

## Guidelines for Electronic Circulation of Planning & Development Applications

This document is intended to provide guidelines on the proper use of electronic materials that are circulated as part of the application review process.

- The information included in the circulation package may be subject to copyright and must only be used for the review of the submitted application.
- Application materials are provided to you for the specific and sole purpose of allowing (i) members of the Community Association Planning Committee and/or Board of Directors and (ii) members of the public who would be directly affected by the application's approval (collectively, the "Identified Recipients") to review and comment on the application for a development permit for a proposed project in your area of business/residence. Please note that use of these materials for any other purpose or making further reproduction or distribution beyond the Identified Recipients is strictly prohibited and may constitute an offense under the Copyright Act (Canada). Accordingly, any distribution of the materials to the Identified Recipients must be accompanied with the following instructions in writing:

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The City will not be responsible or liable for any claim that may arise as a result of any misuse or unauthorized reproduction or distribution of the application materials by you or any Identified Recipients.

- Citizens who wish to view the plans can do so at the Municipal Building (800 Macleod Trail S.E.) by contacting either the File Manager or the Circulation Department at 403.268.5744 or dp.circ@calgary.ca
- The information provided must not be made available on the internet.

Should anyone wish to obtain additional information regarding the application, please contact the File Manager directly.



### Application Notice DP2024-03269

December 18, 2024

A new Development Permit Application has been submitted at the below noted address(es), and we are sending this information for comments.

If you have questions or concerns related to this application, please contact the file manager directly at any point in the process.

#### **Application Details**

File Number: DP2024-03269

File Manager: JILLIAN GEEN Phone: 403-268-2523 eMail: Jillian.Geen@calgary.ca

Address: 629 MARSH RD NE Legal: 3770K;B;8,9

Multiple Addresses - See File

**Land Use Bylaw:** 1P2007 **L.U.D.:** MU-1 f4.5h22

Community: BRIDGELAND/RIVERSIDE Ward: 09

**Application Description:** New: Dwelling Units, Live Work Units (1 building)

Thank you for taking the time to respond. Your input is greatly appreciated.

Please note that any written submissions made in response to the application will form part of the official record, and upon final decision of the application the correspondence will be available for public viewing.

Please submit your response through the Development Map link.

Comments are due by: December 31, 2024

This information is released and may only be used for the sole purpose of your organizations meeting to discuss the recommendations of comments to be made to the City of Calgary on this permit.

# MARSH ROAD - MIXED-USE BUILDING 629\$633 MARSH ROAD N.E. CALGARY, ALBERTA

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ARTIST DEPICTION

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THAT PORTION OF LOT 9 WHICH LIES TO
THE EAST OF THE WESTERLY 12 1/2 FEET
THEREOF AND THE WHOLE OF LOT 10,
BLOCK B, PLAN 3770K

**COVER PAGE** 

PLOT SCALE: AS NOTED	DRAWING NO.:
PROJECT NO.: 2023-10	DP0.0
CHECKED BY: TJ	
DDAWNI DV	DLOT DATE

### PROPERTY DESCRIPTION

Legal Description	
Civic Address	
629 633 MARSH ROAD NE, CALGARY	
Current Zoning	Proposed Zoning
MU-1	
Site Area	Gross Floor Area
0.00 sq.m\.	3,500.68 sq.m\.
Allowable Floor Area Ratio (F.A.R.)	Current Floor Area Ratio (F.A.R.)
4.50	4.47

#### **BUILDING STATISTICS**

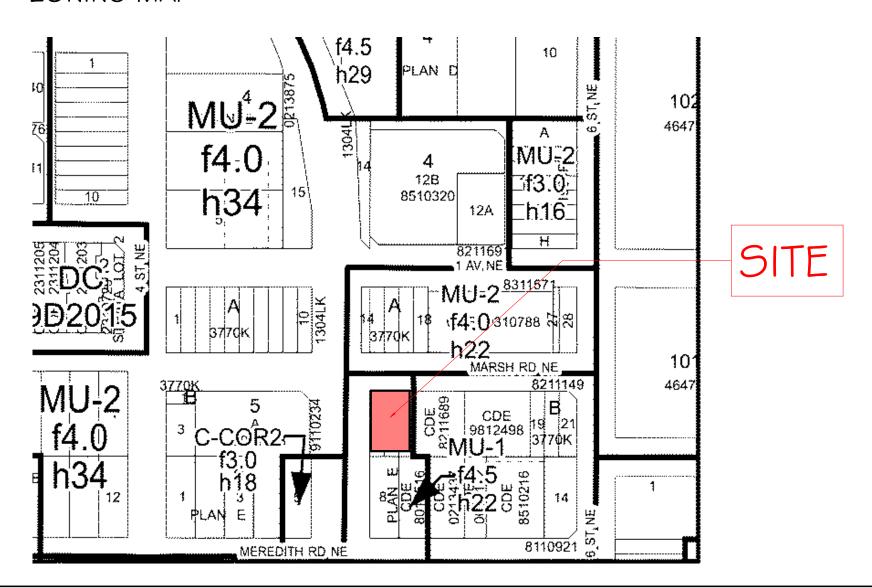
Building Efficiency								
Level	Rentable Area		Efficiency (9/)	Common Area (sq.f)		D-4- (0/)	Gross Floor Area	
Levei	sq.ft.	sq.m.	Efficiency (%)	sq.ft.	sq.m.	Rate (%)	sq.ft.	sq.m.
Level 1	1,546	144	29%	3,841	357	71%	5,387	500
Level 2	5,486	510	88%	765	71	12%	6,250	581
Level 3	5,878	546	89%	761	71	11%	6,639	617
Level 4	5,878	546	89%	761	71	11%	6,639	617
Level 5	5,878	546	89%	761	71	11%	6,639	617
Level 6	4,739	440	77%	1,387	129	23%	6,126	569
Total	29,404	2,732	78%	8,277	769	22%	37,681.0	3,501

<b>Dwelling Unit Statistics</b>	5						
Level	LIVE-WORK UNIT	1 BD	2 BD Jumior	2 BD PREMIUM	Total RESIDENTIAL	CRU	Total Rentable
Level 1	2	0	0	0	2	0	2
Level 2	0	3	2	4	9	0	9
Level 3	0	4	2	4	10	0	10
Level 4	0	4	2	4	10	0	10
Level 5	0	4	2	4	10	0	10
Level 6	0	3	2	3	8	0	8
Total unit number	2	18	10	19	49	0	49
Client Projected No.					0		
Ratio	4%	37%	20%	39%	100%		
Client Projected Area							
Ave. Area per Unit Type	769.63 SF	451.75 SF	611.54 SF	716.22 SF			
Tota (SF):	1539 SF	8131 SF	6115 SF	13608 SF	29394 SF	0 SF	29394 SF
Vehicle Parking Stalls				Bicycle Park	ing Stalls		
Level 1 Parking stalls (Visitor)		0		Class 1	53		
ParkadeLevel 1 Parking Stalls		11		Class 2	5		
Total		11					

Site Area	8,424.67 SF	
FAR (Required)	4.5	
FAR (Proposed)	4.47	

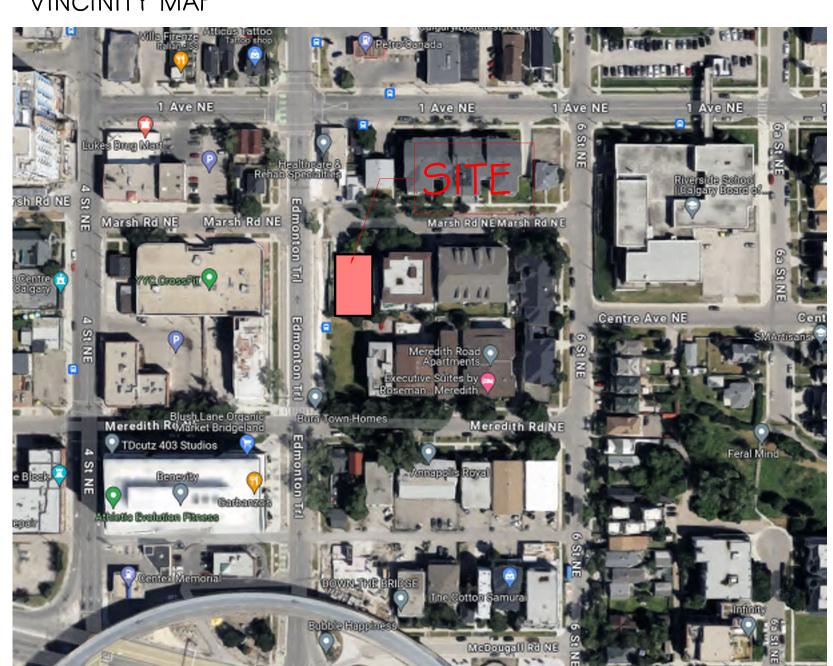
Amenity Area	Area		
Common Amenity Area	sq.ft.	sq.m.	
Common Amenity Space (Indoor) 6F	624 SF	57.97 sq.m\.	
Common Amenity Space Outdoor) 2F	0 SF	0.00 sq.m\.	
Balconies	1,722 SF	160.00 sq.m\.	
Common Amenity Sapce (Outdoor) 6F	567 SF	52.67 sq.m\.	
Common Amenity Sapce (Outdoor)TOTAL	2,289 SF	212.67 sq.m\.	
Total Provided Amenity Area	2,913 SF	270.64 sq.m\.	
Required Amenity Area	2,637 SF	245.00 sq.m\.	
Required Outdoor Amenity Area	1,319 SF	122.50 sq.m\.	

## **ZONING MAP**



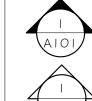
**ZONING ANALYSIS** Bylaw Reference: Land Use Bylaw 1P2007 Part 14: MIXED USE DISTRICTS (Division 2: Mixed Use - General (MU-1f#h#d#) District Site Context Future Land Use **Adjacent Land Uses** Adjacent Use Adjacent Zone MARSH ROAD Mixed use East M-C2 Multi-Residential EDMONTON TR NE Site Details Zone Requirement Proposal 8424.67 Site Area Site Width 22.88 m 34.24 m Building(s) Setbacks (East/West/North/South)1374 (North, Shared with a street) MARSH ROAD 0m. (West,Shared with a street) EDMONON TR NE 1.38m (East, Shared with a parcel) M-C2 1.31m (South, Shared with a parcel) MU-1 Site Coverage of building(s) Foor Area Ratio (FAR) 4.47 The maximum floor area ratio is 4.5 Zone Requirement Proposal Total Number of Units 8,424.67 sq.m\. Gross Building Area 37,680.98 sq.m\. There is no maximum density for parcels designated MU-1 District No **Building Height and Cross Section** 22 m 22m Maximum Building Height Residential Amenity Space 1349 1349(2) The required minimum amenity space is 5.0 square metres per unit. 245 sq.m\. 270.64 sq.m∖. (7)A minimum of 50 percent of the required amenity space must be provided outdoors. 123 sq.m\. 213 sq.m\. Total Outdoor Amenity Area (Minimum) Total Indoor Amenity Area Motor Vehicle Parking Stall Requirements 1350 1350 The Minimum number of motor vehicle parking stalls (a) for each Dwelling Unit is: (i)0.75 stalls per unit for resident parking (ii) 0.1 visitor parking stalls; Total Required Vehicle Parking Stalls Before Reduction 42 Reduction for Transit Supportive Development 1352 1352 The required number of motor vehicle parking stalls in section 1350 is reduced by 25.0 percent for a development on a parcel located within: (a) 600.0 metres of an existing or approved capital funded LRT platform; (b) 400.0 metres of an existing or approved capital funded BRT station; or (c) 200.0 metres of primary transit service. Required Bicycle Parking Stalls 1353 (1) The minimum number of bicycle parking stalls - class 1 for (b) 0.5 stalls per unit when the total number of units equals or exceeds 20 1353 (2) The minimum number of bicycle parking stalls - class 2 for (b) 0.1 stalls per unit when the total number of units equals or exceeds 20 Reduction for Bicycle Supportive Development 1354 The total number of motor vehicle parking stalls required by section 1350 for all of the units within the development is reduced by 0.25 motor vehicle parking stalls for each additional bicycle parking stalls — class 1 provided in excess of the number of bicycle parking stalls — class 1 required in section 1353 to a maximum of 25 per cent of the total number of motor vehicle parking stalls required by section 1350 for all of the units within **Total Required Vehicle Parking Stalls After Reduction** 25 Visibility Setback 569 Within a corner visibility triangle, buildings, fences, finished grade of a parcel and vegetation must not be located between 0.75 metres and 4.60 metres above the lowest elevation of the street.

## VINCINITY MAP



## SYMBOL LEGEND

INDICATES ROOM NAME AND NUMBER



INDICATES BUILDING SECTION MARKER



INDICATES WALL SECTION MARKER



INDICATES EXISTING ELEVATION ON SITE /

INDICATES BUILDING DETAIL MARKER



BLOCK PLANS



INDICATES PROPOSED ELEVATION ON SITE / BLOCK PLANS

INDICATES EXISTING TREE TO BE REMOVED



INDICATES PROPOSED SPOT ELEVATION



INDICATES EXISTING TREE TO REMAIN



INDICATES NEW TREE



INDICATES EXTERIOR DOOR / WINDOW TAG

INDICATES INTERIOR DOOR TAG



INDICATES HEIGHT OF CEILING STRUCTURE ABOVE SUBFLOOR





INDICATES CONSTRUCTION ASSEMBLY TYPE TAG - REFER TO CONSTRUCTION ASSEMBLIES



INDICATES FLOOR FINISH TYPE TAG - REFER TO FINISHES LEGEND



INDICATES WALL FINISH TYPE TAG - REFER TO FINISHES LEGEND



INDICATES CEILING FINISH TYPE TAG - REFER

\/	

TO FINISHES LEGEND

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KEYNOTE TAG - REFER TO DRAWING NOTES

## TYPICAL ABBREVIATIONS

ABOVE FINISHED FLOOR ABOVE SUB-FLOOR AFS ABOVE FINISHED SLAB BLDG BUILDING C/W COMPLETE WITH CONC. CONCRETE CSCI CONTRACTOR SUPPLIED CONTRACTOR INSTALLED COOKTOP OSOI OWNER SUPPLIED DIA DIAMETER DN DOWN DW DISHWASHER DWG DRAWING E/W EACH WAY ELEC. ELECTRICAL ENG. ENGINEER EQ. EQUAL E.O.S. EDGE OF SLAB FRIDGE FD FLOOR DRAIN

FURN FURNACE GA GAUGE GWB GYPSUM WALL BOARD HWH HOT WATER HEATER HDWD HARDWOOD

I.D. INSIDE DIAMETER LL LIVE LOAD MANUF. MANUFACTURER MECH MECHANICAL

MW MICROWAVE N.A. NOT APPLICABLE N.I.C. NOT IN CONTRACT N.T.S. NOT TO SCALE O/C ON CENTRE

OWNER INSTALLED OSCI OWNER SUPPLIED CONTRACTOR INSTALLED O.D. OUTSIDE DIAMETER

SPEC. SPECIFICATION T.O. TOP OF TOW TOP OF WALL

T\$B TOP AND BOTTOM T¢G TOUNGE AND GROOVE TYP. TYPICAL U/S UNDERSIDE VERT. VERTICAL

W/D WASHER / DRYER WD WARMING DRAWER WO WALL OVEN WPM WATERPROOF MEMBRANE

THE MAJOR OCCUPANCY IS GROUP C, THE BUILDING IS FIRE ALARMED AND

01	2024.04.24	ISSUED FOR DEVELOP PERMIT
02	2024.12.06	ISSUED FOR DTR 1
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KE	CORD OF RE	VISIONS:

ALL WORK SHALL CONFORM TO THE LATEST EDITION OF THE ABC, NBC, ELECTRICAL AND PLUMBING CODES ALL WORK SHALL BE PERFORMED IN A PROFESSIONAL AND WORKMANLIKE MANNER ALL MATERIALS SHALL BE HANDLED AND STORED TO

REPORT ANY ERRORS AND/OR DISCREPANCIES TO THE ARCHITECT PRIOR TO CONSTRUCTION

DIMENSIONS PROVIDED ARE RELATIVE TO FACE OF STUD OR FACE OF CONCRETE EACH SUCCESSIVE SUBTRADE IS REQUIRED TO CONFIRM

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## **JACKSON McCORMICK**

**ARCHITECTURE LTD** 

804-A 16TH AVENUE S.W.

MARSH ROAD -

tel: 403 520 8018

email: info@jmdesigngroup.ca

MIXED-USE BUILDING CALGARY, ALBERTA

LOT EIGHT (8) AND THE WESTERLY TWELVE AND ONE HALF(12.5)FEET OF LOT NINE(9), BLOCK "B", PLAN CALGARY 3770K THAT PORTION OF LOT 9 WHICH LIES TO THE EAST OF THE WESTERLY 12 1/2 FEET THEREOF AND THE WHOLE OF LOT 10, BLOCK B, PLAN 3770K

### PROJECT INFORMATION

AS NOTED	DRAWING NU.:
PROJECT NO.: <b>2023-10</b>	DP0.1
CHECKED BY: TJ	
DRAWN BY:	PLOT DATE:

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2024.12.06





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02	2024.12.06	ISSUED FOR DTR 1		
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\*\*MARSH ROAD -

MIXED-USE BUILDING
629 & 633 MARSH ROAD N.E.
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PERSPECTIVE VIEW 1

AS NOTED DP0.3 2023-10



02 2024.12.06 ISSUED FOR DTR 1	01	2024.04.24	ISSUED FOR DEVELO PERMIT
RECORD OF REVISIONS:	02	2024.12.06	ISSUED FOR DTR 1
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## T:MARSH ROAD -

MIXED-USE BUILDING
629 & 633 MARSH ROAD N.E.
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PERSPECTIVE VIEW 2

AS NOTED DP0.4 2023-10





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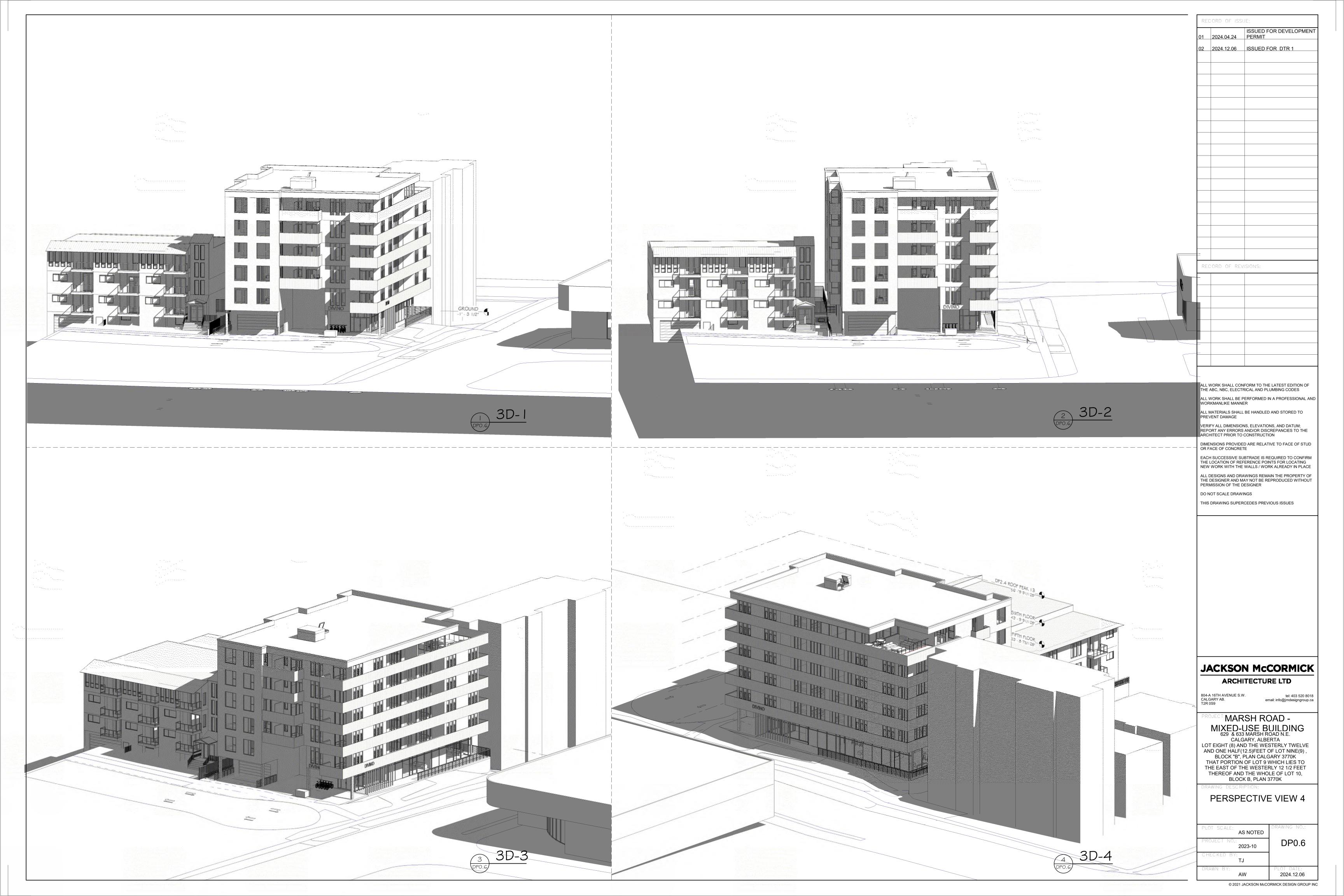
tel: 403 520 8018 email: info@jmdesigngroup.ca

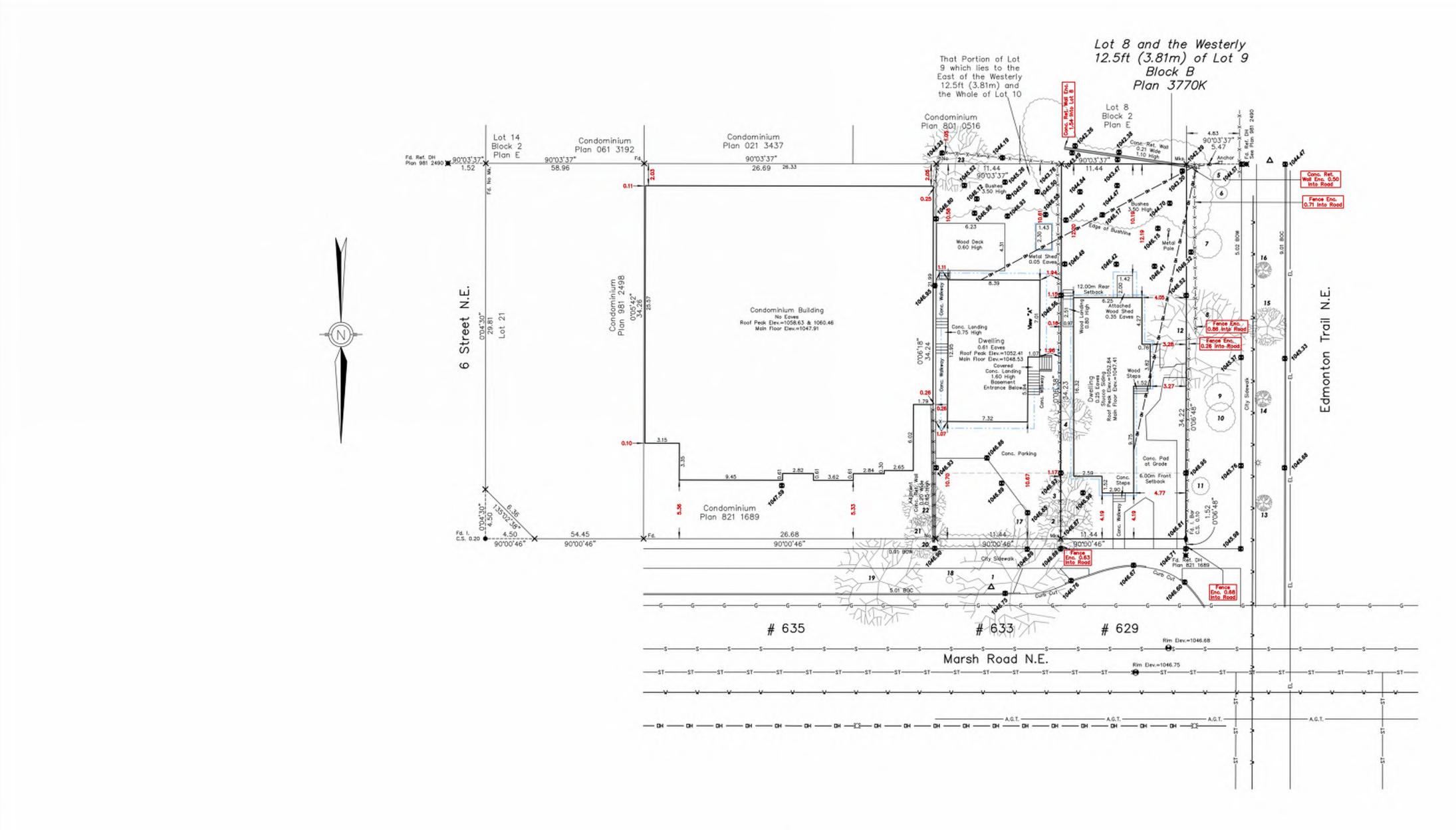
\*\*MARSH ROAD -

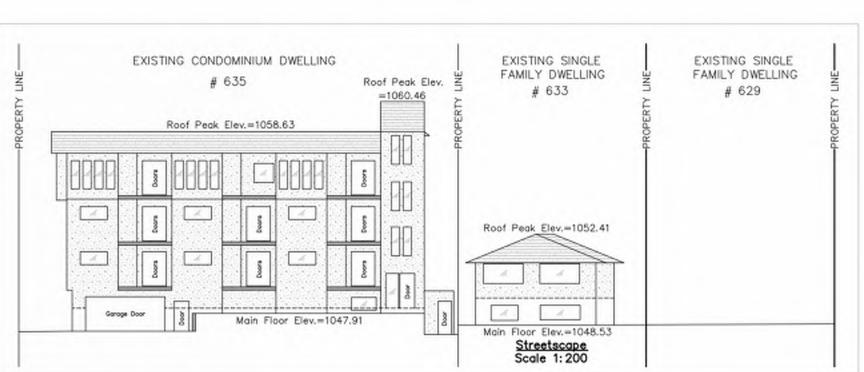
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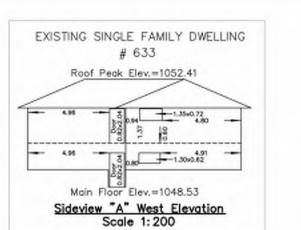
PERSPECTIVE VIEW 3

PLOT SCALE: AS NOTED	DRAWING NO.:
PROJECT NO.: 2023-10	DP0.5
CHECKED BY:	
DRAWN RY.	PLOT DATE:









## DEVELOPMENT PERMIT PLAN

Lot 8 and the Westerly 12.5ft (3.81m) of Lot 9

Block B Plan 3770K

MUNICIPAL ADDRESS: 629 Marsh Road N.E. Calgary, Alberta

Riverview Custom Homes DATE OF SURVEY: November 7th, 2019. DATE OF UPDATE: February 5th, 2024.

LEGEND

Elevations are shown thus: @ = 1000.00 Metres. (Geodetic) Elevations are referred to ASCM 153254 Elev.=1041.69m. Distances are in metres and decimals thereof. Bearings are Grid (3TM-114'W) and Derived from GNSS Observations.

Found Iron Posts are shown thus: \_\_\_\_\_ Drill Holes are shown thus: \_\_\_\_\_ Found Iron Bars are shown thus:\_\_\_\_\_ Calculation points are shown thus: \_\_\_\_\_ Fire Hydrants are shown thus: \_\_\_\_\_ Water Valves are shown thus: \_\_\_\_\_ Gas Valves are shown thus: \_\_\_\_\_ Power Poles are shown thus: Manholes are shown thus: \_\_\_\_\_ Lamp Standards are shown thus:\_\_\_\_\_

Street Signs are shown thus: \_\_\_\_\_\_ Property lines are shown thus: \_\_\_\_\_ Utility Right of Ways are shown thus: \_\_\_ Eaves are shown thus:\_\_\_\_ Fences are shown thus: \_ Cable Lines are shown thus: \_\_ Stormline are shown thus: \_\_\_\_ Sanitaryline are shown thus: \_\_\_\_\_ Telephone Lines are shown thus: Waterline are shown thus:

Gasline are shown thus:

Overhead Electrical lines shown thus:

Underground Electrical lines shown thus:

EAT All fences are within 0.2 metres of the property lines unless otherwise shown.

All eaves are measured to fascia unless otherwise shown. Unless noted otherwise lines outside of property are not to scale.

Title information is based on the C. of T. 231 250 035 which was searched on the 5th day of February, 2024, and is subject to: No Pertinent Registration.

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ABBREVIATIONS

Enc. -- Encroaches

Fd.—Found I.—Iron Post I.B.—Iron Bar M.A.—Maintenance Access A--Arc Length Acc.--Accessory A/C--Air Conditioner Bldg--Building BOC--Back of Curb Mk.--Mark BOW--Back of Walk O.D.--Overland Drainage Calc.--Calculated R--Radius Reg.—Registration
Ret.—Retaining
R/W—Right of Way
W/O—Walkout Basement Cant.--Cantilever Conc.—Concrete C.S.—Countersunk DH--Drill Hole

This plan represents the best information at the time of survey. Arc Surveys Ltd. and its employees take no responsibility for the location of any underground conduits, pipes or other facilities whether shown on or omitted from this plan. All underground installations should be located by the respective authorities prior to construction.

W.W.--Window Well

Call Alberta One-Call: 1-800-242-3447



--- denotes Coniferous

--- denotes Deciduous

### Tree Schedule

Tree No.	Tree Type	Trunk Dia.	Canopy Dia	Height
1	Deciduous	0.60	10.00	5.50
2	Deciduous	0.35	5.00	4.50
3	Deciduous	0.30	5.00	4.50
4	Deciduous	0.25	4.00	4.00
5	Bush		1.50	2.00
6	Bush		1.00	1.00
7	Bush		2.50	2.00
8	Bush		2.50	2.00
9	Bush		2.50	2.50
10	Bush		2.50	2.50
11	Bush		1.50	1.50
12	Deciduous	1.50	9.00	5.00
13	Deciduous	0.05	1.50	3.50
14	Deciduous	0.05	1.50	3.50
15	Deciduous	0.35	3.50	6.50
16	Deciduous	0.05	1.50	3.00
17	Bush		8.50	1.00
18	Trunk	0.30		
19	Deciduous	0.50	8.00	8.00
20	Bush		1.00	1.00
21	Deciduous	0.15	4.00	6.00
22	Deciduous	0.20	4.00	6.00



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Surveyed: JZ Drawn: JW/QM Checked by: RB Scale: 1: 200 9 1

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02	2024.12.06	ISSUED FOR DTR 1
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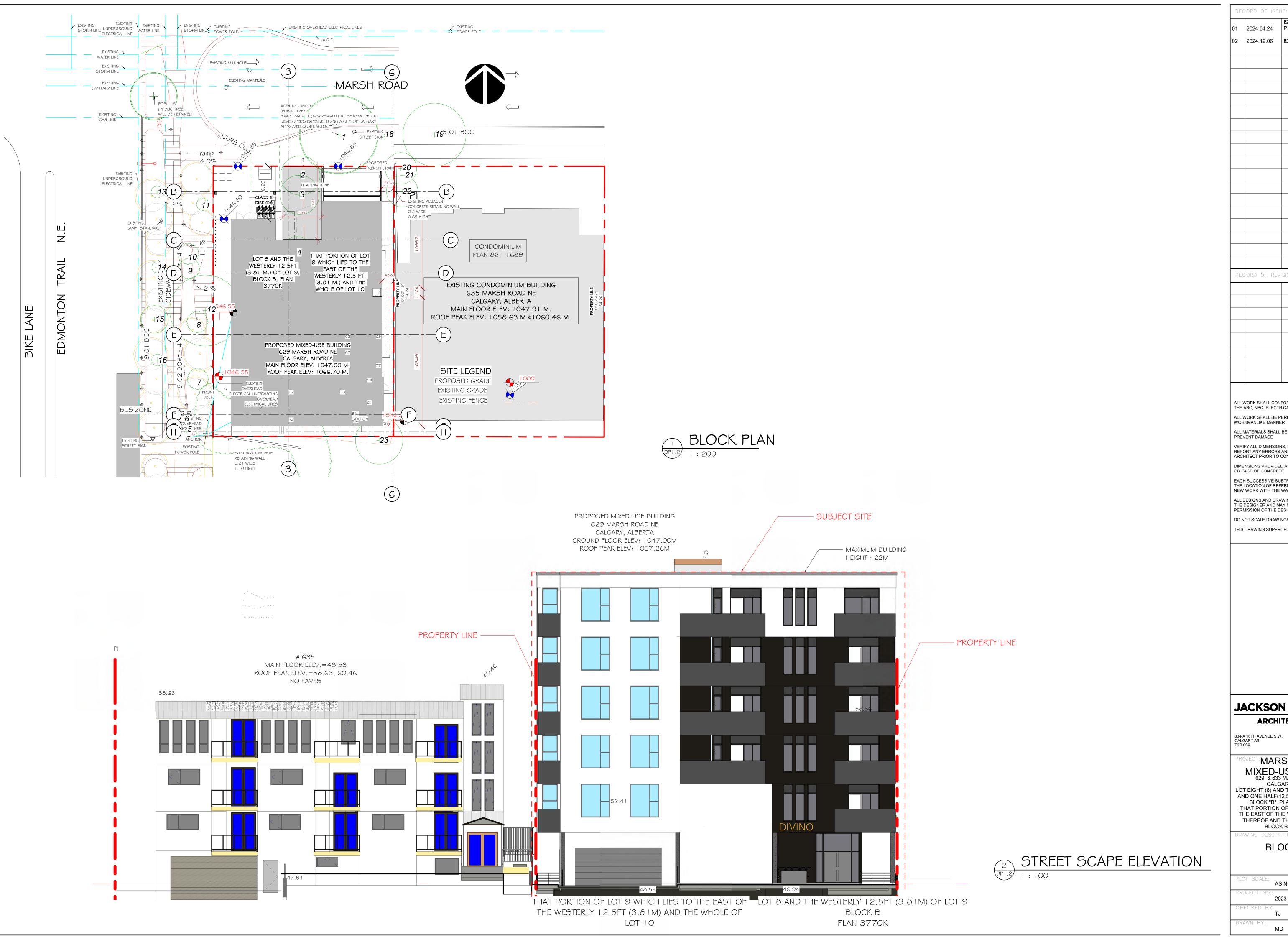
tel: 403 520 8018

\*\*MARSH ROAD -MIXED-USE BUILDING

CALGARY, ALBERTA LOT EIGHT (8) AND THE WESTERLY TWELVE AND ONE HALF(12.5)FEET OF LOT NINE(9), BLOCK "B", PLAN CALGARY 3770K THAT PORTION OF LOT 9 WHICH LIES TO THE EAST OF THE WESTERLY 12 1/2 FEET THEREOF AND THE WHOLE OF LOT 10, BLOCK B, PLAN 3770K

SURVEY PLAN

PLOT SCALE: AS NOTED	DRAWING NO.:
PROJECT NO.: 2023-10	DP1.1
CHECKED BY: TJ	
DRAWN BY:	PLOT DATE:



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email: info@jmdesigngroup.ca

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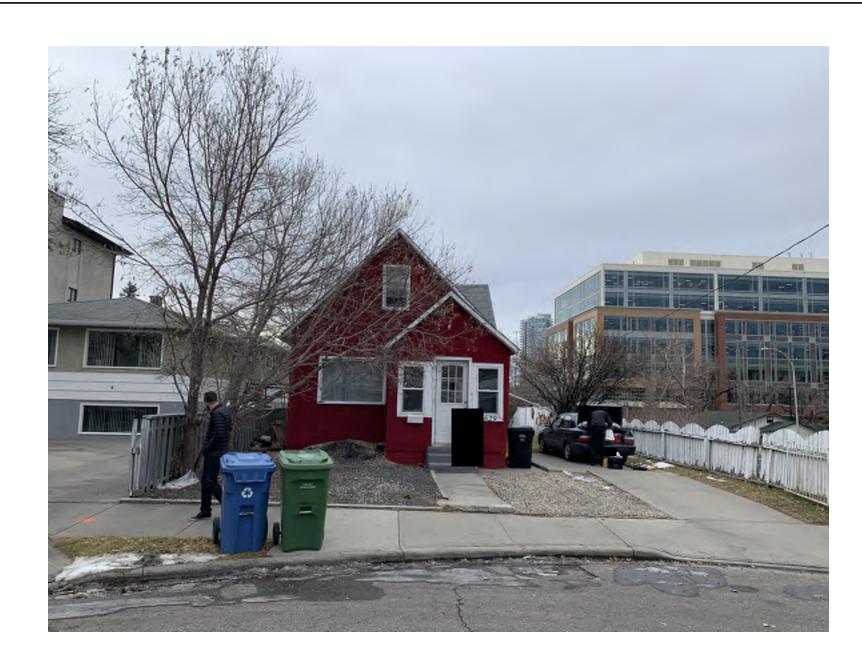
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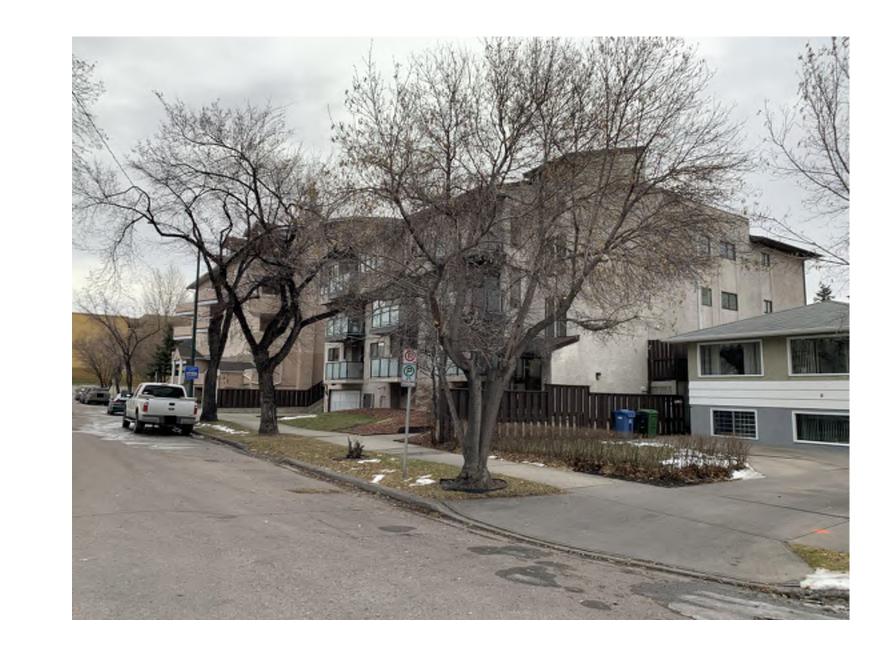
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VIEW I



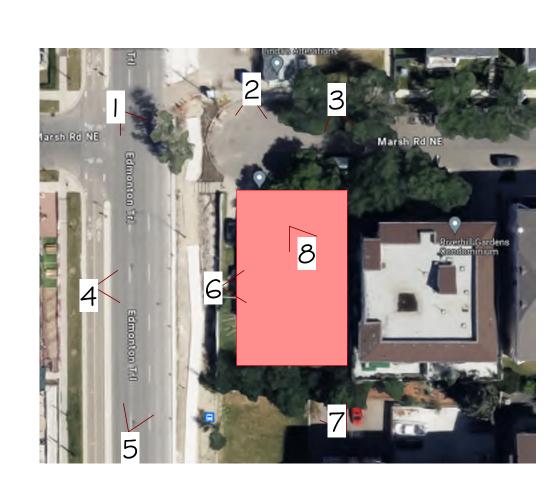
VIEW 2



VIEW 3



VIEW 4



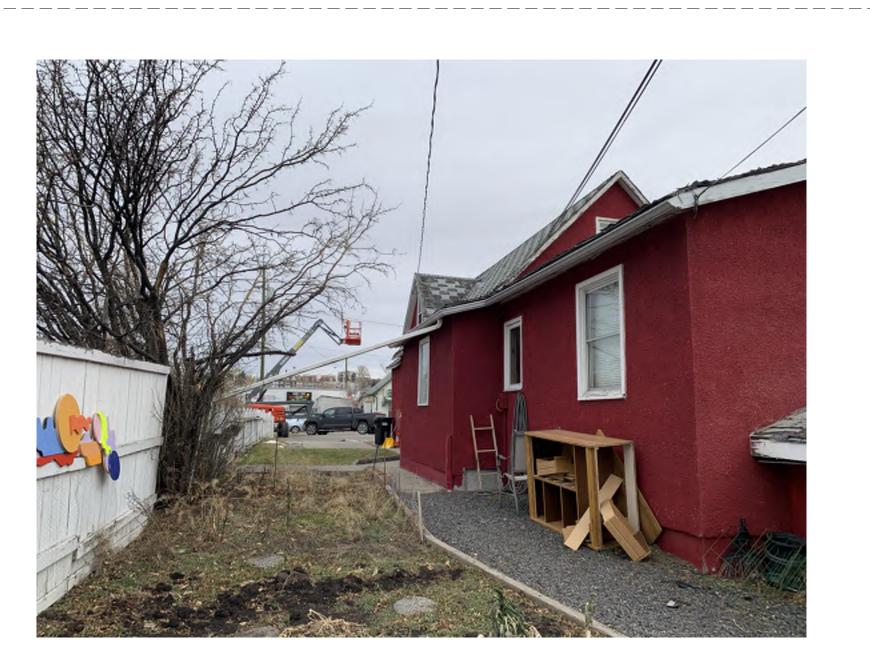
SUBJECT SITE KEY PLAN



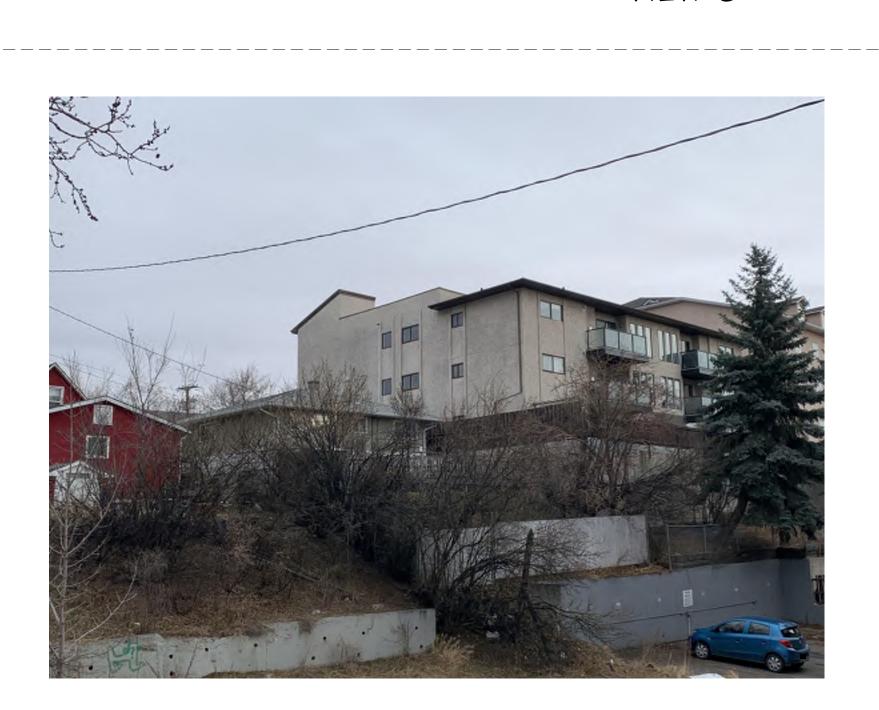
VIEW 8



VIEW 5



VIEW 6



VIEW 7

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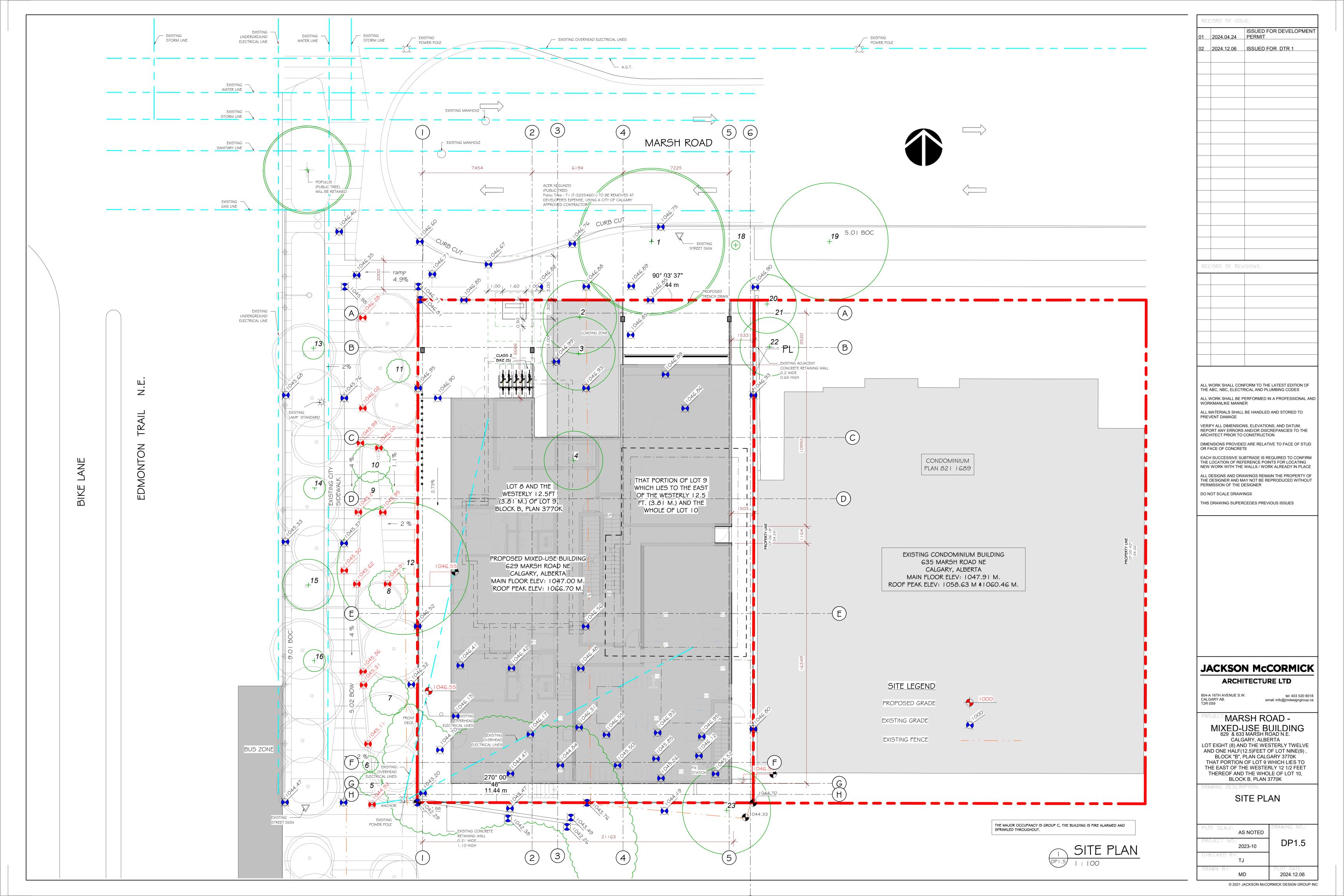
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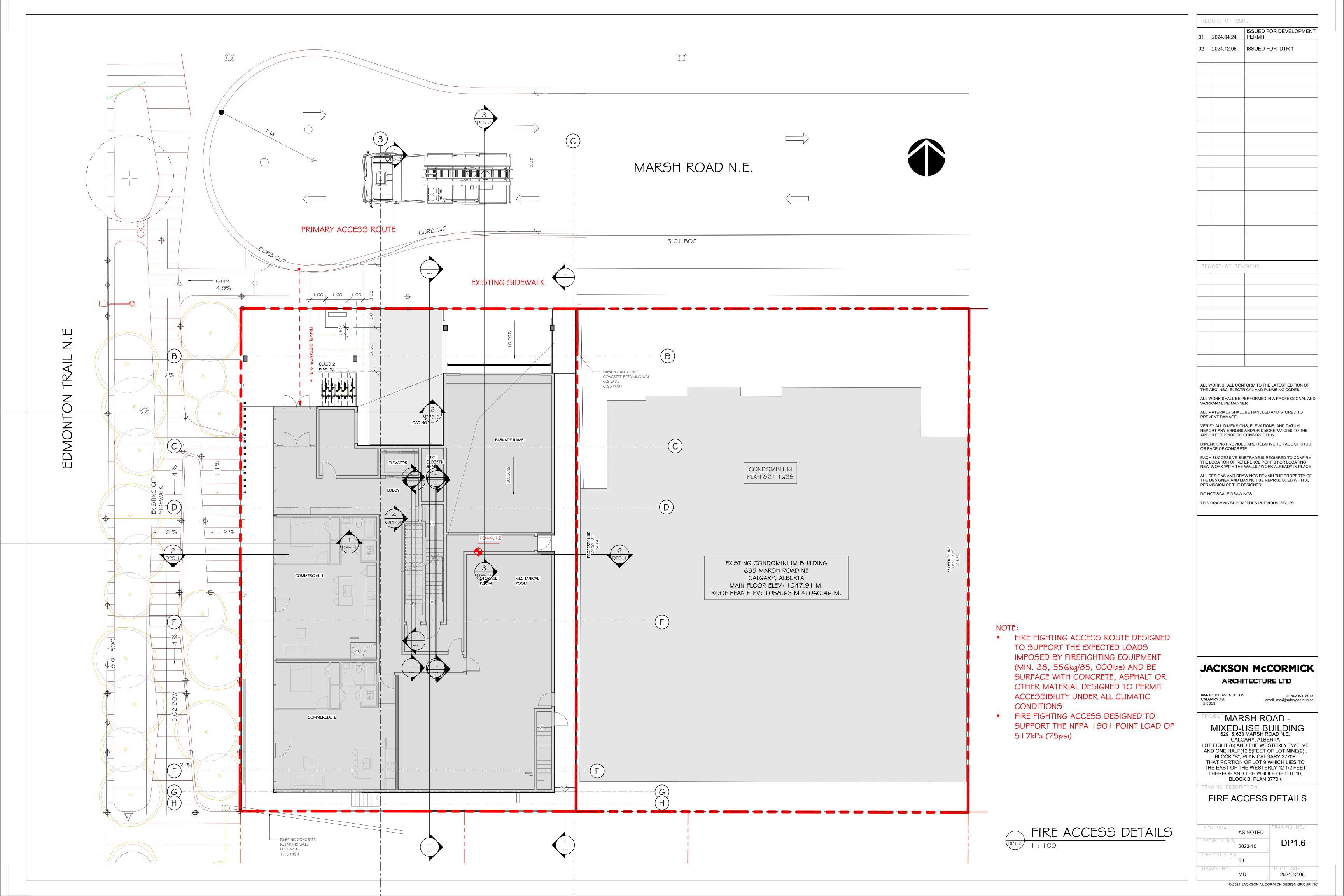
SITE PHOTOS

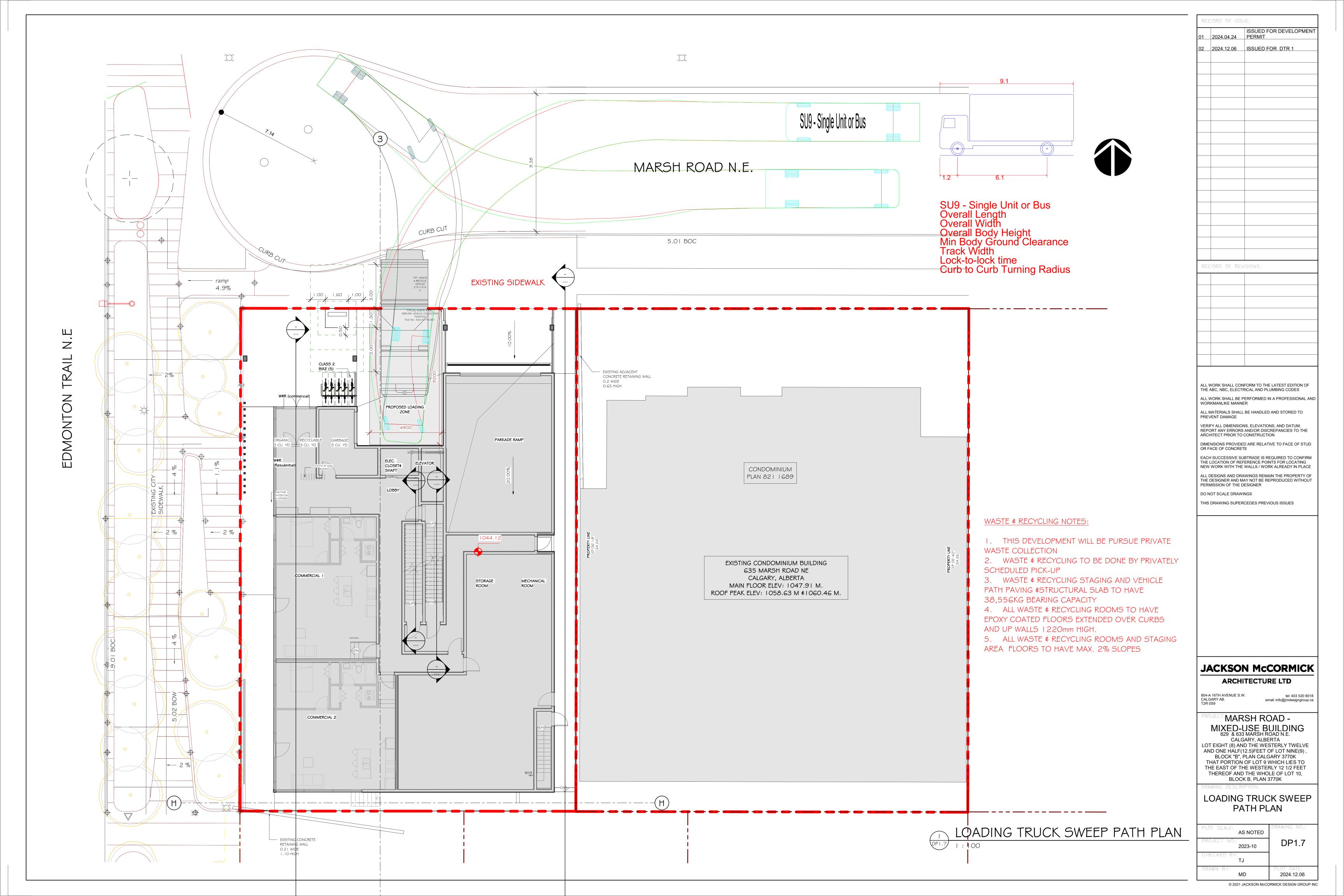
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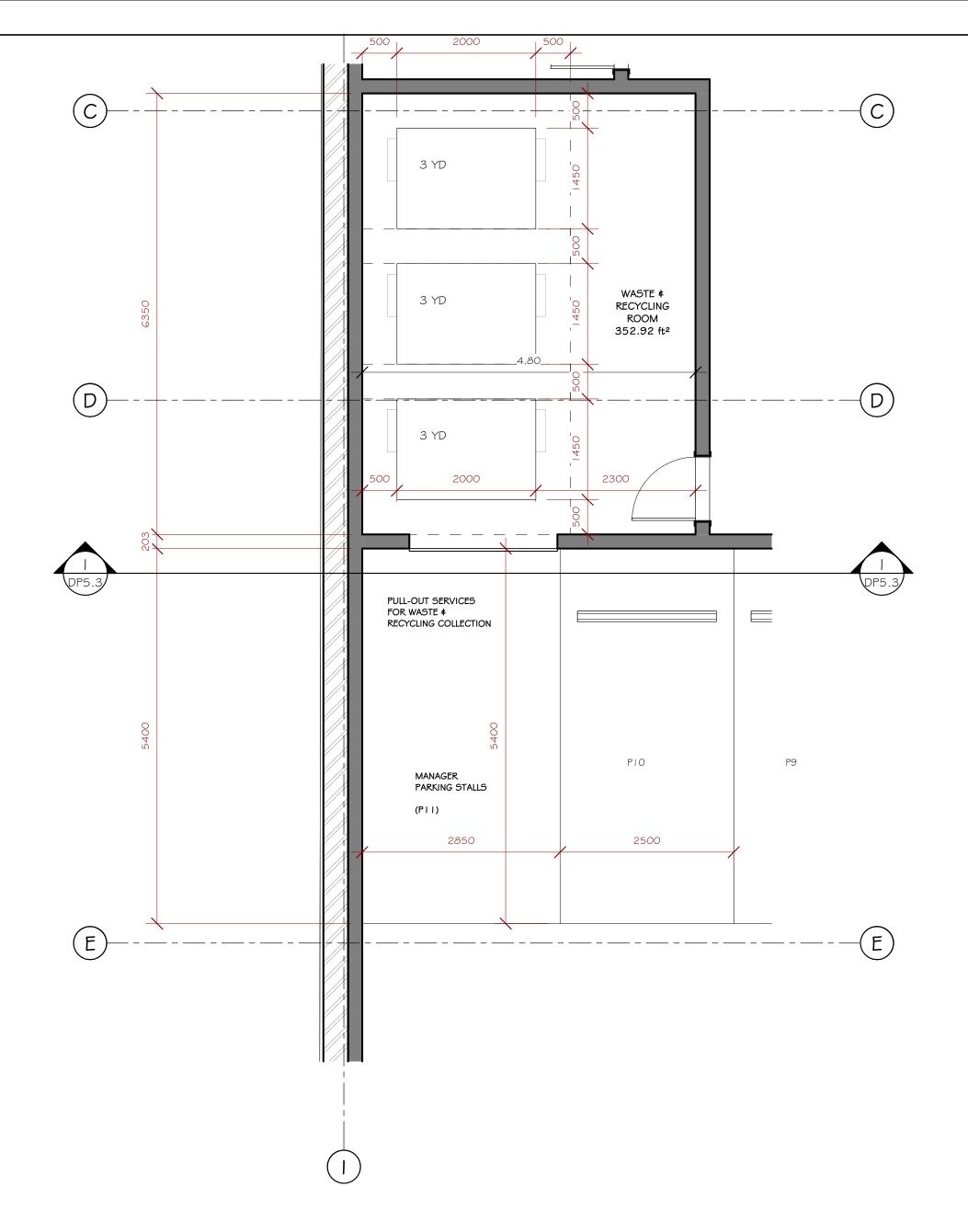
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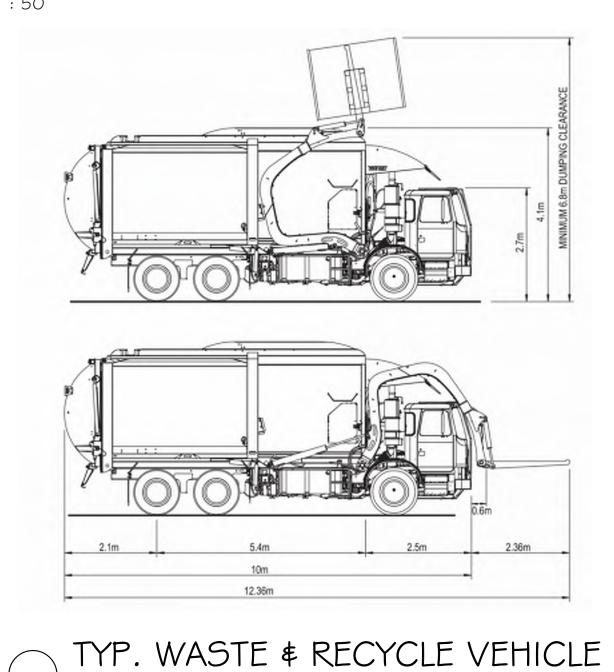


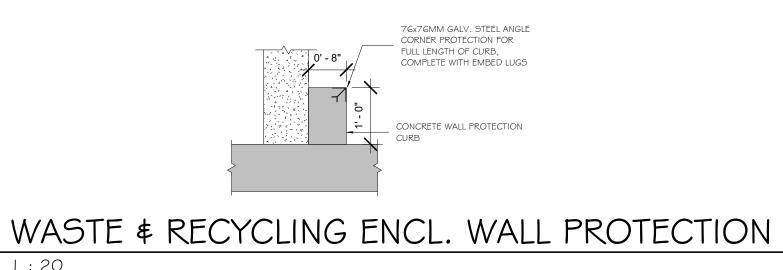


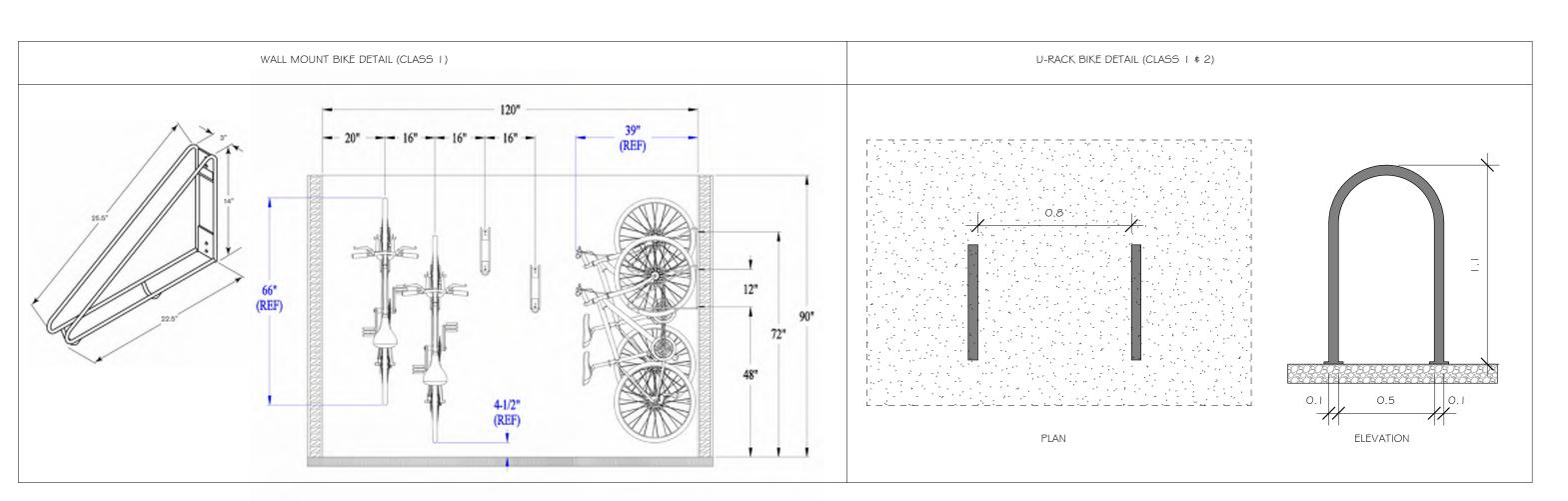




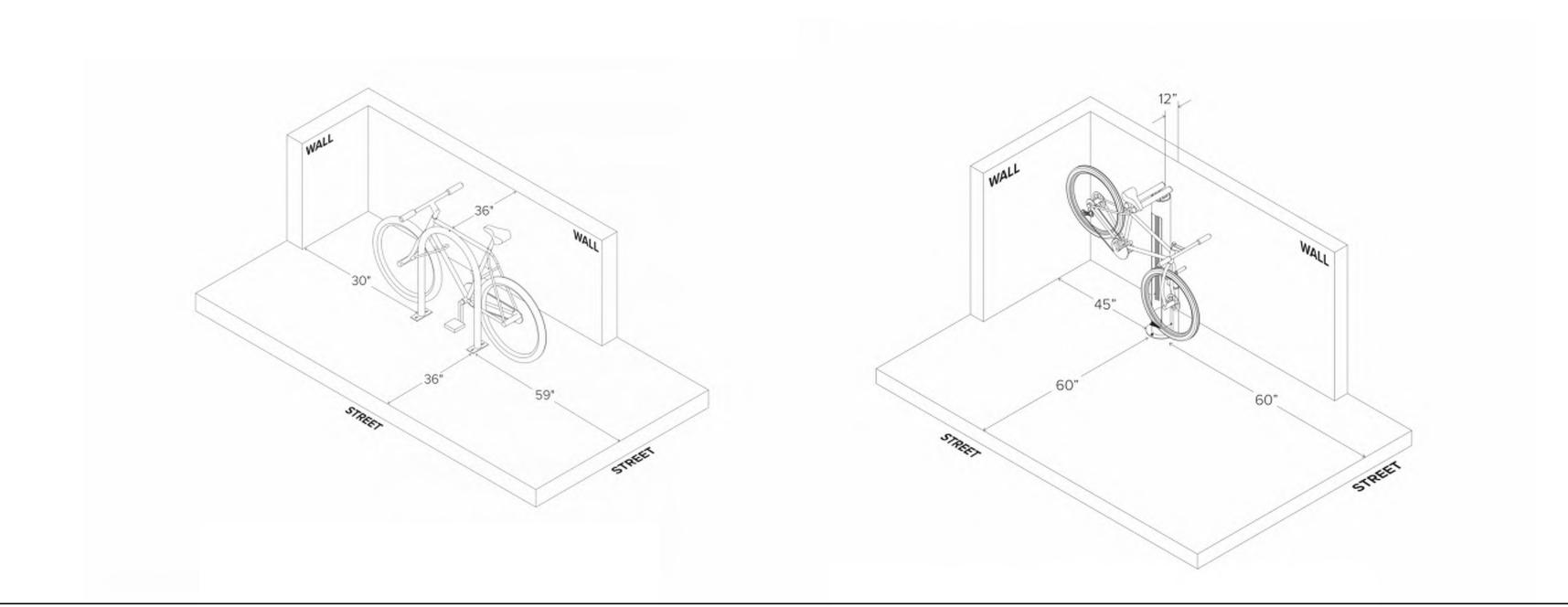
## WASTE & RECYCLING ROOM







BIKE RACKS CLASS | \$2 DETAILS



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CALGARY, ALBERTA
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8. Special notice to installers of lockboxes

Lockbox audits indicate that mail can become trapped within the wall cavity

surrounding the lockbox assembly. This can be reduced with proper installation

8.1 Closely fit the opening in the wall to the outside of the box cabinet. The opening

8.2 Provide adequate framing in the wall to ensure that the lockbox assembly can

should be straight and square ensuring a minimum gap between the wall

be anchored securely. Note that in normal operation the anchoring is subjected

to considerable force. This can result in the lockbox being pulled from the wall

not be cracks that permit mail items to be inserted between the frame and the finished wall. Recipients wishing to redirect mail often place it in such cracks

Provide adequate framing

to ensure secure anchoring

after numerous openings, particularly if there is not sufficient anchoring.

8.3 Ensure that the lockbox assembly is installed tightly to the wall. There should

lost. We recommend this seam be sealed with an appropriate caulking.

Therefore, we request your assistance and ask that you carefully follow the

## Appendix B

following areas.

framing and the cabinet.

Fit frame tight to wall

Minimize gap around

## Specifications for lockbox assemblies and mailrooms

## Delivery service options available for apartment buildings are

#### front-loading lockbox assembly rear-loading mailroom (mandatory for 100 units or more).

#### Note: For apartment buildings with 100 or more units, a rear-loading mailroom must be installed.

#### For a building of this many units, a rear-loading mailroom allows for more efficient delivery of the mail because there is not a large number of panels to continually open

and close. Multiple open panels can also hinder the flow and safety of lobby traffic. A mailroom provides a higher degree of security (see Appendix B, sections 6 and 9).



Apartment buildings

#### Responsibilities

#### The developer/owner must

supply, install and maintain the mail delivery equipment according to Canada Post specifications (see Appendix B); provide Canada Post with all the suite or unit numbers (recommended to have numeric characters only and no hyphens or special characters); ensure that all the mail delivery equipment is accessible by persons

with physical disabilities.

#### Lockbox assemblies

There are a variety of lockbox systems available on the retail market, most of which are in two general categories, front-loading or rear-loading postal box assemblies. Depending on your particular requirements, either of these box types will provide appropriate mail delivery functionality.

#### 1. Front-loading lockbox assemblies

In front-loading lockbox assemblies, access for the delivery personnel is provided through a master door or similar access feature. This permits the delivery personnel to use the same floor space as the customer, thus reducing the overall space required. Two major types of front-loading boxes are available.

#### 1.1 Drop-front lockbox assembly

The drop-front lockbox assembly (often referred to as a "K" panel) consists of a number of vertical mailboxes banked to form a unit that, when unlocked by the delivery personnel, tilt out at the top to permit the mail to be deposited through the open box tops. Customer access is provided by a side-hinged, individually locked customer compartment door.

- The assembly is usually used in small residential apartment buildings.
- It is useful in buildings with 3 to 16 units.
- It is available in banks of 3 to 8 boxes.
- It can be mounted into the wall or surface mounted.
- It is available in limited sizes, but is not suited to commercial or retail tenants. The assembly does not hold parcel-sized boxes.

### 1.2 Master-door lockbox assembly

With this style of lockbox assembly, the delivery personnel are provided access to multiple boxes by opening a master door on the front of the assembly. Customer access is provided by a hinged, individually locked customer compartment door. These boxes are available in a number of standard sizes (see section 4).

- The assembly is available in a variety of sizes that can be mixed to provide for varying tenant needs (see section 4).
- Larger boxes can be used as parcel compartments.
- The assembly is available in flush or surface-mounted models.

#### 1.3 Front-loading "B" boxes

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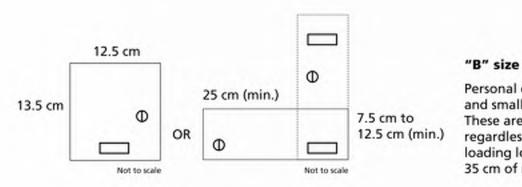
Appendix B

- They are useful where wall space is limited (taking less area than "K" panels).
- They can be inserted either fully or partially into a wall or added onto a wall. They can be used in buildings with a large number of tenants if a mailroom
- cannot be installed or is not feasible.
- Larger compartments in varying configurations are available (see section 4).

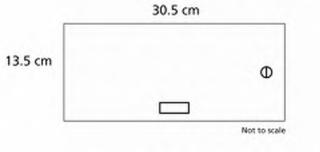
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### 4. Lockbox sizes

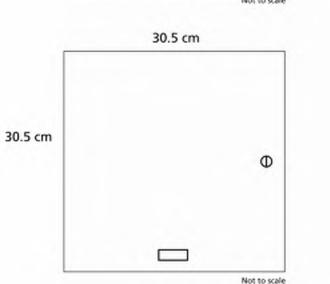
Appendix B



Personal compartments for residential and small business applications. These are minimum size requirements, regardless of front-loading or rearloading lockbox assemblies. All with 35 cm of minimum (min.) depth.



"C" size Approximately 13.5 cm x 30.5 cm. Used for larger mail receivers in business buildings. These may also be used as optional parcel compartments if space is at a premium.



#### "D" size

Approximately 30.5 cm x 30.5 cm. Used for large volume receivers in business applications as well as optional parcel compartments.

Note: When ordering lockbox assemblies, one additional compartment must be allowed for housing Canada Post's office lock.

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## 5. Specifications for lockbox assemblies

- 5.1 Every lockbox assembly must be located adjacent to the main entrance of the building and be readily accessible to delivery personnel. There is to be only one lockbox assembly per building.
- 5.2 Every lockbox assembly must be constructed so that delivery personnel, when sorting the mail for that assembly, are not required to reach higher than 170 cm from the finished floor level in order to place mail in the top row of boxes, or lower than 45 cm from the finished floor level in order to place mail in the bottom row of boxes. If the bottom row is composed of parcel compartments, it can be 38 cm from the finished floor level. The entire top and bottom rows of boxes must be contained within these maximum measurements as there is always the potential for full use of the boxes.
- 5.3 Every lockbox assembly must be installed with a minimum of 15 cm between the last row of boxes and all adjoining walls that create inside corners. This ensures ease of access to the boxes and applies to all inside corners on the customer side and the postal delivery side of all assemblies.
- 5.4 Every lockbox assembly must be constructed and installed in such a manner as to prevent
- a) loss or entrapment of mail,
- b) damage to mail,
- c) injury to post office delivery personnel,
- d) injury to the customer.
- 5.5 Each box in a lockbox assembly must be equipped with a door through which mail can be obtained, and every such door must be equipped with a lock.
- 5.6 Each box in a lockbox assembly must have a holder in which the name (optional) and apartment suite number of the tenant is placed in such a manner that they are readily visible to the post office delivery personnel when placing mail in the box.

Boxes must be numbered sequentially low to high. Please see page 27 for lockbox sequencing guidelines.

Note: Choose well constructed equipment. Quality boxes will provide many years of trouble-free service. Well built mailboxes will ensure that the tenant's mail is always securely protected and that there is minimum risk of injury to customers and delivery personnel and of damage to mail items. Proper installation is also critical to ensure the security of the mail over a long service life (see section 7).

## 5.7 Every lockbox assembly must be constructed so that delivery personnel have

 a) a master lock on the front of the assembly installed not more than 170 cm and not less than 45 cm from the finished floor level:

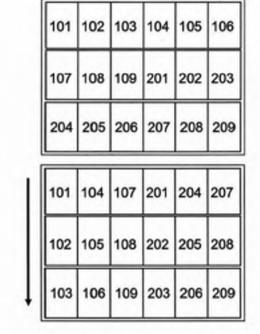
ready access to the lockboxes in the assembly by means of the following:

- b) an enclosed room at the rear of the assembly having a working space of at least 100 cm in width; or
- where there is an open space or public foyer at both the front and rear of the assembly and the means of access described in paragraphs a) and b) are not reasonably obtainable, a cupboard type door at the rear of the assembly that
  - i) when closed prevents unauthorized entry;
  - ii) is constructed of metal, 2 cm plywood or other sturdy material;
  - iii) is hinged so that the hinge or hinge-pin cannot be removed from the outside when the doors are closed; and
  - iv) has a master lock that is firmly anchored through the entire thickness of the door and where the door (constructed of a material other than metal) is firmly anchored to a metal plate.

### 5.8 With regard to the locking mechanism:

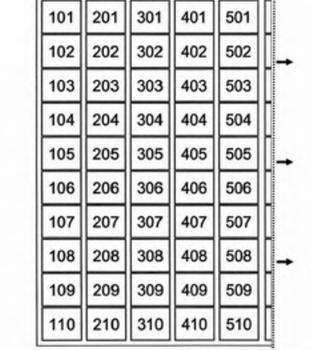
- a) the master door of access to a lockbox assembly must be fitted with a lock
- obtained from Canada Post only; the lock referred to in subsection a) must be fitted in such a manner that, when locked, the bolt of the lock is engaged in metal to a depth of at least
- 4.5 mm; for a copy of the lock template, contact your delivery planner; c) certain units on the market do not meet specifications to allow the placement of the new Canada Post crown lock; therefore, it is recommended that you contact your delivery planner prior to purchasing and installing the lockbox assembly to ensure that the unit can be fitted with the Canada Post lock; otherwise, all costs to retrofit will be at the expense of the owner.
- 5.9 The installation of the lock referred to in section 5.8, must be supervised by post office delivery personnel who will retain custody of the key for the lock.
- 5.10 Any signalling or communication device or other equipment with a function not related to mail delivery that is installed with a lockbox assembly must not permit or require access to the interior of the lockbox assembly in order to use or maintain the device or equipment.

## How to sequence compartments in a typical small front-loading lockbox assembly panel (view from lobby)



- 1. For small front-loading panels, these can be sequenced either top to bottom or across. As long as all boxes in each panel are within arm's reach left/right
- 2. The delivery agent will open one or two panels at a time, deposit the mail, close/lock panels and then move to the next set of panels.

#### How to sequence compartments in a typical large lockbox assembly with mailroom or large front-loading panel (view from lobby)



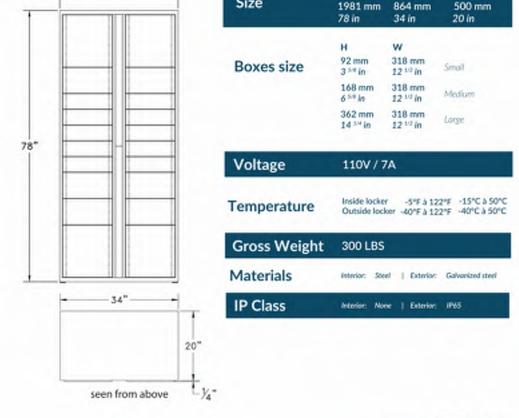
1. This is the preferred sequencing when all boxes in the panel are not within arm's reach from one single standing location.

2. Within the mailroom, the sequence for each column will be backward for the delivery

agent (i.e., the first column on the left is the last column seen in the lobby view). 3. Top-to-bottom sequencing allows the delivery agent to stay in one location, while sorting to an entire column before moving sideways to the next. This avoids a constant side-to also prevents bending over for long periods of time, while sorting to the bottom rows.

## **TECHNICAL SHEET** TECHNICAL SPECIFICATION

### 20 Doors Extension



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Code # PE20

BLOCK B, PLAN 3770K

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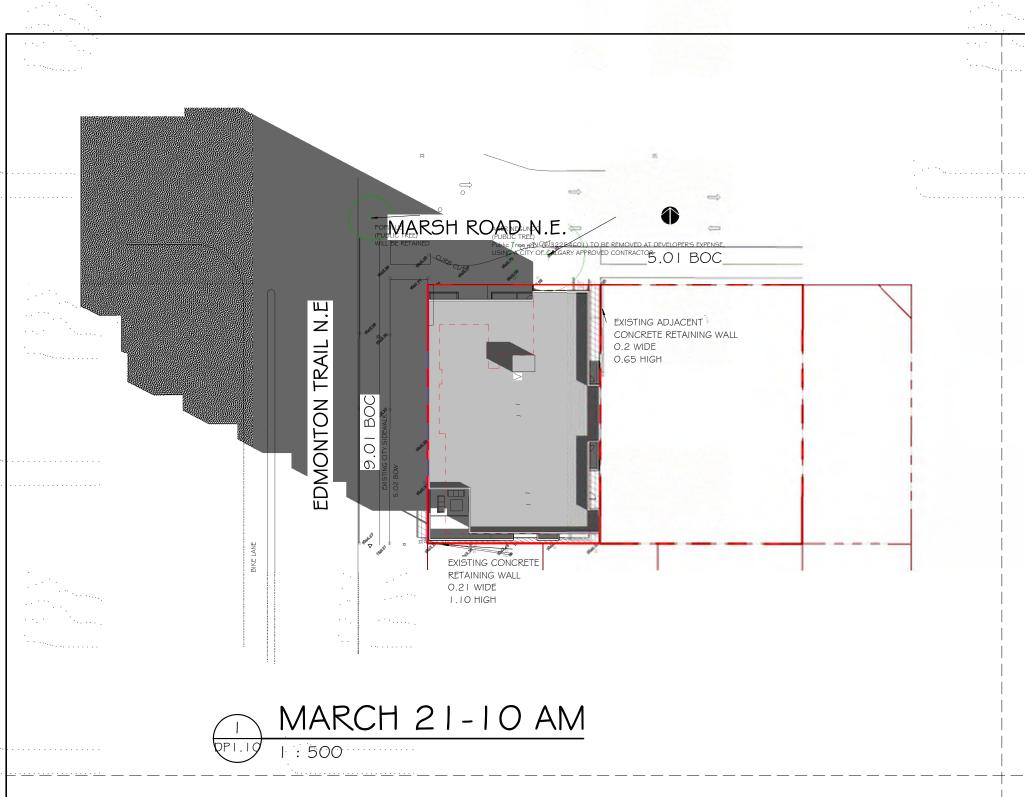
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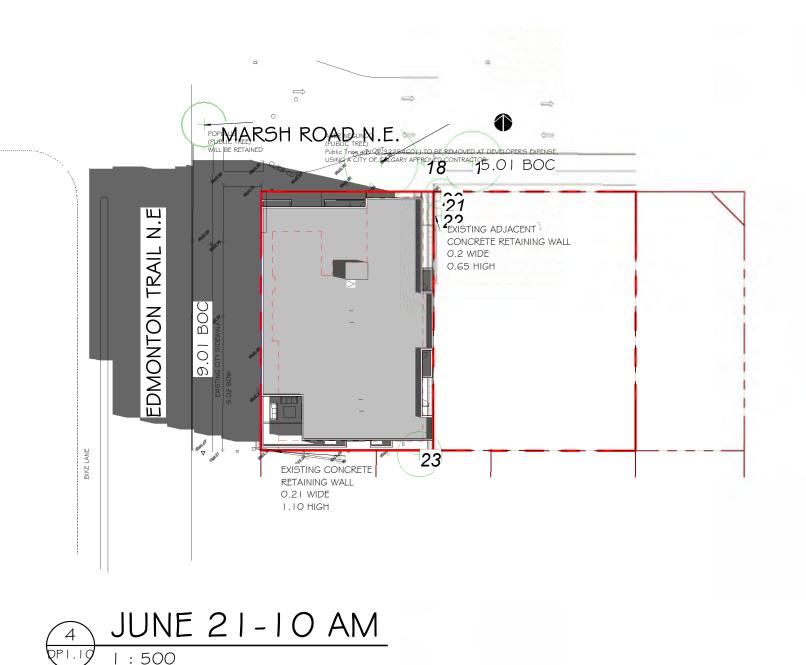
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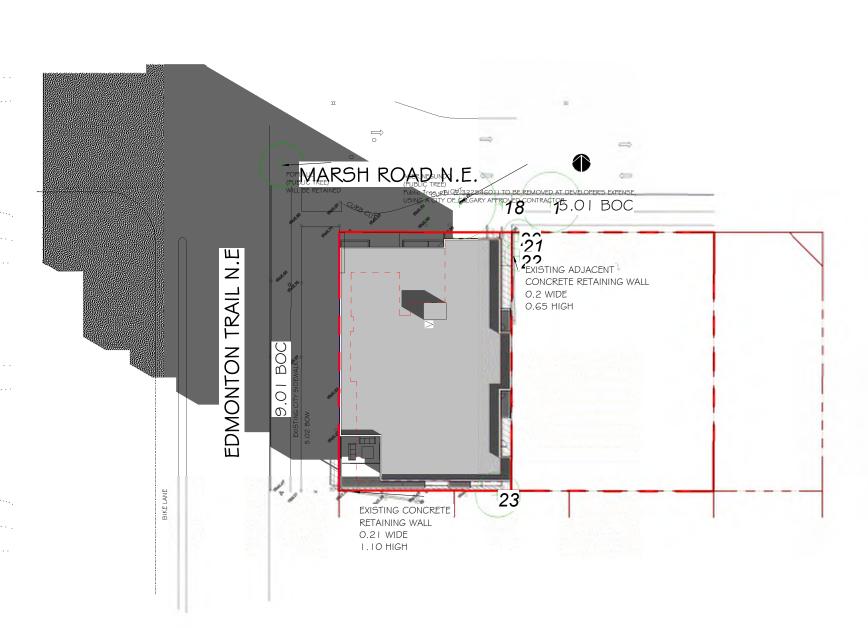
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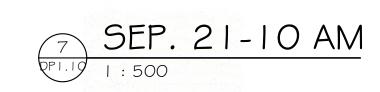
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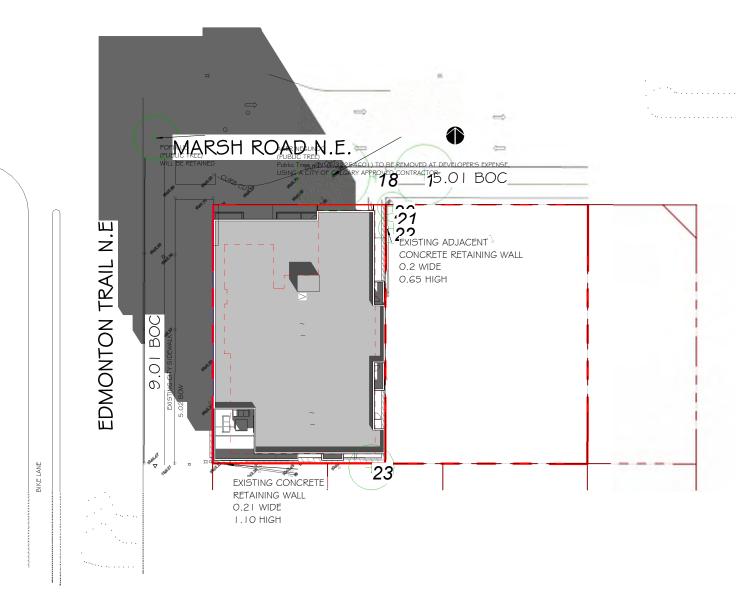
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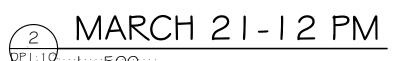


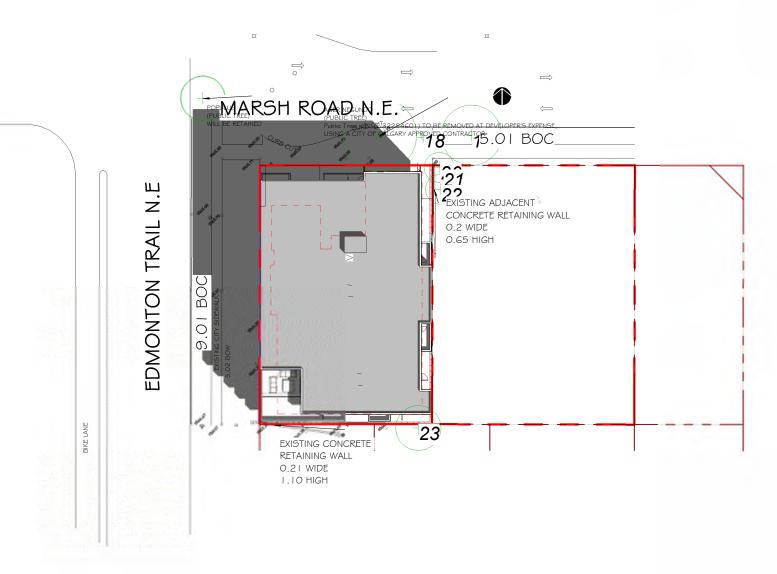




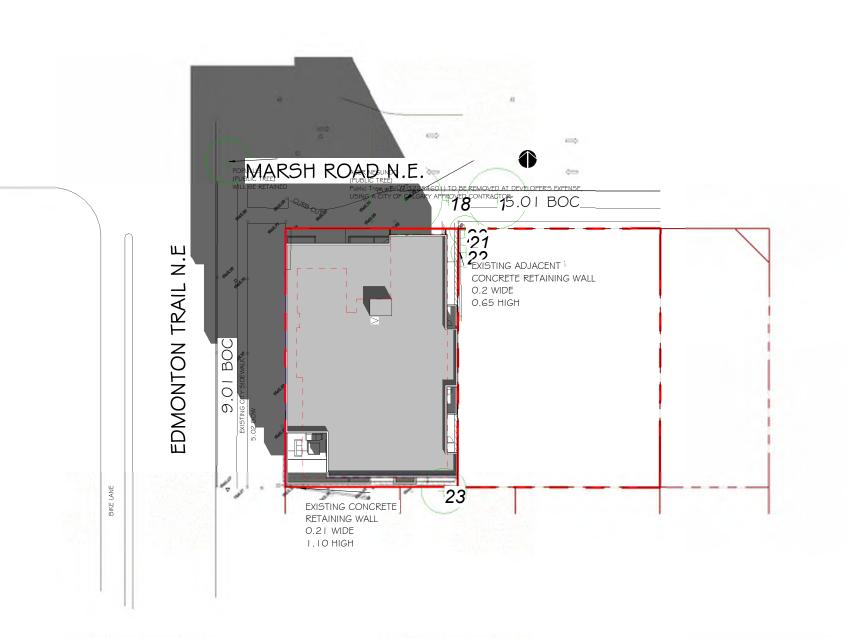




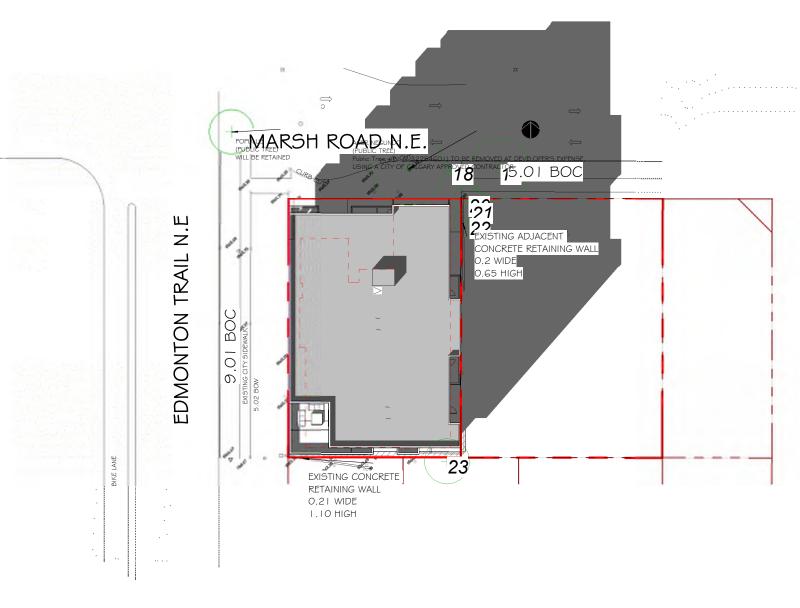




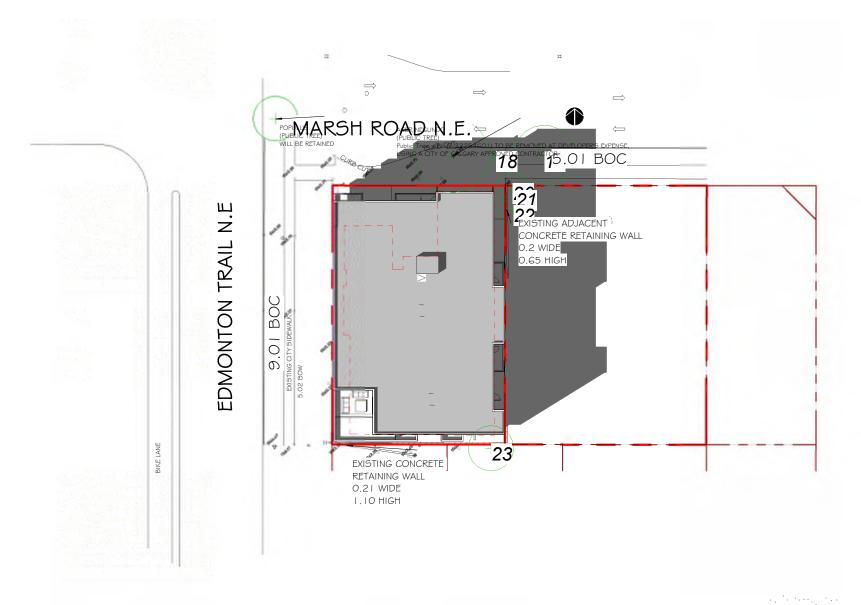
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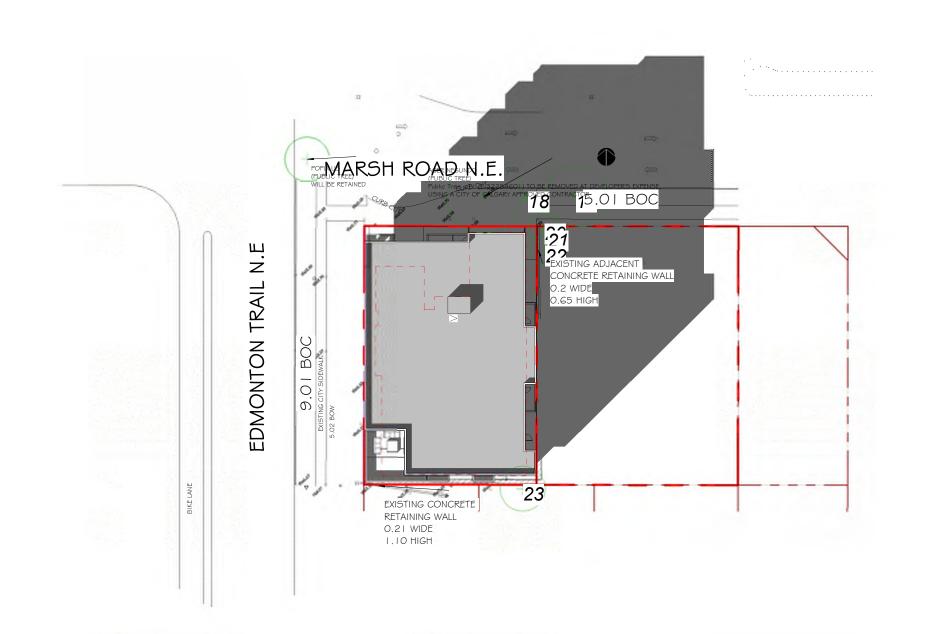
8 SEP. 21-12 PM



MARCH 21-4 PM



JUNE 21-4 PM



9 SEP. 21-4 PM

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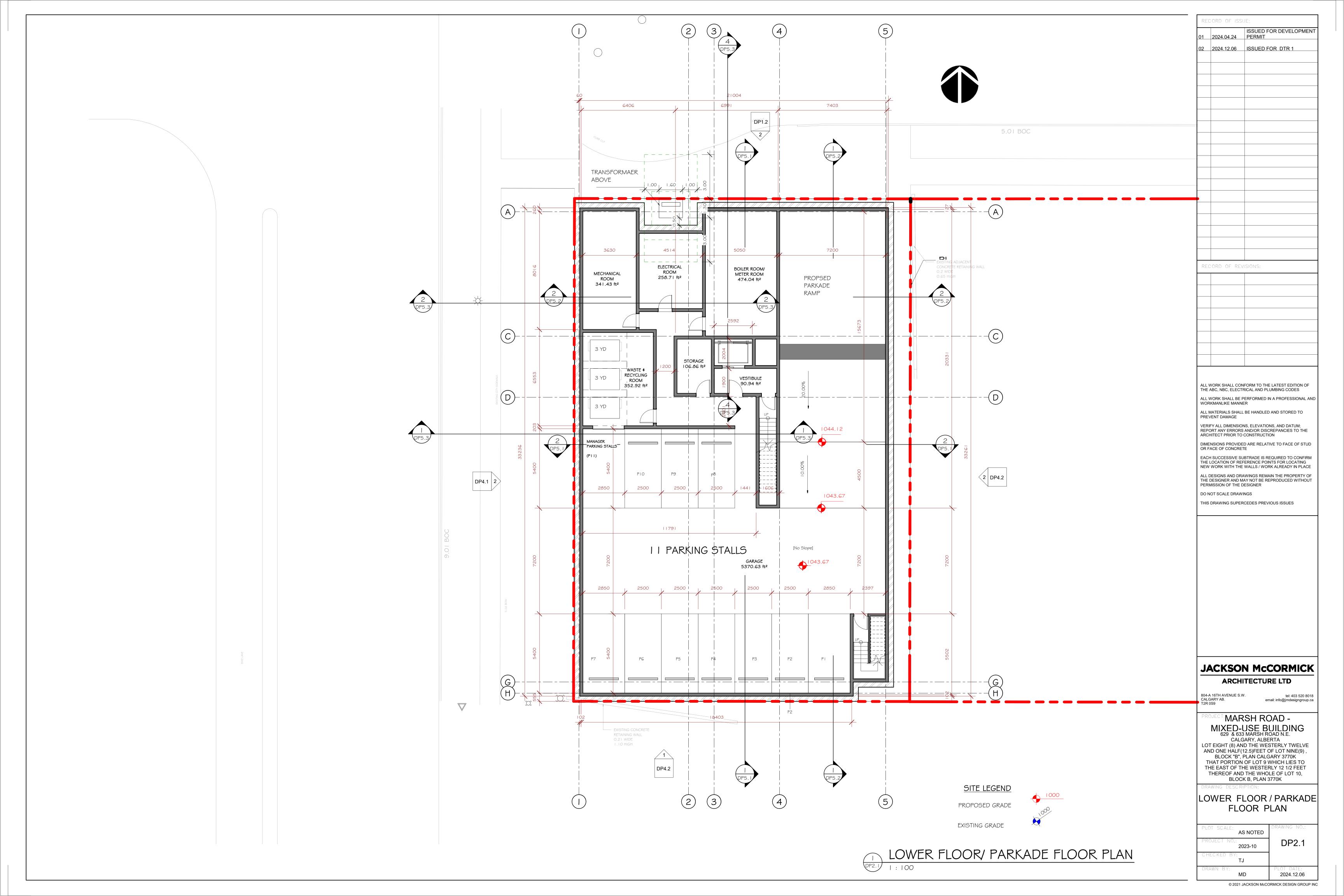
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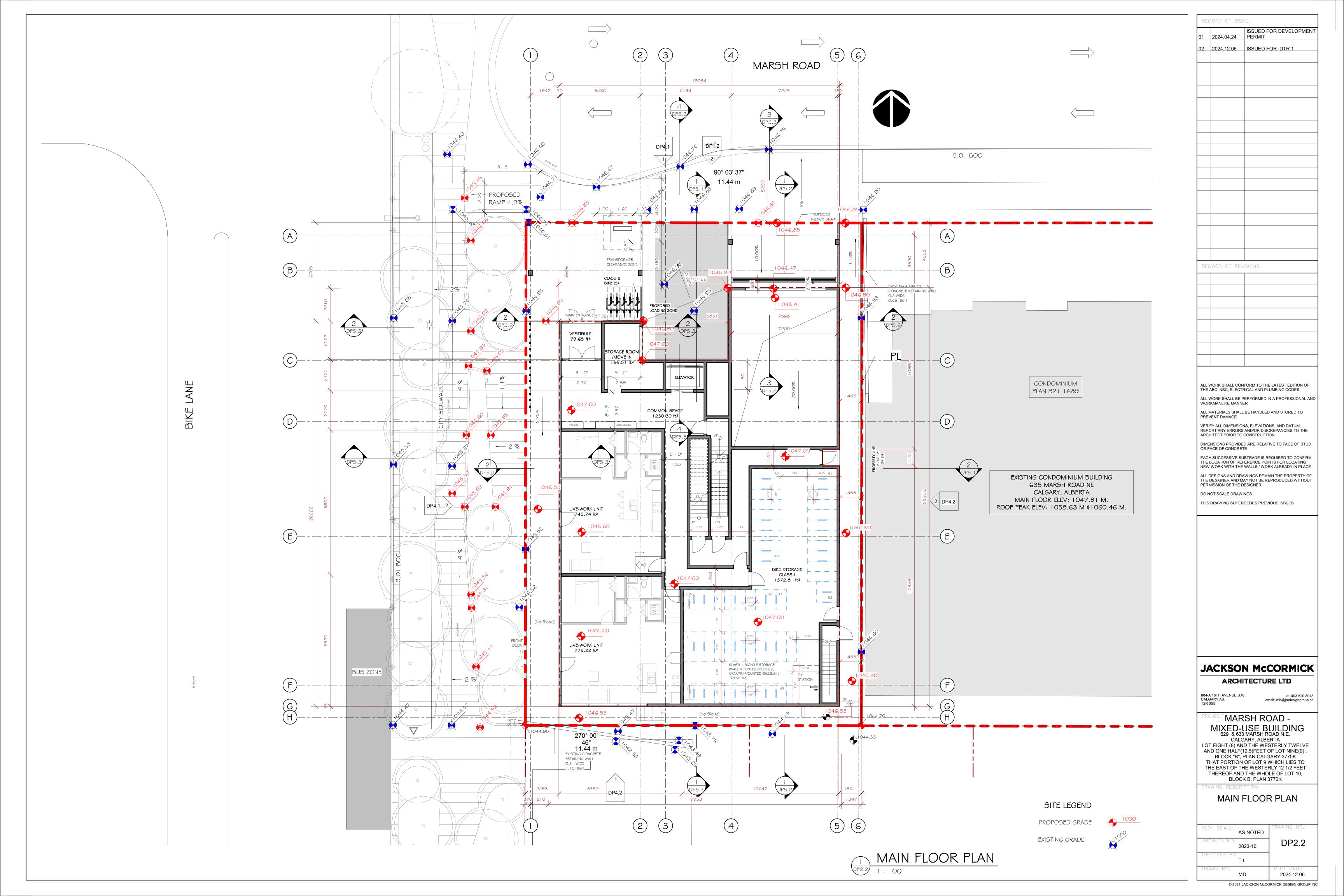
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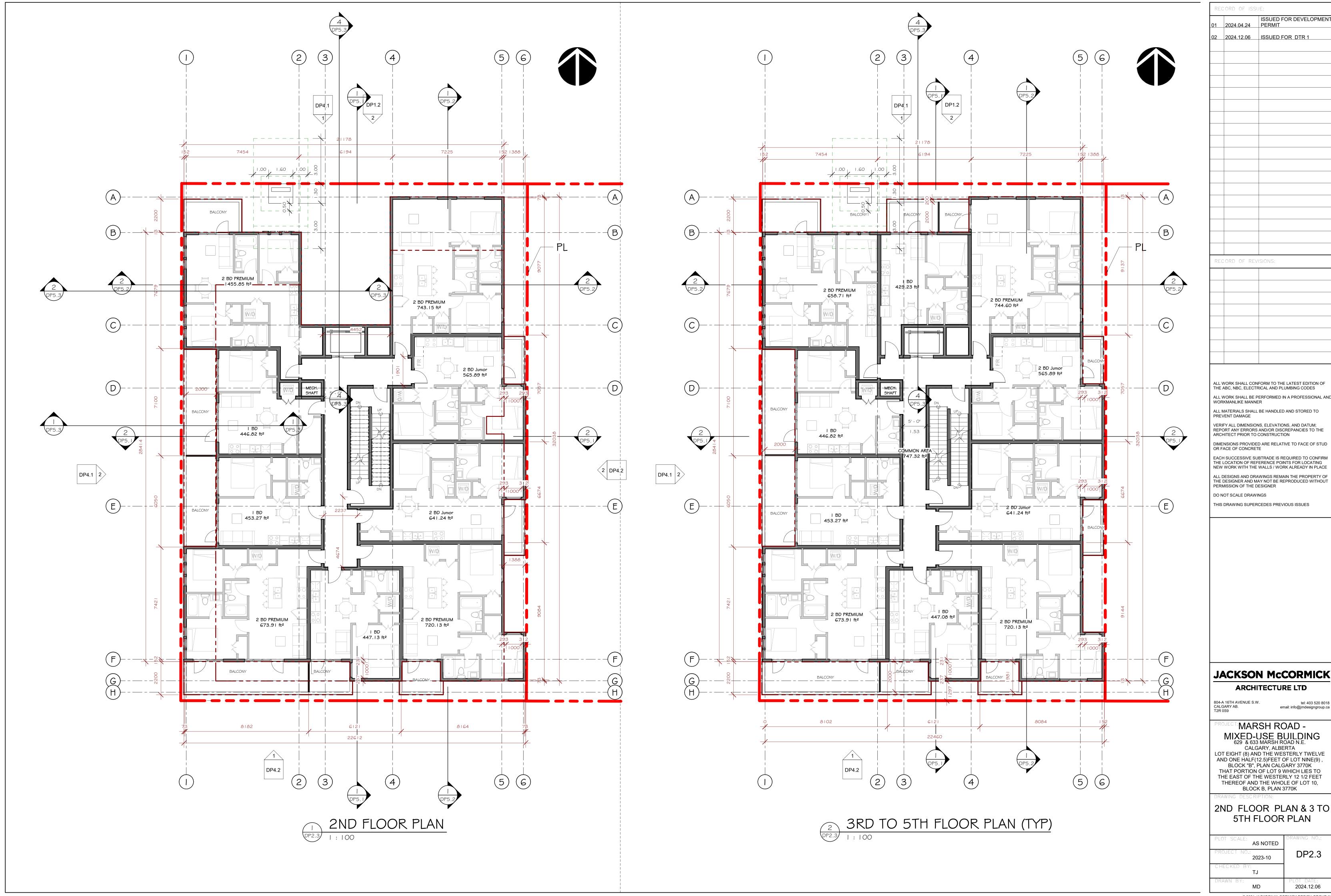
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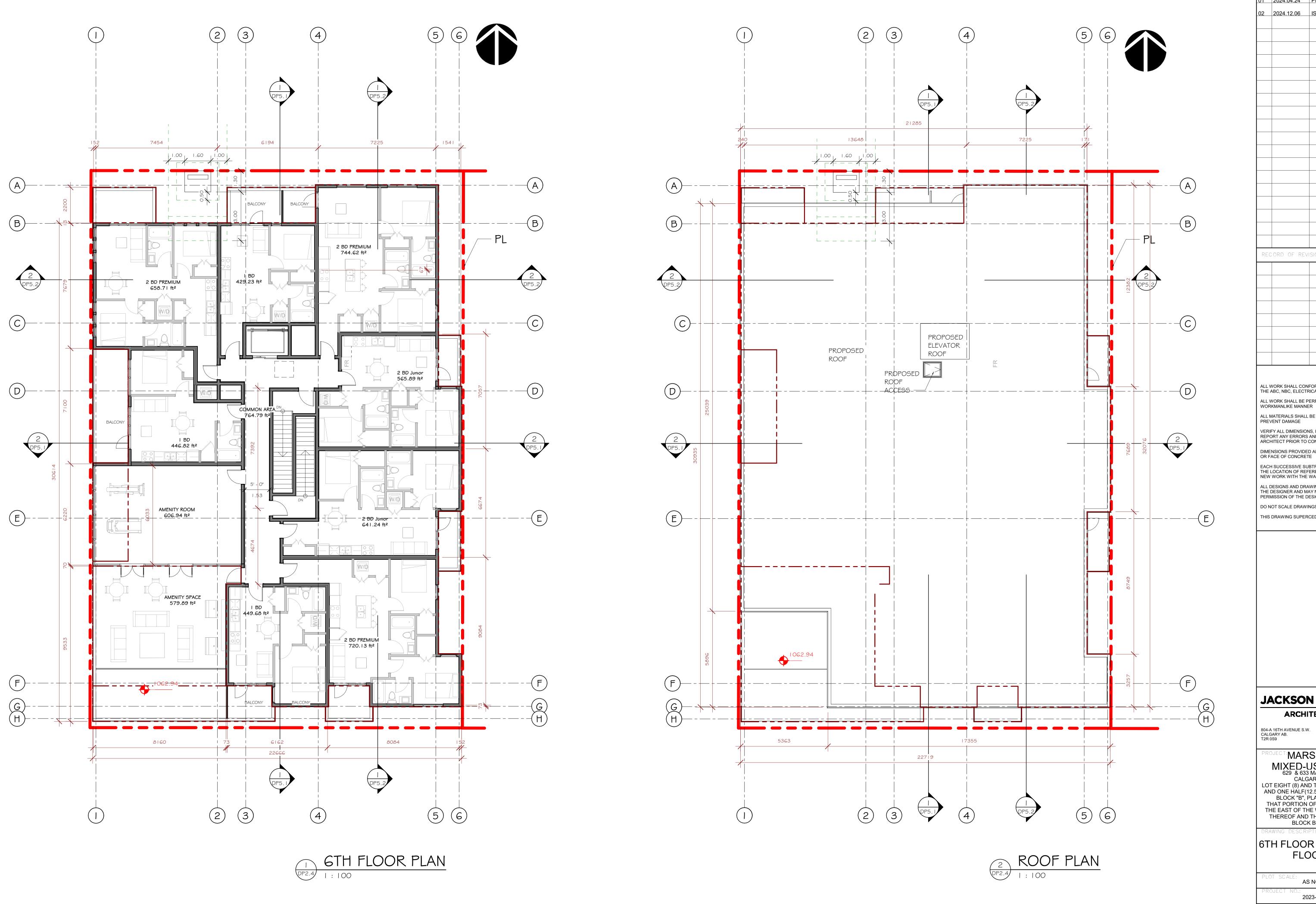
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\*\*MARSH ROAD -

AND ONE HALF(12.5)FEET OF LOT NINE(9), BLOCK "B", PLAN CALGARY 3770K THAT PORTION OF LOT 9 WHICH LIES TO THE EAST OF THE WESTERLY 12 1/2 FEET

2ND FLOOR PLAN & 3 TO

DP2.3



ISSUED FOR DEVELOPMENT 01 2024.04.24 PERMIT 02 2024.12.06 ISSUED FOR DTR 1

ALL WORK SHALL CONFORM TO THE LATEST EDITION OF THE ABC, NBC, ELECTRICAL AND PLUMBING CODES ALL WORK SHALL BE PERFORMED IN A PROFESSIONAL AND WORKMANLIKE MANNER ALL MATERIALS SHALL BE HANDLED AND STORED TO

VERIFY ALL DIMENSIONS, ELEVATIONS, AND DATUM; REPORT ANY ERRORS AND/OR DISCREPANCIES TO THE ARCHITECT PRIOR TO CONSTRUCTION DIMENSIONS PROVIDED ARE RELATIVE TO FACE OF STUD

EACH SUCCESSIVE SUBTRADE IS REQUIRED TO CONFIRM THE LOCATION OF REFERENCE POINTS FOR LOCATING

ALL DESIGNS AND DRAWINGS REMAIN THE PROPERTY OF THE DESIGNER AND MAY NOT BE REPRODUCED WITHOUT PERMISSION OF THE DESIGNER DO NOT SCALE DRAWINGS

THIS DRAWING SUPERCEDES PREVIOUS ISSUES

JACKSON McCORMICK

ARCHITECTURE LTD

\*\*MARSH ROAD -

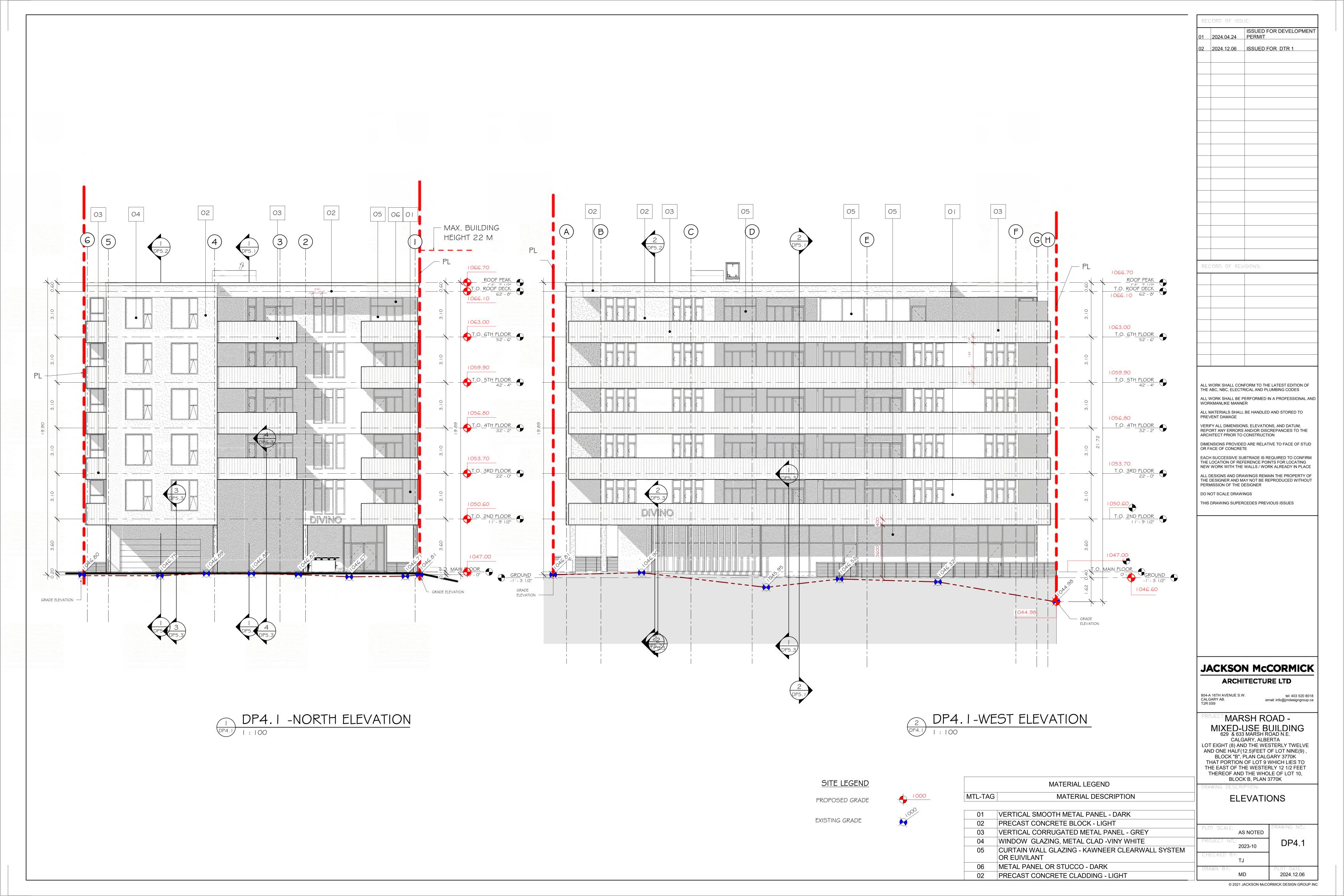
tel: 403 520 8018 email: info@jmdesigngroup.ca

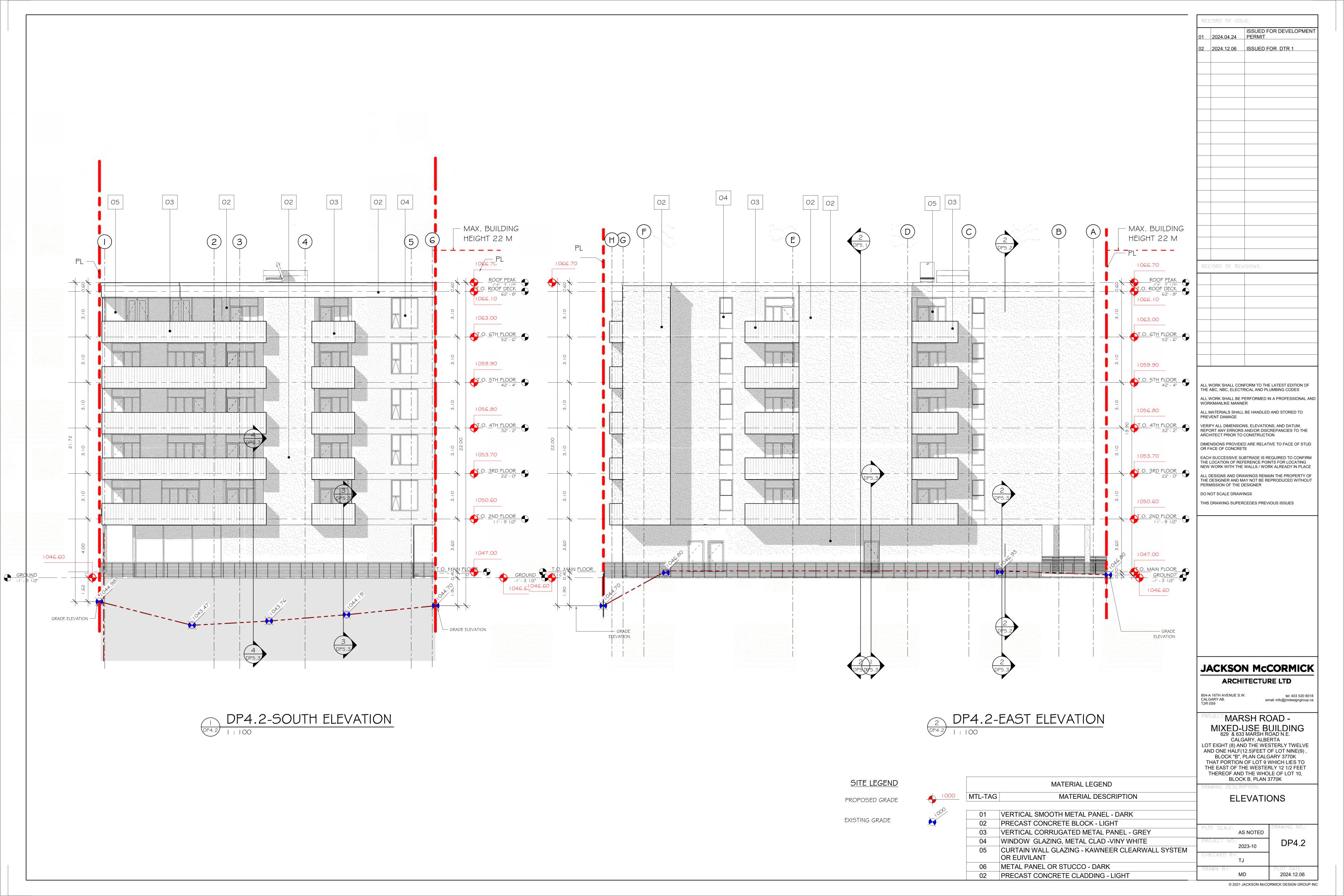
MIXED-USE BUILDING 629 & 633 MARSH ROAD N.E. CALGARY, ALBERTA

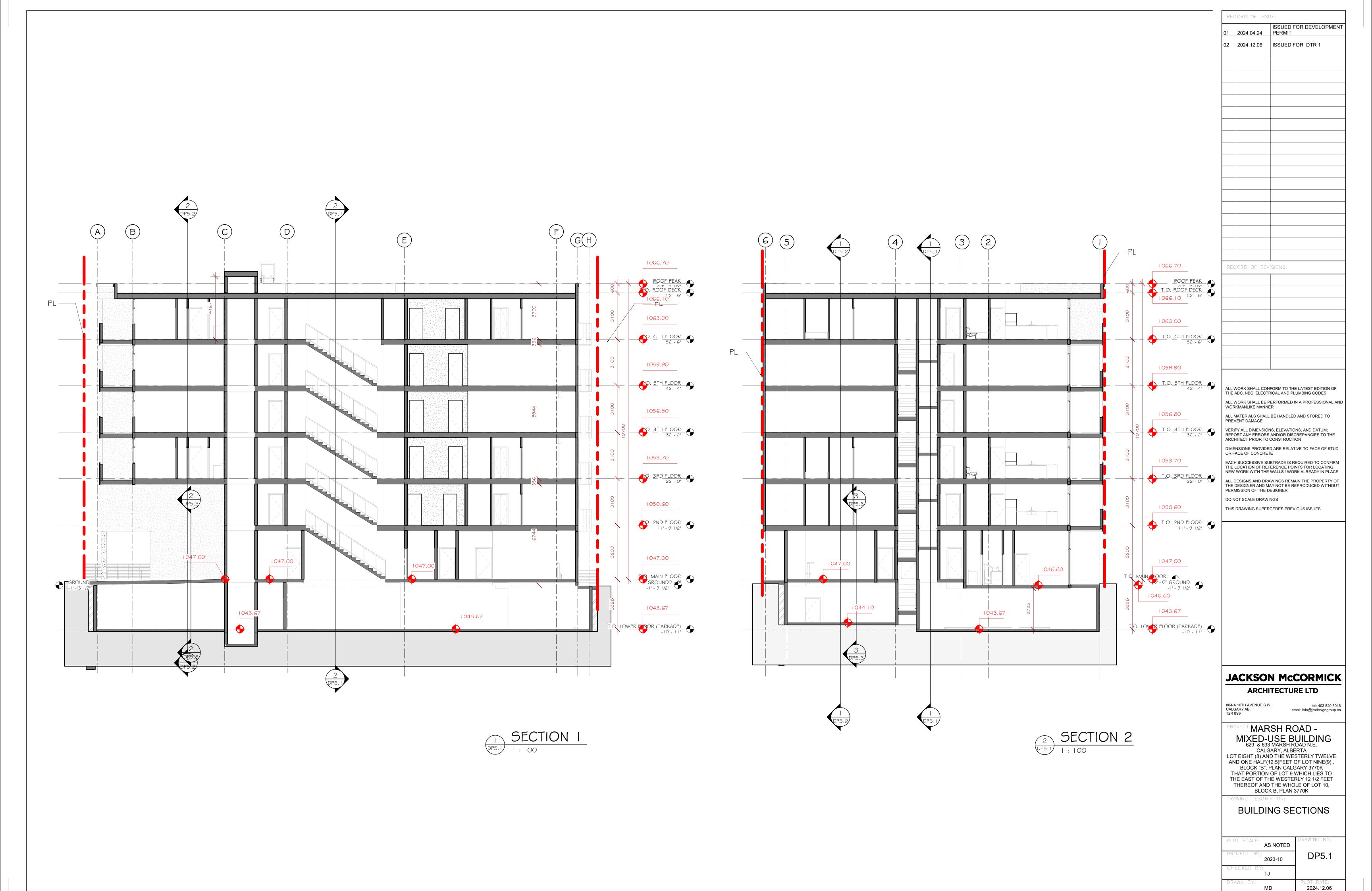
LOT EIGHT (8) AND THE WESTERLY TWELVE AND ONE HALF(12.5)FEET OF LOT NINE(9), BLOCK "B", PLAN CALGARY 3770K THAT PORTION OF LOT 9 WHICH LIES TO THE EAST OF THE WESTERLY 12 1/2 FEET THEREOF AND THE WHOLE OF LOT 10, BLOCK B, PLAN 3770K

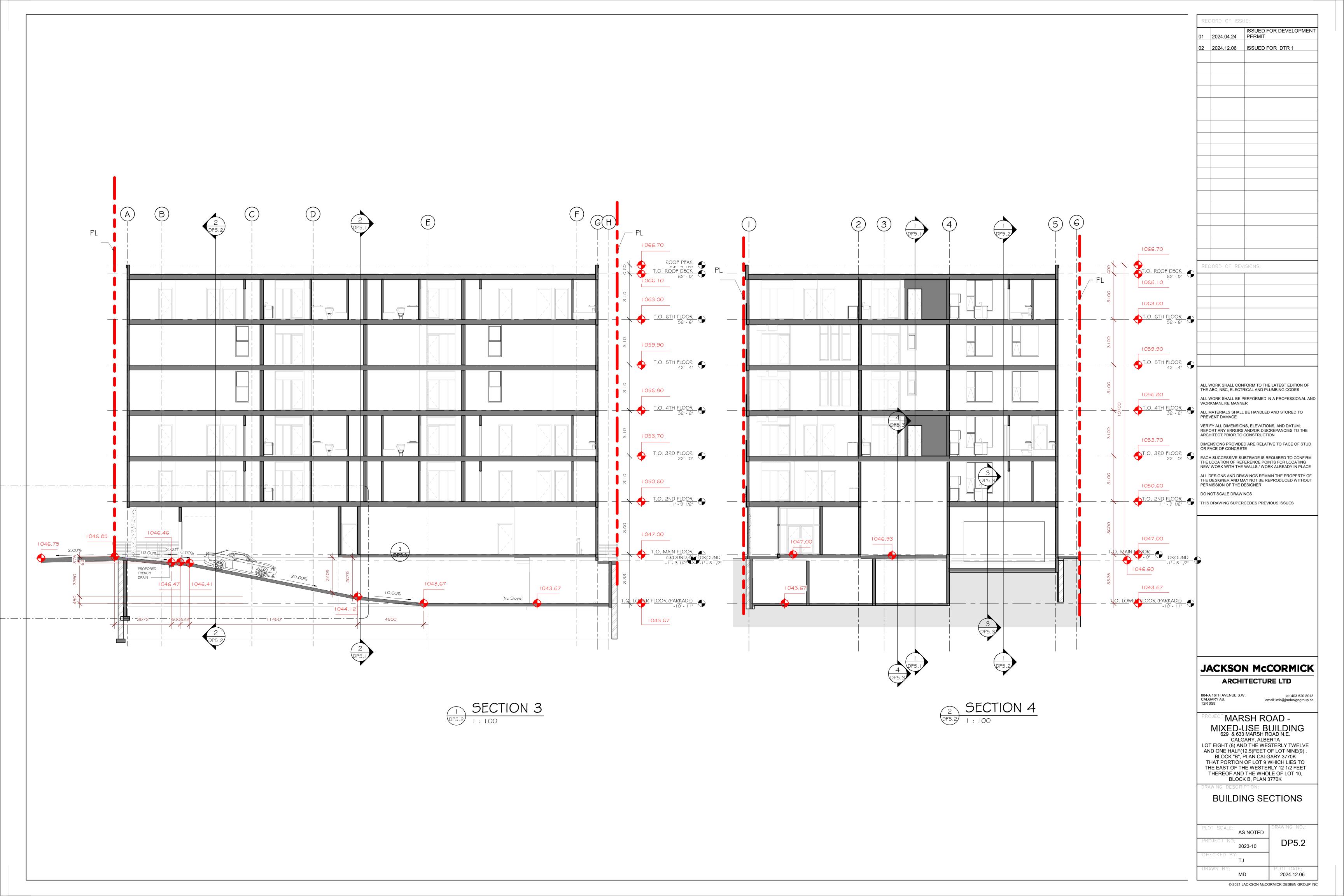
6TH FLOOR PLAN & ROOF FLOOR PLAN

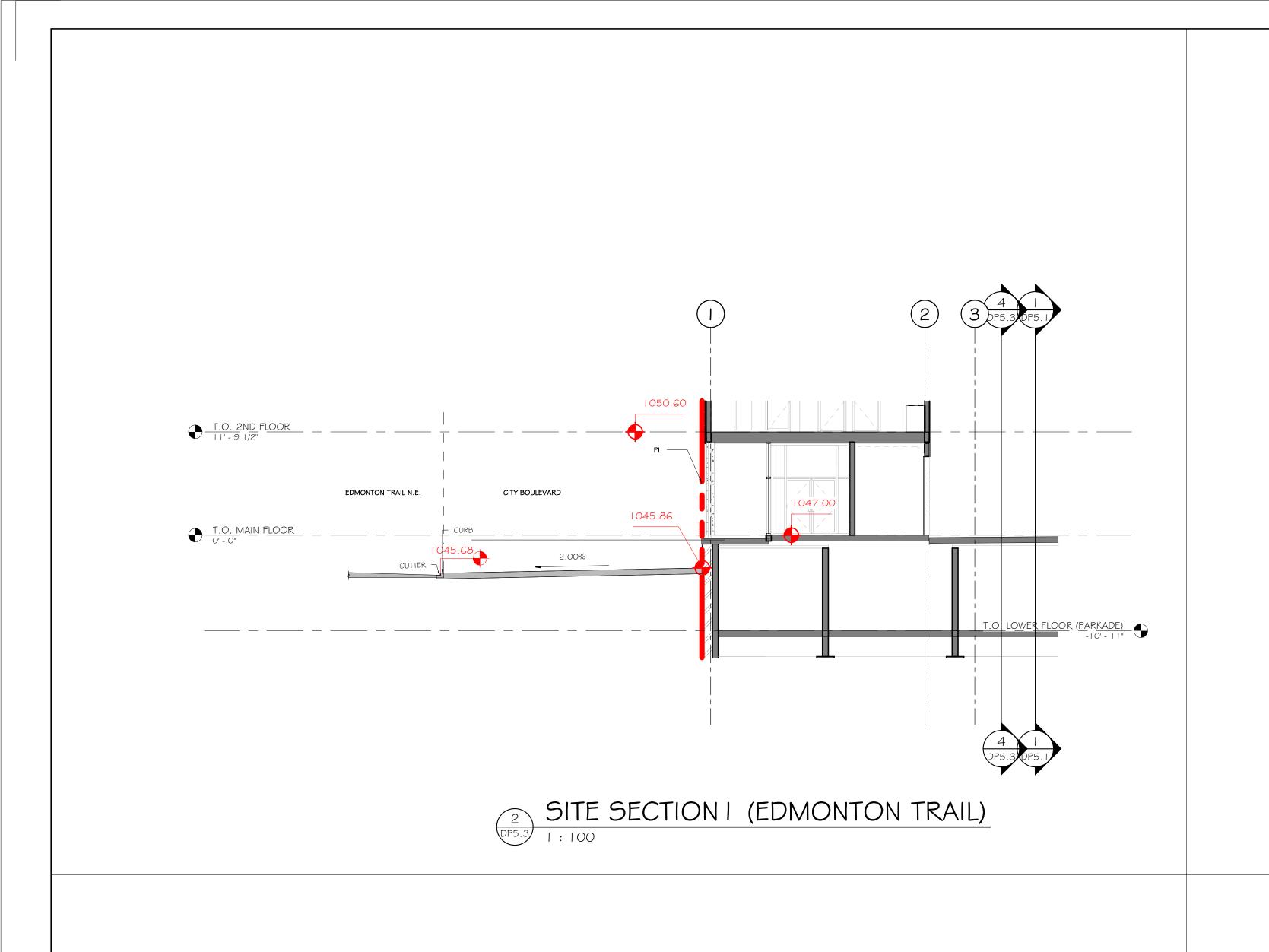
AS NOTED DP2.4 2023-10

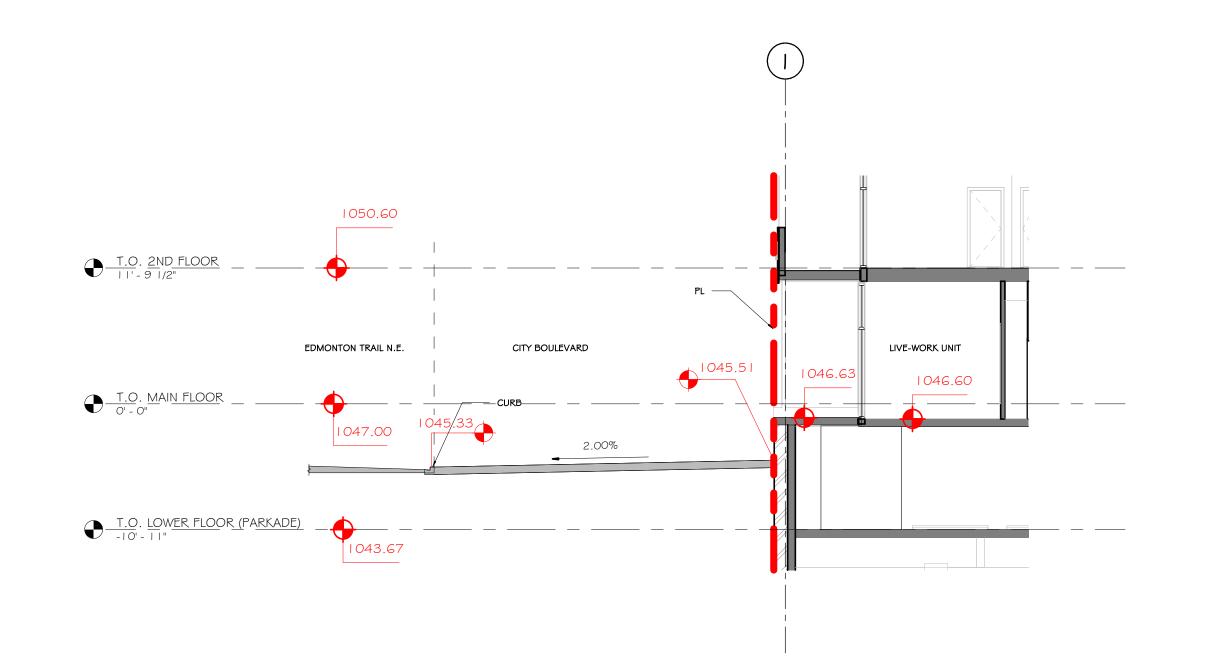








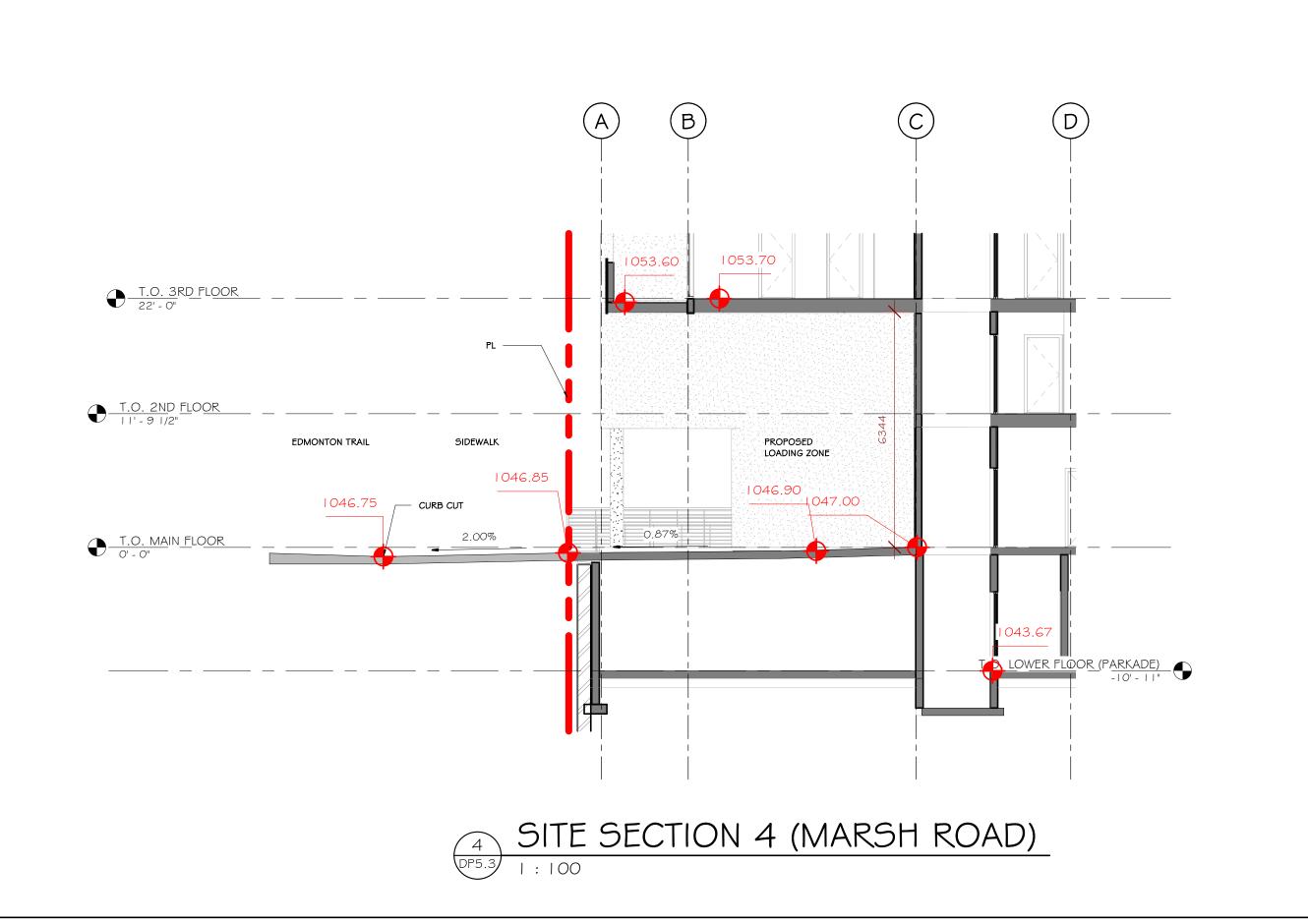




SITE SECTION 2 (EDMONTON TRAIL)

DP5.3 | : | 100

1046.75 CURB CUT 2.00% 1047.00 SITE SECTION 3 (MARSH ROAD)



01 2024.04.24 ISSUED FOR DEVELOPMENT PERMIT 02 2024.12.06 ISSUED FOR DTR 1

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## JACKSON McCORMICK

## ARCHITECTURE LTD

804-A 16TH AVENUE S.W. CALGARY AB. T2R 0S9

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\*\*MARSH ROAD -

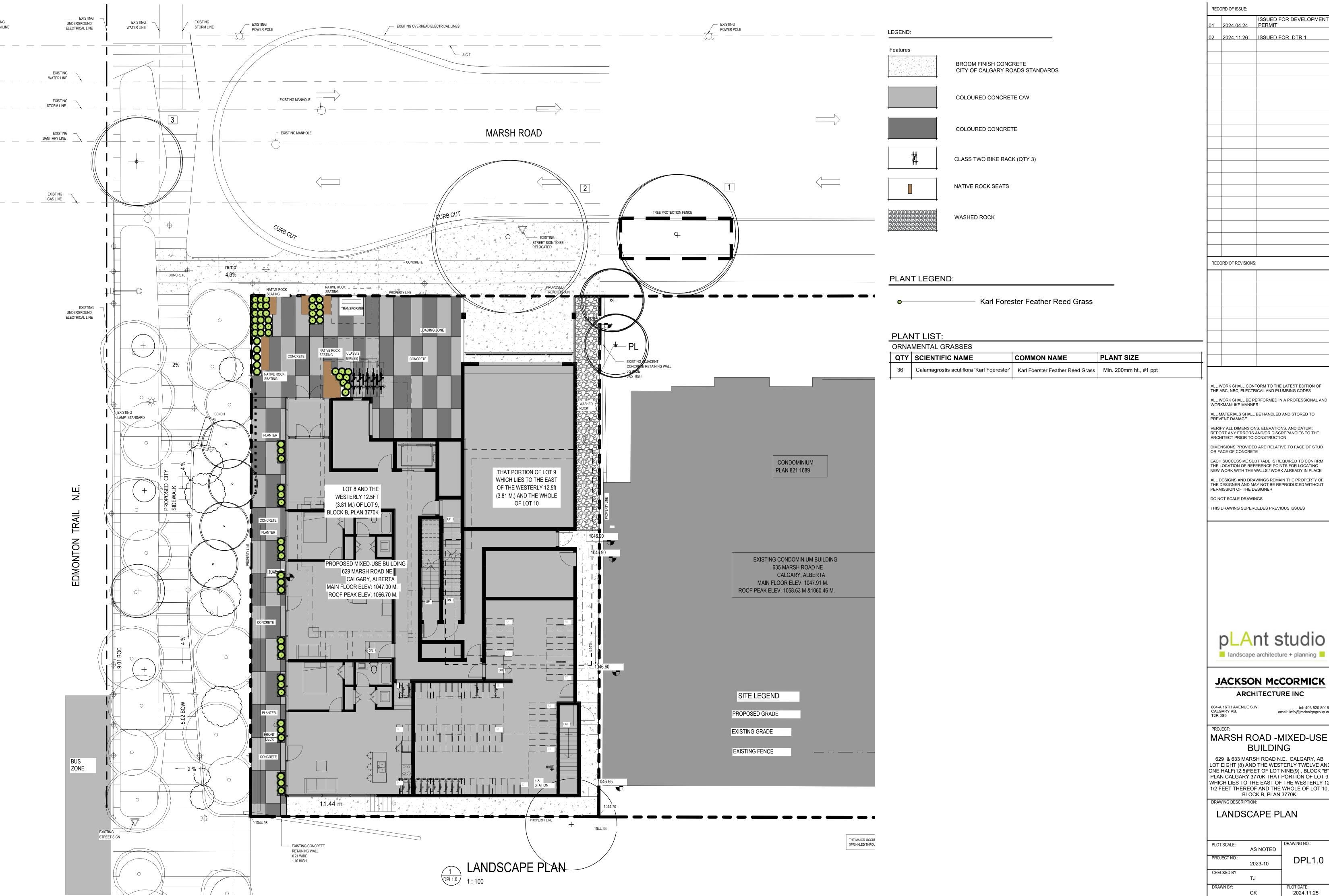
## MIXED-USE BUILDING 629 & 633 MARSH ROAD N.E.

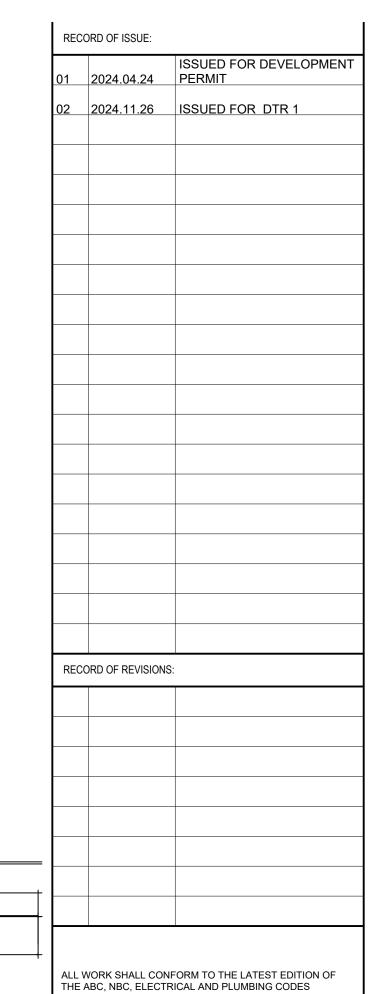
CALGARY, ALBERTA
LOT EIGHT (8) AND THE WESTERLY TWELVE
AND ONE HALF(12.5)FEET OF LOT NINE(9), BLOCK "B", PLAN CALGARY 3770K THAT PORTION OF LOT 9 WHICH LIES TO THE EAST OF THE WESTERLY 12 1/2 FEET THEREOF AND THE WHOLE OF LOT 10, BLOCK B, PLAN 3770K

## SITE SECTIONS

PLOT SCALE: AS NOTED	DRAWING NO.:
PROJECT NO.: 2023-10	DP5.3

2024.12.06







## **JACKSON McCORMICK**

ARCHITECTURE INC

tel: 403 520 8018 email: info@jmdesigngroup.ca

## MARSH ROAD -MIXED-USE BUILDING

629 & 633 MARSH ROAD N.E. CALGARY, AB LOT EIGHT (8) AND THE WESTERLY TWELVE AND ONE HALF(12.5)FEET OF LOT NINE(9), BLOCK "B", PLAN CALGARY 3770K THAT PORTION OF LOT 9 WHICH LIES TO THE EAST OF THE WESTERLY 12 1/2 FEET THEREOF AND THE WHOLE OF LOT 10 BLOCK B, PLAN 3770K

## LANDSCAPE PLAN

PLOT SCALE:	AS NOTED	DRAWING NO.:
PROJECT NO.:	2023-10	DPL1.0
CHECKED BY:	TJ	
DRAWN BY:		PLOT DATE:

2024.11.25