The City of Calgary Hoarding Guide

2026 Edition

For Developers & Contractors

Preface

The City of Calgary (“The City”) recognizes the essential role that development plays in advancing Calgary’s economic prosperity, housing supply, and long-term city building objectives. Public and private investment, through both new construction and redevelopment, supports complete communities, local businesses, and advancing Council approved growth and housing strategies.

The City acknowledges the risk and long-term commitment when developers and builders invest in Calgary. These investments directly contribute to increased housing choice, employment opportunities, and the revitalization of established areas. In many cases, The City has intentionally enabled and supported this reinvestment through policy direction, entitlement approvals, and targeted programs intended to stimulate economic development and housing delivery.

Hoarding permits are an important tool that enable construction activity to proceed safely and efficiently while maintaining accessibility, and the shared use of the public right-of-way. This guide is intended to provide clarity and transparency regarding hoarding permit requirements, timelines, and fees, and to support a predictable and collaborative permitting process.

The City is committed to working in partnership with industry to continuously improve how hoarding permits are planned, reviewed, and administered. Through early engagement, clear decision-making pathways, and defined opportunities for discussion and escalation, The City and industry share a common objective: enabling investment and housing delivery while ensuring construction activity contributes positively to Calgary’s streets, neighbourhoods, and overall economic resilience.

This Guide was developed in collaboration with BILD Calgary Region. We gratefully acknowledge their team for working in close partnership with The City’s Mobility team to gather the information presented in this document.

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Hoarding Permits Explained

Hoarding refers to temporary protective structures, such as fencing, barriers, scaffolding, covered walkways, or overhead protection, installed to separate construction activity from the public and ensure safety around a work site.

A hoarding permit is required when the road right-of-way is closed and occupied to support development, construction (utility/capital) or maintenance activities. This consists of any hoarding structure that may extends onto, occupy, or close City-owned right-of-way or those lands over which The City has control and management. This includes streets, sidewalks, lanes, boulevards, pathways, and alleys, etc. within Calgary, as outlined in the Streets Bylaw 20M88. Permits are issued at the discretion of the Traffic Engineer.

The City issues hoarding permits to:

- Minimize disruption to the community and other users of City right-of-way.
- Provide safe and accessible routes for pedestrian, wheel users, transit, emergency services and vehicle access.
- Ensure adequate communication with impacted residents and businesses.
- Incentivize contractors to maintain project schedules, which can avoid conflicts with other scheduled project(s) in the area.

Hoarding Permits vs Street Use Permits

A Street Use Permit is required to exclusively use any City road right-of-way; that is, a street, a sidewalk, an alley, a walkway, a back lane, or a boulevard, that may or may not require traffic control set-up. For additional information on the Street Use Permits refer to the Street use permit webpage.

A hoarding permit is required, in addition to a Street Use permit, when:

- Hoarding is placed on a sidewalk, boulevard, cycle facility, etc. within City right-of-way.
- Scaffolding or overhead protection encroaches into City right-of-way.
- A protected/covered walkway is placed within City right-of-way.
- Temporary protective walls, fencing or barriers extend into City right-of-way.
- The requested lane/road closure or occupation of City right-of-way impacts peak traffic hours (6 a.m. - 9 a.m. and/or 3 p.m. - 6 p.m., Monday to Friday).
- The closure of City right-of-way is in place for longer than 24 hours.
- As directed by The City Traffic Engineer.

Definitions

Hoarding: A form of fencing or barrier or combination of these, designed to separate pedestrians and/or motorists from a construction site. A hoarding permit is required when any hoarding structure extends onto, occupies, or closes City-owned right-of-way or those lands over which The City has control and management. This includes streets, sidewalks, lanes, boulevards, pathways, and alleys, etc. within The City, as outlined in **Bylaw 20M88**.

Street Use Permit: A City of Calgary permit that is required to exclusively use any City road right-of-way; that is, a street, a sidewalk, an alley, a walkway, a back lane, or a boulevard, that may or may not require traffic control set-up. For additional information on the Street Use Permits refer to the Street use permit webpage.

Temporary Traffic Control Plan (TTCP): A plan which provides details on the movement of vehicles, cyclists, pedestrian traffic and public transit, when the normal function of a roadway is impacted.

Hoarding Fees

Hoarding fees offset the impacts of the temporary loss of City right-of-way and support City operations. They also encourage developers and project teams to minimize closure sizes and durations, promote active modes of transportation, and maintain traffic access wherever possible.

Hoarding fees are approved by City Council and specified by The City Traffic Engineer. Fees collected are used to fund:

- Management of the permit program, including review, approval, and inspection.
- Mobility infrastructure support.
- Public safety improvements.

Collecting these fees reduces reliance on taxpayer dollars for these services.

Hoarding fees depend on several factors:

- Rates vary based on location, lane type, closure dimensions and public impact.
- Sidewalks in the city's core are classified as priority sidewalks, and have higher rates (e.g., Downtown).
- When pedestrian access is maintained, the fee may be waived.
- Weekend closures often have reduced rates and may be waived when impact is mitigated.
- Redevelopments and Greenfield projects have different considerations that affect fees. The classification of the road will determine the applicable fee rate (refer to Table 1). Hoarding permit details can be found at Hoarding permit.

Refer to Appendix 1: Hoarding Examples for examples showing typical fees for common sidewalk and roadway closure scenarios. The examples can be used as a general guide to estimate potential

hoarding fees based on the proposed work area and type of closure. For access to the hoarding calculator, refer to Hoarding permit.

Tips for reduce hoarding fees

- Maintain pedestrian access:
    - Minimize closures by using overhead protection (such as scaffold tunnels), temporary sidewalks, or phased work to keep pedestrian, wheeling, and vehicle routes open where possible. Maintaining walkways or providing detours are encouraged.
    - Overhead protection provides a safe, covered walkway for pedestrians during construction.
        - With overhead protection: Hoarding fees are not charged for the sidewalk space, provided pedestrian access is maintained.
        - Without overhead protection: Full sidewalk closures are charged according to the sidewalk classification (priority or non-priority). Higher rates apply Downtown to encourage projects to maintain pedestrian access.
    - Full sidewalk closures with no pedestrian accommodation are subject to hoarding rates.
- Decorative hoarding (e.g., painted Jersey barriers): Can provide a 25% discount on hoarding fees. This generally applies to long-term development in established areas. To determine if your site would qualify, inquire about decorative hoarding as part of your application submission.
- Schedule work for weekends: Closures contained within a weekend typically do not incur hoarding fees, providing a cost-saving option.
- Plan ahead and consult early: Early planning can prevent delays and allow for City-supported solutions. Engaging with The City's Mobility team can identify opportunities to minimize impacts and reduce permit fees. Reducing the duration of the hoarding permit will result in lower hoarding fees.

How to Apply

Hoarding permit applications are submitted online through our ePermits system on Calgary.ca.

To ensure your application is processed without delays, be sure to include all required documentation and provide as much detail as possible.

What to include:

- Project information:
    - A description of the project and why hoarding is required.
    - The off-street alternatives you considered and why they were not feasible.
    - Construction schedule (including the type of work being done):
        - A full schedule showing start and end dates, hours of active construction, and when each portion of the street, sidewalk, or boulevard will be occupied.

        - Sequencing and phasing of work activities (if applicable).
        - Setup and takedown times for hoarding or traffic control devices.
        - TCP should account for night conditions if the work area is occupied overnight.

- A scaled, surveyed site plan that includes:
    - The full hoarding footprint (length, width, number of lanes) and its position relative to curbs, sidewalks, property lines, and pavement markings.
    - Locations for material storage, stockpiles, laydown space and construction vehicle access.
    - Access routes for emergency services, hydrants, utilities, and traffic signal infrastructure.
    - All dimensions must be accurate and certified on the plan.

- Detour / Temporary Traffic Control Plan (TTCP) if traffic, cyclists, or pedestrians are affected:
    - Drawn with professional software and submitted as a clear PDF.
    - Shows signage, lane closures, flagging requirements, speed adjustments, and any needed turning-path analysis
    - Accurately reflects current field conditions, including existing signs, pavement markings, barriers, and curb lines.
    - Meets the standards in The City's TTCM. Refer to https://www.calgary.ca/roads/permits/street-use to access the TTCM.

- Engineered, authenticated drawings:
    - Public safety measures (such as fencing, screening, overhead protection, covered walkways).
    - Any temporary removal or relocation of signs, parking meters, or signal equipment.
    - Corner visibility triangles (7.5 m) clearly shown and unobstructed.
    - Design for barriers and ramps. Refer to https://www.calgary.ca/roads/permits/street-use to access the TTCM.

- Contact Information:
    - Provide the name and contact information of the construction site supervisor or project lead.
    - Provide a 24/7 after-hours phone number for urgent issues.

When to apply - Application Submission

> **Tip:** Using a qualified engineer or traffic professional to develop your detour or traffic management plan can help shorten review times.

Hoarding permit applications must be submitted fifteen (15) business days in advance of a closure. More complex closures may require additional time, such as those affecting major roadways, busy areas with high volumes or business impacts, and closures with complex requirements.

- Once you have a tentative schedule for the work activity and closure details are available, submit the hoarding application online to initiate the process. The permit will only be issued once the scheduled dates are confirmed.
- If your project is expected to require a road, sidewalk, or lane closure, it is recommended to engage with The City during the Subdivision or Development Permit (DP) stage to understand potential closure needs. Early engagement can also prompt discussions around hoarding requirements and mitigation strategies.
- Proactive planning can help reduce costs, shorten closure durations, and prevent costly changes later in the project.

Approval timelines - Internal Review

Please refer to Hoarding permit webpage for approval timelines. Generally, hoarding permits require 10-15 days to review and approve from the date of the application submission. Complex closures may require additional time provided all submission requirements are met. If the traffic accommodation strategy does not meet requirements or requires revision, approval may be delayed until a viable plan is received and approved.

Consulting with The City

You can request a meeting with City staff directly within your online application. Once submitted, the permit will be assigned to the appropriate area detour technician, who will contact you to arrange a discussion about your project.

Engineering Authentication

Engineering authentication helps ensure that complex or higher impact closures are designed to maintain safety and operational viability for all road users.

Some temporary traffic control plans (TTCPs) require Engineering Authentication before The City can approve a hoarding or road closure permit. A plan must be authenticated when it meets the criteria outlined in The City's Temporary Traffic Control Plan Requirements Flow Chart.

When authentication is required, the TTCP must be prepared and authenticated by a Professional Engineer in accordance with APEGA's *Authenticating Professional Work Products* standard.

Accepted Authentication Methods

- Digital authentication using APEGA approved software (e.g., Notarius ConsignO), including the engineer's digital stamp and Permit to Practice.
- Stamped paper plans, signed by the Professional Engineer and submitted as a clear scanned PDF.

Minimum Requirements for Authenticated Plans

Authenticated plans must:

- Be clear, legible, drafted using professional software, and drawn to scale.
- Reflect verified field conditions (signs, pavement markings, curb lines, barriers).
- Include setup/takedown dates and design elements such as lane widths and turning path analysis where required.
- Meet The City's Temporary Traffic Control Manual.

Greenfield Developments

Greenfield refers to development on previously undeveloped land, often at the edges of the city.

Key greenfield considerations

- Lower traffic impacts: Many greenfield closures occur on local or low traffic roadways. In these cases, work within greenfield areas on public right-of-way (e.g., roads) that have not received a Construction Completion Certificate (CCC) are exempt from street use and hoarding fees.
- Connecting roadways: Activities on roadways outside the greenfield area require street use and hoarding permits.
    - Major tie-ins: Work connecting to higher volume corridors (e.g., Shaganappi Trail or other regional routes) may require more complex detour planning and a hoarding permit is required.
    - Access must be maintained: Ensure continuous access for emergency services, service vehicles, and adjacent communities.
    - If the impact of the closure is mitigated, the fees may be reduced or waived at the discretion of the Traffic Engineer, per Bylaw 20M88.
    - To reduce or waive hoarding permit fees, consider building a temporary road for a long-term closure or using local roads for access to navigate around the closure area. Discuss these options with the Mobility team to determine their viability.

When to contact The City:

- Subdivision or Development Agreement stage: Early discussions on road tie-ins and potential closures.
- Deep utility construction: Critical point for hoarding review.
- Shallow utility stage: Generally, not impacted by permits in Greenfield areas, closures are typically local.
- Before major roadway impacts: Engage early if any portion of your work will affect collector roadways, industrial or arterial corridors, and skeletal roadways.

Redevelopments

Redevelopment occurs on previously developed land within existing communities where new units, uses, or lots are being created.

Key redevelopment considerations:

- High pedestrian activity: Maintaining safe, continuous pedestrian access is a priority.
- Use protective structures: Overhead protection (e.g., covered scaffolding walkways) or temporary pedestrian pathways help minimize impacts.
- Greater sensitivity to impacts: Redevelopment often occurs near active businesses, residences, and transit routes, requiring careful coordination and communication to impacted parties.

When to contact The City:

- During Development Permit review: Flag anticipated closures early so they can be coordinated with other approvals.
- Pre-construction: Once a contractor is selected, contact The City to define detours, lane adjustments, and pedestrian accommodation plans.
- Before any major closures: Earlier engagement allows applicants to refine plans, reduce disruption, and potentially lower permit costs.

Pedestrian Accommodation

Any hoarding or closure that affects pedestrian movement must include safe, accessible accommodations.

Developers/contractors must ensure routes are designed by qualified professionals and meet City standards, including temporary pathways, overhead protection (where required), clear signage, and way finding guidance.

All pedestrian accommodation plans must be submitted to The City for review prior to installation to ensure compliance with safety, mobility, and accessibility requirements.

Site Appearance

Hoarding sites must be safe, secure, visually maintained, and installed according to the approved TTCP, in compliance with permit conditions.

- If concrete barriers, such as Jersey barriers, are being installed within the public right-of-way, an engineered drawing must be submitted. This can often be submitted with the TTCP.
- If a bylaw officer deems a site non-compliant, an opportunity for corrective action may be offered; this is at the discretion of the bylaw officer. Repeat or severe non-compliance may result in fines.

Public Communication

Developers and contractors are responsible for communicating construction impacts to affected residents, businesses, and road users. The City recommends the appropriate level of communication based on the impact of the work.

Typical communication methods include:

- Installing variable message boards (VMBs) as per the approved TTCP.
- Conducting letter drops which provide project details and contact information for inquiries.

Mail/Letter drop requirements:

Printed notices must be delivered to affected residents and businesses in advance of closures once the permit is approved. Notifications must include:

- an overview of scope of work and expected duration.
- a map of the closure and impacted area, showing the detour route and signage plan for pedestrians, cyclists, and motorists.
- on-site contractor contact information (name, email and phone number displayed on signage).

Compliance & Enforcement

The developer or contractor must install, maintain, and operate the hoarding exactly as specified in the approved TTCP and permit conditions. This includes maintaining all safety measures, ensuring accessibility, performing regular inspections, maintenance, winterization and keeping the hoarding within its approved footprint.

The City monitors compliance through inspections. If issues are identified, the permit holder may be required to correct deficiencies. Persistent or serious non-compliance may result in enforcement actions, including fines or permit revocation.

Insurance & Indemnification Requirements

Developers and contractors completing work in The City right-of-way must be authorized by The City and meet all insurance and indemnification requirements tied to their work permit. These requirements must be satisfied before hoarding is installed and/or City right-of-way space is occupied.

Dispute Resolution Process

If a developer or contractor disagrees with a decision, fee, or compliance action, they may request a review or escalation.

The City follows a tiered review and escalation process, starting with the field inspector, then the engineering supervisor and escalating to senior management if needed. Developers can request clarification or escalation if they believe a fine or decision is unreasonable.

Note: Concerns regarding permit fees, requirements and/or conditions must be raised before work commences within City right-of-way.

Steps to dispute or escalate:

- Contact The City permit representative listed on the permit.
- Escalate issues to the supervisor or leader of the Detours Team for review.
- Document all plans, communications, and decisions to facilitate quicker resolution.

Links to Additional Information

- Hoarding Permit webpage: https://www.calgary.ca/roads/permits/hoarding
- Hoarding Permit Application Requirements: https://www.calgary.ca/content/dam/www/transportation/roads/documents/traffic/permits/hoarding-permit-application-requirements.pdf
- Temporary Traffic Control Manual: https://www.calgary.ca/content/dam/www/transportation/roads/documents/contractors-and-consultants/temporary-traffic-control-manual.pdf
- Pathway Closure and Detour Manual: https://www.calgary.ca/content/dam/www/programs-services/transportation/cycling-walking-and-rolling/pathways-routes-and-trails/calgary-parks-pathway-closure-detour-manual.pdf
- For active and upcoming road closure information, refer to the Calgary Traffic Report and Road Closures webpage: https://www.calgary.ca/roads/conditions/traffic

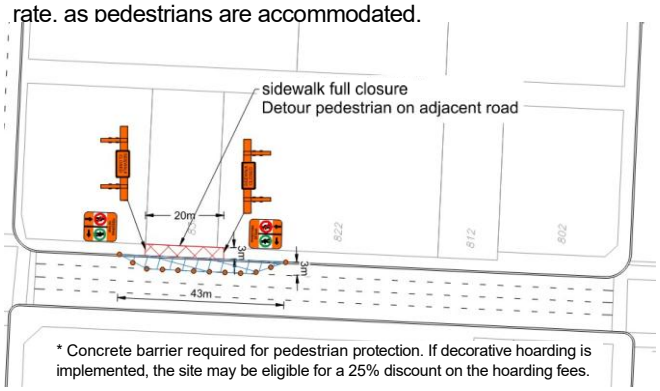
Appendix 1: Hoarding Examples

Hoarding Fee Examples			
Sidewalk Scenerios		**Work Area**	**Weekly Cost**
1	Sidewalk closure with detour onto roadway (major road)	20m x 3m	$302.50
2	Sidewalk closure with detour onto roadway (minor road)	20m x 3m	$152.00
3	Priority or non-priority sidewalk with overhead protection and pedestrian movements maintained	20m x 3m	$0.00
Roadway Closure Scenerios		**Work Area**	**Weekly Cost (Minor/Major)**
4	Partial road closure with 2-way traffic maintained (affected area charged for hoarding)	50m x 7m	$900.00/ $1766.25
5	Full road closure (all unusable roadway charged even outside of immediate work area)	150m x 13m	$5040/ $9843.75

*Note: Each scenerio is different and is evaluated for its specific site conditions and impacts to the public. Sidewalk costs shown above show the minimum charge and may not reflect overall impact or actual charges. Parking charges may apply in ParkPlus zones.

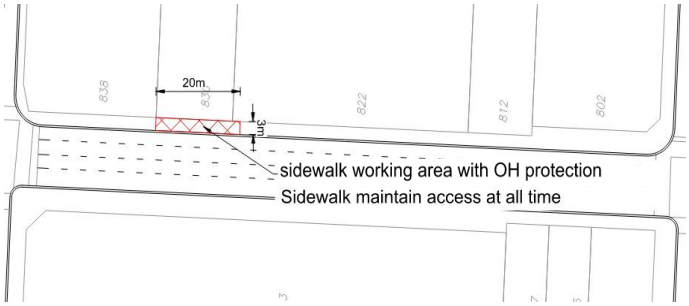
Sidewalk Hoarding Scenario 1 & 2:

- When a sidewalk is closed, the applicable hoarding rate is based on the road classification rather than the sidewalk closure rate, as pedestrians are accommodated.



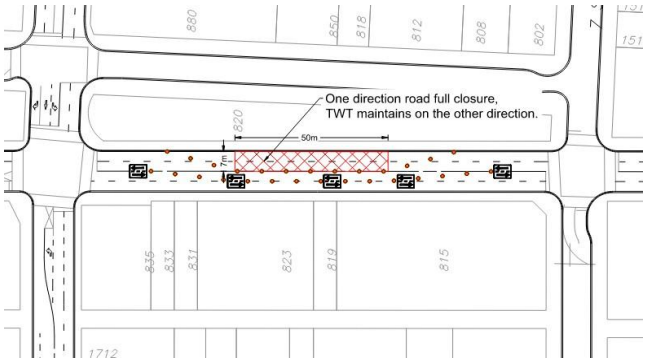
Sidewalk Hoarding Scenario 3:

- When a sidewalk is closed and overhead protection is provided, no fees apply as pedestrian are accommodated.



Roads Hoarding Scenario 4:

- When one direction of travel is closed and two-way traffic can be maintained.



Roads Hoarding Scenario 5:

- When a roadway is fully closed and no access between blocks is maintained.