



TOWN OF BLACK DIAMOND POLICY

POLICY #: ADMIN-021	
TITLE: Engineering and Construction Standards Policy	
Approval Date: July 18, 2018	Resolution #: 2018-308
Revisions:	
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Department: Administration	

Policy Statement:

Municipal infrastructure is to be designed and constructed to ensure safety, efficiency, functionality, and longevity, in conformity with established standards, specifications, and guidelines adopted by the Town.

1. Reason for Policy

- 1.1.** To ensure municipal infrastructure is designed and constructed to ensure safety, efficiency, functionality, and longevity.
- 1.2.** To provide clear requirements for the preparation of plans and specifications for the construction of municipal infrastructure.
- 1.3.** To provide standards, specifications, and guidelines for the construction of municipal infrastructure in order to meet the servicing requirements for commercial, industrial and residential development within the Town.

2. Related Information

- 2.1.** Subdivision Servicing Agreement Template
- 2.2.** Development Agreement Template



3. Definitions

- 3.1.** *City of Calgary Documents* shall mean the most current versions of the following documents as adopted, amended, or replaced by the City of Calgary:
- 3.1.1.** Design Guidelines for Subdivision Servicing (2014)
 - 3.1.2.** Complete Streets Guide (2014)
 - 3.1.3.** Design Guidelines for Development Site Servicing Plans (DSSP) (2018)
 - 3.1.4.** Temporary Traffic Control Manual (2016)
 - 3.1.5.** Stormwater Management and Design Manual (2011)
 - 3.1.6.** Development Guidelines and Standards Specifications: Landscape Construction (2018)
 - 3.1.7.** Standard Specifications: Road Construction (2015)
 - 3.1.8.** Standard Specifications: Sewer Construction (2018)
 - 3.1.9.** Standard Specifications: Water Construction (2017)
 - 3.1.10.** Environmental Construction Operations (ECO) Plan Framework (2014)
 - 3.1.11.** Field Manual for Erosion and Sediment Control (2011)
 - 3.1.12.** Guidelines for Erosion and Sediment Control (2011)
 - 3.1.13.** Consulting Engineer's Field Services Guidelines (2012)
 - 3.1.14.** Development Review: Design Standards for the Storage and Collection of Waste (2015)
 - 3.1.15.** Sewer Bypass Pumping Guidelines (2018)
 - 3.1.16.** Proximity Guidelines (2015)
- 3.2.** *Manager* shall mean a person who oversees the duties, activities and business dealings of one or more employees of the Town of Black Diamond.
- 3.3.** *Municipal Infrastructure* shall mean roads, parking lots, sidewalks, pathways, drainage and stormwater management facilities, water treatment facilities and distribution systems, sanitary sewage treatment facilities and collection systems, parks, recreational facilities, landscaping, utilities, emergency and protective service facilities, and related items.
- 3.4.** *Responsible Department* means the office or department that will develop and administer a particular policy and procedures and will be accountable for the accuracy of its subject matter, issuance and timely updating.
- 3.5.** *Town of Black Diamond documents* shall mean the most current versions of any document adopted by the Town of Black Diamond that specifies standards, specifications and guidelines for the design and construction of Municipal Infrastructure.

4. Standards, Specifications, and Guidelines

- 4.1.** The Town adopts the standards, specifications and guidelines set out in the City of Calgary Documents, except to the extent the City of Calgary Documents conflict with



standards, specifications and guidelines set out in the Town of Black Diamond Documents, in which case the standards, specifications and guidelines set out in the Town of Black Diamond Documents will apply.

- 4.2. The standards, specifications and guidelines adopted in this policy shall only be considered as minimum requirements and the developer remains fully responsible for the design and construction of Municipal Infrastructure according to accepted engineering practice and standards that address and meet the specific needs and site conditions of the development.
- 4.3. Site-specific conditions and/or budgetary, financial, social, or economic reasons may warrant the use of standards that are more or less stringent than those adopted in this Policy, as approved by the Chief Administrative Officer.

5. Responsibilities

5.1. Town Council to:

- 5.1.1. Approve by resolution this policy and any amendments.
- 5.1.2. Consider the allocation of resources for successful implementation of this policy in the annual budget process.
- 5.1.3. Ensure all policies conform to the overall mission, goals and values as set out in the Town's Strategic Plan.

5.2. Chief Administrative Officer (CAO) to:

- 5.2.1. Ensure that this policy and procedure is reviewed every three years.
- 5.2.2. Ensure implementation of this policy and approve procedures and any amendments thereto.
- 5.2.3. Approve variations from the standards, specifications, or guidelines at their discretion, for budgetary, financial, social, or economic reasons.
- 5.2.4. Approve alternative standards, specifications, or guidelines at their discretion, provided that the alternative standard:
 - 5.2.4.1. Meets or exceeds the new standard;
 - 5.2.4.2. Provides equivalent functionality; and
 - 5.2.4.3. Results in a cost efficient design in terms of construction, long term maintenance and replacement.
- 5.2.5. The rationale for an alternative design proposed under 5.2.4. must be submitted in writing in conjunction with or in advance of a subdivision or development application submission.

5.3. Managers to:

- 5.3.1. Understand, and adhere to this policy and procedure.
- 5.3.2. Ensure implementation of this policy and procedure within their departments.
- 5.3.3. Make recommendations to the CAO for necessary policy amendments.



5.3.4. Ensure employees are aware of and adhere to this policy.

5.4. All Employees to:

5.4.1. Understand and adhere to this policy.

6. End of Policy