Infill Fast Track Program 2.0

Design Submission Application Requirements - Legal Acknowledgement

This application is an opportunity to have your design published in a Catalogue on The City of Calgary's website and used in an Infill Fast Track Program 2.0 (pilot) on site specific applications for Development Permit (DP) reviews. The intent of the pilot is to speed up application processing while maintaining the public interest components of a discretionary development permit application. Therefore, your design should be scalable and adaptable to many different sites that meet the minimum criteria (see Schedule A). Further, you must be prepared to contract with potential clients that contact you through the Catalogue design publication.

The City of Calgary is not part of any contracts between you and your clients and is not entering into a contract with you. This application is not a procurement or a design competition. As a pilot is experimental, The City of Calgary cannot be responsible for your reliance on the pilot, cannot warrant that any or certain clients will choose your design or business, and this is not an endorsement of any design or business. All elements of the pilot are at the complete and unfettered discretion of The City of Calgary. Successful applicants are expected to cooperate and provide feedback to improve the Infill Fast Track Program 2.0 (pilot) project.

It is important that any work product submitted in this application and any later Infill Fast Track Program applications is owned or the copyright authorized for use by the applicant. If there are coordinated designer teams, all must authorize the use of their work. As applicant, you assure us that you have the required consents. Additional proof of consent may be requested.

Note that the word designer encompasses all possible designers whether an Architect, Engineer or other technical certification. All designers must be in good standing with their associated professional governing body and capable of working in the Province of Alberta.

While this application is open, a complete application will include the application numbers of at least one project consistent with the application typology (see below). The building projects provided should be occupied or close to receiving occupancy. Provide DP file number(s)to identify these applications.

In your application, please detail how you or your design team have the experience and capability to handle DP submissions for various specific sites. Highlight your familiarity with planning policies, your design approach, and your anticipated capacity to work on Infill Fast Track projects over the next two years. Additionally, explain how your design can adapt to the planning policies of different communities, ensuring you can see the projects through to approval.

The Catalogue will be for infill Residential Contextual Grade Oriented R-CG zoned sites. Each design must have a minimum of 6 dwellings (primary and secondary suite combined.) Typologies that will be displayed in the first Catalogue publication will be:

a)four (4)-unit corner rowhouse (with a minimum of two (2) secondary suites

b) four (4)-unit townhouse (with a minimum of two (2) secondary suites), and

c) two (2)-unit semi-detached (with two (2) basement suites) and two (2) backyard suites.

d) Three (3)-unit corner townhouses (with at least three (3) secondary suites)

An applicant can apply in a maximum of 2 categories.

Submit up to two (2) designs, indicating the preferred design as #1 and the second choice as #2. Inclusion of both designs in the catalog is not guaranteed. Inclusion of a second design is at the discretion of the IFTP team.

The Catalogue entry published is expected to contain:

1. A greyscale rendering of the design without technical details.

2. Title description of the project (your name for the design).

3. Short summary of the components of the design.

4. Logo, name of business and email contact information for prospective clients to contact the business.

All Applicants consent to the publication of these materials.

Information to users of the Catalogue will receive information substantially to this effect:

1. The designs in this Catalogue are renderings of more detailed designs that are eligible for submission in an Infill Fast Track Program 2.0 (pilot)application. This is a Development Permit application. Contact the design owner directly to determine their conditions for use of their designs. No use can be made without their permission.

2. The Designer or their business must be the applicant on your behalf to use the Infill Fast Track Program 2.0 (pilot) application.

3. Selecting one of these designs may result in a faster Development Permit approval, however, there is no guarantee of approval. Development Permit applications for this built form are Discretionary applications, subject to a planning policy review, allow for public commentary and are subject to appeal.

4. Infill Fast Track applications may be diverted to the regular application review at any time. Only colour and comparable material changes. that do not require any new Land Use Bylaw check or Building Code review. Are allowed to stay in the Infill Fast Track Program 2.0 (pilot) application stream.

5. Some sites will have constraints that do not allow for processing in the Infill Fast Track Program 2.0 (pilot) project. A pre-review meeting can assess whether your site is suitable for the project. An appropriate site will:

    a. Have R-CG Land Use District Designation.

    b. Have at a minimum 50' by 120' dimensions.

    c. Be able to accommodate slopes not exceeding 6%.

    d. Have 6.1m or greater width lane.

    e. Have No unique setbacks apply (ex: Main Streets or public realm).

    f. Have direct connection to all three (3) deep utility services adjacent to the lot.

    g. Be outside of flood fringe and/or volume control areas; and

    h. Be without heritage designation or Heritage Guideline Area overlay.

6. Many professionals and designers can assist you in making applications for Development Permits and other related permits.

The design submission application is going to be reviewed by specialists in DP, review. A design submission application package must include a full set of scale plans (without any -specific detail) for all applications. if the design submission is chosen to be included in the catalogue, the plans will be kept to cross-reference applications submitted under the Infill Fast Track Program 2.0 (pilot) project. At permit application stage, the designs must be the same, but may include the addition of site-specific details and colour and comparable material changes that do not require any new Land Use Bylaw check or Building Code review (if desired).

All communication regarding the application for your design submission must be made through the email address: **InfillFastTrackProgram@calgary.ca** Applicants should not contact anyone at the City about their application or engage in lobbying efforts as this may disqualify their application.

Applications can be submitted starting September 1, 2025, 00:01 am and must be received not later than October 31, 2025, 11:59 pm.

Applications must not contain any personal information. Names and emails provided must be as business and consultant contact purposes. These will be made public if the application is selected.

Criteria for design selection is attached as Schedule B.

Successful designs are anticipated to be published on the website for 6 months to 2 years. An applicant can request their design be taken off the catalogue. Once the design is removed from the catalogue, it cannot be re-added until a new round of submissions is offered.

Modifications may be made to the Catalogue publication at the City's discretion.

In the event that your application is not selected for Catalogue publication at this time, the application may be retained by the city for later consideration. Please advise if you wish to withdraw the design.

I acknowledge that I have read these Application Requirements and have copyright or permission to use the designs submitted in this application.

Name: _____

Date: _____

Schedule A

Infill Fast Track Program 2.0

Design Submission Requirement List

Before submitting a design, please ensure that your design meets the following minimum requirements.

1. Ensure you are meeting minimum requirements

- [ ] The design must have at least one (1) approved Development Permit on an R-CG parcel in the City of Calgary boundary. The relevant Development Permit (DP) number must be provided.
- [ ] Designs with minor changes to the approved DP that do not trigger relaxations or major site design changes may be considered (at the discretion of the IFTP team.
- [ ] It is beneficial if the DP is released and issued a Development Completion Permit.
- [ ] The approved Development Permit must comply with all regulations of the R-CG district as outlined in Land Use Bylaw 1P2007, without any relaxations. Designs with minor modifications to the approved DP to ensure bylaw compliance may be considered at the discretion of the IFTP team.
- [ ] Must include two (2)-unit semi-detached (with two (2) secondary suites) and two (2) backyard suites, four (4)-unit townhouse (with a minimum of two (2) secondary suites), and four (4)-unit corner rowhouse (with a minimum of two (2) secondary suites, or a three (3) unit corner rowhouse (with a minimum of three (3) secondary suites),
- [ ] The site design will require to have on one side, adjacent from the property line, a 1.2m walkway width minimum. The material for the walkway is to the discretion of the designer, with pavers being an option if preferred.

Your design(s) have DP approval on a site meeting the following requirements:

- ☐ Have at a minimum 50' by 120' dimensions.
- ☐ Be able to accommodate slopes not exceeding 6%.
- ☐ Have 6.1m or greater width lane.
- ☐ No unique setbacks apply (ex: Main Streets or public realm).
- ☐ Have direct connection to all three (3) deep utility services adjacent to the lot.
- ☐ Located outside of flood fringe and/or volume control areas; and
- ☐ Be without heritage designation or Heritage Guideline Area overlay.

2. ☐ Design Submission Application Requirements - Legal Acknowledgement must be signed by all applicants.

3. Applicant's Submission Planning Analysis

- ☐ Should your design(s) meet any of the Infill Fast Track Program 2.0 Design Evaluation Criteria, please identify the criteria and describe how your design fulfills the specified elements.
- ☐ With your application, please detail how you or your design team have the experience and capability to handle DP submissions for various sites. Highlight your familiarity with planning policies, and your anticipated capacity to work on Infill Track projects over the next two years. Additionally, explain how your design can adapt to the planning policies of different communities, ensuring you can see the projects through to approval.
- ☐ The Infill Fast Track Program 2.0 is accepting design submissions with minor changes to the already approved Development Permit plans. The items considered minor changes can be found **here** and are at the discretion of the Infill Fast Track Program 2.0 team. With your application, provide an outline of the minor changes to the already approved Development Permit plans and the reasons for the change (s) (ie. to address a previously identified bylaw relaxation).
- ☐ The Infill Fast Track Program 2.0 is accepting two (2) designs per applicant. If you are submitting two (2) designs , indicate the preferred design as #1 and the second choice as #2. Note: Inclusion of both designs in the catalog is not guaranteed and will depend on the total number of design applications received. If fewer than 12 eligible designs are submitted, the second choice may be included at the discretion of the IFTP team.

4. Renderings

- [ ] Perspective views that can be used in the catalogue on a webpage.
- [ ] Name of design.
- [ ] Summary of project details; and
- [ ] Logo and contact information block.

5. Drawings

Development Permit Plans:

*Do not include any references to site conditions or address. No personal information is allowed.
A Land Use Bylaw check will be completed on these plans.

- [ ] One (1) Copy of a site plan.
- [ ] One (1) Copy of Block Plan.
- [ ] One (1) Copy of Floor Plan(s).
- [ ] One (1) Copy of Elevation(s).

Calgary

Schedule B

Infill Fast Track Program 2.0

Design Evaluation Criteria

	Evaluation Criteria	YES	NO	Notes
Place Recognize and enhance the unique and emerging identity of a place by responding to surrounding context, local policy, and community objectives through the contribution of innovative architecture and public realm.				
2	Does the architecture respond to street frontage and street corner?	☐	☐	
	Does the project include strategies to reduce privacy impact to neighbours and between units?	☐	☐	
Scale Ensure appropriate transitions between building masses and adjacent places; define street and open space edges and bring human scale through articulation, materials, details and landscaping				
3	Are design strategies, such as material and colour variations, employed to reduce impact of building height/bulk and break up large flat surfaces?	☐	☐	
	Are entry pathways leading to unit front doors and courtyards, provided with sufficient widths?	☐	☐	
	Are street edge elements, such as windows and doors, entry staircases and entry wells, designed to be pedestrian-scaled and ground-oriented?	☐	☐	
Amenity & Livability Ensure that public sidewalks and gathering spaces are generously proportioned, comfortable, safe, fully accessible, and framed by permeable facades which allow for activation throughout the year. Ensure the dwelling units have good livability with access to view and sunlight.				
2	Are the amentiy spaces usable in terms of space and size, and with features such as seating, gardening beds, and access to natural light?	☐	☐	
	Are the placement of windows in all living and bedroom spaces (including secondary suites), maximizing light penetration by minimizing cantilever overhangs and the use of window grates, raising basement foundations, etc.	☐	☐	

Evaluation Criteria		YES	NO	Notes
Legibility Create logical, permeable networks of streets and pathways that prioritize active movement modes and connect within and between neighbourhoods and public places; design buildings with well-defined entrances and distinctive, memorable attributes.				
3	Does the project provide clear, welcoming and safe pathways with pedestrian scale lighting and wayfinding, leading to differentiated unit front doors and courtyards?	☐	☐	
	Are the waste and recycling storage well screened and located with direct route to the collection point?	☐	☐	
	Are mobility lockers & bicycle storage accessible, functional and well located?	☐	☐	
Vibrancy Ensure that new developments are configured and designed to animate streets and public spaces with varied sizes and types of grade-oriented uses.				
3	Does the project include enhanced landscaping and on-site trees, specifically in locations that promote healthy growth and benefit the residents and the public?	☐	☐	
	Does the design provide units with individual architectural character?	☐	☐	
	Does the project provide 3 or more bedroom units and/or accessible units at grade?	☐	☐	
Low-Carbon Climate Resilience Ensure projects contribute to lower utility costs, reduce risks from climate related hazards, and support low-carbon and climate resilient choices for future occupants.				
7	Are all siding and roofing materials durable enough to endure current and projected extreme weather events?	☐	☐	
	Is the project solar-ready, with the provision of conduits for future installation and appropriate roof design including consideration of size, pitch, orientation and profusions?	☐	☐	
	Is the project EV Capable (conduits and installed panel capacity) and/or EV Ready (charging outlet provided)?	☐	☐	
	Does the landscape plan include a diversity of plantings and are all plantings drought-tolerant and appropriate for Calgary's climate?	☐	☐	
	Will the proposed design exceed minimum energy efficient requirements (Tier 2 or higher)?	☐	☐	
	Overall Yes/No	☐	☐	