



## 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](mailto: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 DP2024-08482

January 14, 2025

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:** DP2024-08482

**File Manager:** HAYLEY PUSCH

**Phone:** (368) 886-9634 **eMail:** Hayley.Pusch@calgary.ca

**Address:** 631 4 AV NE

**Legal:** D;3;6

**Land Use Bylaw:** 1P2007

**L.U.D.:** M-C2

**Community:** BRIDGELAND/RIVERSIDE

**Ward:** 09

**Application Description:** Change of Use: Child Care Service

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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: February 4, 2025**

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.

**DEVELOPMENT SUMMARY**

MUNICIPAL ADDRESS: 625 & 631 4 AVENUE NE, CALGARY, ALBERTA

LEGAL DESCRIPTION: LOTS 3-5, BLOCK 3, PLAN D

LAND USE: M-C2 MULTI-RESIDENTIAL - CONTEXTUAL MEDIUM PROFILE

SCOPE OF WORK: CHANGE OF USE DP - CHILD CARE SERVICES

DESCRIPTION: THE CHILD CARE FACILITY IS LOCATED IN THE LOWER FLOOR.  
NO CHANGE TO UPPER FLOOR.

OCCUPANT LOAD: 86 STUDENTS + 12 TEACHERS

BUILDING AREA: 553 sq.m. (5,952 sf)

UNIT AREA: 553 sq.m. (5,952 sf)

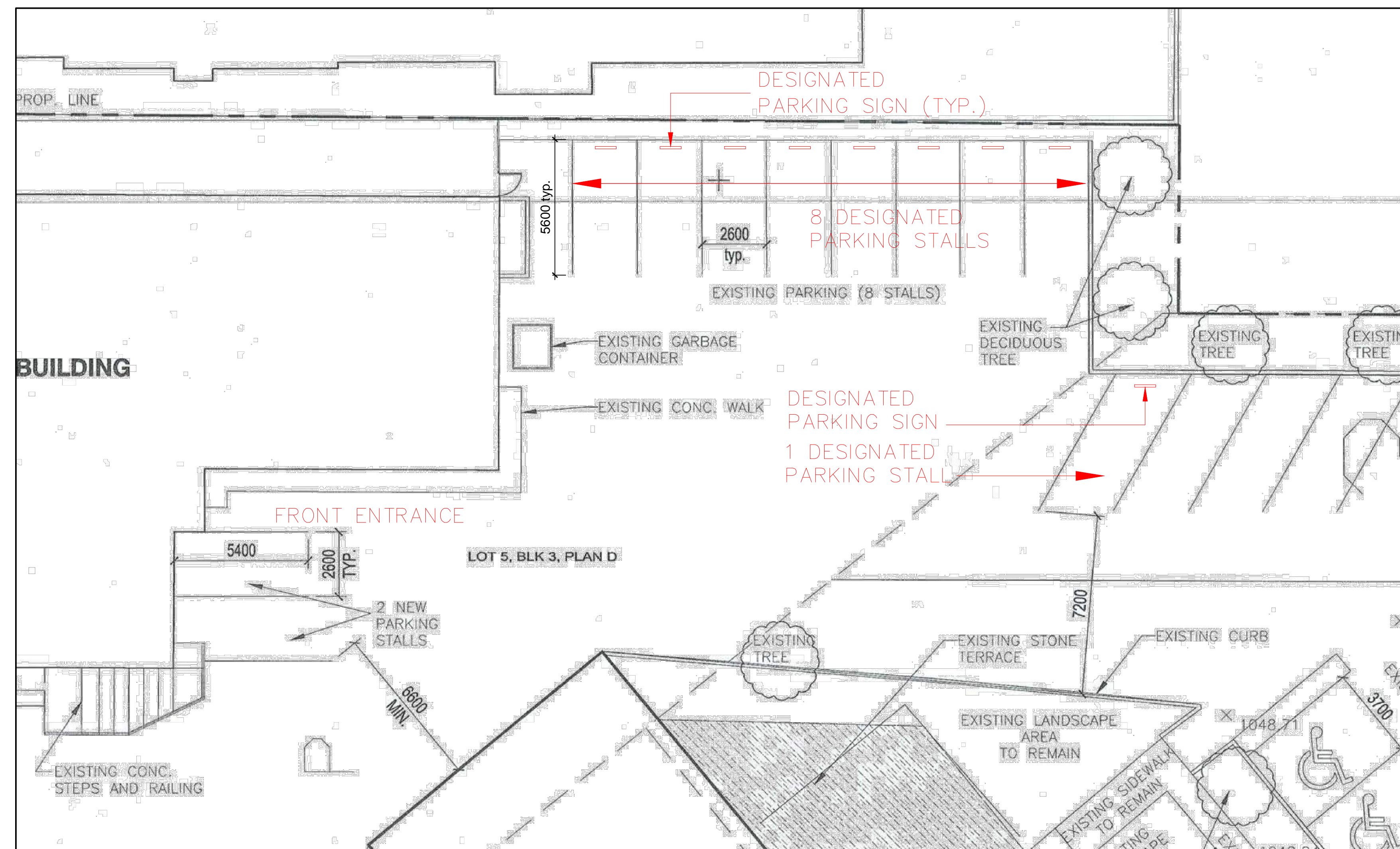
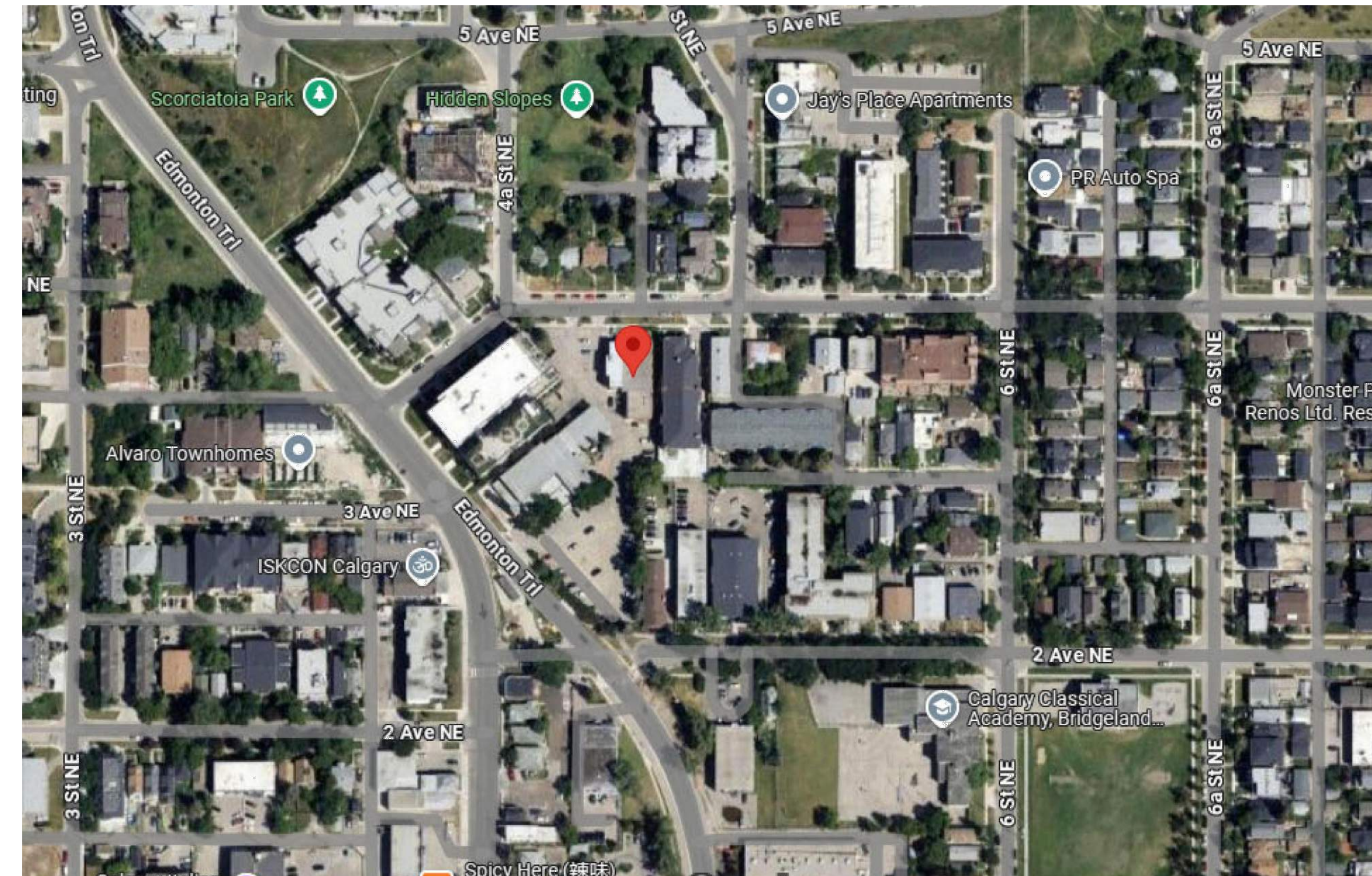
**DROP OFF & PICK UP PARKING STALL REQUIREMENT**

1 PARKING STALL PER 10 CHILDREN  
86 CHILDREN = 9 PARKING STALLS

9 DESIGNATED PARKING STALLS ARE PROVIDED

**OUTDOOR PLAYGROUND REQUIREMENT**

OUTDOOR AREA: 106 sq.m.



**STEVEN HO ARCHITECTURE INCORPORATED**

612, 500 Country Hills Blvd. NE  
Calgary, Alberta T3K 5K3  
Tel: (403) 870-6169  
Email: info@shoarchitecture.com

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c	ISSUED FOR DP SUBMISSION	DEC 30,24
b	ISSUED FOR DP SUBMISSION	DEC 20,24
a	ISSUED FOR DP SUBMISSION	OCT 15,24
No.	REVISION	DATE

PROJECT  
**OUR LADY OF PERPETUAL HELP CHURCH DAYCARE**  
631 4 AVE NE  
CALGARY, ALBERTA

**DETAIL COVER SHEET**

SCALE	AS SHOWN
DATE	JULY 26, 2024
DRAWN	SHO
CHECKED	SHO
JOB No.	2024282

DRAWING No.  
**A0.1**



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**PROJECT**  
OUR LADY OF PERPETUAL HELP CHURCH DAYCARE

631 4 AVE NE  
CALGARY, ALBERTA

**DETAIL**  
**SITE PLAN**

SCALE AS SHOWN

DATE JULY 26, 2024

DRAWN SHO

CHECKED SHO

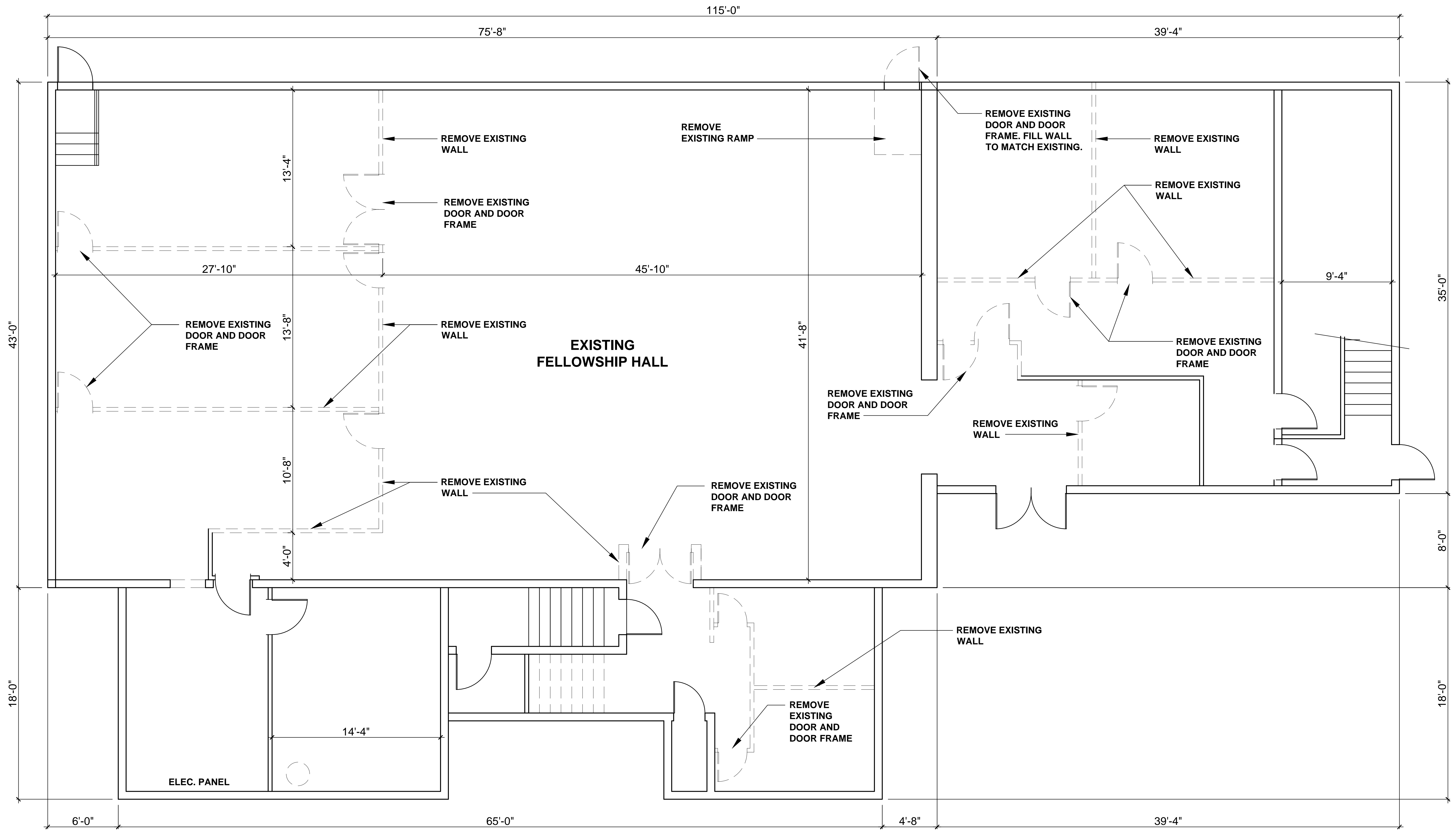
JOB No. 2024282

DRAWING No.

**A1.1**

SITE PLAN	
<b>LEGAL DESCRIPTION:</b> LOTS 3, 4, 5 AND PORTION OF LOT 2, BLOCK 3, PLAN D EXCEPTING THE ROAD WIDENING ON PLAN 1304 LK	
<b>ADDRESS:</b> 400 EDMONTON TRAIL, NW, CALGARY, ALBERTA	
<b>OWNER:</b> ROMAN CATHOLIC BISHOP OF THE DIOCESE OF CALGARY	
<b>EXISTING SITE AREA</b> = 6852 SQ M	<b>EXISTING CHURCH</b> = 1097 SQ M
<b>EXISTING PAVEMENT AREA</b> = 3935 SQ M	<b>PROPOSED ADDITION</b> = 58 SQ M
<b>EXISTING LANDSCAPE AREA INCLUDING SIDEWALKS/STAIR/RAMPS</b> = 1267 SQ M	<b>TOTAL:</b> = 1155 SQ M
<b>PROPOSED LANDSCAPE AREA INCLUDING SIDEWALKS/STAIR/RAMPS</b> = 1209 SQ M	<b>EXISTING AMMENITY BUILDING</b> = 553 SQ M
<b>EXISTING SIDEWALKS/STAIR/RAMPS</b> = 331 SQ M	<b>TOTAL ALL BUILDINGS:</b> = 1708 SQ M
<b>PROPOSED SIDEWALKS/STAIR/RAMPS</b> = 286 SQ M	<b>SITING CAPACITY IN THE ASSEMBLY AREA</b> = 368 PEOPLE
	<b>PARKING REQUIRED</b> = 92 STALLS
	<b>EXISTING PARKING</b> = 101 STALLS
	<b>PARKING PROPOSED</b> = 105 STALLS
	<b>GROSS FLOOR AREA</b>
	<b>EXISTING CHURCH (ASSEMBLY AREA)</b> = 480 SQ M
	<b>EXISTING CHURCH (PARISH &amp; MEZZANINE)</b> = 767 SQ M
	<b>PROPOSED ADDITION</b> = 58 SQ M
	<b>TOTAL:</b> = 1305 SQ M





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**OUR LADY OF PERPETUAL HELP CHURCH DAYCARE**  
631 4 AVE NE  
CALGARY, ALBERTA

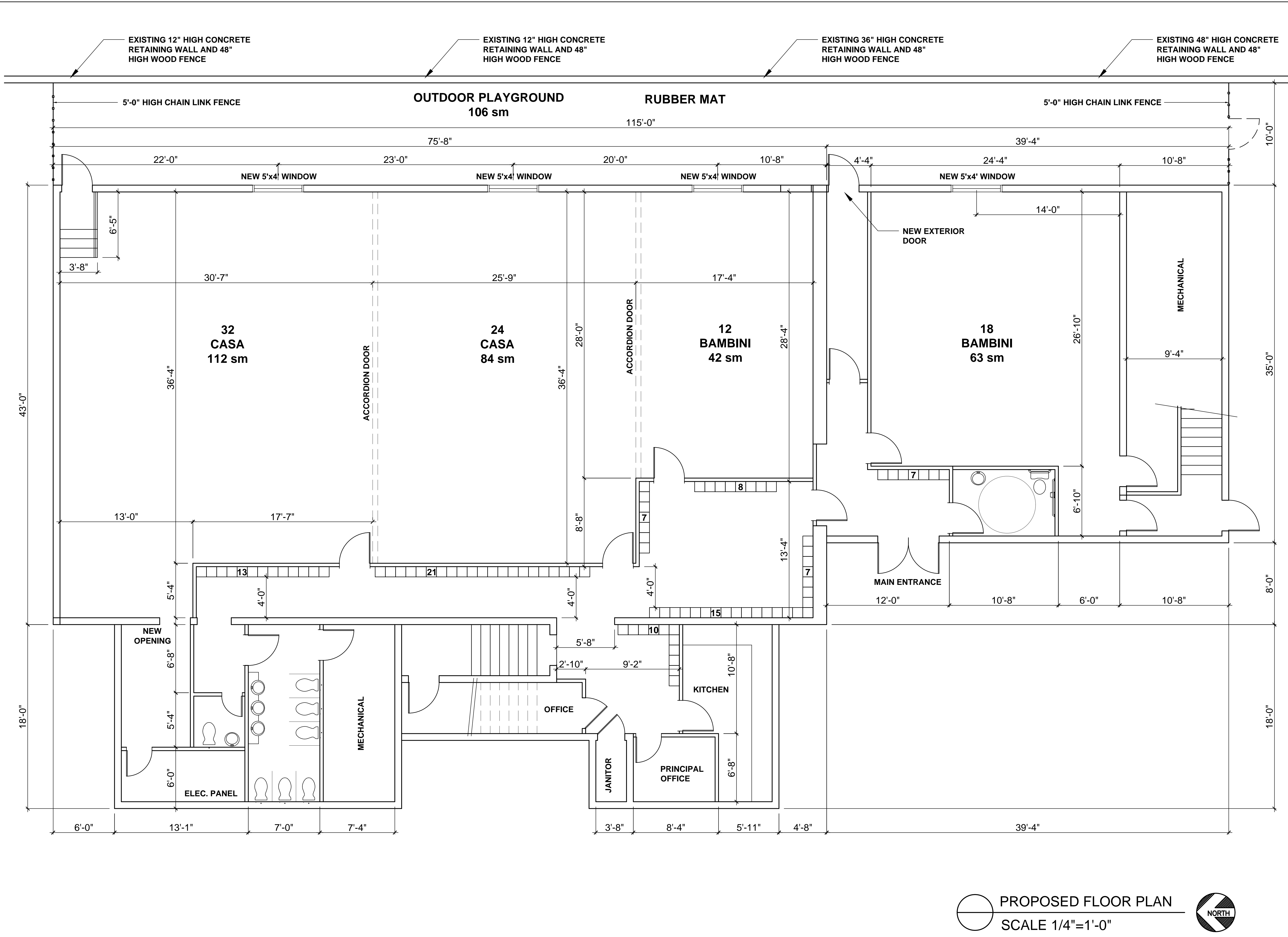
DETAIL  
**EXISTING PLAN**

SCALE	AS SHOWN
DATE	JULY 26, 2024
DRAWN	SHO
CHECKED	SHO
JOB No.	2024282

DRAWING No.  
**A2.1**

DEMOLITION PLAN  
SCALE 1/4"=1'-0"





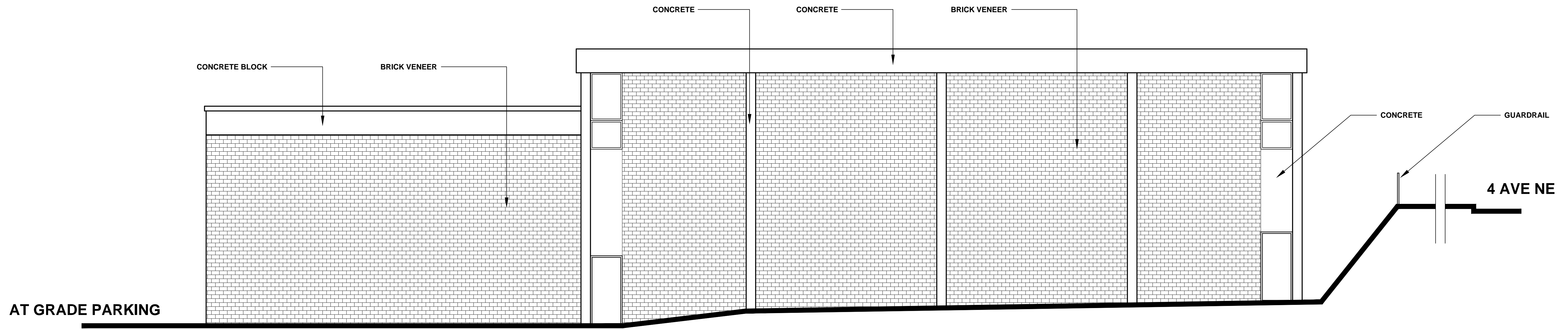
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PROJECT  
**OUR LADY OF PERPETUAL HELP CHURCH DAYCARE**  
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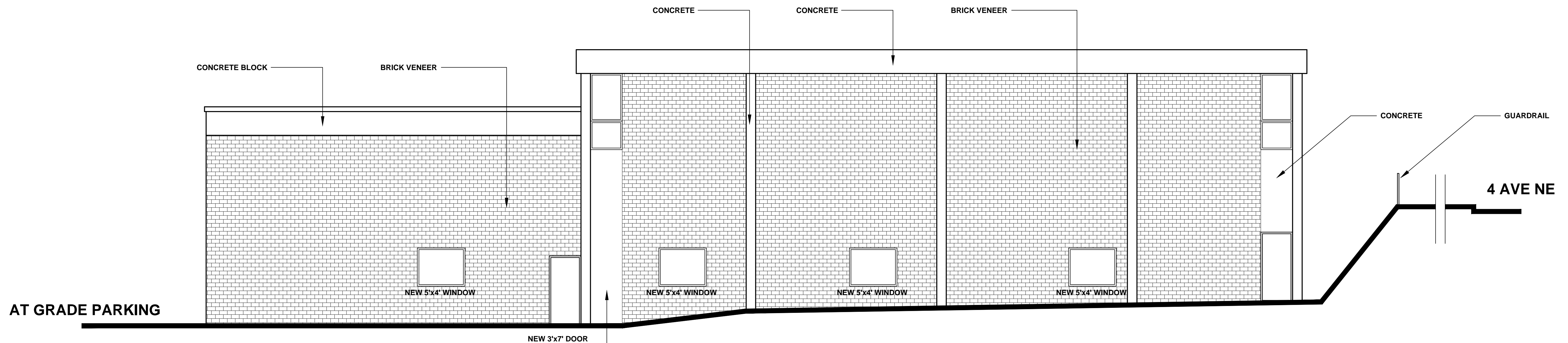
DETAIL  
**PROPOSED FLOOR PLAN**

SCALE AS SHOWN  
DATE JULY 26, 2024  
DRAWN SHO  
CHECKED SHO  
JOB No. 2024282

DRAWING No.  
**A2.2**  
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EXISTING EAST ELEVATION  
SCALE 3/16"=1'-0"



PROPOSED EAST ELEVATION  
SCALE 3/16"=1'-0"

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PROJECT  
OUR LADY OF PERPETUAL HELP CHURCH DAYCARE  
631 4 AVE NE  
CALGARY, ALBERTA

DETAIL  
EAST ELEVATION

SCALE AS SHOWN  
DATE JULY 26, 2024  
DRAWN SHO  
CHECKED SHO  
JOB No. 2024282

DRAWING No.  
**A3.1**



# Child Care Service Information

(2022-03)

Address: 625 & 631 4 AVENUE NE

Name of Program: PROPOSED CHILD CARE SERVICES

Program Contact Name: [REDACTED]

Telephone: [REDACTED]

Hours of Program Operation: 7:00am to 6:00pm

Will there be overnight care?  Yes  No

Will there be a Private Early Childhood Services (ECS) program operating under the Education Act?  
(more information can be found at the [Government of Alberta ECS information page](#))  Yes  No

Is this program located in an existing school?  Yes  No  
If yes, is the Child Care Service exclusive to the children (kindergarten to grade 6) that attend the school?  Yes  No

Will there also be an Instructional Facility operating at this location?  Yes  No

Please note that a **Site Plan is also required** with this submission. For details on the **Site Plan** requirements, please refer to this [checklist](#).

Number of children at one time: 86

Number of children in one day: 86

Number of employees: 12

Quantity of pick up/drop off stalls: 9

Please note that One pick up/drop off stall is required for every 10 children. Permanent signage is required for these stalls. These pick up/drop off stalls must be shown on the required site plan.

Is there an outdoor play area on-site?  Yes  No

If yes, provide the size of the on-site outdoor play area: 106 m<sup>2</sup>

If an outdoor play area is provided on-site, this must be indicated on the site plan with the following details:

- Overall dimension of the outdoor play area
- Gate locations
- Fence material
- Fence height
- Ground cover
- Play structures (if applicable)

Is there an off-site play area?  Yes  No

If yes, please provide the address of the off-site outdoor play area: \_\_\_\_\_

Please note that if there is an outdoor play area off-site, this outdoor play area can only be used if it is an approved City Park.

[REDACTED SIGNATURE]

2024-10-15

**Applicant's Signature**

**Date (YYYY-MM-DD)**

**FOIP DISCLAIMER:** The personal information on this form is being collected under the authority of The Municipal Government Act, Section 640, and The City of Calgary Land Use Bylaw 1P2007 (Part 2) and amendments thereto. It will be used for the permit review and inspection processes. It may also be used to conduct ongoing evaluations of services received from Planning, Development & Assessment. The name of the applicant and the nature of the permit will be available to the public. Please send inquiries by mail to the FOIP Program Administrator, Planning, Development & Assessment, PO Box 2100, Station M, Calgary, AB T2P 2M5 or contact us by phone at 311.