

Urban Development Online Infrastructure Tab Reference Guide

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Revision History

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Purpose of the Manual

This Urban Development Online (UDO) Reference Guide is to be used by Developers and/or their Consulting Engineers and will document the steps to complete the actions on the **Infrastructure Tab** of the Urban Development online Development Application.

NOTE:

The building of this training material required the use of existing Subdivision Application and Construction Drawing information provided to the City of Calgary. You may notice slight inconsistencies throughout the training material. The information used is for demonstration purposes only. These variances are not to deter from the intended content.

Infrastructure Tab Overview

Section	Available Actions
<u>Outstanding</u> Infrastructure Issues	View Outstanding Infrastructure Issues
<u>Estimated</u> Infrastructure Costs	 Add Estimated Cost values for Infrastructure Components View and edit Infrastructure Components and update Estimated Cost documentation
<u>Standard</u> Infrastructure Components	Add Infrastructure Components
Estimated Performance Security	View Performance Security calculation
<u>Complete</u> <u>Updates</u>	• Save or Cancel changes.

Infrastructure Tab Quick Reference Sheet

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BAN DEVI New Requ	ELOPMENT ON								Follow us on
evelopme	IDETE SE	LINE Count	ten Find	Decusets Du 14C	Sinn Out				
evelopme		arch Securit	lles Find	Requests By JAC	Sign Out				
reement Re	ent Agreement R	equest							
eement Ke	quest Requirements								
quest Numb	er: REQ:	Dev	eloper of Record:			Status			
quest Type:	Development	Agreement Deve	eloper Tier:						
quest Date:	Mar 24, 2024	Con	sultant of Record:			The Tom	bstone is lo	cated at the	e top of
Request St	atus: New	Agre	eement Type:			each scr	een and cor	ntains the k	ev
e Manager:		Sub	division Name:			informat	tion of the r	request.	-,
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	nfrastructure	Areas Assessments	Special Clauses	CCC-FAC Financ	ial Attachments	Submit			
utstanding	Infrastructure Is	sues							
f there are a	any outstanding issu	ies listed below, they mu	ust be resolved prior	to submission.		_			-
All outstar	nding Infrastructure	Component issues must	be resolved.			Outsta	anding Infrast	ructure Issue	s
						Guiste	inang innast	acture 1350C	
timated In	nfrastructure Cost	s for Tier D Developer							
Enter Esti	imated Cost values	for the following predefin	ned infrastructure co	mponents.					
a. Click th	ne Applies checkbox	for each Infrastructure (Component required	for this agreement.		List :	and calculatio	on of Estimate	he
b. Offsite	infrastructure com	onents are associated w	ith additional constr	uction drawing(s) that ar	e officite to the plan	area	and curculation	in or Estimate	
-	initiation decare comp		1 1. 1 6 11 1 7 6		e onsite to the plan	Infra	structure Cos	ste	
c. To edit	cost estimates and	recoveries, click the Det	ails link for that Infr	astructure Component.		Infra	structure Co	sts.	
c. To edit d. Click th	cost estimates and he Add Standard Inf	recoveries, click the Det rastructure Component b	ails link for that Infra button to add additio	astructure Component. onal Standard infrastructure	ure information.	Infra	structure Cos	sts.	
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Outstanding Infrastructure Issues

When there are no **Outstanding Infrastructure Issues** the Urban Development Online System will indicate (None).

Outstanding Infrastructure Issues

- If there are any outstanding issues listed below, they must be resolved prior to submission.
- All outstanding Infrastructure Component issues must be resolved.

Estimated Infrastructure Costs

Click the Infrastructure Tab to access Infrastructure information.



Review the **Infrastructure Components** for items that will apply to the subdivision for the Development Approval application. Use the Construction Drawings as an information source for the applicable Infrastructure Components.

Infrastructure Component Details update section

The Paved Roads and Walkways Infrastructure Component will be shown in this example.

Check the **Applies** check box and click Details for any items required for the Development Application on the Infrastructure Component list.



A window showing **Details** for Paved Roads and Walkways will open.

Select associate	ed CD for this Int	frastructure Compone	ent	
CD Number:		→ Related Ir	nformation:	
Infrastructure C	Component Desc	ription.		
Description:	Paved Road	s & Walkways		
Add cost and re Inspection Reau	covery estimate iired: 🔽	records for this infra	structure type.	
a. For each app	licable Infrastruc	cture Component prov	vide Construction Costs, if applicable O	versize claims,
Deposits & R	epayments. All I	Infrastructure Compo	nent costs are to include supporting cal	culations.
c. Click the Deta	ails link to add s	upporting documenta	ition for each estimate.	
		DEPOSIT REPAYN	IENT CONSTRUCTION COST	
OVERSIZE	BOONDART		Beadway Leastion	Estimated Cost
OVERSIZE Cost	туре	Source	Roadway Location	
OVERSIZE Cost <u>Details</u> Cons	t Type	Source Infrastructure Tab		
OVERSIZE Cost Details Cons standing Infra	Type struction Cost	Source Infrastructure Tab		
OVERSIZE Cost Details Cons standing Infra f there are any	structure Issu	Source Infrastructure Tab les rastructure issues list	ed below, they must be resolved prior t	o submission.
OVERSIZE Cost Details Cons standing Infra f there are any [None]	struction Cost	Source Infrastructure Tab res rastructure issues list	ed below, they must be resolved prior t	o submission.

To update your changes on the parent screen, please use the "Save and Close" button.

SAVE SAVE AND CLOSE CANCEL

Task	Steps
Select Associated CD	 Select the associated CD for this Infrastructure Component. Related Information field will populate with the Subdivision and Phase associated with the CD number.
	Select associated CD for this Infrastructure Component CD Number: Related Information:
Review Infrastructure	1. Infrastructure Component Description will populate to match Details line.
Component	2 Infrastructure Component Description.
	Description: Paved Roads & Walkways
Add Cost and	2. Add recovery estimates if applicable.
Recovery Estimate Records	 Add cost and recovery estimate records for this infrastructure type. Inspection Required: a. For each applicable Infrastructure Component provide Construction Costs, if applicable Oversize claims, Deposits & Repayments. All Infrastructure Component costs are to include supporting calculations. b. To add cost or recovery estimates, click the appropriate button. c. Click the Details link to add supporting documentation for each estimate. OVERSIZE BOUNDARY DEPOSIT REPAYMENT CONSTRUCTION COST
	Details Construction Cost Infrastructure Tab

View Outstanding Infrastructure Issues	 3. View and resolve Outstanding Infrastructure Issues. Outstanding Infrastructure Issues If there are any outstanding infrastructure issues listed below, they must be resolved prior to submission. [None]
Save Updates	4. The Save and Close button will update the Infrastructure Component parent screen. <i>To update your changes on the parent screen, please use the "Save and Close" button.</i> SAVE SAVE AND CLOSE CANCEL

NOTE:

Infrastructure Components that may require a Construction Inspection are checked off.

	Applies	CD Numbe	r Infrastru	icture Component	Certificate Description	Deposit	Repayment	Oversize	Bndry/City	Construction	Insp	
Δ		Details	Boulevard	, Median and Traffic								
$\mathbf{\Lambda}$		Details	MR Lands	caping								
		Details	Paved Roa	ads & Walkways								
	V	Details	Regional R	Pathway(s)								
		Details	Sidewalks	, Curbs & Gutters								
		Details	Storm Sev	wers								
		Details	Street Lig	hting								
	\checkmark	Details	Stripping	& Rough Grading								
		Details	Water Mai	ins								

The Inspection Required checkbox can be unchecked in Section 3 of the Details window and removed if required.

Add cost and recovery actimate records for this infrastructure type.
 Inspection Required:
 Implementation Compared and Instructure Com

Cost Estimate Details documentation update section

From the **Infrastrucutre Component Details** window, choose **Details** of the **Construction Type**. Complete this step for each additional **Cost Type**.

Cost Type	Source	Roadway Location	Estimated Cost
Details	Infrastructure Tab		×

A window showing **Cost Estimate** for Paved Roads and Walkways will open. Add the estimated cost, any comments to help with this cost item (optional) and then upload supporting documentation.

Enter or confirm th	e Cost Type and Estimated Cost for this infrastructure component.	
Infrastructure Type	e: Paved Roads & Walkways	
Cost Type:	Construction Cost	
Estimated Cost:	\$	
A d d =		
To attach supportin	ng documentation for this cost estimate, click the Attach File button.	
To attach supportin Please note that th	ng documentation for this cost estimate, click the Attach File button. e maximum acceptable file size is 10 MB.	
To attach supportin Please note that th ATTACH FILE	ng documentation for this cost estimate, click the Attach File button. Ne maximum acceptable file size is 10 MB.	
To attach supportin Please note that th ATTACH FILE File Name	ng documentation for this cost estimate, click the Attach File button. ne maximum acceptable file size is 10 MB. Description	

Task	Steps
Enter or confirm Cost Type and Estimated Cost	 Enter or confirm Infrastructure Component Estimated Cost information. Enter or confirm the Cost Type and Estimated Cost for this infrastructure component. Infrastructure Type: Paved Roads & Walkways Cost Type: Construction Cost Estimated Cost: \$
Add Comments	 Add a comment to provide additional information about the cost estimate. Add any comments required to account for or document this cost estimate. Special Information
Attach Supporting Documentation	3. Add supporting documentation as an attachment.
	·

	 To attach supporting documentation for this cost estimate, click the Attach File button. Please note that the maximum acceptable file size is 10 MB. ATTACH FILE File Name Open
	NOTE : Files with extensions of pdf, dwg, doc, docs, xls, xlsx, jpg, jpeg, msg, and txt are accepted.
Save Updates	 4. The Save and Close button will update the Infrastructure Component parent screen. To update your changes on the parent screen, please use the "Save and Close" button. SAVE SAVE AND CLOSE CANCEL
	The Construction Cost now appears in the Paved Roads & Walkways Details window. NOTE: The grey out box indicates there are notes or an attachment included. Cost Type Details Construction Cost

Paved Roads & Walkways window showing **Construction**, **Boundary**, **Deposits**, **Oversize** and **Repayments** when saved.

Cost Type	Estimated Cost
Details 🗐 Construction Cost	\$500,000.00 🗙
Details 🗐 Boundary	\$123,456.00 🗙
<u>Details</u> 🗐 Deposit	\$25,000.00 🗙
Details 🗐 Oversize	\$5,000.00 🗙
<u>Details</u> 🗐 Repayment	\$50,000.00 🗙

Standard Infrastructure Components

If there is an item that is not on the predefined Infrastructure Component list or you require multiple versions of, for example, Water Mains, click the **Add Infrastructure Component** button. If the project has multiple construction drawings, then you may require multiple versions of these standard infrastructure components.

Estimated Infrastructure Costs

Inter Estimated Cost values for the following predefined infrastructure components.

- a. Click the Applies checkbox for each Infrastructure Component required for this agreement.
- b. Offsite infrastructure components are associated with additional construction drawing(s) that are offsite to the plan area.
- c. To edit cost estimates and recoveries, click the Details link for that Infrastructure Component.
- d. Click the Add Standard Infrastructure Component button to add additional Standard infrastructure information. Contact the Strategist for this job if you require a non-standard Ad Hoc infrastructure item (ex. Gazebo, bridge).
- e. Deposits and Repayments generated from the Special Clauses Tab will appear in red.

ADD STANDARD INFRASTRUCTURE COMPONENT

New Infrastructure Component update section

A window showing Infrastructure Component options will open.

ne Details		
Infrastructure Com	nponent Description.	
*Description:	(select infrastructure type)	
Utility Type:		
Certificate Descript	tion:	

Task	Steps		
Update Infrastructure Component Description	 Choose Infrastructure Component from the Description drop down list. Infrastructure Component Description. 		
Decemption	*Description: (select infrastructure type) ~		
Add Comments	2. Utility Type will populate. Add Certificate Description information. *Description: Landscaping - Misc Utility Type: Parks Certificate Description: Special Information		
Save Updates	 3. The Save and Close button will update the Infrastructure Component parent screen. To update your changes on the parent screen, please use the "Save and Close" button. SAVE SAVE AND CLOSE CANCEL 		
Update Infrastructure Component Details	4. See Infrastructure Component Details update section		
Update Cost Estimate Details	5. See Cost Estimate Details documentation update section		

NOTE:

SAVE

SAVE AND CLOSE

CANCEL

If you uncheck the Applies box, the information related to the Infrastructure Component will be deleted from the application.

Image: A state of the state	A	pplie	s CD Nu	mber	Infrastructure Component
Image: Applied Constraints Details MR Landscaping Image: Applied Constraints Image: Details Paved Roads & Walkways Image: Applied Constraints Image: Details Regional Pathway(s) Image: Applied Constraints Image: Details Sidewalks, Curbs & Gutters Image: Applied Constraints Image: Details Image: Storm Sewers Image: Applied Constraints Image: Details Image: Stripping & Rough Grading Image: Applied Constraints Image: Details Image: Stripping & Rough Grading	$\mathbf{\Lambda}$		<u>Details</u>		Boulevard, Median and Traffic
 Details Details Paved Roads & Walkways Details Regional Pathway(s) Details Sidewalks, Curbs & Gutters Details Storm Sewers Details Street Lighting Details Stripping & Rough Grading 	Λ		Details		MR Landscaping
 Details Details Details Sidewalks, Curbs & Gutters Details Storm Sewers Details Street Lighting Details Stripping & Rough Grading 			Details		Paved Roads & Walkways
 Details Details Storm Sewers Details Street Lighting Details Stripping & Rough Grading 			Details	1	Regional Pathway(s)
Details Storm Sewers Details Street Lighting Details Stripping & Rough Grading Details Water Mains			Details		Sidewalks, Curbs & Gutters
Details Street Lighting Details Stripping & Rough Grading			Details		Storm Sewers
Details Stripping & Rough Grading			Details		Street Lighting
🖸 Detaile 🦳 Weber Maine			<u>Details</u>	100	Stripping & Rough Grading
Details Water Mains			Details		Water Mains

NOTE:

If you cannot find an item in the infrastructure list, then please contact the Infrastructure Strategist assigned to this project. They will review your requirement and possibly add an ad hoc infrastructure item for you to complete your full required list of applicable infrastructure.

Estimated Performance Security

The **Estimated Security** is for Infrastructure Components / Construction information only. This may not be the final performance security for the Development Application. The key factor in this calculation is the TIER level for the Developer. If no TIER level shows in the tombstone, then please contact the Infrastructure Strategist assigned to this job to discuss and a TIER value will be assigned to the job.

The summary of the required performance security is on the Submit Tab.

Estimated Performance Security					
2 Performance Security Calculation					
Note: The total security amount is a min	nimum of \$150,000				
Cost estimate for infrastructure compone	ents:				
Multiplied by tier rating factor for		Tier			
Total Security:					

Complete Updates

When you have completed the **Infrastructure Tab** page click **Save**. Save buttons are at the top and bottom of the tab sections.

Тор



Bottom

