

STORAGE AND ACCESSORY STRUCTURES ON PARKS AND OPEN SPACE

IMPROVING EDMONTON'S PUBLIC REALM THROUGH
SITE PLANNING AND DESIGN DIRECTIONS

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Edmonton

PREAMBLE

BACKGROUND

There is increasing demand from internal City of Edmonton (City) Departments and external community partners and organizations to place a wide variety of structures on parks and open space to support on-site programming and uses. These structures are important for facilitating the successful operation and organization of Edmonton’s green network.

However, all structures on parks and open space must also meet City, provincial and federal safety and environmental standards, as well as approved plans and strategies, while supporting the City’s commitment to vibrant, high quality and attractive public spaces.

PURPOSE

This document provides strategic alignment with the City’s Ways strategic plans, directions for site planning and structural safety, guidelines for aesthetic design, and requirements for the permitting and approval of storage and accessory structures.

The City has developed this document to provide community partners, external organizations and internal City stakeholders with consistent directions for what, where, and how storage and accessory structures may be developed and permitted on parks and open space.

This document is intended for small-scale storage and minor accessory structures.

WHAT ARE STORAGE & ACCESSORY STRUCTURES?

A storage and/or accessory structure is any structure whose primary purpose is to **support the on-site use and/or programming** of the park or open space, including support for any existing on-site facilities, amenities, operations, and/or activities.

Storage and accessory structures are not the principal building or use on the site, and are not used primarily for occupancy.



Repurposed shipping containers at Charlesworth Sustainability Plaza, Edmonton. The structures are used in support of plaza and park functions.

PREAMBLE

SETTING THE DIRECTION HIGH QUALITY PARKS & OPEN SPACE

Structures on parks and open space will support, advance and promote the attractiveness and high level of quality of Edmonton’s parks and open spaces, as directed by City Council through:

The City’s Strategic Plan, *The Way Ahead*:

Vision: “Edmonton is a city of design - urban design, architectural design, and environmental design.”

Outcome 1.0: Edmonton is attractive and compact.

The City’s people plan, *The Way We Live*:

Objective 2.2: The City of Edmonton provides for the well-being of its citizens through outstanding parks, natural, green and public spaces.

Objective 5.1: The City of Edmonton promotes civic pride through attractive design.

The City’s municipal development plan, *The Way We Grow*:

Objective 5.1.1: Embrace high quality urban design throughout Edmonton.

Objective 5.6.1: Ensure public spaces and the buildings that frame them are inviting to residents and visitors and that they are safe, accessible and well connected.



The City’s guiding strategic plans. Together, they outline how the City will achieve its Vision, set out by City Council.

STRATEGIC ALIGNMENT DEMONSTRATING NEED



The above diagram illustrates the five phases of the City’s project management framework. The Strategy Phase of a project ensures project alignment with the overall vision and strategic priorities of the organization and those of the City of Edmonton.

Any storage and accessory structure proposal will need to demonstrate how the proposed structure will align with the City’s strategic directions, as well as the mandate or mission of the proponent group or organization. Proponents should complete additional strategic work to demonstrate need for the structure, including public engagement, needs assessment, and consideration of alternatives. Section 3 provides more information regarding the application process.

PREAMBLE

HOW TO APPLY THE DOCUMENT

Edmonton's green network is comprised of outdoor public open space. In addition to parks, Edmonton's open space includes plazas and squares, outdoor portions of school sites, green/natural corridors and links, and the landscaped areas on road and utility rights-of-way and stormwater management areas.

This document applies to all proposed storage and accessory structures that are to be located on City of Edmonton parkland and open space, including land that is defined by a lease, license, or other agreement (e.g. Joint Use Agreement).

Any proposed development of structures on public parks and open space requires review and approval by the City of Edmonton, as per the following City Bylaws:

- Parkland Bylaw 2202
- Traffic Bylaw 5590
- North Saskatchewan River Valley Area Redevelopment Plan Bylaw 7188
- Unauthorized Use of Parkland Bylaw 12308
- Drainage Bylaw 16200

This document **does not apply** to the following types of structures:

- Structures and facilities which are intended to be the primary building or use on the site, including community recreation centres, seniors centres, leisure centres, community league halls, pavilions, washrooms, large maintenance buildings, and other facilities of similar scale or purpose.
- Any storage structure that is already legally in existence, and has been issued all required City permits and approvals.
- Existing storage and accessory structures installed on parkland in accordance with the City's Green Shack Program.
- City-owned structures and facilities located within an enclosed City Operations satellite or maintenance yard.
- Short-term temporary structures used for one-time event/festival purposes, such as tents, stages, and inflatables. These structures are regulated by the City's Civic Events Office and Development Services, Sustainable Development.
- Construction structures (e.g. mobile/modular trailers, scaffolding structures, etcetera), that have documented permission for an approved park development project, for only the duration of the specific project.
 - NOTE: Non-modified construction trailers are not permitted on parkland for any non-construction use.

The following pages identify the specific directions and requirements for storage and accessory structures on parks and open space.

1. SITE PLANNING AND LANDSCAPING



Example of a community garden site plan.



Example of a properly sited and attractive garden shed, at the North Austin, Texas Community Garden.



Example of a high-quality structure that has a well-defined path of access, and does not obstruct pedestrian circulation on the site.

- 1.1 The location, orientation, size and number of structures per site must comply with any existing approved park master plans and/or site development plans, and must not conflict with any planned facilities.
- 1.2 The structure must support on-site programming and uses only.
- 1.3 The siting of the structure must comply with the development regulations specified by the City of Edmonton Zoning Bylaw 12800.
[Link: http://webdocs.edmonton.ca/InfraPlan/zoningbylaw/bylaw_12800.htm](http://webdocs.edmonton.ca/InfraPlan/zoningbylaw/bylaw_12800.htm)
- 1.4 The structure's site location must be near or adjacent to existing uses and facilities (e.g. garden and ice sheds should be located near their respective primary uses in an orientation that is complementary to that use).
- 1.5 The siting of the structure must not negatively impact maintenance or operations activities.
- 1.6 The location of the structure on the site should follow Crime Prevention Through Environmental Design (CPTED) principles and not create any design related safety concerns (e.g. dark corners, hiding places).
[Link: http://www.edmonton.ca/residential_neighbourhoods/fire_safety/crime-prevention-through-environmental-design.aspx](http://www.edmonton.ca/residential_neighbourhoods/fire_safety/crime-prevention-through-environmental-design.aspx)
- 1.7 Structures must have a defined path of access to and from primary uses in all seasons.
- 1.8 The siting of the structure must be sensitive to and not negatively impact site drainage, natural areas, trees and vegetated areas, wildlife connectivity, or any other environmentally important areas of the site.
- 1.9 The structure must not negatively impact any existing pedestrian access to or within the site, including connectivity between the site and surrounding urban and natural areas.
- 1.10 Perimeter or security fencing around the structure is not permitted.
 - 1.10.1 If fencing is a required program need, the fence location, design and a written justification of need must be submitted for review.
- 1.11 Structures are not permitted below the designated high water mark of stormwater management ponds, or within dry ponds.
- 1.12 The placement and associated landscaping of the structure must complement or enhance the existing site. A planting plan may be required for review by the City of Edmonton.
 - 1.12.1 For reference, please see the City's Design & Construction Standards Volume 5: Landscaping for standards and recommended tree and plant materials.
[Link: http://www.edmonton.ca/city_government/documents/Design_and_Construction_Landscaping.pdf](http://www.edmonton.ca/city_government/documents/Design_and_Construction_Landscaping.pdf)
 - 1.12.2 Plantings must not include noxious or prohibited weeds.
[Link: http://www.edmonton.ca/programs_services/pests/weed-identification.aspx](http://www.edmonton.ca/programs_services/pests/weed-identification.aspx)

2. STRUCTURAL DESIGN AND SAFETY



Wrapping and cladding can add to aesthetic quality.



An example of a storage structure that utilizes high quality architectural design, materials, and siting to provide visual interest to the open space.



In addition to wrapping, a mural can also enhance visual interest of not only the structure, but the open space as well, as seen here in Gallagher Park, Edmonton.



Repurposed and modified shipping container/seacan example, located at a sports park.

- 2.1 The height, massing and footprint of the structure must conform to any applicable requirements of the City of Edmonton Zoning Bylaw 12800.
- 2.2 The structure must obtain all required permits from the City of Edmonton, and must meet all applicable Alberta Building Code and *Safety Codes Act* requirements, as determined by Development Services, Sustainable Development. Please see Section 3 for more information.
- 2.3 The structure must not pose any safety or environmental hazards (e.g. structural deterioration, consist of toxic materials).
- 2.4 The structure must be constructed of high quality, durable and easily maintainable materials.
- 2.5 All structures are to have a means of egress accessible from within the structure to ensure no safety risk exists with an individual potentially being locked within the structure.
 - 2.5.1 A pushbar, or alternatively, a door handle operable from within the structure is the encouraged design to ensure an accessible means of egress for all abilities and ages.
- 2.6 As per the Urban Parks Management Plan (UPMP), Principle 4(vi): Creative Urban Design, new structures on parks and open space will add to the aesthetics of the area (e.g. the scale of the structure will “fit” the site, building materials will blend in with or contribute to the appearance of the area). Unique but aesthetically pleasing and contextual designs are encouraged.

This can be achieved through one or more of the following design features:

 - 2.6.1 Wrapping, cladding, or mural painting that adds to the aesthetic quality of the structure.
 - 2.6.2 Providing visual interest while balancing structure security through architectural treatments (e.g. glazing, façade articulation and variation).
 - 2.6.3 Architectural design and siting that considers winter climate comfort, as identified by the City of Edmonton’s Winter Design Guidelines (e.g. wind sheltering, minimization of shadow casting, roof orientation and structure design to shed snow and ice safely).

Link: http://www.edmonton.ca/city_government/initiatives_innovation/winter-design-guidelines.aspx
 - 2.6.4 Demonstrated alignment with the Edmonton Design Committee’s Principles of Urban Design.

Link: http://www.edmonton.ca/city_government/documents/EDCBrochure-SinglePages.pdf
- 2.7 Enclosed metal structures and shipping containers/seacans may be permitted provided they are repurposed and retrofitted to meet the structural, siting, landscaping, aesthetic, and safety directions of this document, and Alberta Building Code requirements.



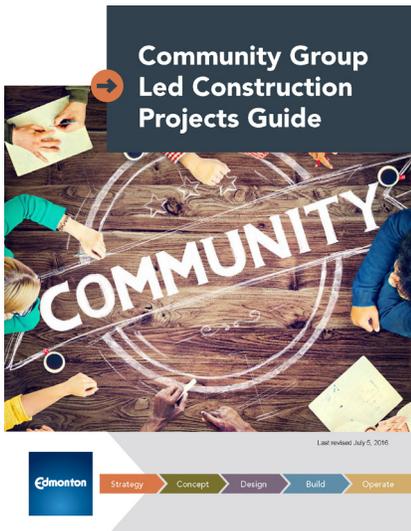
Example of a modified shipping container/seacan, with an improved means of access and egress.

- 2.7.1 Metal shipping containers/seacans must have a modified means of access and egress. Original shipping container/seacan cargo doors may need to be modified or removed to meet the safety and aesthetic directions of this document.
- 2.8 Structures must be constructed on an appropriate base (e.g. timber skid foundation on gravel base, reinforced concrete slab) to the satisfaction of the reviewing City Department(s).
- 2.9 Any proposed signage or messaging on the structure must conform to the City of Edmonton Zoning Bylaw 12800, and any other relevant City procedures and regulations (e.g. bylaws identified on Page 4).

3. APPLICATION PROCESS

- 3.1 Building a storage and/or accessory structure on existing or developed open space begins by contacting the appropriate **City Liaison** (such as a Community Recreation Coordinator, Sport and Partner Liaison, Community Building Social Worker, Planner, etc.), or by **calling 311**. The City Liaison will direct the proposed project to the appropriate review and approval process (e.g. Park & Facility Development Process, Shared Park Development Program, etc.), depending on the proposed location, use, and other factors of the structure proposal.
 - 3.1.1 Community and not for profit groups should refer to the City's **Community Group Led Construction Projects Guide** and website for important project assistance information.

Link: http://www.edmonton.ca/programs_services/for_communities/community-construction.aspx
- 3.2 Once Concept Approval for the proposed structure is granted by the relevant City Department, an application for Development and/or Building Permits from Development Services, Sustainable Development may then be obtained, subject to appropriate conditions. All structures will require permits unless deemed otherwise by Development Services.
 - 3.2.1 Freestanding accessory and storage structures less than 10m² in floor area and 1 storey or less in height do not require a development permit, according to the Edmonton Zoning Bylaw 12800.
 - 3.2.2 Freestanding accessory and storage structures less than 10m² in floor area may not require a building permit, provided the structure does not create a hazard. Whether or not a structure creates a hazard will be determined by a Safety Codes Officer with Development Services, as per the Safety Codes Bylaw 15894.
- 3.3 All required permits and approvals must be obtained prior to commencing with construction.
- 3.4 All required construction safety procedures and standards must be followed when constructing or installing the structure (e.g. safety fencing, signage, etc.).



The Community Group Led Construction Projects Guide is intended to support not-for-profit organizations such as community leagues and other community organizations in developing or redeveloping community amenities.

- 3.5 Restoration of any damage to parkland or open space that occurs during construction or installation must be completed to City standards and satisfaction.
- 3.6 Further requirements may need to be met to allow for the construction of the structure. These requirements are dependent on a number of factors (e.g. location, design, use, duration) and will be identified during the appropriate review process.

4. OPERATION AND REMOVAL

- 4.1 The proponent or owner of the structure is solely responsible for the ongoing operation and maintenance of accessory and storage structures to City of Edmonton standards, including those standards identified in the Community Standards Bylaw 14600, and any standards or requirements identified in an existing operating, license, lease or maintenance agreement.
 - 4.1.1 A license, operating, maintenance or other agreement may be required during the approval process to ensure operation and maintenance responsibilities for the structure are identified and agreed upon.
- 4.2 The proponent or owner will be required to remove the structure if it is no longer in use, or if its condition and/or use are deemed detrimental to the site, open space users and/or adjacent open space uses, as determined by the City or as identified in an existing operating, license, lease, maintenance or other agreement.
 - 4.2.1 The proponent or owner of the structure will be solely responsible for the removal of any accessory or storage structure from a site, along with any required landscape restoration to City standards and satisfaction.
 - 4.2.2 The proponent or owner of the structure will be solely responsible for notifying the relevant City Liaison of the removal of the structure from a site, to ensure appropriate notification can be provided to user groups, stakeholders, and community members.

APPENDIX I

IMAGE CREDITS

Page No. & Location	Origin/Owner of Image	Source Link
Cover	City of Edmonton	N/A
2, Bottom	City of Edmonton	N/A
3, Middle	City of Edmonton	https://www.edmonton.ca/city_government/city_vision_and_strategic_plan/the-way-ahead.aspx
3, Bottom	City of Edmonton	http://photos.edmonton.ca/CityGovernment/Public-Involvement/Project-Life-Cycle/
5, Top	Thoughtbarn	http://thoughtbarn.com/projects/installation/north-austin-community-garden
5, Middle	Thoughtbarn	http://thoughtbarn.com/projects/installation/north-austin-community-garden
5, Bottom	Studio Shed	https://buildshop.com/ideas/153315/studio-shed/storage-and-garden-shed-10x12-studio-shed
6, Top	Portakabin UK (Left), Deadwood Construction (Right)	http://www.portakabin.co.uk/uploads/option/option_image_67_1_6679-001.jpg http://www.houzz.com/projects/595007/custom-designed-shipping-containers
6, Middle-Top	Fieldwork Architecture & Design	http://www.fieldworkdesign.net/work/#mg
6, Middle-Bottom	City of Edmonton	N/A
6, Bottom	Tsai Design Studio	http://www.tsaidesignstudio.com/architecture/safmarine-sports-center/
7, Top	Citi-Box New Zealand	http://www.citi-box.co.nz/shipping-container-modifications/
7, Middle	City of Edmonton	https://www.edmonton.ca/programs_services/for_communities/community-construction.aspx