



April 28, 2020

**Re: Calgary Parks Pathways Closures and Detours
2020 Closure and Detour Manual & ePermit Process Updates**

To whom it may concern,

Recently the Parks Pathways & Trails group has changed how contractors and other external groups are accessing pathways throughout the city to streamline our intake and processing of pathway closures and detours. This change was a result of a Council-approved resolution in fall 2018 and a subsequent Bylaw in March 2019, [11M2019 \("Bylaw to Regulate The Use of Parks & Pathways"\)](#). Section 22 stipulates that *"any work taking place within 5 metres of the edge of a pathway must have a permit."* This can be related to work commencing in access/proximity or requiring closure of a City pathways involving underground utility work, construction, or any event that is impacting pathway access; this does not include routine maintenance for internal crews such as tree watering or garbage collection.

The 2020 Pathway Closure and Detour Manual is available and has been updated to the following link for internal and external access and distribution for any contractor or user group wishing to close a pathway. It explains the requirements for permitting and closures to be approved and the associated signage/advance notice requirements. Please see the attached document/link for a full explanation of the methodology: calgary.ca/PathwayClosureDetourManual

For any contractors that are doing work that falls into the two previously mentioned work types, the permits can be applied for via the [myID web portal](#). Once inside, you can Open a service from the two existing options. Once you have selected to open a service, you will have access to a number of permit types under the Transportation banner. Navigating to the Roads e-Permits will bring you to a e-Permits page, and within there you can select a Pathway Closure & Detour permit. The images below will give you a quick summary in image form of how to apply for the permit. The contractor will need to supply contact information as well as information regarding the nature of their work. The permits are reviewed by the Pathway & Trail Technicians and are managed within the e-Permit environment.



If you have any questions please don't hesitate to contact pathways@calgary.ca, thanks for your co-operation.


Best,

Calgary Parks, Pathways and Trails
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P.S
(Navigating to a Pathways ePermit Process Below)


Step-1 myID client dashboard >>> 'Open a Service'



myID

Hello, 
[Dashboard](#)
[Services](#)
[Account](#)
[Sign out](#)

Client dashboard


Service information related to:  Updated as of 10:02 AM March 16 [Refresh information](#)



Road Permits

No active or pending permits


[See all your road permits](#)
[Go to Roads ePermits](#)



Get your personalized information

Add multiple services to get your information in one spot.

This can include information from: **Animal Licences**, **Fair Entry Applications**, and more...




Open a service

Direct links to all myID-related services

Personalized information can't be added to myID for every service (yet). But you can still get access to each one here - and you'll already be signed in through myID.


Step-2 Transportation >>> 'Roads ePermits'

General services




Civic Innovation YYC

[More details](#)




eBill

[More details](#)



Open Calgary


[More details](#)



Surplus Sale & Public Auction


[More details](#)

Transportation




Calgary Transit(CT) Reserved Parking

[More details](#)




Park Online System

[More details](#)




Right-of-way Management

[More details](#)




Roads ePermits

[More details](#)




Roads Notifications


[More details](#)



Street Light Outage Reporting




Transit



Transit Access Trip Booking

Requires a linked account



Transit eStore

Step-3 ePermit >>> 'Parks Pathways Permit'



ePermit



Welcome Client

Create New Application

View My Permits and Applications

Parks Pathways Permit

My Permits and Applications

You must apply for this permit prior to access of any Calgary Parks' pathways & trails that may involve use of pathways for vehicular access, construction or maintenance activities on or within 5m of a pathway. If the permit request involves a pathway closure, a closure and detour map and sign placement strategy will be provided by The City of Calgary Parks. Please review the [Pathway Closure & Detour Manual](#) prior to application of this permit to ensure you understand the requirements.

Your application must include:

- Contact information
- Project address
- The project Address
- A description of the work being performed.

NOTE: Please allow a minimum of 2 weeks for the permit request to be processed; failure to request a permit prior to the aforementioned work starting may delay permit release. Permits are governed by Bylaw [11M2019](#), section 22. This permit does not include sidewalk access requests.

Create Application

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