the claim, lien, mortgage or contract, immediately obtain the discharge thereof. This Section 4.9 shall survive any expiry of the Term or termination of this License of Occupation Agreement.
- 4.10 The Licensee shall not do any act nor make any contracts so as to encumber or affect in any manner the title and rights of the City in the City Lands. The Licensee acknowledges and agrees that no contract, transfer, assignment, mortgage, judgment, or lien arising out of the transactions of the Licensee shall in any manner affect the title of the City in the City Lands or take precedents to any of the rights or interests of the City herein. This Section 4.9 shall survive any expiry of the Term or termination of this License of Occupation Agreement.

5.0 INSURANCE

- 5.1 The Licensee agrees to procure and maintain the following insurance at its sole expense for the duration of this Agreement:
 - a) comprehensive general liability insurance, in an amount of no less than Two Million Dollars (\$2,000,000.00) per occurrence, with respect to the activities carried on in and from the Amenity and Licensed Area and the Licensee's use and occupancy thereof, for bodily injury and death, and for damage to the property of others;
 - b) property insurance against all risks of loss or damage (as defined by a standard all risks insurance contract) in an amount equal to the full insurable value, calculated on a replacement cost basis without deduction or depreciation, covering the Amenity, all improvements constructed on the Licensed Area,

including but not limited to the Amenity, together with all other property of every description and kind owned by the Licensee or for which the Licensee is responsible pursuant to this Agreement which is located on the Licensed Area; and

- c) such other coverage as may be required by the City from time to time, acting reasonably.

5.2 The insurance provisions cited in Section 5.1 shall, where applicable:

- a) Include a waiver of subrogation in favour of the City except under any policy in respect of which, by law, an insurer cannot grant a waiver of subrogation;
- b) Include the City as an additional insured with respect to liability arising from the Licensee's operations, acts and omissions related to this Agreement.
- c) Include provision to provide the City with at least thirty (30) days advanced written notice of cancellation or amendment which creates a condition that no longer satisfies the insurance requirements stated in this Section 5.

5.3 The City reserves the right to request written evidence of insurance at any time during this Agreement.

6.0 INDEMNITY, WAIVER AND SECURITY

6.1 The Licensee shall at all times and without limitation indemnify and save harmless the City, its officers, elected officials, employees, volunteers, contractors, agents, representatives and insurers (collectively referred to as the "**City Parties**") from and against any and all liabilities, claims, demands, losses, costs, charges, expenses, legal fees (on a solicitor and his own client full indemnity basis), disbursements, fines, penalties, expenses, all manner of actions and other proceedings (including those in connection with workers' compensation or any similar proceeding) made, brought against, suffered by or imposed on the City Parties or which may be brought or made against them for any reason whatsoever in respect to any direct or indirect loss, economic loss, damage or injury (including injury resulting in death) suffered by any person, including third parties and the Licensee, directly or indirectly arising out of, resulting from or sustained by reason of the Licensee's occupation or use of the Licensed Area or the Use, or the occupation or use of the Licensed Area by the Licensee's agents, representatives, officers, employees, and contractors, or any other party for which the Licensee is responsible in law, howsoever caused. This provision shall survive the expiry of the Term or earlier termination of this Agreement.

6.2 At all times and without limitation, the Licensee for itself, its heirs, executors, administrators, other representatives and assigns, releases, waives, discharges and covenants not to sue the City Parties from any and all liabilities, claims, suits, demands,

actions and causes of action of any sort for any and all type of direct or indirect loss or damage including any loss, economic loss, damage, or personal injury (including personal injury causing death), resulting from or sustained by reason of the Licensee's occupation or use of the Licensed Area or the Use, or the occupation or use of the Licensed Area by the Licensee's agents, representatives, officers, employees, and contractors, or any other party for which the Licensee is responsible in law, howsoever caused.

- 6.3 The City Parties shall not be liable for any personal injuries or death, or any losses or damages caused to any individual or property while on the Amenity or Licensed Area as a result of or in any way arising out of the Use or the occupation or use of the Licensed Area by the Licensee or its agents, representatives, officers, employees, and contractors, pursuant to this Agreement, howsoever caused.
- 6.4 At the time of Final Acceptance Certificate, the Licensee shall provide cash security to the City in the amount of _____ Dollars (\$_____), which amount is calculated on the basis of the average of three (3) quotes provided by the Licensee to the City for the cost of removing the Amenity from the Licensed Area (the "**Security**").
- 6.5 During the Term, the City may utilize the Security in the event that the City is of the reasonable opinion that:
- a) the Licensee by any act or omission is in default or breach of any term, condition or covenant of this Agreement and has failed to rectify the matter as directed by and within the timeframes set by the City and, as a result, the City has incurred or will incur costs to rectify the default or breach; or
 - b) the Licensee has failed pay an invoice issued by the City pursuant to this Agreement within thirty (30) days after issuance of the invoice.
- 6.6 In the event that the City has drawn upon the Security deposited by the Licensee with the City, the City may, at its option and discretion, use any funds thereby obtained in any manner the City reasonably deems fits to discharge the obligations of the Licensee pursuant to this Agreement.
- 6.7 If during the Term, the City draws upon the Security to cure a default of the Licensee, within thirty (30) days of the City drawing upon the Security for the purpose of curing a Licensee default under this Agreement, the Licensee must provide additional Security to the City to bring the total Security amounts to the full overall amounts of Security required pursuant to Section 6.4 of this Agreement.
- 6.8 Upon the expiry of the Term or termination of this Agreement by the City in accordance with the terms of the Agreement:
- a) where the City assumes ownership of the Amenity, the City shall retain the Security for the purpose of performing maintenance, repair, replacement or removal of the Amenity, or

- b) where the Community Association or Residents Association for the Community assumes ownership of the Amenity, then, at the option of the Licensee:
 - i. the Security will be retained by the City and applied to the new form of License of Occupation Agreement entered into between the City and the Community Association or Residents Association; or
 - ii. the Security, or such amounts as may be remaining, will be returned to the Licensee and the Community Association or Residents Association will be required to post replacement Security pursuant to the terms of the new form of License of Occupation Agreement entered into between the City and the Community Association or Residents Association.

6.9 This Part 6 shall survive the expiry of the Term or earlier termination of this Agreement.

7.0 TERMINATION

7.1 At any time, the City may terminate this Agreement by providing the Licensee with not less than thirty (30) days' written notice if the City determines, in its sole discretion, that the Licensee is in breach of any of the Licensee's obligations pursuant to this Agreement and the Licensee has not cured nor rectified such default within fourteen (14) days of issuance of written notice of default by the City. Where the Licensee remedies the default within the fourteen (14) day period, the Licensee shall be deemed to be in compliance with its obligations pursuant to this License of Occupation Agreement.

7.2 Notwithstanding Section 7.1, the City may terminate this License of Occupation Agreement immediately at the option of the City if:

- a) the Licensee is adjudged bankrupt,
- b) the Licensee makes a general assignment for the benefit of its creditors,
- c) the Licensee files a petition in bankruptcy or insolvency or for any readjustment of debts or creditor's arrangement,
- d) the Licensee enters into the winding up or the liquidation whether voluntary or otherwise other than for the purpose of reconstruction or amalgamation; or
- e) any execution, attachment or similar process shall be issued against the Licensee or any encumbrance shall take any action or proceedings whereby all or substantially all of the improvements, fixtures, or Amenity on the Licensed Area shall be taken or attempted to be taken by someone other than the Licensee, unless the execution, attachment or similar process, action or proceeding be set aside, vacated, discharged or abandoned within fifteen (15) days after its commencement;
- f) the Licensee attempts to make any bulk sale of its property;

- g) at any time any person other than the Licensee has or exercises a right to manage or control the Amenity or Licensed Area or any of the operations carried on therein, other than subject to the direct supervision and control of the Licensee;
 - h) a receiver, receiver manager, custodian or any official having similar powers shall be appointed with respect to the Amenity or other property on the Licensed Area, the business or affairs of the Licensee, or any substantial portion thereof with respect to the Licensee;
 - j) in its sole and unfettered discretion, City Council determines that the use of the Licensed Area no longer serves a public interest.
- 7.3 The City may terminate this contract at any time, for any reason, upon ninety (90) days' written notice to the Licensee.
- 7.4 The City shall not be liable for any costs, losses, economic losses or expenses sustained directly or indirectly by the Licensee as a direct or indirect result of termination of this Agreement in accordance with this Part 7.
- 7.5 The City may from time to time resort to any or all rights and remedies available to it in the event of any default hereunder by the Licensee, either by any provision of this License of Occupation Agreement, by statute, at law or in equity and all rights and remedies are intended to be cumulative and not alternative and the express provisions hereunder as to certain rights and remedies are not to be interpreted as excluding any other or additional rights and remedies available to the City at law or in equity.

8.0 NOTICES

- 8.1 Unless otherwise specified within this Agreement, notice shall be sufficiently given if delivered in one of the following methods:
- a) personally, by delivering it to the party on whom it is to be served at the address set out herein or, in the case of the Licensee, at the Licensed Area. Personally delivered notice shall be deemed received when actually delivered as aforesaid;
 - b) by telecopier, e-mail or by any other like electronic method by which a written or recorded message may be sent, directed to the party upon whom it is to be served at that address set out herein. Notice so served shall be deemed received on the earlier of:
 - i) upon transmission with answer back confirmation if received within the normal hours of the business day; or
 - ii) at the commencement of the next ensuing business day following transmission with answer back confirmation thereof if not received within the normal hours of the business day; or

- b) by single registered mail in a prepaid envelope. Notice shall be deemed received five (5) days after mailing. In the event of a postal interruption, no notice sent by means of the postal system during or within seven (7) days prior to the commencement of such postal interruption or seven (7) days after the cessation of the postal interruption shall be deemed to have been received unless actually received.

8.2 Notices shall be sent to the following addresses:

a) **To the City**

City of Airdrie

400 Main Street S.E.

Airdrie, AB T4B 3C3

Via Fax: 403-948-6567

E-Mail: legislative.services@airdrie.ca

Attention: City Clerk

b) **To the Licensee**

Via Fax: _____

Via E-Mail: _____

Attention:

or such other addresses as the parties may advise in writing from time to time.

9.0 DISPUTE RESOLUTION

9.1 Unless specifically described herein to the contrary, the following provisions shall apply to the resolution of conflicts between the Parties as they arise:

- a) The Parties agree to utilize all reasonable efforts to resolve any dispute, whether arising during the Term or at any time after its expiration promptly and in an amiable manner by negotiations between the Parties;
- b) The Parties shall continue to perform their respective obligations during the resolution of any dispute or disagreement, including during any period of mediation and arbitration, unless and until this Agreement is lawfully terminated according to its terms; and
- c) Initially, the dispute shall be referred to the Parks Manager and the _____ of the Licensee, or their respective designates. These individuals shall meet as soon as is reasonably possible after the dispute is referred to them, giving due regard to the nature and the impact of the issue under consideration.

- 9.2 Except for the purposes of preserving a limitation period or obtaining an appropriate interim order or remedy where reasonably necessary, unless otherwise agreed to by the Parties in writing, it is a condition precedent to the bringing of any legal proceedings that the means or procedures in this Article have been used and followed in good faith.

10.0 GENERAL

- 10.1 This Agreement together with the Development Agreement constitutes the entire agreement between the City and the Licensee and supersedes and takes the place of any and all previous agreements or representations of any kind, written, oral or implied heretofore made by anyone in reference to the Amenity and Licensed Area.
- 10.2 This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta and each Party irrevocably and unconditionally submits to the non-exclusive jurisdiction of the courts of such Province and all courts competent to hear appeals therefrom.
- 10.3 This Agreement shall not be interpreted as granting any legal interest in or title to the Licensed Area to the Licensee whatsoever.
- 10.4 The City is subject to the ***Freedom of Information and the Protection of Privacy Act***, R.S.A. 2000, Chapter F-25 and notwithstanding the termination or expiry of this License of Occupation Agreement, the Parties acknowledge that this License of Occupation Agreement is subject to and may be released pursuant to a request made under the ***Freedom of Information and Protection of Privacy Act***.
- 10.5 Time shall be of the essence of this Agreement.
- 10.6 The division of this Agreement into articles and sections is for convenience of reference only and shall not affect the interpretation or construction of this Agreement.
- 10.7 If any article, section, sub-section, term or provision of this Agreement is deemed to be or becomes void, illegal, invalid or unenforceable, it shall be severable here from and ineffective to the extent of such voidability, illegality, invalidity or unenforceability and shall not invalidate, affect or impair the remaining provisions hereof.
- 10.8 In the event that either Party is rendered unable wholly, or in part, by reason of fire, flood, explosion, war, embargo, governmental actions, act of public authority, Act of God or any other cause beyond its control with the exception of labour disruptions ("**Force Majeure**") to carry out its obligations under this Agreement, other than its obligations to make payments of money due hereunder, such Party shall give written notice to the other Party stating full particulars of such Force Majeure. The obligation of the Party giving such notice shall be suspended during the duration of the delay resulting from such Force Majeure, to a maximum of thirty (30) days. In the event that such Force Majeure lasts longer than thirty (30) days, then either Party may terminate

this License of Occupation Agreement immediately without further liability, expense or cost of any kind owing to the other Party.

10.9 This Agreement shall not be assigned by the Licensee without the written consent of the City, which consent may be refused for any reason.

10.10 The Schedules to this Agreement are incorporated herein by reference and are deemed to be a part of this Agreement.

IN WITNESS WHEREOF the Parties hereto have executed this Agreement as of the day and year first above written by their duly authorized officers and representatives.

CITY OF AIRDRIE

Per: _____

C/S

Per: _____

Per: _____

C/S

Per: _____

SCHEDULE A- Map of City Lands and Licensed Area

SCHEDULE B- Amenity and Licensed Area Maintenance and Repair Standards

SCHEDULE C – Approved Product

50mm SDR 13.5 HDPE MAINLINE

50mm SDR 13.5 HDPE MAINLINE

50mm SCH. 80 PVC TOE NIPPLE

50mm SCH. 80 PVC TOE NIPPLE

50mm SDR 13.5 HDPE MAINLINE

50mm SCH. 80 PVC TOE NIPPLE

50mm SDR 13.5 HDPE MAINLINE

200mm

230mm

500mm

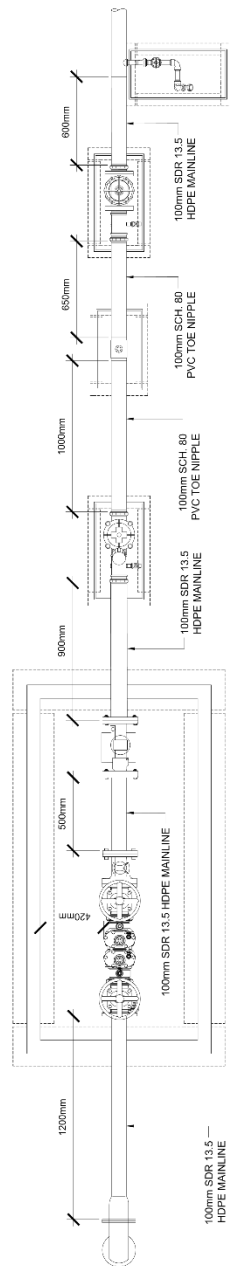
500mm

500mm

500mm

500mm

PLAN



SHEET TITLE
100mm WATER SERVICE

SCALE
1:25

PROJECT TITLE

SPECIFICATIONS

DATE: FEB 13, 2017

SHEET NO.
IR0003A

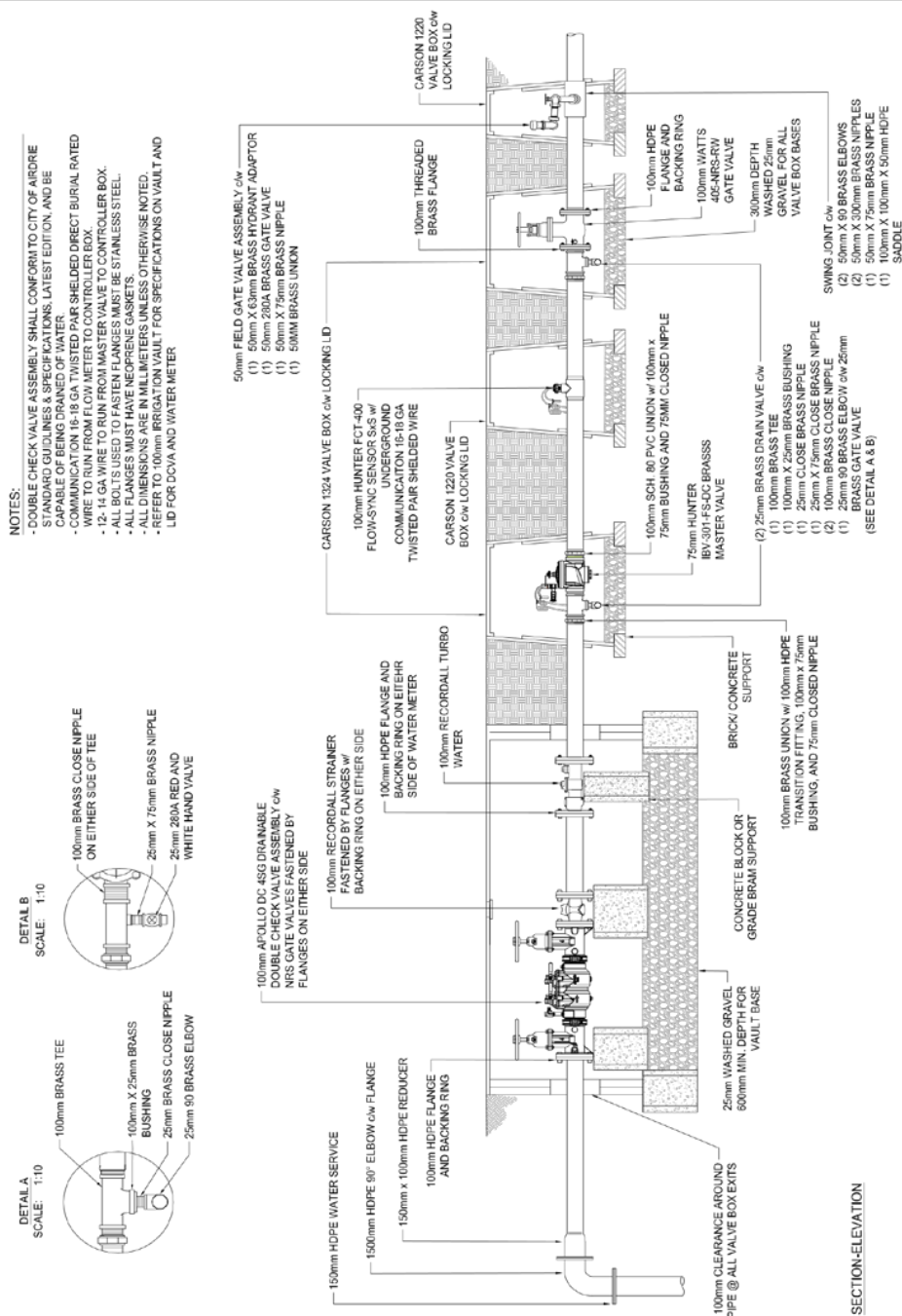
SHEET TITLE
100mm WATER SERVICE

PROJECT TITLE
SPECIFICATIONS

DATE: FEB 13, 2017

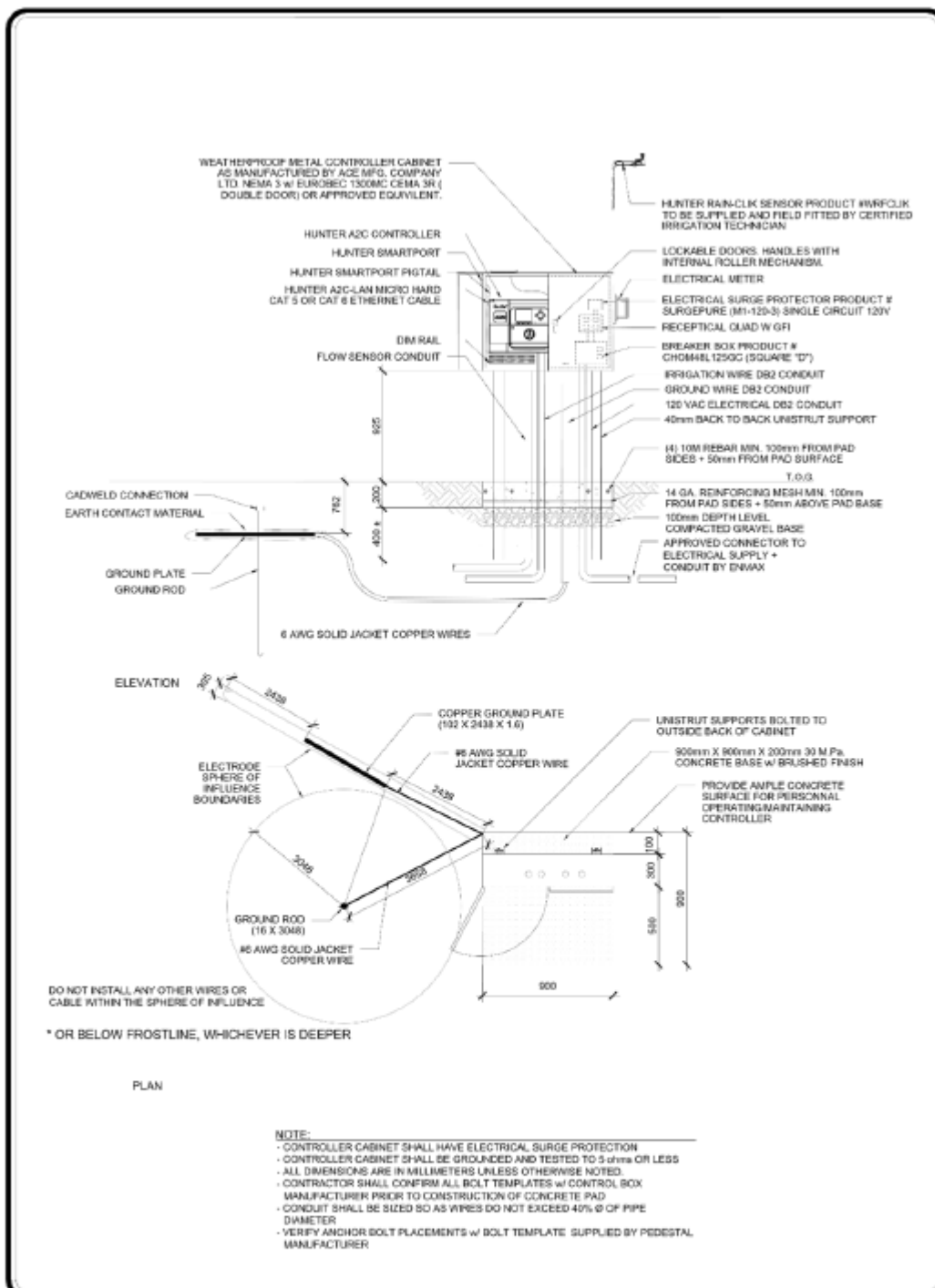
SCALE
1:25

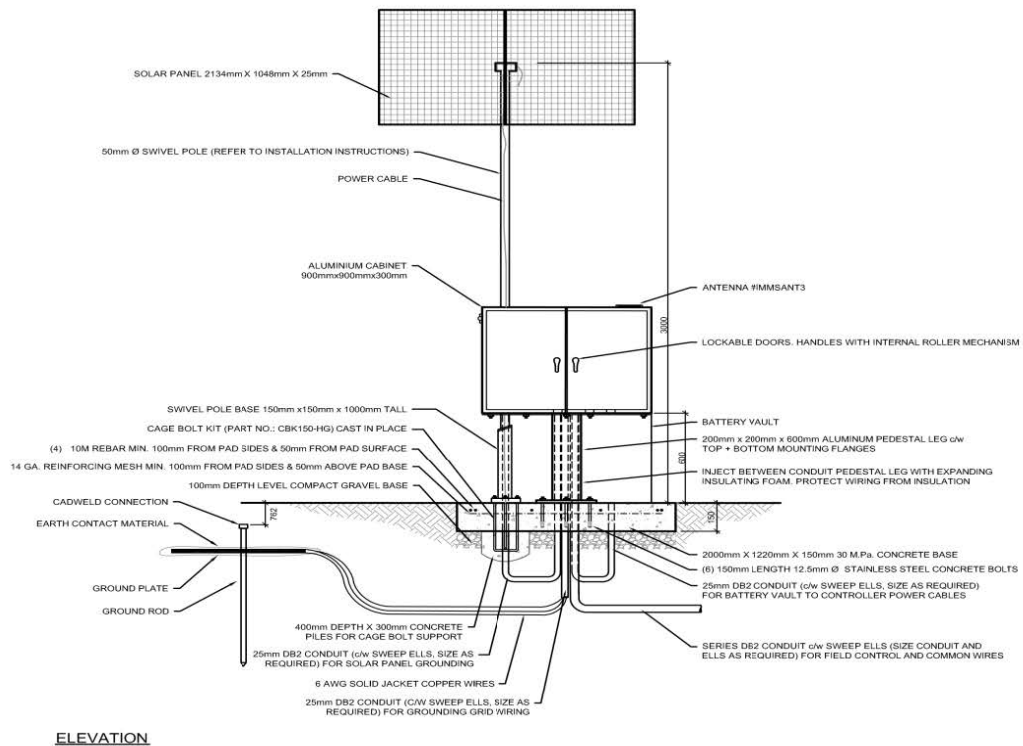
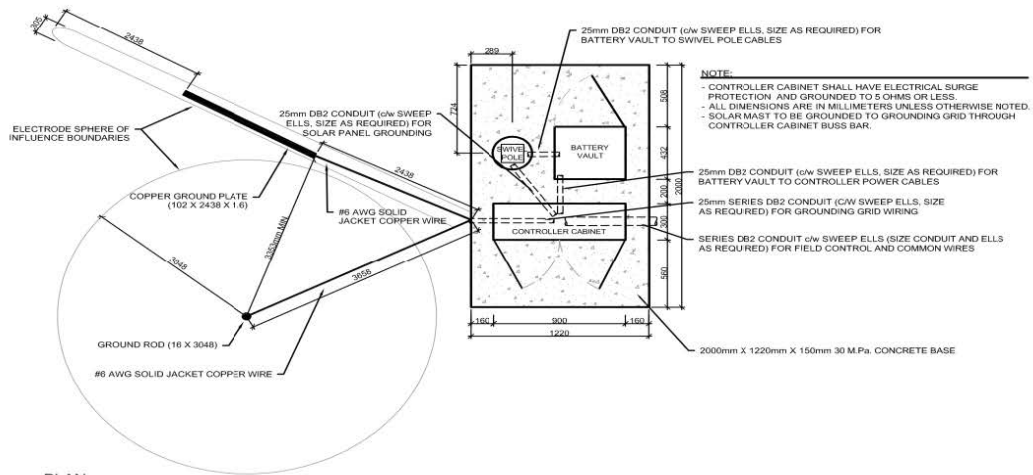
SHEET NO.
IR0003B



NOTES:

- DOUBLE CHECK VALVE ASSEMBLY SHALL CONFORM TO CITY OF AIRDRIE STANDARD GUIDELINES & SPECIFICATIONS, LATEST EDITION, AND BE CAPABLE OF BEING DRAINED OF WATER
- COMMUNICATION 15-18 GA TWISTED PAIR SHIELDED DIRECT BURIAL RATED WIRE TO RUN FROM FLOW METER TO CONTROLLER BOX.
- 12-14 GA WIRE TO RUN FROM MASTER VALVE TO CONTROLLER BOX.
- ALL BOLTS USED TO FASTEN FLANGES MUST BE STAINLESS STEEL.
- ALL DIMENSIONS ARE IN MILLIMETERS UNLESS OTHERWISE NOTED.
- REFER TO 100mm IRRIGATION VAULT FOR SPECIFICATIONS ON VAULT AND LD FOR DCVA AND WATER METER.





CITY of
AIRDRIE
COMMUNITY & OPPORTUNITY

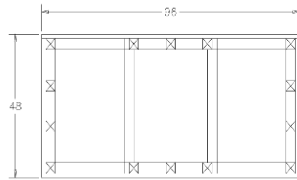
SHEET TITLE
**SOLAR CONTROLLER
CABINET**

SCALE
N.T.S.

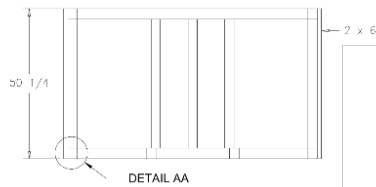
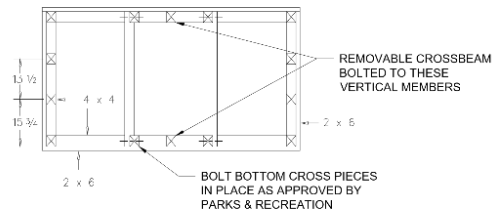
PROJECT TITLE
SPECIFICATIONS
DATE: MAY 19, 2022

SHEET NO.
IR0004B

PLAN VIEW



PLAN VIEW BOTTOM

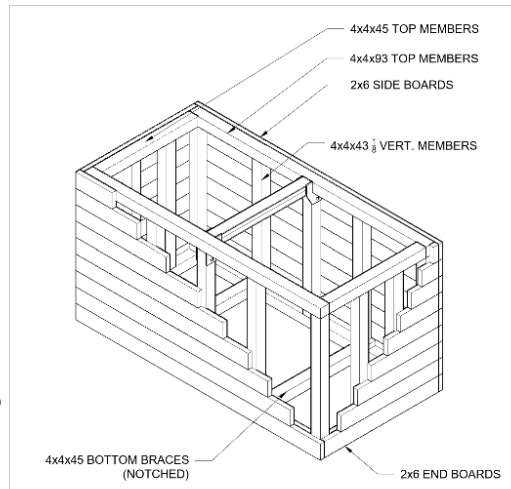


SIDE VIEW

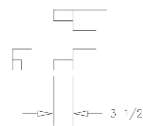
MATERIAL: WOOD - PRESSURE TREATED PINE

CUT LIST:

- SIDE BOARDS: (18) PCS - 2x6x96
- END BOARDS: (18) PCS - 2x6x45
- BOTTOM MEMBERS: (2) PCS - 4x4x93
(2) PCS - 4x4x38
- VERTICAL MEMBERS: (14) PCS - 4x4x43 1/8
- TOP MEMBERS: (2) PCS - 4x4x93 MITRED
(2) PCS - 4x4x45 MITRED
- BOTTOM BRACES: (2) PCS - 4x4x45 NOTCHED

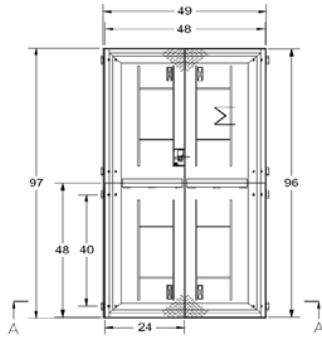


3 DIMENSIONAL VIEW



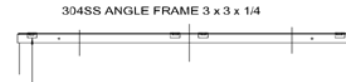
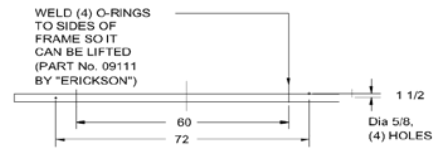
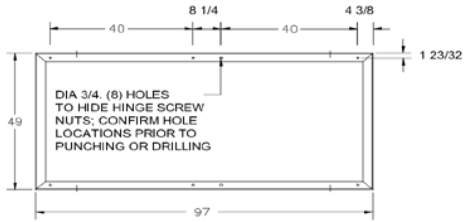
DETAIL AA

GENERAL ARRANGEMENT

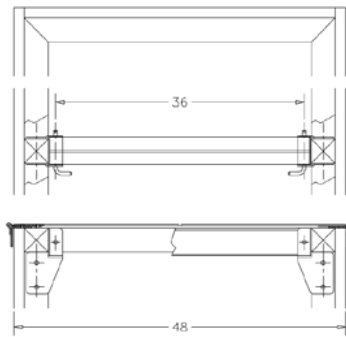


FOR MAIN WOODEN BOX c/w
CROSSBEAM. SEE SHEET #2

MAIN ANGULAR FRAME



CROSSBEAM DETAIL



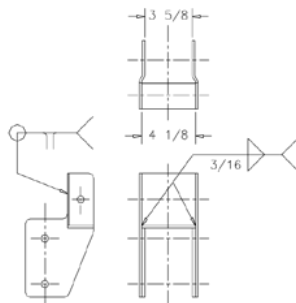
USE 1/2NC x 5 LG BOLTS C/W HEX NUTS TO FASTEN CROSSBEAM SUPPORT BRACKETS TO CENTER VERTICAL MEMBERS OF THE WOODEN BOX BOLTS & NUTS TO BE MIN GRADE 5, PLATED

CROSSBEAM

6061-T6 ALUMINIUM H-BEAM 4x4x1/4

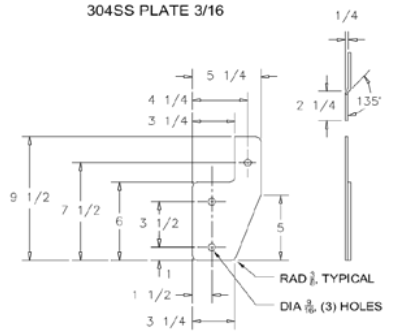


CROSSBEAM SUPPORTS



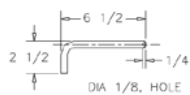
SIDE PLATES: LEFT & RIGHT

304SS PLATE 3/16



PIN

304SS ROUND BAR DIA 1/2



SHELF

304SS PLATE 3/16



BLACK PLATE

304SS SHEET 12ga



SHEET TITLE
100mm IRRIGATION VAULT

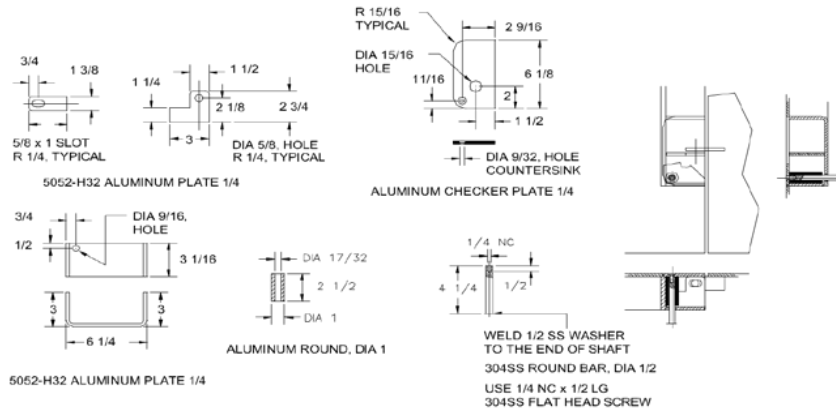
SCALE
N.T.S.

PROJECT TITLE
SPECIFICATIONS

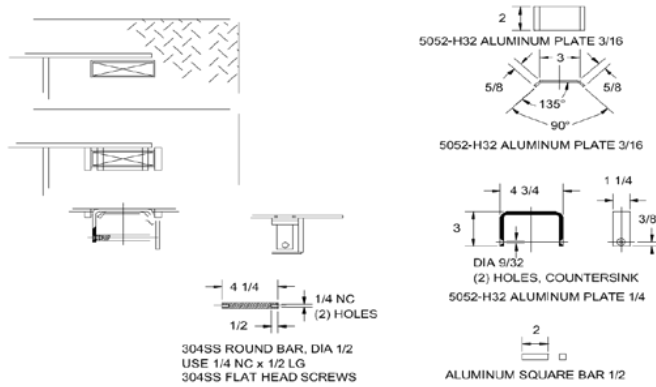
SHEET NO.
IR0005C

DATE: FEB 13, 2017

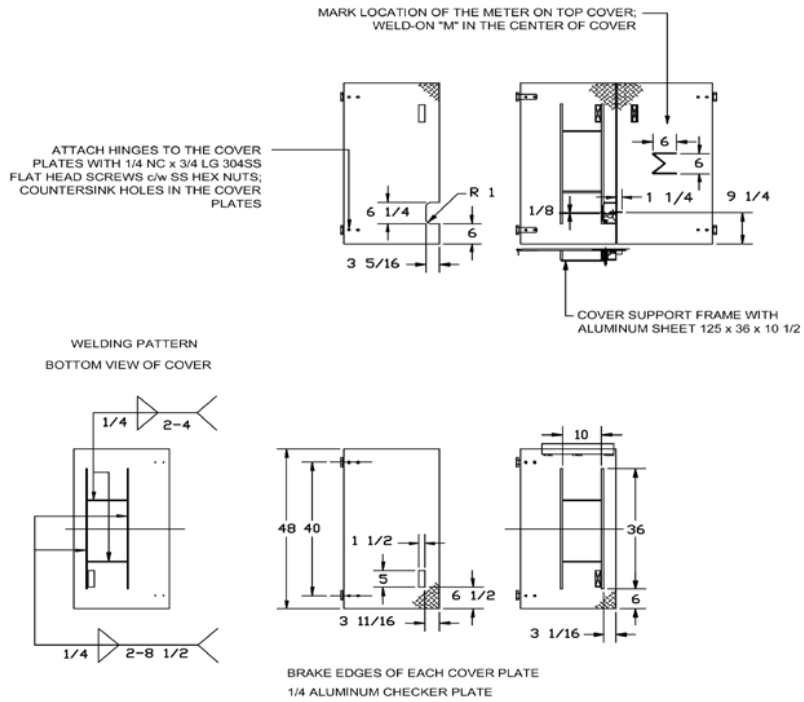
PADLOCK BOX DETAIL



HANDLE DETAIL



COVER PLATES DETAIL





IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first above Written

APPROVED		Applicant
As to Content		
PARKS PLANNER		
PARKS MANAGER, PARK DEV. & OPER.		
As to Form		THE CITY OF AIRDRIE
CITY SOLICITORS		General Manager
		City Clerk