

Edmonton

*Urban Form and Corporate Strategic Development*

# Quarterly Activity Report

THIRD QUARTER 2020

# ACTIVITY REPORT

## SUMMARY

### Land Development Process



In reading the Q2 2020 report consider the impacts on land development, permitting and licensing services resulting from the public health protocols in response to COVID-19. Impacts include:

- Increased use of online services with the temporary closure of the Edmonton Service Centre.
- Transition of in-person only services to a digital option, such as Vehicle for Hire and Massage Practitioners.
- Extended timelines for services requiring a Public Hearing with the temporary cancellation of regular Council meetings.
- The Introduction of remote video inspections for Safety Code Inspections.
- Shifts in the typical volumes and types of applications, such as fewer Vehicle for Hire licences.

The City of Edmonton's land development process aligns with and contributes to the goals of CONNECTEDMONTON, Edmonton's Strategic Plan for 2019 - 2028. CONNECTEDMONTON's four strategic goals are:

- **Healthy City** - Edmonton is a neighbourly city with community and personal wellness that embodies and promotes equity for all Edmontonians
- **Urban Places** - Edmonton neighbourhoods are more vibrant as density increases, where people and businesses thrive and where housing and mobility options are plentiful
- **Regional Prosperity** - Edmonton grows prosperity for our Metro Region by driving innovation, competitiveness and relevance for our businesses at the local and global level
- **Climate Resilience** - Edmonton is a city transitioning to a low carbon future, has clean air and water and is adapting to a changing climate

**Strategic plans**, such as Edmonton's Municipal Development Plan (The Way We Grow), shape how the city will grow by guiding how land is used and new developments are built. Area Structure Plans and Neighbourhood Structure Plans establish the layout and function of neighbourhoods and identify where roads, shops, schools, homes, and parks will be.

**Rezoning** determines the type and scale of development permitted on a parcel of land. **Subdivisions** create new parcels, including condominium and strata parcels. **Servicing agreements** provide for the construction of necessary infrastructure such as water, roads, and power.

Approval of **development permits** determine the site use, building size, building location, and landscaping. Whereas **building permits**, mechanical and electrical permits, and inspections ensure that buildings comply with safety codes and energy regulations.

**Licences** are issued for business and transportation providers to make sure that requirements appropriate to the business, such as noise control, patron management and police information checks, are met.

This report is intended to highlight key activities throughout the land development process. It is not a comprehensive listing of all activities in the land development process or work completed by the Urban Form and Corporate Strategic Development Department.

# ACTIVITY REPORT

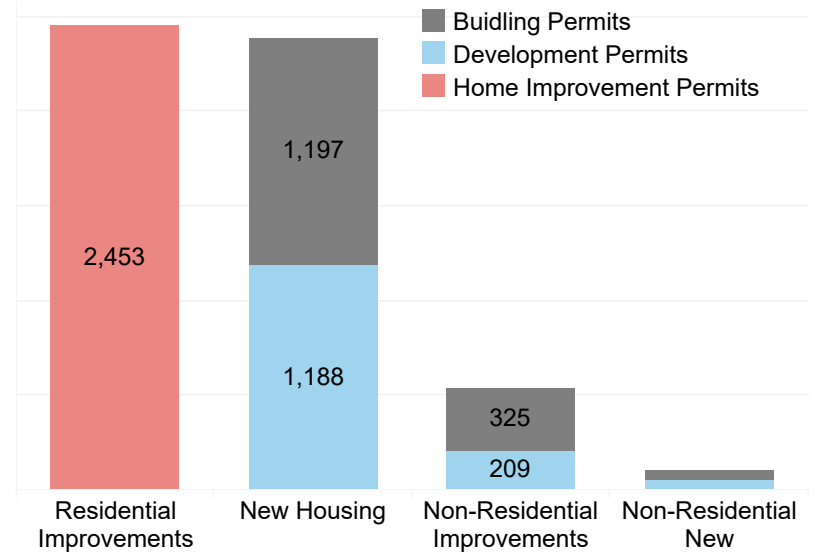
## URBAN FORM & CORPORATE STRATEGIC DEVELOPMENT HIGHLIGHTS

### Highlights of 2020 - Quarter 3

#### Applications Received

5,476

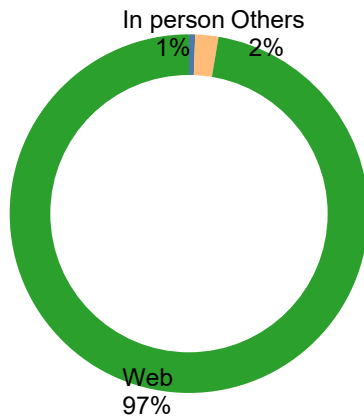
Difference from Previous Quarter: **29%**



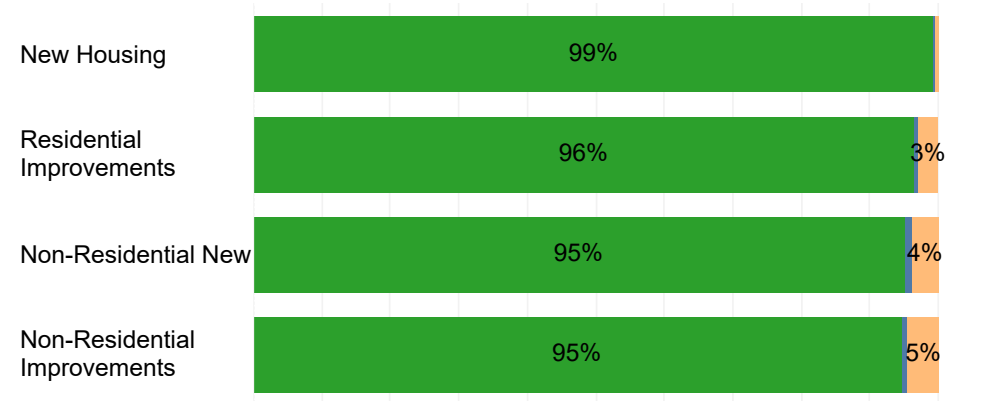
#### Construction Values

New Housing	Non-Residential New	Residential Improvements	Non-Residential Improvements	Grand Total
\$431M <b>+53%</b> from Q2 2020	\$87M <b>-19%</b> from Q2 2020	\$31M <b>+7%</b> from Q2 2020	\$81M <b>-56%</b> from Q2 2020	\$630M <b>+3%</b> from Q2 2020

#### Application Methods for All Applications Received



#### Application Methods By Category



■ Web    
 ■ In person    
 ■ Others

# ACTIVITY REPORT

## LAND DEVELOPMENT APPLICATIONS

A land development application (LDA) is required to do any of the following:

- create or amend an Area Structure Plan (ASP) or Neighbourhood Structure Plan (NSP)
- change the zoning of land (rezoning)
- close a portion of roadway (road closure), or
- change the regulations in an existing zone (text amendment)

Plans, rezonings, road closures and text amendments are executed by bylaw, which require approval by City Council. Subdivisions are approved by the Subdivision Authority. A single LDA can contain multiple elements, such as a plan amendment (includes ASP, NSP, and Plans), rezoning, each requiring its own bylaw or approval.

Bylaws resulting from LDAs are brought to Public Hearing for City Council's consideration. The number of bylaws brought to Public Hearing represents the completion of the City's work on a given LDA.

Text amendment values include applicant initiated bylaws only, and exclude amendments requested by City Council.

### 1 Land Development Applications Received

		2019					2020			
		Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
LDA Applications Received	Rezoning	33	38	38	38	147	32	26	28	86
	Rezoning & Plan Amendment	13	15	18	18	64	12	6	16	34
	Road Closure	10	3	5	4	22	1	3	4	8
	Text Amendment		1			1	1	1		2
	Others	6	3	6	3	18	2	5	5	12
	<b>Total</b>	<b>62</b>	<b>60</b>	<b>67</b>	<b>63</b>	<b>252</b>	<b>48</b>	<b>41</b>	<b>53</b>	<b>142</b>

### 2 Bylaws Brought to Public Hearing

		2019				2020		
		Q1	Q2	Q3	Q4	Q1	Q2	Q3
Bylaws Brought to Public Hearing	Rezoning	24	26	39	26	35	25	26
	Rezoning & Plan Amendment	11	20	14	7	19	9	16
	Road Closure	1	2	3	1	3	1	2
	Text Amendment	2	2	3	1	1	2	2
	Others	6	7	7	6	2	3	4
	<b>Total</b>	<b>44</b>	<b>57</b>	<b>66</b>	<b>41</b>	<b>60</b>	<b>40</b>	<b>50</b>

# ACTIVITY REPORT

## LAND DEVELOPMENT APPLICATIONS

Processing LDAs involves the review of technical information by civic agencies and external organizations (such as utilities), as well as engagement with the public. As new applications vary significantly in completeness and complexity, completion time varies.

Average timelines for completing LDAs are calculated on an annual basis, based on the difference between the date the LDA fees are paid and the date of council approval. Timelines reflect both processing time by the City and time spent by applicants updating, changing or pausing their application. The average is in calendar days.

Non-complex files conforms with the neighbourhood plan, goes from low density to low density, does not require the City to host a public event, aligns to City guidelines, and requires minimal servicing/infrastructure and technical implicatons.

Complex files can be accompanied by a plan amendment, involve a change of land use or scale of land use (residential to commercial, or low density to higher density).

**Target:** 90 calendar days for a Non-Complex Rezoning applications and 160 calendar days for complex rezoning applications.

### Average Timelines for Completing LDAs\* by Complexity for Each Bylaw Type

		2019				2020				
		Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Rezoning	Complex						83	128	131	127
	Non-Complex				77	77	94	124	125	120
	Unclassified	133	176	174	159	162	337	307	448	355
	<b>Total</b>	<b>133</b>	<b>176</b>	<b>174</b>	<b>156</b>	<b>161</b>	<b>267</b>	<b>154</b>	<b>189</b>	<b>200</b>
Rezoning and Plan Amendment	Complex						115	145	181	164
	Non-Complex						105	195	89	130
	Unclassified	273	216	207	314	240	276	657	667	461
	<b>Total</b>	<b>273</b>	<b>216</b>	<b>207</b>	<b>314</b>	<b>240</b>	<b>252</b>	<b>363</b>	<b>347</b>	<b>320</b>
Road Closure	Unclassified	289	282	214	202	248	405	394	641	478
	<b>Total</b>	<b>289</b>	<b>282</b>	<b>214</b>	<b>202</b>	<b>248</b>	<b>405</b>	<b>394</b>	<b>641</b>	<b>478</b>
Others	Complex						119	146	118	128
	Unclassified	584	638	241	129	385		452	526	507
	<b>Total</b>	<b>584</b>	<b>638</b>	<b>241</b>	<b>129</b>	<b>385</b>	<b>119</b>	<b>299</b>	<b>424</b>	<b>345</b>
Text Amendment	Complex								103	103
	Unclassified								432	432
	<b>Total</b>								<b>268</b>	<b>268</b>

'Unclassified' - prior to 2019 Q4, all applications were classified the same.

\*The annual average timelines for completing LDAs includes the timelines of agencies the City has no control over (ATCO, EPCOR).

As of 2019 Q4, the methodology was revised. Start and end times have been updated to ensure consistent reporting. As well, applications that fall within multiple categories appear in the "Others" category.



# ACTIVITY REPORT

## SUBDIVISION

The following are brief explanations for what is included in subdivision statistics:

**Complex** - Includes applications that are in new or developing areas of the city where new infrastructure (such as roads, underground utilities, parks) have not yet been constructed.

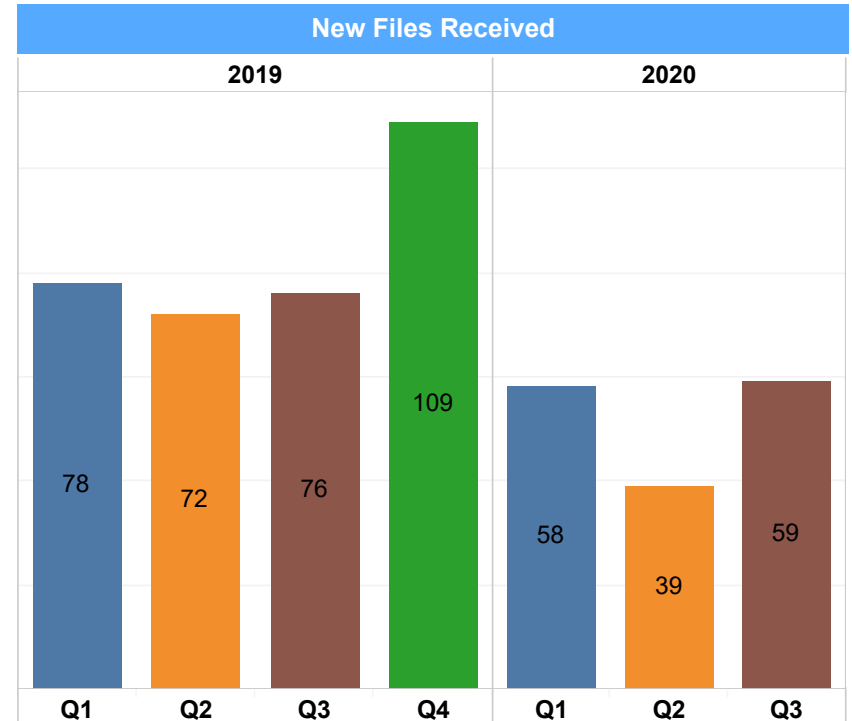
**Non-Complex** - Includes applications in greenfield and developed areas of the city, typically where infrastructure already exists. This includes applications such as boundary adjustments and title separations.

**Lot splits** (Residential lot splits only) - Subdivision of an existing residential lot to create additional single detached, semi-detached, or row housing lots. These subdivisions typically occur in mature residential neighbourhoods.

**Conditionally Approved Applications** - Subdivisions that have been reviewed and conditionally approved by the Subdivision Authority with conditions attached. Conditions must be satisfied or removed before the subdivision can be registered.

**Approved for Registration** - Plan of Survey has been reviewed, Conditions of Approval letter have been completed, and Subdivision Authority has granted consent to register the Plan of Survey.

**Target:** 100 days for conditional approval of complex, non-complex, and change requests; 60 days for conditional approval of lot splits. All endorsement files have a target of 18 days. These are joint targets between the City and applicants, in calendar days.



New files received does not include change requests

## Subdivision Conditional Approvals

		2019				Total	2020			
		Q1	Q2	Q3	Q4		Q1	Q2	Q3	Total
Complex, Non-complex, and Change Requests	Conditionally Approved Applications	47	40	28	31	146	50	37	22	109
	Average Days from Submission to Decision	144	173	72	89	120	121	102	96	110
	% Completed Within Target (100 days)	62%	63%	86%	80%	73%	65%	65%	68%	66%
Lots Splits	Conditionally Approved Applications	50	57	32	62	201	30	19	20	69
	Average Days from Submission to Decision	47	37	41	37	41	42	40	40	41
	% Completed Within Target (60 days)	94%	98%	84%	94%	93%	97%	100%	90%	96%

# ACTIVITY REPORT

## SUBDIVISION

### Approved for Registration

		2019				Total	2020			
		Q1	Q2	Q3	Q4		Q1	Q2	Q3	Total
Complex, Non-Complex, and Change Requests	Approved Applications	24	21	42	22	109	25	17	27	69
	Average Days from Submission to Decision	22	21	21	25	22	25	12	20	19
Lots Splits	Approved Applications	52	47	39	31	169	42	27	21	90
	Average Days from Submission to Decision	15	13	17	11	14	21	8	42	22

### Lots Approved for Registration

		2019				Total	2020			
		Q1	Q2	Q3	Q4		Q1	Q2	Q3	Total
Single	Approved for Registration	461	256	859	294	1,870	366	127	229	722
Semi-Detached	Approved for Registration	118	91	113	34	356	86	10	7	103
Row Housing	Approved for Registration	127	0	176	158	461	36	22	0	58
Multi - Unit	Approved for Registration	2	5	8	3	18	0	3	0	3
Commercial	Approved for Registration	10	4	9	3	26	5	2	0	7
Industrial	Approved for Registration	2	1	18	2	23	4	0	0	4
<b>Grand Total</b>		<b>720</b>	<b>357</b>	<b>1,183</b>	<b>494</b>	<b>2,754</b>	<b>497</b>	<b>164</b>	<b>236</b>	<b>897</b>

# ACTIVITY REPORT

## SERVICING AGREEMENTS & ENGINEERING DRAWINGS

A servicing agreement is a legal contract between the developer or property owner and the City of Edmonton which must be met and agreed upon prior to the development proceeding.

Servicing agreements provide for the construction of necessary infrastructure such as water, roads, and power. The agreement can be a requirement of a Subdivision or a development permit and often includes the review and approval of engineering drawings.

The engineering drawings include the design and construction of municipal improvements such as water mains, storm and sanitary sewers, roads, sidewalks, curbs and gutters, power, street lighting, landscaping and various other items that are necessary to service land being developed or redeveloped.

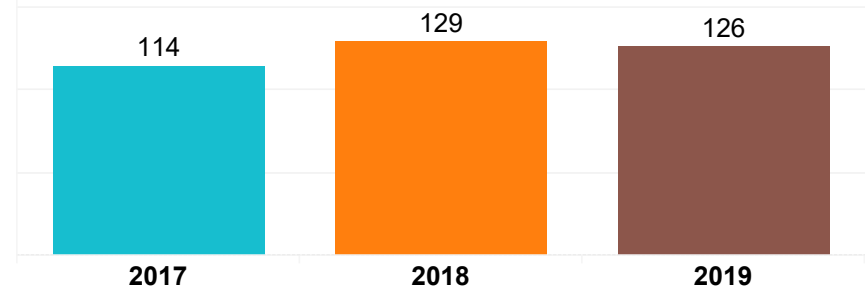
With every servicing agreement application received, there are a number of residential, multi-family, commercial and industrial lots that are proposed to be serviced. The number of applications approved indicates the volume of serviced lots that will be available in the near future. This data is displayed on an annual basis due to the seasonality of the business.

Engineering Drawings are circulated to various reviewing agencies to confirm that standards are met for their respective areas of expertise. Reviewing agencies include transportation planning, streetlights and signals, parks planning, drainage planning, and EPCOR.

**Projects Circulated** - Refers to the volume of projects that have been submitted by the applicant and have been circulated to the various reviewing agencies. Drawings have not yet been approved.

**Projects Approved** - Refers to the volume of projects that have gone through all necessary iterations between the applicant and reviewing agencies. Drawings have been approved by the City.

### Servicing Agreement Approvals



Engineering drawings are categorized as non-complex or complex. Non-complex drawings are identified as projects that contain elements that are standard on most drawing submissions, such as roadway cross sections and approved pipe materials. Typically, non-complex projects are the continuation of adjoining existing developments.

Complex projects are characterized as projects that contain elements that are not typical in most drawing submissions, such as stormwater management facilities, lift stations, arterial roadways or creek crossings. These projects may require additional input from specialists or experts.

The target of 100 days is a joint target between the City and applicants, in calendar days. Projects over 300 days are removed from the analysis.

### Engineering Drawings

		2019					2020			
		Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Non-Complex Projects	Approved Projects	17	21	44	20	102	12	32	24	68
	% Completed Within Target	71%	29%	57%	30%	47%	58%	41%	50%	50%
	Average Days with the City	69	65	66	74	69	55	67	104	75
	Average Days with the Applicants	35	24	31	45	34	54	53	42	50
Complex Projects	Approved Projects	1	6	7	4	18	2	7	6	15
	% Completed Within Target	0%	33%	29%	25%	22%	0%	0%	50%	17%
	Average Days with the City	91	66	78	78	78	86	120	173	126
	Average Days with the Applicants	72	66	46	43	57	42	77	72	64
Projects circulated this quarter		42	54	26	32	154	52	29	20	101



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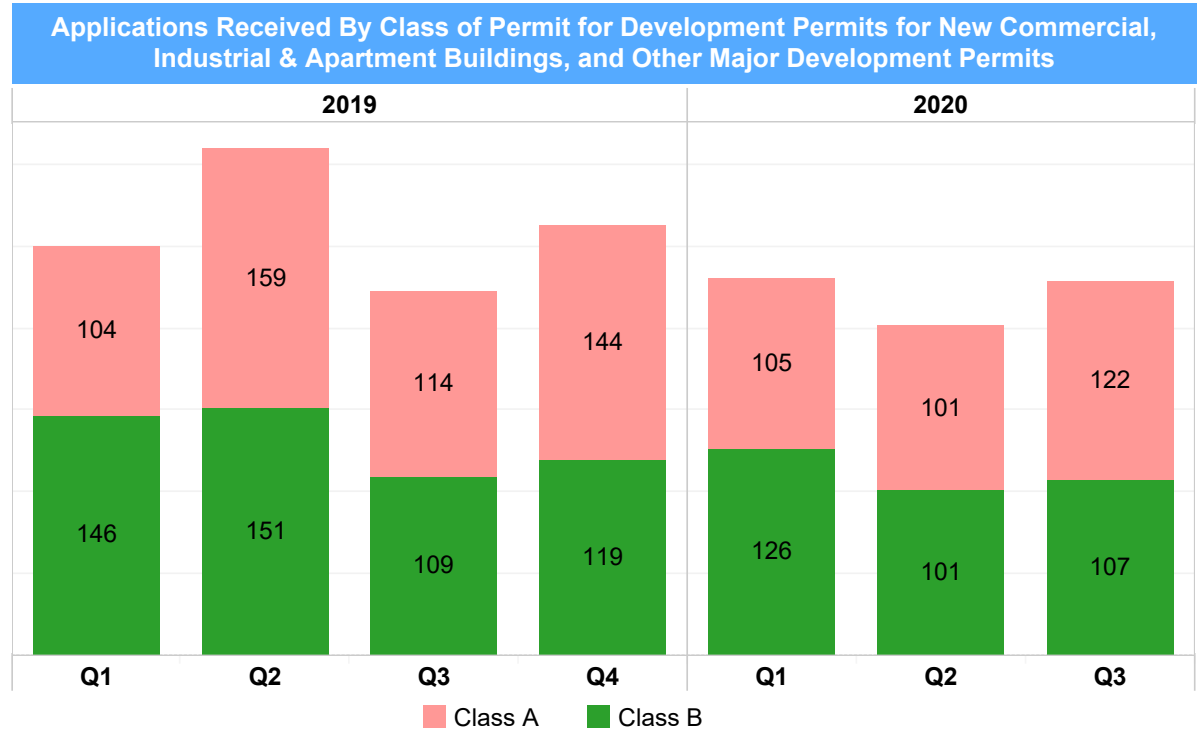
## COMMERCIAL, INDUSTRIAL AND OTHER DEVELOPMENT PERMITS

Development permits are written approvals from the City that the location, size, and use of a building complies with the Zoning Bylaw regulations. A development permit is required for new construction, some renovations, signs, new businesses, and changes to how a building is being used.

The amount of time taken to issue a development permit varies significantly, depending on the type of development permit and application complexity. Permits for minor changes can be issued in one day, while permits for new commercial buildings typically take several weeks. Applications for developments that are listed as a discretionary use in the Zoning Bylaw require notification to neighbouring property owners and typically take longer to complete.

Other factors that influence timelines include whether circulation to other civic agencies or assessments are required.

The single most common cause of delay in processing development permits is incomplete or insufficient information, which may result in reviews of the permit prior to the approval.



### 1 Development Permits for New Commercial, Industrial & Apartment Buildings

	2019					2020			
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Applications Received	68	76	44	69	257	44	52	54	150
Permits Issued	57	75	73	33	238	53	45	57	155
Avg. Calendar Days to Issue	113	142	145	98	130	89	94	89	90

### 2 Other Major Development Permits

Applications Received	241	319	253	255	1,068	233	203	239	675
Permits Issued	205	269	259	223	956	204	211	225	640
Avg. Calendar Days to Issue	48	45	54	36	46	57	49	45	50

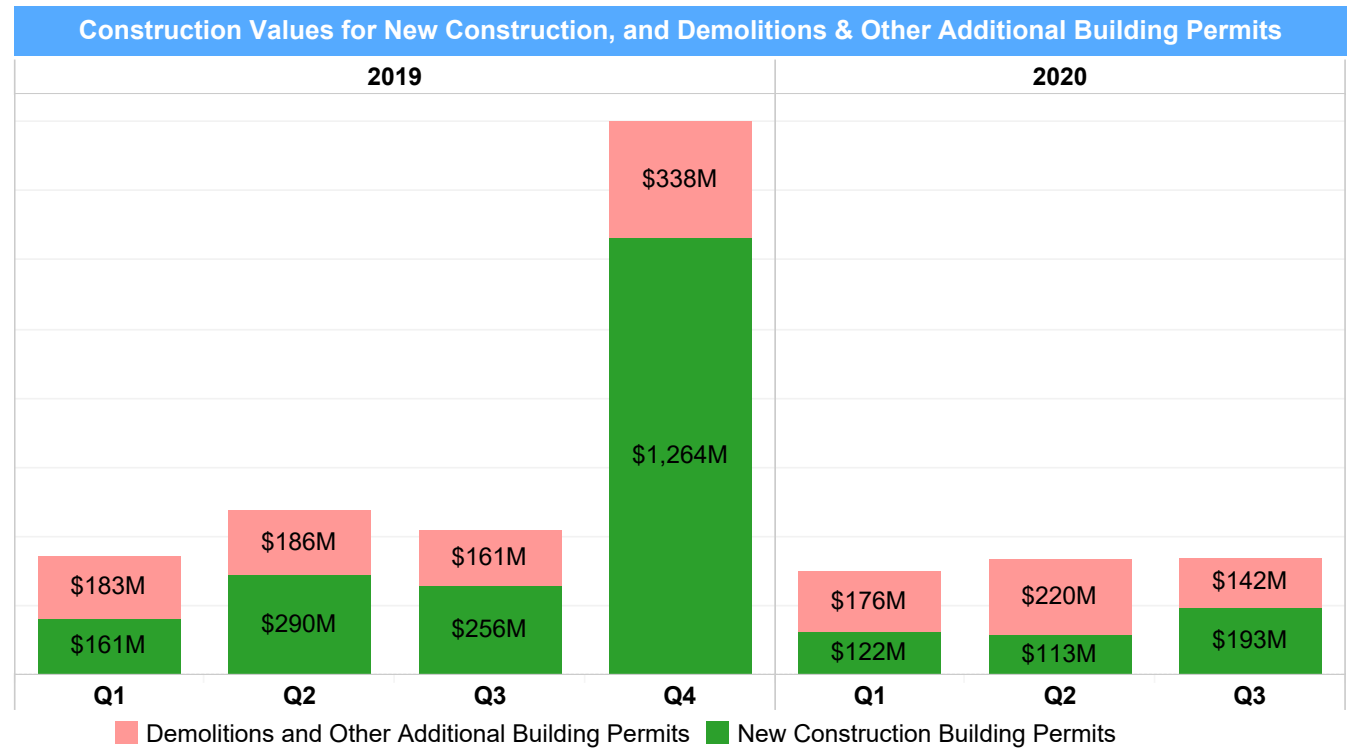
# ACTIVITY REPORT

## COMMERCIAL, INDUSTRIAL AND OTHER BUILDING PERMITS

Safety code permits, such as building, mechanical and electrical, confirm that buildings comply with safety codes and energy regulations.

Commercial, industrial, and other permits includes various types of non-residential permits: permits for new buildings (including apartments), additions, exterior or interior alterations, parking lots, and change of use.

The combination of applications received and the construction value of projects indicates the volume and complexity of the permits being processed.



### 1 Building Permits for New Construction

	2019					2020			
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Applications Received	71	115	104	118	408	58	55	67	180
Permits Issued	59	70	114	66	309	84	51	69	204
Avg. Calendar Days to Issue	104	181	122	126	133	153	209	158	169

### 2 Demolitions and Other Additional Building Permits\*

Applications Received	514	603	595	572	2,284	528	499	506	1,533
Permits Issued	486	452	544	532	2,014	544	435	488	1,467
Avg. Calendar Days to Issue	70	82	80	71	76	70	71	79	73

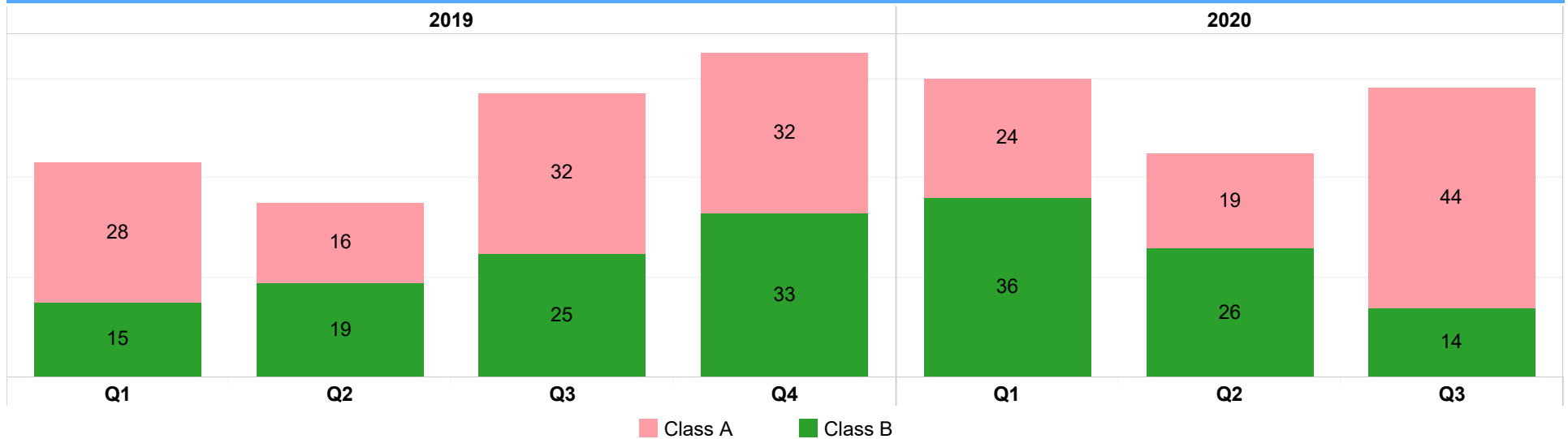
\*Other additional building permits includes additions, exterior and interior alterations, excavations, footing and foundation, and structural frames

# ACTIVITY REPORT

## RESIDENTIAL MULTI-FAMILY DEVELOPMENT PERMITS

A Multi-Family residential development includes row housing and apartment dwellings.

### New Multi-Family Development Permit Applications Received by Class of Permits



### 1 New Multi-Family Development Permits

	2019					2020			
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Applications Received	44	41	65	67	217	64	54	72	190
Permits Issued	41	45	51	62	199	57	41	66	164

### 1.1 New Multi-Family Development Permits (Projects up to 4 dwellings)

Applications Received	29	18	36	44	127	31	21	42	94
Permits Issued	31	19	28	50	128	33	16	40	89
Avg. Calendar Days to Issue	32	94	18	32	38	22	51	39	35

### 1.2 New Multi-Family Development Permits for Mature Neighbourhood Overlays

Applications Received	8	8	5	5	26	8	9	7	24
Permits Issued	3	10	8	1	22	6	5	12	23
Avg. Calendar Days to Issue	58	99	157	54	113	90	64	148	114

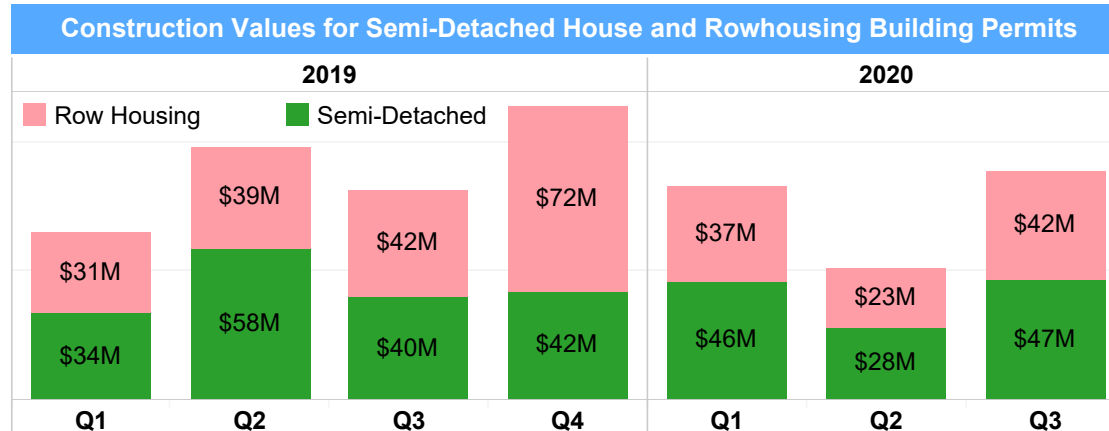
# ACTIVITY REPORT

## RESIDENTIAL SEMI-DETACHED HOUSE DEVELOPMENT & BUILDING PERMITS, AND ROWHOUSING BUILDING PERMITS

When class A applications are complete and are not contained within a mature neighbourhood overlay, the target time to issue permits is 20 calendar days. The target timelines for issuing Class B (discretionary development not within a Mature Neighbourhood Overlay) and Complex (Mature Neighbourhood Overlay) permits are longer.

Incomplete permit applications, those requiring bylaw exceptions, or those put on hold by the applicant are likely to take additional time. The actual results include times for complete and incomplete applications.

The combination of applications received and the construction value of projects indicates the volume and complexity of the permits being processed.



### 1 New Duplex/Semi-Detached House Development Permit

	2019					2020			
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Applications Submitted	107	168	112	117	<b>504</b>	123	75	129	<b>327</b>
Permits Issued	94	156	119	131	<b>500</b>	116	72	115	<b>303</b>
Class A									
Permits Issued	76	133	86	100	<b>395</b>	76	42	76	<b>194</b>
Avg. Calendar Days to Issue	12	12	14	12	<b>12</b>	10	13	20	<b>15</b>
Class B									
Permits Issued	4	1	7	14	<b>26</b>	20	10	15	<b>45</b>
Avg. Calendar Days to Issue	9	12	20	20	<b>18</b>	14	17	17	<b>15</b>
Complex									
Permits Issued	14	22	26	17	<b>79</b>	20	20	24	<b>64</b>
Avg. Calendar Days to Issue	77	88	56	60	<b>69</b>	60	87	67	<b>71</b>

### 2 Semi-Detached House and Rowhousing Building Permits

Applications Submitted	132	167	148	191	<b>638</b>	147	100	168	<b>415</b>
Permits Issued	107	179	130	179	<b>595</b>	192	80	117	<b>389</b>
Semi-Detached Building Permits - Projects up to 2 dwelling units									
Permits Issued	62	127	98	101	<b>388</b>	109	55	74	<b>238</b>
Avg. Calendar Days to Issue	57	46	61	62	<b>56</b>	52	33	48	<b>46</b>
Rowhousing Building Permits - Projects with 3 or more dwelling units									
Permits Issued	45	52	32	78	<b>207</b>	83	25	43	<b>151</b>
Avg. Calendar Days to Issue	73	69	134	44	<b>71</b>	56	100	101	<b>76</b>

# ACTIVITY REPORT

## SINGLE DETACHED HOUSE PERMITS

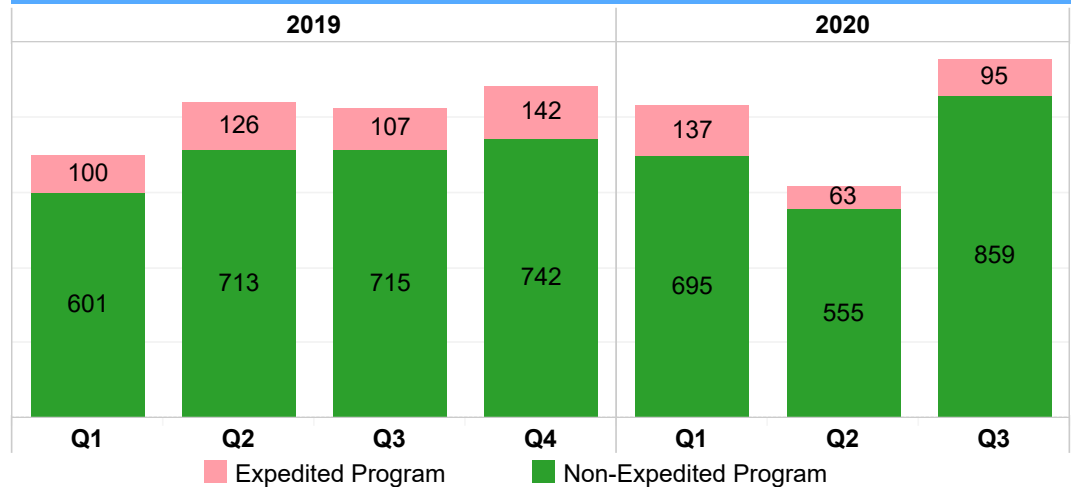
Development and building permits are both required for the construction of a Single Detached House.

Beginning in 2018, the methodology for performance measures was revised for single detached houses to provide more predictability by measuring time within UFCSD's control. The City is now measuring and reporting time from receipt of a complete application, including fees paid, to the time a decision is made. Decisions can be threefold: approved, refused, or more information required. Circulation to other City departments, notification period, and where required, community consultation are not included in these timelines.

Applications submitted includes applications that meet the requirements to start the review process. These applications still may not have all the necessary information to approve or refuse an application.

If an application qualifies for an expedited review, the development permit can be issued by intake team.

### 1.1 Application Intake for Expedited and Non-Expedited Programs



### 1.2 Development Review

		2019					2020			
		Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Development Review - Expedited	Applications Submitted	102	127	108	142	479	137	64	95	296
	Avg. Calendar Days to Review	2	2	2	2	2	2	2	2	2
Development Review - Non Expedited Greenfield	Applications Submitted	501	597	617	690	2,405	610	490	785	1,884
	Avg. Calendar Days to Review	11	12	11	14	12	10	12	20	15
Development Review - Non Expedited Infill	Applications Submitted	122	109	97	67	395	89	62	75	226
	Avg. Calendar Days to Review	14	16	13	15	14	12	13	18	14
<b>Total Applications Submitted</b>		<b>725</b>	<b>833</b>	<b>822</b>	<b>899</b>	<b>3,279</b>	<b>836</b>	<b>616</b>	<b>955</b>	<b>2,406</b>

### 2 Building Permits

Plans Examination Review	Applications Submitted*	752	859	787	753	3,151	974	656	686	2,316
	Avg. Calendar Days to Review	14	11	9	8	10	7	8	7	8

\* Applications submitted includes applications that meets requirements to start review process. These applications still may not have all necessary information for the decision.

# ACTIVITY REPORT

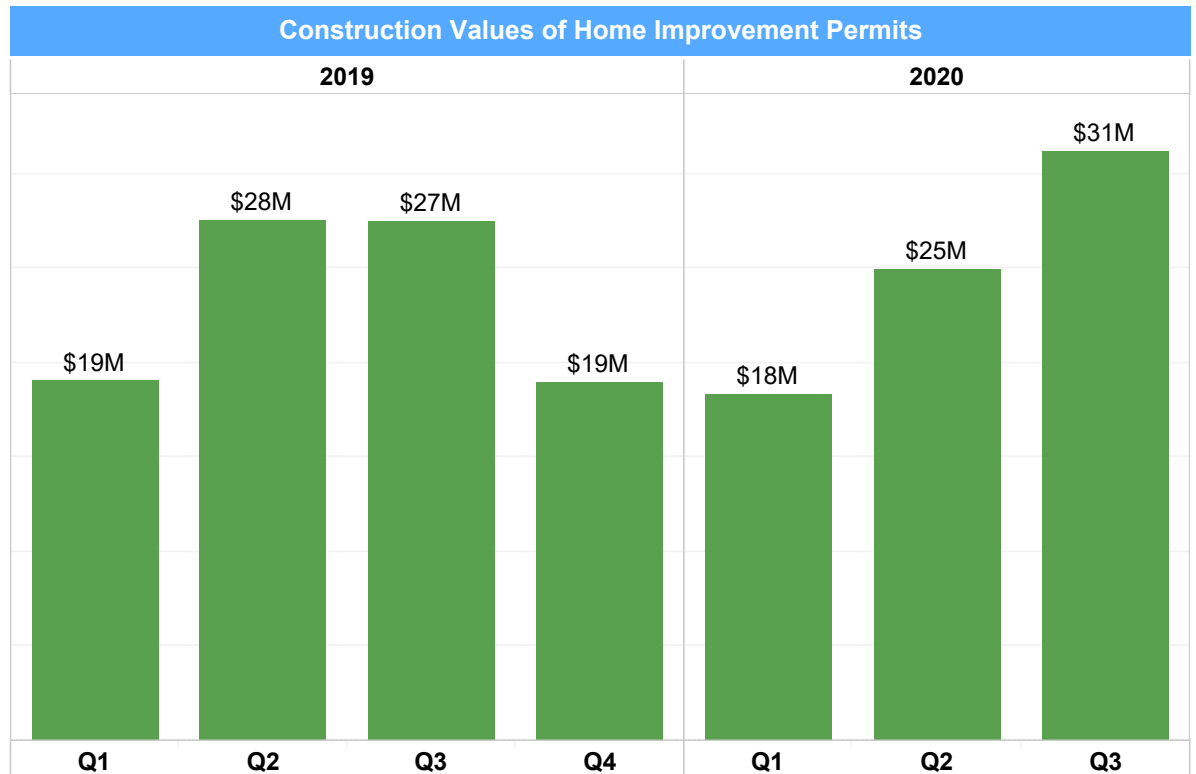
## MINOR RESIDENTIAL PERMITS

In 2018, Home Improvement Permits were launched for minor residential projects such as detached garages, decks, and interior and exterior alterations. This permit includes development and building permits; multiple projects can be issued under one permit. Home Improvement Permits replaces separate development, building, and other combined permits that were previously used for minor residential projects.

Simple residential permits, such as uncovered decks and minor accessory structures can be issued in one day at the Service Centre. Permits may take longer to issue if they are for discretionary development, require a variance, are located within a neighbourhood overlay, or the initial application submission is incomplete.

A permit is considered issued after all required documents have been received, all associated fees paid, and the plans review completed. After a permit is issued and construction is complete, at least one safety code inspection will be conducted.

The combination of applications received and the construction value of projects indicates the volume and complexity of the permits being processed.



### Home Improvement Permits

	2019					2020			
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Applications Received	1,595	2,467	2,241	1,473	<b>7,776</b>	1,283	2,140	2,453	<b>5,876</b>
Number of Projects	1,715	2,716	2,470	1,602	<b>8,503</b>	1,405	2,346	2,685	<b>6,436</b>

### Permits Issued

	2019	2020							
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Permits Issued	1,384	2,038	2,019	1,624	<b>7,045</b>	1,224	1,483	2,301	<b>4,971</b>
Avg. Calendar Days to Issue	16	19	25	25	<b>21</b>	22	24	34	<b>28</b>

The methodology to calculate volumes was changed in 2020 quarter one

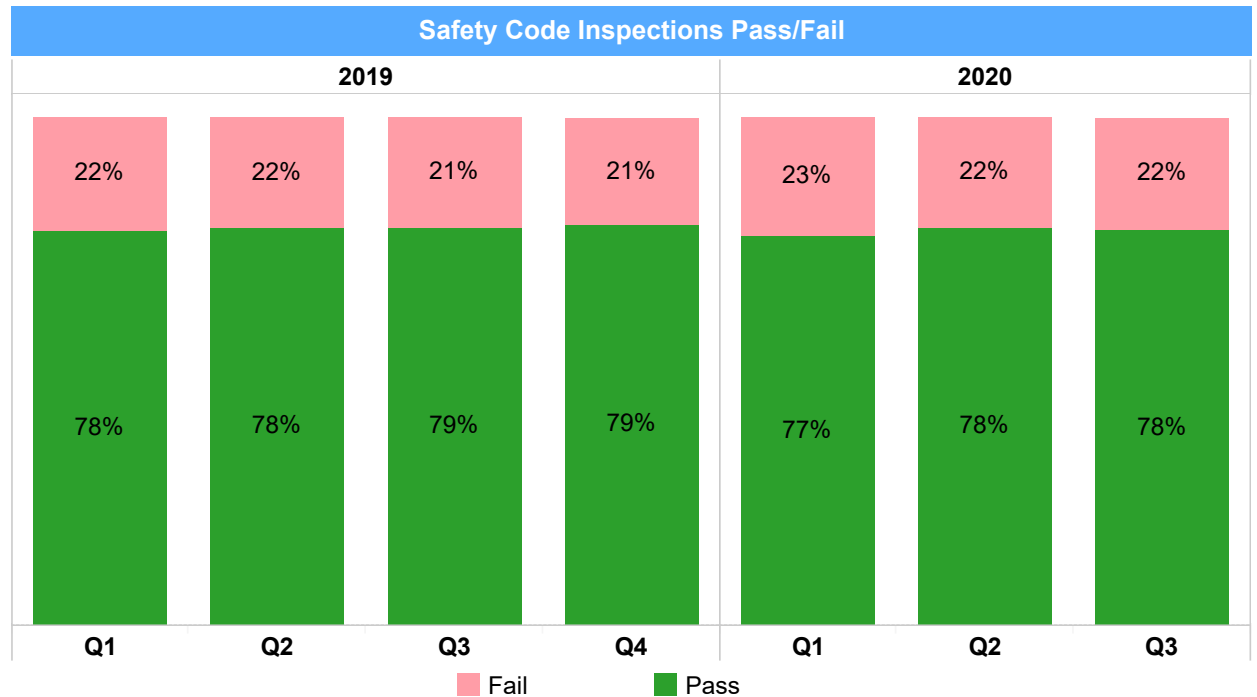


# ACTIVITY REPORT

## SAFETY CODE INSPECTIONS

New construction or alterations to a structure must comply with the Alberta Safety Codes Act. Safety codes permits include building, HVAC (heating, ventilation, and air-conditioning), Plumbing, gas, and electrical permits. Each permit requires at least one inspection after the work has been completed. Permits for new buildings require multiple inspections throughout the construction process.

Development services completes over 40,000 safety code inspections per quarter. This figure is comprised of completed inspections for building, plumbing, gas, HVAC and electrical disciplines. Other completed inspections compiled quarterly include lot grading, landscaping, development site inspections and sidewalk cafes. These numbers vary greatly throughout the year, as they are impacted by seasonal conditions.



### 1 Safety Code Inspections Completed

	2019					2020			
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Building	9,582	11,172	10,764	9,992	<b>41,510</b>	9,730	10,098	10,167	<b>29,995</b>
Electrical	10,230	10,696	11,199	10,700	<b>42,825</b>	9,166	7,610	9,640	<b>26,416</b>
HVAC	5,290	5,212	5,171	5,033	<b>20,706</b>	5,149	4,443	4,709	<b>14,301</b>
Plumbing & Gas	11,525	11,763	10,348	11,403	<b>45,039</b>	10,994	9,426	9,071	<b>29,491</b>
<b>Grand Total</b>	<b>36,627</b>	<b>38,843</b>	<b>37,482</b>	<b>37,128</b>	<b>150,080</b>	<b>35,039</b>	<b>31,577</b>	<b>33,587</b>	<b>100,203</b>

### 2 Other Inspections Completed\*

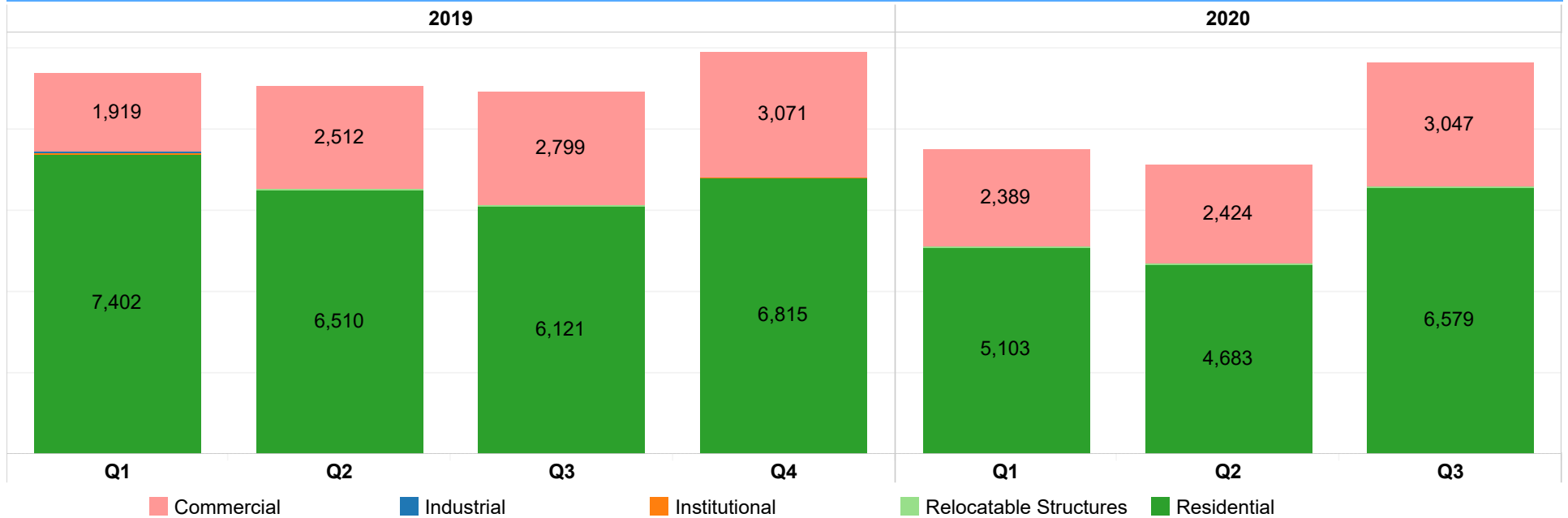
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Lot Grading	104	4,279	5,970	3,007	<b>13,360</b>	99	2,901	6,028	<b>9,028</b>
Others	7	441	666	160	<b>1,274</b>	105	91	186	<b>382</b>
<b>Grand Total</b>	<b>111</b>	<b>4,720</b>	<b>6,636</b>	<b>3,167</b>	<b>14,634</b>	<b>204</b>	<b>2,992</b>	<b>6,214</b>	<b>9,410</b>

\* "Others" include Sidewalk cafe, landscaping and development site inspections.

# ACTIVITY REPORT

## MECHANICAL AND ELECTRICAL PERMITS

### Mechanical & Electrical Permits Received by Permit Type



### 3 HVAC Permits

	2019					2020			
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Applications Submitted	795	772	876	1,100	3,543	925	746	880	2,551
Permits Issued	791	930	787	900	3,408	713	526	589	1,828

### 4 Plumbing & Gas Permits

	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Applications Submitted	4,094	3,186	3,487	4,813	15,580	3,887	2,583	3,664	10,134
Permits Issued	3,972	2,946	3,239	4,680	14,837	3,666	2,366	2,856	8,888

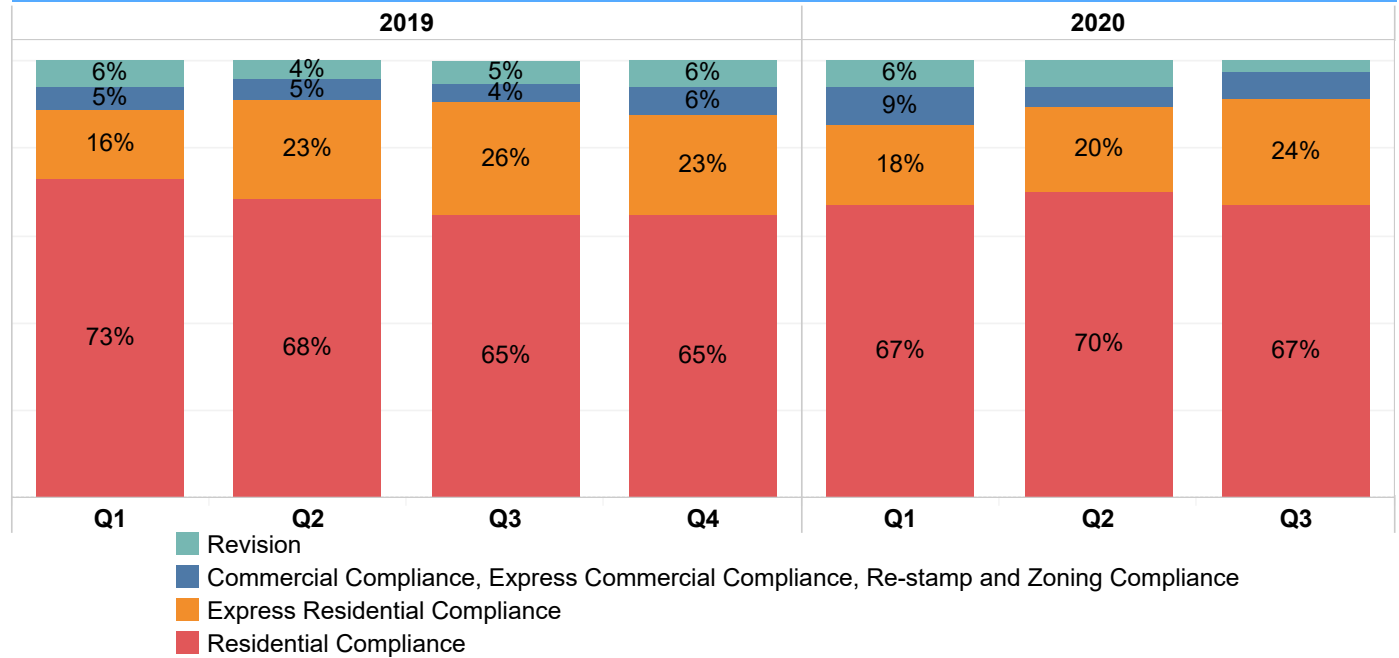
### 5 Electrical Permits

	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Applications Submitted	4,501	5,074	4,568	3,980	18,123	2,681	3,779	5,085	11,545
Permits Issued	3,919	4,910	4,295	3,746	16,870	2,403	3,381	4,398	10,182

# ACTIVITY REPORT

## COMPLIANCE CERTIFICATES

Compliance Certificate Applications Received by Compliance Type



Compliance certificate is a formal response from the City of Edmonton that states that any development on a property, based on a Real Property Report from an Alberta Land Surveyor, meets all regulations of the Zoning Bylaw and/or has been issued any required Development Permits. Compliance certificates also include zoning confirmations and re-stamps.

The City has two levels of compliance service - regular and express. There are significantly higher volumes for regular service requests and response times can vary.

### 1 Compliance Certificate - Total\*

	2019					2020			
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
Applications Submitted	1,553	2,125	2,286	1,682	<b>7,646</b>	1,344	1,396	2,235	<b>4,975</b>
Certificates Issued	1,389	1,985	2,263	1,718	<b>7,355</b>	1,248	1,292	2,037	<b>4,577</b>

### 2 Express Certificates

	2019 Q1	2019 Q2	2019 Q3	2019 Q4	2019 Total	2020 Q1	2020 Q2	2020 Q3	2020 Total
Certificates issued	251	481	597	421	<b>1,750</b>	253	278	540	<b>1,071</b>
Avg. Calendar Days to Issue	3	4	4	3	<b>4</b>	3	3	2	<b>3</b>

### 3 Regular Certificates

	2019 Q1	2019 Q2	2019 Q3	2019 Q4	2019 Total	2020 Q1	2020 Q2	2020 Q3	2020 Total
Certificates issued	1,138	1,504	1,666	1,297	<b>5,605</b>	995	1,014	1,497	<b>3,506</b>
Avg. Calendar Days to Issue	10	13	13	11	<b>12</b>	11	10	11	<b>11</b>

\* Including Zoning Confirmations and Re-Stamps

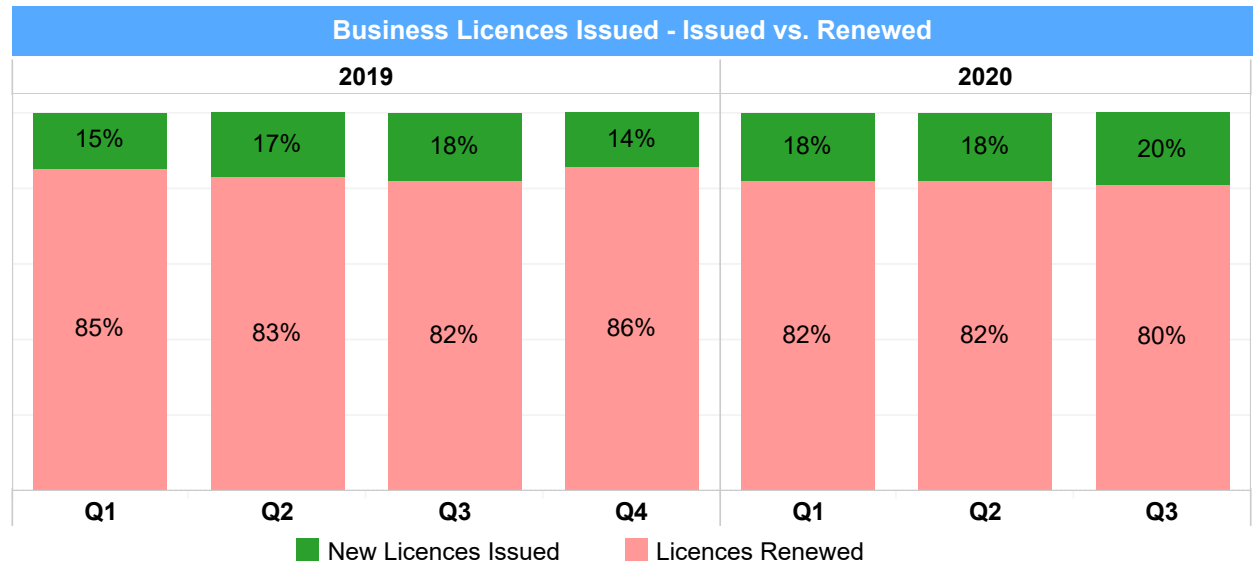
# ACTIVITY REPORT

## LICENSING

Urban Form and Corporate Strategic Development manages the issuance of all City of Edmonton business and vehicle for hire licences.

There are more than 30,000 active businesses operating within the City of Edmonton. For complete applications with fees paid on time, a new business licence can usually be issued within a few days. If the application requires referral from Fire Rescue Services, it can take up to 14 calendar days. Existing businesses must renew their business licence annually.

Vehicle For Hire program ensures the safe and orderly provision of Vehicle for Hire services in the City through driver licensing, driver screening, vehicle inspections, and enforcement activities. Taxi, limousine, and shuttle businesses, vehicles, and drivers all require a licence to comply with the Vehicle For Hire Bylaw.



### 1 Business Licensing

	2019					2020			
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Total
New Licences Issued	1,422	1,542	1,269	1,508	<b>5,741</b>	1,708	1,398	1,482	<b>4,588</b>
Licences Renewed	8,152	7,358	5,834	8,941	<b>30,285</b>	7,710	6,292	6,115	<b>20,117</b>
Total Licences Issued & Renewed	9,574	8,900	7,103	10,449	<b>36,026</b>	9,418	7,690	7,597	<b>24,705</b>

#### 1.1 New Licences (without referral)

Issued without referral	1,087	1,183	853	1,003	<b>4,126</b>	1,169	961	1,080	<b>3,210</b>
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#### 1.2 New Licences (require referral)

Licences issued	335	359	416	505	<b>1,615</b>	539	437	402	<b>1,378</b>
Avg. Calendar Days to Issue	52	55	52	48	<b>51</b>	34	43	38	<b>38</b>

### 2 Vehicle for Hire

Dispatch Licences Issued	8	67	5	4	<b>81</b>	4		35	<b>38</b>
Driver Licences Issued	367	359	327	389	<b>1,442</b>	275	211	285	<b>771</b>
Vehicle Licences Issued	12	1,518	21	39	<b>1,547</b>	9	2	1,269	<b>1,274</b>

# ACTIVITY REPORT

## FINANCIALS

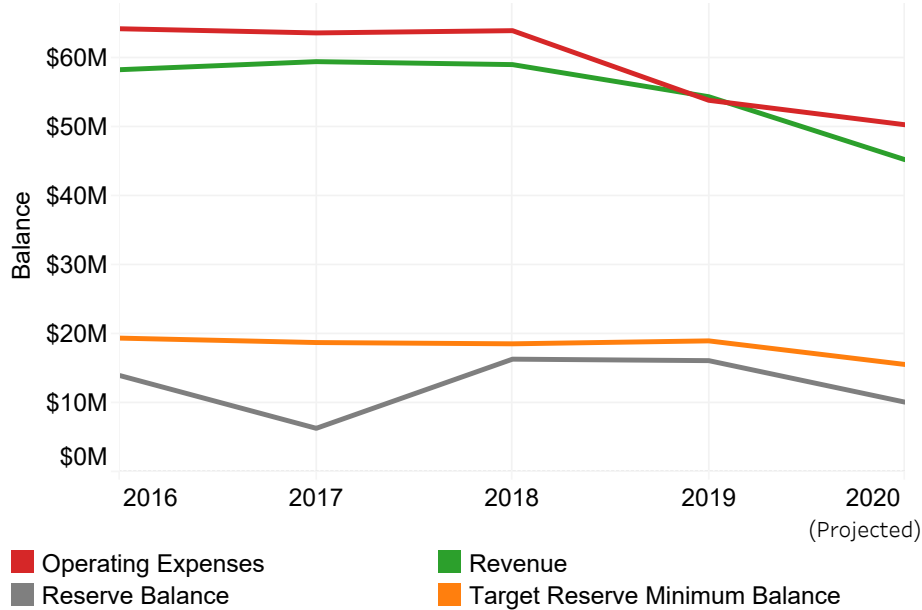
Urban Form and Corporate Strategic Development provide planning and development services to the City of Edmonton through review, approval and inspections associated with the following: Area and Neighbourhood Structure Plans, Rezoning and Subdivision, Servicing Agreements, Development Permits, and Building Permits.

The Planning and Development Reserve is used to support the long term financial sustainability to stabilize service levels despite the revenue variability associated with these services by managing revenue risks, stabilizing operating and capital resources across extended periods of time, and funding initiatives that enhance service and ensure accountability to customers.

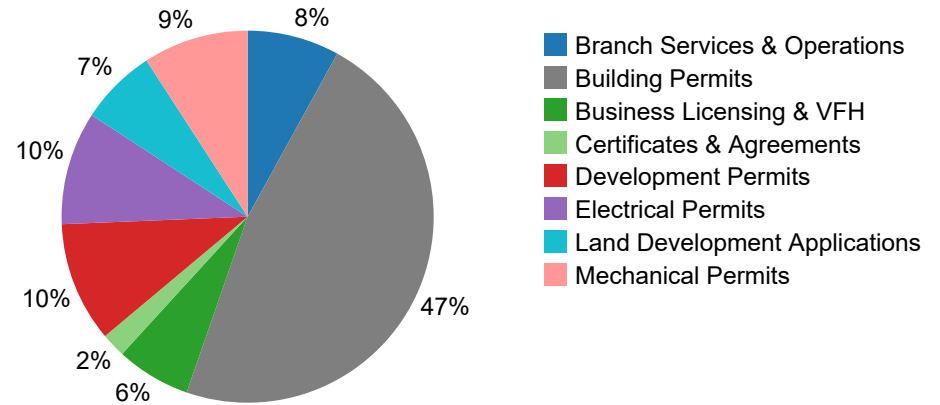
Revenue collected for the processing applications is directly and indirectly attributed to the delivery of those services. This includes corporate support costs and providing for investments in service improvement initiatives.

Note: The minimum balance is based on a percentage of budgeted expenses and fluctuates as budgeted expenses change. Impacts of COVID-19 are expected to reduce activity, resulting in fewer expenses and therefore, a lower minimum balance.

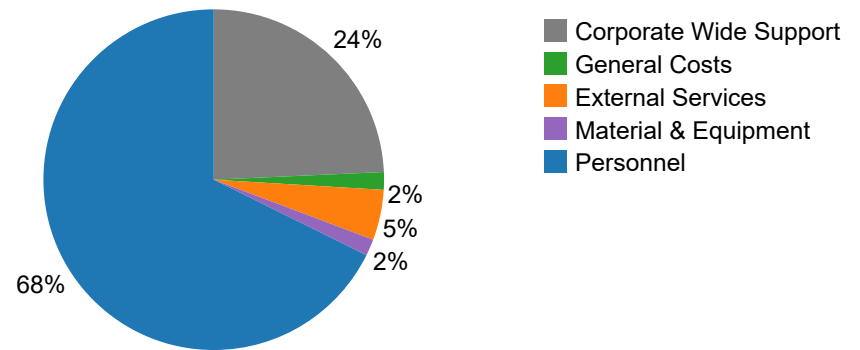
### Branch Revenues, Expenses, and Reserve Balance



### Development Services Revenue YTD - 2020 Q3



### Development Services Expenditures YTD - 2020 Q3



### Corporate Wide Support

Accommodations	20%
City Planning	4%
Corporate Support Services	57%
Other	19%

# ACTIVITY REPORT

## EXPLANATIONS

### **General Explanations**

This report is intended to highlight key activities throughout the land development process. It is not a comprehensive listing of all activities in the land development process or work completed by the Urban Form and Corporate Strategic Development Department.

The number of submitted applications may be greater than the number of issued permits because applications that are cancelled or denied are not included.

Unless otherwise stated, Days to Issue is calculated as the number of calendar days between the date on which the application was submitted and the date on which the permit was issued. This does not include timelines for completing inspections. Average calendar days to issue is calculated based on the permits that were issued in each quarter. Processing timelines are not included for applications where reliable data is not available or where application complexity varies too significantly to provide a valuable summary measure. The weighted average is used to calculate the average days.

### **Permits**

A development permit is a written approval from the City confirming that the location, size, and use of a structure complies with the Zoning Bylaw regulations. A development permit is required for new construction, some renovations, signs, new businesses, and changes to how a building is being used.

Safety code permits, such as building, mechanical and electrical, confirm that buildings comply with safety codes and energy regulations.

Commercial, industrial, and other permits includes various types of non-residential permits: permits for new buildings (including apartments), additions, exterior or interior alterations, parking lots, and change of use as examples.

Home Improvement Permits includes decks, exterior or interior alterations, demolitions, fences, and swimming pools as examples.

### **Financials**

The reported revenues and expenditures are actual amounts, based on end of quarter results. Permit fees from other internal City of Edmonton projects are included as revenue.

The reported reserve balance is the cumulative balance at the end of the quarter. It is adjusted based on the difference between the quarterly revenue and operating expenditures, as well as any capital spending. The reserve balance shows capital and operating amounts.

Corporate Wide Support allocations will be monitored on an ongoing basis, and adjusted if necessary. City Planning includes technical support for plans reviews by Transportation and Parks.

Service Enhancements include both operating and capital expenses.