

# Guide to the Municipal Development Plan and the Calgary Transportation Plan

**Updated: April 1, 2010**

Note: This Guide will be reviewed and updated regularly. Please ensure you are using the most recent version by referring to:

[www.calgary.ca/MDP](http://www.calgary.ca/MDP)

And follow the links.

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## Introduction

The *Calgary Municipal Development Plan* (MDP - Bylaw 24P2009) and *Calgary Transportation Plan* (CTP) were approved by City Council on September 28, 2009. Together, these documents provide a long-term strategy for a more sustainable city through the integration of land use and mobility policies. In the past, strategic policy direction has often not been realized due to lack of clarity on how the plans should be implemented, misinterpretations around terms, processes or responsibilities, and even inability to demonstrate how progress is being achieved. The City is aware that the new MDP and CTP will only be successfully implemented if a clear implementation strategy for The City, community and development industry are better clarified and aligned to achieving these long-term plans.

### What is the purpose of this *Guide*?

This *Guide* has been produced as one part of the overall implementation strategy for the MDP and CTP. Its purpose is to ensure a consistent understanding and application of key components of the plans, as implementation is carried out across various planning processes and applications.

The *Guide* is neither an executive summary nor a highlight package of the MDP and CTP. It does not replace the need for implementers to read both the MDP and CTP and understand the broad spectrum of policies and strategies provided within, and to consider how these policies and strategies can be affected across various planning processes and development scales.

The intent is that this *Guide* must remain relevant and current with implementation processes. To this end, the *Guide* will be reviewed and updated regularly. This will ensure that emerging implementation and interpretation issues are being addressed and made available to both Administration and external users of the MDP and CTP.

This *Guide* is not a location for introducing new City policy and will not be approved by Council. In cases where interpretation, clarification or explanations of procedures are deemed to create new policy direction, amendments to the actual MDP or CTP will be required. This will ensure that the necessary policy clarification has a statutory foundation and that this new direction is approved by City Council.

## 1.0 Definitions & Interpretation

### 1.1 New Terms

#### What are the “Core Indicators”?

The Core Indicators (MDP Section 5.3 and Table 5.2) are broad measures that serve as proxies for more sustainable social, environmental and economic growth for the city as a whole.

The Core Indicators will be used as one tool to evaluate progress being made towards Calgary’s long-term land use and mobility goals and to gauge whether The City’s planning and investment strategies are achieving the objectives of the MDP and CTP. The Core Indicators are used as a tool for measuring the effectiveness of the MDP and CTP policies spatially, and over time.

#### What are the “60 Year Targets” and how are they to be used?

Each of the Core Indicators is accompanied by a 60 Year Target (MDP Section 5.3, Table 5.2) The Targets provide a desired performance outcome for the Core Indicators over 60 years of growth and change. They represent the direction and the degree to which Calgary wishes to move towards being a more sustainable city. The Core Indicators will be measured on a regular basis (3 year cycle) and with change reported on the progress of Calgary’s overall growth towards these Targets, as well as change from its 2005 baseline.

The 60 Year Targets apply to the *city as a whole* and are not appropriate to be applied to individual Local Area Plans or development applications. However, each of these processes may have secondary indicators that will help to demonstrate how the plan or application is moving the city towards its long-term plans.

#### What are “Secondary Indicators” and how are they to be used?

The MDP defines secondary indicators as more detailed or finely focused indicators, several of which, when combined may support a Core Indicator. They are used within all planning processes to identify key results that help demonstrate movement towards the city-wide Core Indicator and 60 Year Target. The MDP does not establish targets for Secondary Indicators. (see Section 4.0 below)

#### What are the “Minimum Intensity Thresholds” and how are they to be used?

Minimum Intensity Thresholds are identified in MDP (Section 2.2 and Part 3). They establish the minimum level of residential and employment intensity for strategic areas of the city to support public infrastructure investment and the operation of a Primary Transit Network.

These thresholds are established through a Local Area Plan process and apply only to Typologies with minimum intensity thresholds (see MDP Part 3). See also Section 2.2 of this *Guide*.

The Minimum Intensity Thresholds are not to be interpreted or applied as “minimum density” targets for individual sites, land use amendments or development permit applications.

#### What is a Local Area Plan?

See Section 2.2 of this *Guide*.

## **Are the Core Indicators, 60 Year Targets and Minimum Intensity Thresholds the only factors used to guide the preparation of plans?**

No. However, they are the indicators that will be measured regularly and reported to Council, Administration and the public as a means to evaluate and assess overall progress towards the goals and objectives of MDP and CTP. The intent is that they will be considered in conjunction with other, qualitative city-wide policies, including MDP Part 2 and 3 and the CTP.

## **What are “wetland bank sites”, as referred to in Policy 2.6.4(q)?**

This policy is referring to the act of “compensation banking”, as outlined in the *Calgary Wetland Conservation Plan* (2004). It is one means for The City to mitigate the loss of wetlands caused by urban development, if preservation or restoration of wetland function cannot be achieved. Compensation funds paid for wetland losses are used by The City to acquire and restore wetland habitat outside of an Outline Plan area in order to meet the “No Net Loss” policy.

## **1.2 Interpretation**

### **How will “Greening the City” policies in MDP Section 2.6 be applied on a local site or application scale?**

The policies in Section 2.6 have been developed to recognize regional, citywide and community level scales of environmental systems and their interconnections with local scales of development. Some of the policies are more applicable at a regional or community scale (e.g., watershed protection, low impact development, community connectivity, etc). Some clearly have relevance at a site and building scale (e.g., green roofs, tree planting, energy in buildings, etc.). The City acknowledges work is required on additional policy, guidelines or standards needed to fully support the MDP. In the interim, the approving authority should report on how a specific development is helping to achieve The City’s overall environmental goals and objectives.

### **How will new interpretation and clarification matters be resolved?**

An MDP/CTP “escalation” process has been established within DBA and Transportation in order to elevate cases of policy interpretation or inconsistent application. Such cases will be identified through a number of internal processes including CPAG implementation, Local Area Plan preparation, growth management processes, or through MDP/CTP Sustainment Committee. They may also arise from external stakeholder groups.

In these cases a maximum 25 day escalation process commences through contact with the Coordinator of Citywide Policy (LUPP) for the MDP or the Manager of Transportation Strategy (TP) for the CTP. These staff are responsible for ensuring the issue is acknowledged, summarized and elevated within 5 business days to the Directors of LUPP and TP for resolution. If resolution is not reached within 10 business days, the issue will be immediately elevated to the GMs of PDA and Transportation, for a decision within 10 business days. Results will be documented and publicized. Follow up direction will also be provided to support implementation processes, update this *Implementation Guide*, and/or to bring forward amendments to the MDP or CTP.

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The MDP/CTP escalation process is not an alternative to the CPAG escalation process, which is intended to resolve issues regarding an individual planning application.

## 2.0 Planning Processes

### 2.1 Plan Alignment

#### How does the MDP align with and inform other policy plans?

The MDP sets the broad policy framework, while the plans and processes below it implement the strategies within a structure that ensures alignment is achieved. Each stage gets progressively more detailed.



### 2.2 Local Area Plans

#### What is a Local Area Plan (LAP)?

The MDP introduces the Local Area Plan (LAP) (MDP Part 1.4.4). The LAP is an important implementation tool for applying the MDP and CTP's policies and direction on land use, urban form and transportation to a locally defined geographic area. Local Area Plans include:

- Regional Context Studies (RCS), for either green field or developed areas
- Area Structure Plans (ASP)
- Area Redevelopment Plans (ARP)
- Non-statutory land use studies

#### What is the process for initiating new Local Area Plans?

The MDP Part 5 provides the approach The City will take in managing how and where growth occurs in a manner that supports direction of the MDP and CTP. The City recognizes that completing LAPs for the developed areas and new Greenfield communities is critical for setting a local planning framework, identifying public investment needs, and providing certainty to community and developers. As part of

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future three year business plans, priority areas will be identified and City resources directed towards initiating and completing Local Area Plans (MDP Section 5.2.7). MDP Map 2 is also intended to be amended by Council to reflect the direction of the next three year business plan. Administration is currently establishing criteria to help prioritize new Local Area Plans, in both Greenfield and developed areas.

### **How are Minimum Intensity Thresholds applied in a Local Area Plan?**

Minimum Intensity Thresholds are applied through the development of a Local Area Plan that includes one or more Typologies with a corresponding Minimum Intensity Threshold policy (see Table 1).

Minimum Intensity Thresholds are not applicable outside of a Local Area Plan.

The Minimum Intensity Threshold is applied to the Gross Developable Area of the Local Area Plan, or portion of the LAP that includes the Typology area. This effectively becomes the minimum jobs and population target for that area, though the approved Local Area Plan may surpass that minimum. The planned Thresholds for a Local Area Plan should be reported as population and/or jobs per gross developable hectare.

## Table 1: Intensity Thresholds by Typology

Typology	Minimum Intensity Threshold	How is the Typology identified and defined?
<b>Major Activity Centre (MAC)</b>	200 jobs & pop/GDHa	<ul style="list-style-type: none"> <li>• MAC Location identified through MDP - Map 1, or new greenfield MACs identified in the RCS.</li> <li>• Local Area Plan defines the MAC boundary and establishes the planned threshold.</li> </ul>
<b>Community Activity Centre (CAC)</b>	150 Jobs & pop/GDHa	<ul style="list-style-type: none"> <li>• CAC location identified through MDP - Map 1, or new greenfield CACs identified in the RCS.</li> <li>• Local Area Plan for the CAC (or included as part of community wide LAP) defines the CAC boundary and establishes the planned threshold.</li> </ul>
<b>Urban Corridor</b>	200 jobs & pop/GDHa	<ul style="list-style-type: none"> <li>• Urban Corridor location identified through MDP - Map 1, or new greenfield Urban Corridors identified in the RCS.</li> <li>• Local Area Plan for the Urban Corridor (or included as part of a community wide LAP) defines the corridor boundary and establishes the planned threshold.</li> </ul>
<b>Neighbourhood Corridor</b>	100 jobs & pop/GDHa	<ul style="list-style-type: none"> <li>• Neighbourhood Corridor location identified through MDP - Map 1, or new greenfield Neighbourhood Corridors identified in ASP.</li> <li>• Local Area Plan prepared for the Neighbourhood Corridor (or included as part of a community-wide LAP) defines the corridor boundary and establishes the planned threshold.</li> </ul>
<b>Neighbourhood Activity Centre (NAC)</b>	100 jobs & pop/GDHa	<ul style="list-style-type: none"> <li>• Location identified as part of a community-wide Local Area Plan, or, Land Use Amendment, or Comprehensive development permit.</li> <li>• These processes would define the NAC boundary and establish the planned threshold.</li> </ul>
<b>Future Greenfield</b>	60 jobs & pop/GDHa  Local Area Plan must demonstrate how 70 jobs & pop/GDHa can be achieved over life of the plan.	<ul style="list-style-type: none"> <li>• General boundary identified through the RCS</li> <li>• Local Area Plan (ASP) defines boundary and establishes the planned threshold and general land uses. In calculating the Minimum Intensity Threshold for Future Greenfield Community, calculations also include the following Typologies in the plan area:: <ul style="list-style-type: none"> <li>○ Urban Corridors</li> <li>○ Neighbourhood Corridors</li> <li>○ Community Activity Centres</li> <li>○ Neighbourhood Activity Centres</li> </ul> </li> </ul>
<b>Industrial-Employee Intensive</b>	100 jobs/GDHa	<ul style="list-style-type: none"> <li>• Location identified through MDP, or as part of a Local Area Plan for a broader Industrial area.</li> <li>• Local Area Plan prepared for the Employee Intensive Area (or included as part of a broader LAP) defines the corridor boundary and establishes the planned threshold.</li> <li>•</li> </ul>

See MDP Part 3.0 - Typologies

## 2.3 Changes to Local Area Plans

The MDP recognizes that existing Local Area Plans will continue to provide specific direction to guide local planning decisions, even if their policies are not aligned with those of the MDP and CTP. However, changes to these plans, or the creation of new plans that are consistent with the MDP and CTP, may be considered under the following situations:

### **When would an application trigger an amendment to an existing Local Area Plan?**

As has been the case in the past, amendments to LAPs may be triggered by a site specific land use application that supports the direction of city policies (including the MDP and CTP) but may not be consistent with the Local Area Plan. Administration, upon consultation with the applicant and the local community, may recommend a LAP amendment go forward in conjunction with the proposed land use amendment. In this case, Administration will need to demonstrate how the LAP amendment is aligned with the MDP, including references to specific policies, indicators or processes.

### **When would an application trigger the development of a new Local Area Plan?**

In cases where The City is receiving significant land use or development applications within a defined community or Typology area with no LAP, Administration may determine that a new LAP be commenced. This would be done in order to better understand the cumulative impacts of the developments and to provide additional land use, mobility or urban design direction and guide overall development and public investment in the area. Ideally, Administration will be aware of this interest and consider this as part of its overall prioritization of Local Area Planning projects, and includes it within its 3 Year Work Programs.

### **When would applications trigger major updates to Local Area Plans that are inconsistent with the MDP/CTP?**

The City may receive significant land use or development permit applications that are consistent with the policies of the MDP and CTP, yet, inconsistent with policies or land use patterns for the Local Area Plan. In these cases, Administration, in consultation with the community and other stakeholders, may determine that an existing ARP, design brief, concept plan, etc. be rescinded, in whole or in part, and replaced with a new plan or new sections. Administration would need to review this as part of its overall prioritization of Local Area Plan preparation and bring it forward for Council approval.

## 3.0 Application Approval Processes

### How are the MDP and CTP considered in an application-based process?

A major step towards implementing the MDP will be through land owner initiated Land Use Amendments, Outline Plans or Development Permit applications. The MDP and CTP should be reviewed for relevant policy input at three main stages of these application processes:

- Pre-application review,
- CPAG team review , and
- Decision report.

Decision flow diagrams (see Appendix 1) are provided below for both the Land Use Amendment/Outline Plan and the Development Permit process, showing each stage and the relevant level of policy input at that stage.

### Are the MDP's Core Indicators and 60 Year Targets to be applied to an individual application?

No. The MDP identifies in part 1.7 and part 5.3 that these city-wide indicators are not to be applied as targets for individual Local Area Plans and Land Use Amendments. Neither are they applicable to Development Permit applications.

### Are the MDP's Minimum Intensity Thresholds to be applied to an individual application?

No. Minimum Intensity Thresholds are not applicable targets for an individual Land Use Amendment or Development Permit application. Local Area Plans will define Typology boundaries and allocate the Minimum Intensity Threshold across the plan's Gross Developable Area. As Minimum Intensity Thresholds are calculated, the values will vary when applied to a net area, especially in redevelopment situations.

## 3.1 Land Use Amendments

### How is a Land Use Amendment considered for a site within a Local Area Plan?

In areas where a Local Area Plan exists, the MDP Section 1.4.4 recognizes the existing plan will provide guidance on local development decisions.

In cases where the Local Area Plan and MDP/CTP may not align, opportunities should be identified early on to determine interest in a more appropriate Land Use District that benefits both the applicant and community, and better aligns with the policy direction of the MDP/CTP. This may also require an amendment to the existing LAP.

### Can a Land Use Amendment and Development Permit applications be considered if there is no Local Area Plan in place?

Yes, there will be cases where a site lies within a Typology identified on MDP yet there is no Local Area Plan.

**Land Use Amendment** applications will be reviewed in consideration of the applicant's interests, the broader policies of the MDP (Part 2), the land use, mobility and design policies for the relevant

Typology as outlined in Part 3 (excluding the Minimum Intensity Threshold), as well an assessment of the site and local context, including community input.

**Development Permit** applications will be reviewed in consideration of the applicant's interests and the existing Land Use District. In cases where discretion is applied, Administration will consider the broader policies of the MDP (Part 2), the land use, mobility and design policies for the relevant Typology as outlined in Part 3 (excluding the Minimum Intensity Threshold), as well an assessment of the site and local context, including community input.

Administration reporting on applications of this nature should clearly identify how the MDP and CTP were considered in making a decision. Reference to key policies, reporting of secondary indicators that can help demonstrate alignment should also be presented to assist the Approving Authority.

### 3.2 Community Design and Outline Plans

#### How will “complete streets” and “local transportation connectivity” policies be implemented?

Complete streets and local transportation connectivity policies are presented within MDP Part 2.5, with specific policies within CTP Part 3. These policies will be used at the Local Area Plan stage and at community design (Outline Plan and Subdivision) stages to support details around elements such as open space network, land use and density distribution, and public systems (streets, parks, utility lots, etc). Specific direction to guide community design through an Outline Plan should ideally be contained within respective Local Area Plans. In cases where there is no Local Area Plan, the policies of the MDP and CTP should be used to guide land use and design solutions brought forward through the Outline Plan.

A measure of street and active mode connectivity must be reported at the Outline Plan stage for all outline plans in Future Greenfield communities and Activity Centres. All other outline plans should also demonstrate connectivity. The City is currently developing a preferred method for calculating connectivity. Stakeholders will be engaged prior to finalizing “Connectivity Guidelines”.

Outline Plans should also indicate where “complete street” elements are being applied. Existing development agreements will remain valid. However, applicants are encouraged to submit designs where complete street elements are being proposed in the interim, and City staff will work with applicants to facilitate the development of complete street elements that meet the goals of the CTP. The complete street implementation program is currently being developed, and stakeholders will be involved in the development of new standards and agreements as part of this process.

### 3.3 Development Permit Applications

#### How will applications for Permitted Uses be informed by the MDP and CTP?

In cases where a use is a Permitted Use under the Land Use District, and meets all relevant development requirements, an approval for a Development Permit (DP) is given. As has been the case in the past, Administration will identify early in the application process key MDP or CTP objectives that are relevant

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to the site and application. The applicant may be asked, but is not obligated to consider amending the application in a manner that is mutually beneficial and consistent with the MDP and CTP.

### **How will the MDP and CTP be used for Discretionary Use applications?**

Although many of the MDP policies are strategic or high level, The MDP (Section 1.4.7) recognizes that some land use, mobility and urban design policies are relevant at the Development Permit scale.

Calgary's Land Use Bylaw (Bylaw 1P2007), directs that the Approving Authority must take into account other plans and policies affecting the site, which would include the MDP, Local Area Plans and design guidelines. The city-wide policies in the MDP Part 2 and Typology policies in MDP Part 3 will be referenced to guide this use of discretion, with early input on key issues of alignment provided to the applicant through initial discussions and review of the application.

In reporting on its decisions, Administration should support its decision by referencing key policies used to inform its discretion and demonstrate to the Approving Authority how the decision is moving in the directions envisioned by the MDP and CTP.

## 4.0 Applying the New Metrics

### How will Gross Developable Area (GDA) be calculated?

Gross Developable Area (GDA) is determined by taking the Total Area for a given Local Area Plan and subtracting all “non-developable” land. For the purposes of calculating GDA for Local Area Plan, “non-developable” areas include:

- environmental reserve (ER) and Provincial, regional and citywide conservation areas that will remain in a natural state
- provincial highways, freeways, expressways
- heavy rail rights-of-way
- Other non-developable areas - Lands that will remain as permanent, non-developed areas over the life of a plan (e.g. cemeteries, landfills, utility rights of way, exclusive rights-of way for Primary Transit Network, and regional stormwater management complexes that benefit multiple communities).

Determination of GDA of a Local Area Plan and calculation of the Minimum Intensity Threshold will occur at the time of defining the planning objectives, as per MDP Policy 3.1.1, and in the event of misinterpretation or disagreement, will be adjudicated through the Escalation Process (see 1.2 above).

### How will the Intensity Thresholds of Activity Centres and Corridors in existing areas be accommodated?

In many cases, the strategic areas for intensification (Activity Centres and Corridors) will not redevelop all at once. The intensity thresholds represent a population and job goal for a planning area, to be achieved over time as markets change and public infrastructure is made available. The planning and approvals structure and hierarchy of processes will be aligned to ensure that this objective is clearly communicated and facilitated over time.

The **Local Area Plan** (usually an ARP) will establish the long-term vision and plan for an area, and include consideration of the citywide policies in MDP Part 2, Typologies (MDP Part 3) and the CTP. It will provide clear land use, development, mobility and public systems policies to encourage this to occur. The Local Area Plan will also establish the planned Intensity Threshold for the area, identify locations for long-term infilling or redevelopment and provide strategies around how and when public investment will support this intensification. Any trade-offs between achieving the Minimum Intensity Thresholds for Typologies (MDP Part 3) and achieving other community objectives will need to be weighed through the Local Area Plan process, with any trade-offs reported to Council through the approving report.

**Land Use Amendments** will ensure that appropriate Land Use Districts are in place to allow for ultimate urban forms to occur, yet accommodate initial development stages.

**Subdivision** processes will demonstrate how new lot, block and street patterns and other public systems will accommodate the future development potential envisioned in the Local Area Plan.

**Development Permit** applications may need to provide additional detail to demonstrate how initial development respects the long-term redevelopment potential of a site. For development permit

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applications for partial redevelopment of a larger site, applicants may be asked to demonstrate how infilling of the balance of the site can occur (e.g. concept plan or shadow site plan).

### **How will the Future Greenfield Area Intensity Threshold be applied in Area Structure Plans?**

Future Greenfield Areas (MDP Policy 3.6.2(c)) provides for an evolution of intensity from a minimum of 60 people and jobs/GDHa to 70 people and jobs/GDHa, over the life of the plan.

New community ASPs will assume that the minimum 60 people and jobs/GDHa is achieved through initial development. The ASP will also need to show how future intensification is being planned for, where that intensification can occur, and plan for the ability of the community to evolve from 60 to at least 70 people and jobs/GDHa through successive infilling or redevelopment. The ASP may also outline strategies to ensure that potential to intensify is retained over time, by providing direction to subsequent Outline Plan, Land Use and Development Permit processes.

The ASP process will need to ensure that other policy objectives of Part 2 of the MDP (e.g. complete community, environmental, social, economic) are considered within the plan. Any trade-offs between achieving the minimum Intensity Thresholds for an ASP area and achieving these other community objectives will need to be weighed through the ASP process, with any trade-offs reported to Council through the ASP Bylaw report.

### **How are the regional versus local retail policies and targets in MDP Part 4.1 going to be applied?**

The MDP (Policies 4.1 and 4.2) provides an overall direction for a citywide retail structure that includes both regional retail and retail serving local needs.

The City will use these policies and the suggested retail proportions in Table 4-1 as it undertakes planning for Activity Centers, Corridors, Developing Residential Areas and Industrial Areas. The intent is that this information will be updated regularly to provide better baseline information on existing retail inventories. It will allow The City to provide better citywide and sector assessments on demand and impacts of new retail being proposed. These policies are applicable at the Local Area Plan (ASP, ARP) stage where new retail is being considered, as well as for land use amendments for regional scale commercial land uses.

The suggested retail proportions in MDP Table 4-1 will not be used to assess Development Permits for retail sites that have already received land use approval.

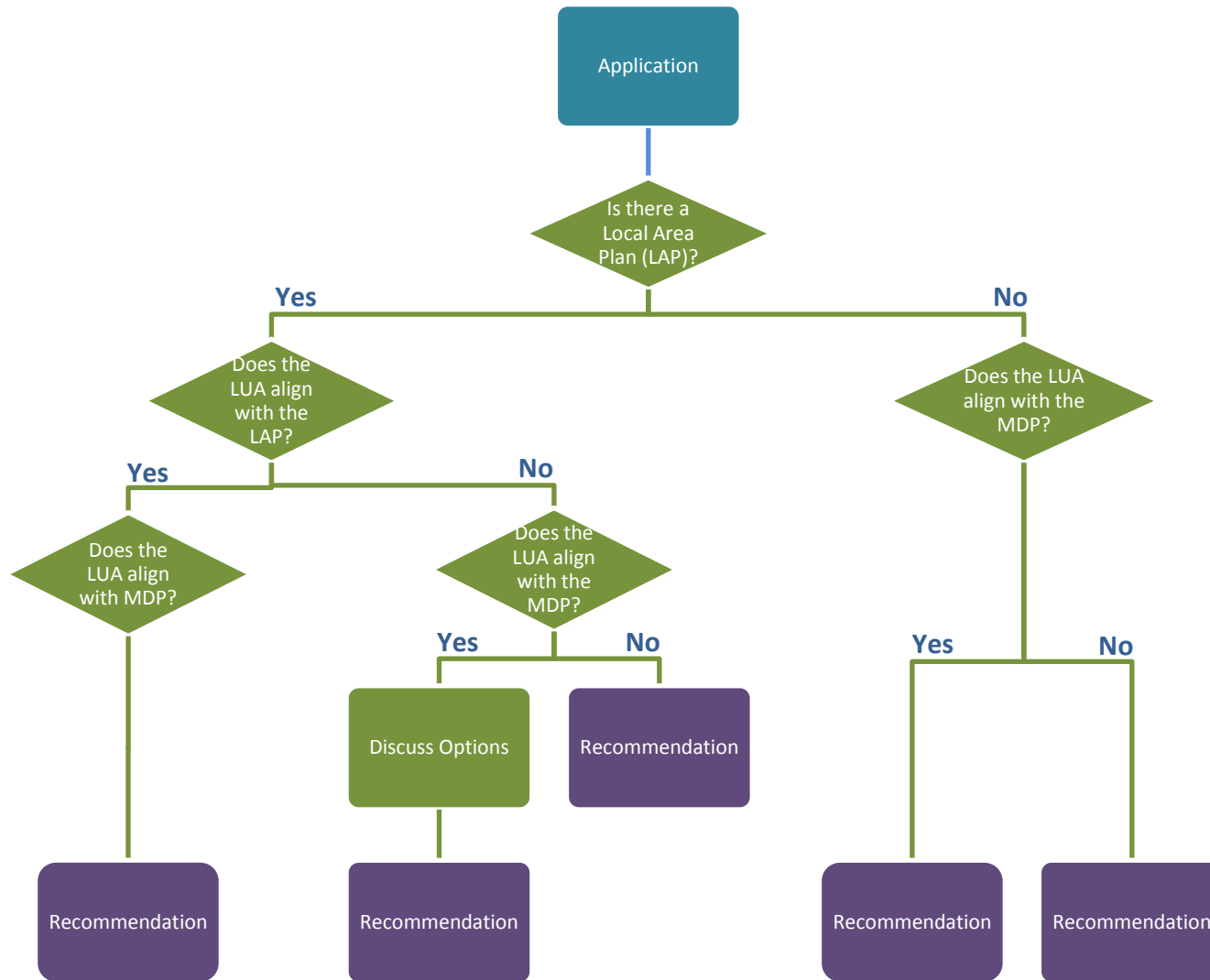
### **How will “secondary indicators” be used to help report on MDP alignment at other planning scales and applications?**

There are many different types of analysis undertaken by The City on intensity-related issues. Table 2 (below) is intended to help clarify the various approaches and where the Minimum Intensity Thresholds contained within the MDP apply. The Table also identifies other indicators that may be used to report how a particular process or application is moving Calgary in the direction of the MDP/CTP.

**Table 2: Measuring Thresholds at different planning scales**

Planning Scale	Relevant Inputs	Example of possible secondary indicators	Approach
<b>Regional Context Study</b>	Total Plan Area  Estimate of Gross Developable Area for identified future planning cells (by ASP areas and by Typology)	Total Population and Total Jobs forecast for an RCS area	<b>The Minimum Intensity Threshold is applied generally to a projected Gross Developable Area for each of the applicable Typologies in the RCS.</b>  This broad level of analysis provides population and employment forecasts that will be subject to refinement at further planning stages.
<b>Area Structure Plan &amp; Area Redevelopment Plan</b>  <b>Non-statutory community plans</b>	Gross Developable Area (by LAP and by Typology)	Residential, commercial, mixed use Areas (in Ha)  Dwelling Units mix (e.g. Low, medium and high density)  Commercial mixes  Projected population (initial and long-term for LAP)  Projected jobs (initial and long-term for LAP)	<b>The Minimum Intensity Threshold is applied to the Gross Developable Area according to the applicable Typology.</b>  For Future Greenfield Areas where an overall minimum 60 and ultimate 70 people +jobs/GDHa is required, the overall intensity number for the ASP will include the minimum intensity thresholds of any Community & Neighbourhood Activity Centres, and Urban & Neighbourhood Corridors.
<b>Outline Plan/Land Use Amendment/ Subdivision</b>	Gross Residential Area  Regional Land Use Area	Projected Units – by type  Projected Population  Number of residential lots (by type)  Projected employment FAR – by type,  Projected Jobs  Number of Commercial/inst lots	<b>The Typology Intensity Threshold is not used at this stage.</b>  These applications are implemented and aligned with the land use and density policies of a specific Local Area Plan, where one exists.
<b>Development Permit</b>	Net Developable Area	Units/ha Projected Population  FAR by type Projected jobs	<b>The Typology Intensity Threshold is not used at this stage</b>  The Development Permit can be reported for its alignment with the intent of the Local Area Plan (where on exists) and the Land Use District.

**APPENDIX 1 – Application Flow Diagrams**  
**Land Use Amendment/Outline Plan - Decision Flow Diagram**



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## Land Use Application/Outline Plan - Process Description

### Pre-application discussions

- Provide a high level analysis of how the application aligns with key policies of any LAP and the MDP and CTP. Specific areas of policy alignment and gaps should be identified: MDP citywide policies (Part 2), Typology (Part 3), land use, density and local context issues.
- In cases of misalignment with a Local Area Plan and/or the MDP and CTP, opportunity to discuss with applicant a revision to the application in a manner that is mutually beneficial and consistent with the planning policies.
- Note: The Minimum Intensity Thresholds in MDP Part 3 are not applied in absence of a Local Area Plan.

### CPAG Team Review

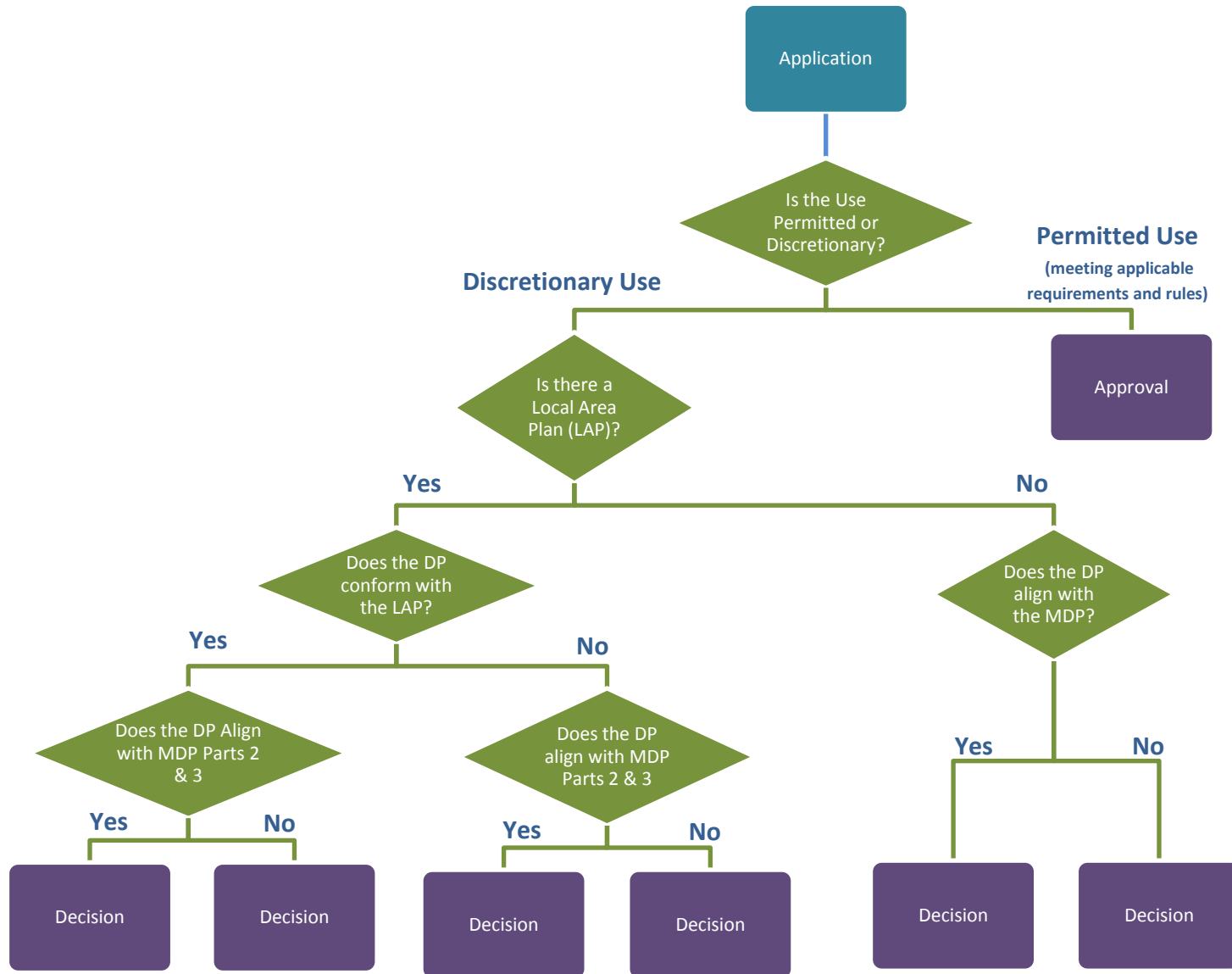
- CPAG review will include an assessment of the application in relation to the policies contained within any LAP, as well as MDP/CTP policies. Specific MDP policy areas include land use, density, local context and transition, urban design, and other policies that are applicable to the specific application. Also identify and discuss community comments.
- This should include evaluation and comments on how the application conforms with, or does not align with a LAP and/or the MDP/CTP. Where significant differences exist options may again be discussed to determine whether changes can be made to the application to demonstrate better alignment. It could include options to amend the LAP in conjunction with the Land Use approval.

### Decision Reporting

- With each recommendation, information should be reported to the Approving Authority that supports the decision. Policies of the MDP that are being achieved or policy misalignments should be reported. Specific secondary indicators that demonstrate how an application is moving in the direction of the MDP/CTP should be included as part of this reporting.

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## Development Permit – Decision Flow Diagram



## Development Permit - Process Description

### Pre-application discussions

- Provide a high level analysis of how the development permit application and Land Use District align with key policies of any LAP and the MDP/CTP policies. Specific areas of policy alignment and gaps should be identified, including: MDP citywide policies (Part 2), Typology (Part 3), land use, density and local context issues.
- Note: The minimum Intensity Thresholds in MDP Part 3 are not applied in absence of a Local Area Plan.

### CPAG Team Review

- If the application is for a Permitted Use that meets the applicable development requirements and rules of the Land Use District, the application is approved.
- For Discretionary Uses, CPAG review will provide an assessment of the application in relation to the Land Use District, policies of the LAP (if applicable), as well as the MDP/CTP. How the application conforms with or does not align with policy will be identified. Specific MDP/CTP policy areas include land use, density, local context and transition, urban design, and other policies that are applicable to the specific application. Also identify and discuss community comments.
- Where significant differences exist between the application and a LAP and/or the MDP/CTP, options may again be discussed to determine whether changes can be made to the application to demonstrate better alignment.

### Decision Reporting

- With each decision, information should be reported to the Approving Authority that supports the decision. Policies of the MDP that are being achieved or not being met. Specific secondary indicators that demonstrate how an application is moving in the direction of the MDP/CTP should be included as part of this reporting.

## APPENDIX II - Job Calculation Tables

### Guidelines for Calculating Population/People

The table below provides a common method for calculating people per hectare, by each of the key dwelling unit types and the occupancy rate. These assumptions are regularly monitored by The City and this table will be updated from time to time as new data become available.

**Table A1 - Calculating Population, by Dwelling Unit Type**

**Assumptions for Dwelling Units per Hectare:**

Residential Type	Units per Hectare*	Occupancy Rate	People per Hectare
Low Density	15-25	3.2	50 - 80
Medium	25 - 200	2.5	62 - 500
High	200 - 925	1.8	360 - 1667

\* An assumption has been made about the Units per Hectare. The “anticipated” Units per Hectare will be determined at the time of the Land Use Amendment.

Source: City of Calgary, Geodemographics Division

### Guidelines for Calculating Jobs/Employees

The table below provides employment intensity assumptions to help determine employee generation within a Local Area Plan. These assumptions are regularly monitored by The City and this table will be updated from time to time as new data become available.

**Table A2 - Calculating Jobs, by Employment Type (by Gross square area of building) \*\***

Employment Type	Intensity Assumptions
Office (Downtown and Urban)	20-40m <sup>2</sup> per employee
Office (Suburban)	25m <sup>2</sup> per employee
Retail	50m <sup>2</sup> per employee
Industrial (business)	25 – 34m <sup>2</sup> per employee
Industrial (extensive)	50 - 100m <sup>2</sup> per employee

\*\* Requires real or projected assumptions on commercial FAR to be established within the LAP.

**Other specific uses (hospitals, institutions, major government centres, elementary schools, etc.)** - reported as the projected employment (staff) population.

**Study-based Job Intensities:**

**Secondary Schools– Education (High Schools)**

Reported by institution - includes both projected student population and staff, based upon full enrolment.

**Post Secondary Education**

Reported by institution - includes projected student population and staff, based upon full enrolment.

**Home-based jobs** - 3.8 jobs/100 people. Note – this represents just the “working from home” jobs. Other jobs in community will be tracked by activity centre or corridor, or as “other specific uses”.

Source: Statistics Canada and City of Calgary-Geodemographics Division