



TEST MANHOLE & DSSP SUBMISSION PROCESS UPDATE

The City of Calgary has made changes to the private site development approval process to aid in reduced overall approval timelines.

TEST MANHOLE REQUIREMENTS

Previously, Sanitary Sewer Test Manholes (Test MHs) were required on all new and change of use Industrial, Commercial and Institutional (ICI) development applications as a monitoring access point for Water Services Industrial Monitoring (IM) group.

Moving forward, test MHs are required for all new ICI development applications and only on change of use site uses that have been identified as having a moderate to high risk of effluent containing restricted substances. The following types of change of use applications are considered moderate to high risk and a test MH will be required for if one does not already exist:

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| Asphalt, Aggregate and Concrete Plant | Large Vehicle Service |
| Auto Body and Paint Shop | Large Vehicle Wash |
| Auto Service – Major | Motorized Recreation |
| Breweries | Municipal Works Depot |
| Bulk Fuel Sales Depot | Natural Resource Extraction |
| Car Wash – Multi Vehicle | Park Maintenance Facility – Large |
| Community Recreation Facility | Park Maintenance Facility – Small |
| Crematorium | Power Generation Facility – Large |
| Dry-cleaning and Fabric Care Plant | Power Generation Facility – Medium |
| Equipment Yard | Power Generation Facility – Small |
| Extensive Agriculture | Print Centre |
| Fertilizer Plant | Printing, Publishing and Distributing |
| Funeral Home | Recreational Vehicle Service |
| Gas Bar | Refinery |
| General Industrial – Heavy | Salvage Processing – Heat and Chemicals |
| General Industrial – Medium | Sawmill |
| General Industrial – Light | Slaughter House |
| Hide Processing Plant | Specialized Industrial |
| Hospital | Supermarket |
| Indoor Recreation Facility | Utility Building |
| Inter-City Bus Terminal | Waste Disposal and Treatment Facility |

In addition to the above change the City of Calgary has also modified the process for Test MH access easement registration if one is required. Test MHs should be, wherever possible, located outside the property line on public property. If the access point cannot be located on public property, an access easement is required. The access easement is to be a minimum 5 metres by 5 metres surrounding the Test MH and shall include an access easement from the site entry point to the manhole to allow for vehicle access.



DSSP SUBMISSION PROCESS CHANGES

In the past, Test MH access easements along with all other easements and agreements needed to be registered on the Land Title prior to Development Site Servicing Plan (DSSP) approval. In an effort to improve DSSP review timelines:

- Applicants may submit easement and right-of-way agreements with the first DSSP submission. Typical agreements that may delay the approval of a DSSP include Test MH access, Overland Drainage and Utility Right-of-way.
- Water Resources will verify the submitted agreements follow City standard templates and the attached location plans match the DSSP and if acceptable send the agreements to Development Engineering for processing.
- However, the DSSP plan will not be approved until the agreement(s) are registered on the Land Title and any additional comments from Water Resources are addressed.

Another change to the DSSP submission process is the requirement for inclusion of the latest DP Site Plan. Water Resources is required to review the DP Site Plan to ensure the consistency of items such as the meter room location, surface landscaping, etc. The inclusion of the DP Site Plan will reduce the time needed to receive the DP application from the Planning and Development team.

For information pertaining to this Bulletin please contact Maggie Choi, Leader, Development Approvals, at Maggie.Choi@calgary.ca.