



INDUSTRY UPDATE

Industry Update: Approved Development Permit Notice Signs

Effective: April 1, 2016

Residents of mature neighbourhoods have expressed a need for content that encourages developers, contractors, builders and communities to work together to promote safe, tidy and considerate infill building sites. City Administration is working on a several initiatives to help foster a clear understanding of the rules and good practices for infill construction, how to establish and maintain good relationships with neighbours, City bylaws pertaining to specific infill activities, and who to contact with questions or concerns.

As part of these initiatives, Development Permit Notification Signs have been developed to identify approved residential structures, demolition, and substantial exterior renovations in mature and established neighbourhoods.

For development permit applications approved as of April 1, 2016, Development Permit Notification Signs will be required on the sites of residential infill construction, as detailed in Zoning Bylaw 12800.

Sign Details

Following development permit approval, elevation drawings of the approved structure without mark ups must be submitted to Administration in PDF format at a resolution of 300dpi. City of Edmonton Development Officers will use the approved elevation drawings to create a print-ready PDF of a Development Permit Notification Sign. The print-ready PDF will be provided to applicants by email after the permit is approved.

Two size options are available for Development Permit Notification signs to suit the needs of different projects:

- Basic – 24"x18" – Used when only front elevation drawing will be displayed
- Custom – 4'x4' – Used when multiple elevation drawings, renderings, or company logo will be displayed. Sales information is not permitted.

Applicants are responsible for manufacturing, posting, and maintaining signage. Reminder emails will be sent for each step of the process.

Print Specifications

When sending the print-ready PDF to print, the following information must be communicated to the printer:

- Final size: either 4'x4' or 24"x18"
- Stock: E-panel
- Colour Process: 4/0
- Quantity: 1 (unless otherwise directed)

Sign Installation Requirements

To ensure signs are easily visible to pedestrians from the public street, they must be placed at the front of construction sites. They can be free-standing or fixed to hoarding/fencing. Signs must not be installed on

INDUSTRY UPDATE

City of Edmonton property, and must not be attached to trees on the boulevard or construction site.

The sign must be posted on the subject property within 14 days of Development Permit approval, and must remain in place until final occupancy. No activity should occur on a construction site without the presence of a Development Permit Notification Sign. Failure to comply can result in fines starting at \$500.

Information to be Displayed

- Contact information of the contractor, Development Permit applicant and/or landowner
- Description and/or graphic representation (such as elevation drawing) of approved development
- Site address
- 311
- City File number

APPROVED DEVELOPMENT PERMIT

12345-678 STREET NW



BUILDING TYPE

Single family detached home

CONTACT

Contractor Name
(780) XXX-XXXX
name@company.ca

Applicant Name
(780) XXX-XXXX
name@company.ca

MORE INFORMATION
Call 311
City File # 123456789-001

APPROVED BY
The City of Edmonton



Administration, along with its partners in the community and development industry, is working to be proactive, adaptable and responsive to issues surrounding infill construction. We are continuing to improve and provide open communications and educational materials and create programs that we hope will lead to more respectful construction practices.

For more information, view the attached one-pager or visit edmonton.ca/evolvinginfill.

Edmonton