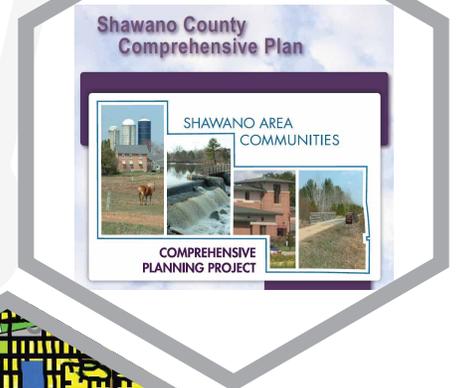
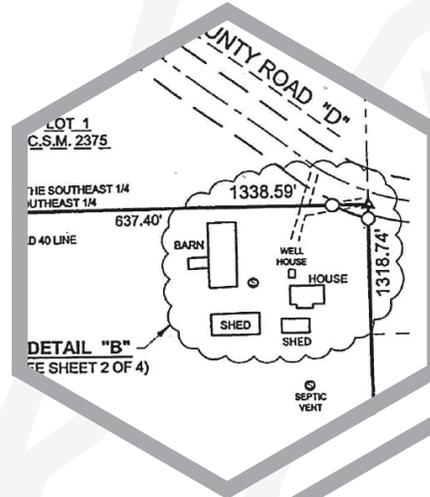


Comprehensive Plan Consistency Review Guide Shawano County, WI



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Comprehensive Plan Consistency Review Guide

Shawano County, WI

March, 2016

Prepared by the
East Central Wisconsin Regional Planning Commission

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ABSTRACT

TITLE: Comprehensive Plan Consistency Review Guide

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This document outlines a process for Shawano County Planning & Development staff to utilize when comparing certain land use actions/decisions against the consistency provisions of the Wisconsin State Statutes governing Comprehensive Planning.

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CHAPTER 1: INTRODUCTION

PROJECT BACKGROUND

This project was requested by the Shawano County Planning & Development Department under the Commission's Technical Assistance Program based on needs identified subsequent to the adoption of the *Shawano County Comprehensive Plan*. The purposes of this project and report is to document an approach and procedure which can be utilized by County Planning & Development staff when conducting reviews of certain land use actions against the broad policy provisions of the County's current comprehensive plan, thereby ensuring that the action is consistent with the plan's goals and intended outcomes. This consistency provision is part of Wisconsin's comprehensive planning program.

COMPREHENSIVE PLANNING

Wisconsin State Statutes 66.1001 defines the role, and governs the use, of Comprehensive Plans for local and regional units of government. Originally adopted by the State in October, 1999 (and subsequently amended several times since), these statutory provisions outline the contents and adoption process requirements for the preparation of a Comprehensive Plan. Essentially, the law requires that all local governments have a comprehensive plan in place by January 1, 2010 if they engage in programs or actions that affect land use.

Public participation and the adoption process are major components of the comprehensive planning process and are spelled out in detail in Wis. Stats. 66.1001(4) that defines "Procedures for Adopting Comprehensive Plans". Furthermore, the statutes outline the contents of a comprehensive plan, specifying that following nine elements be addressed:

1. Issues and Opportunities;
2. Economic Development;
3. Housing;
4. Transportation;
5. Utilities and Community Facilities;
6. Agricultural, Natural and Cultural Resources;
7. Land Use;
8. Intergovernmental Cooperation; and
9. Implementation

According to the legislation, a comprehensive plan shall also be updated no less than once every 10 years. Shawano County's current plan was adopted using these standards and process in January, 2009.

CONSISTENCY REQUIREMENTS

A key provision of Wis. Stats 66.1001 requires that certain land use actions/decisions be made which are “consistent” with the goals, objectives and policies of an adopted comprehensive plan. When an action is being considered, it should be judged against the plan in some fashion. Excerpts from the statutes regarding consistency are contained below:

(1)(am) "Consistent with" means furthers or does not contradict the objectives, goals, and policies contained in the comprehensive plan.

(3) ORDINANCES THAT MUST BE CONSISTENT WITH COMPREHENSIVE PLANS. Except as provided in sub. (3m), beginning on January 1, 2010, if a local governmental unit enacts or amends any of the following ordinances, the ordinance shall be consistent with that local governmental unit's comprehensive plan:

- (g) Official mapping ordinances enacted or amended under s. 62.23 (6).*
- (h) Local subdivision ordinances enacted or amended under s. 236.45 or 236.46.*
- (j) County zoning ordinances enacted or amended under s. 59.69.*
- (k) City or village zoning ordinances enacted or amended under s. 62.23 (7).*
- (L) Town zoning ordinances enacted or amended under s. 60.61 or 60.62.*
- (q) Shorelands or wetlands in shorelands zoning ordinances enacted or amended under s. 59.692, 61.351, 61.353, 62.231, or 62.233.*

State law requires that each of the listed ordinances be consistent with (or in conformance with) the comprehensive plan, as well as any amendments to the ordinances. Each separate action (re-zoning, subdivision creation, etc.) taken by the County is viewed as either: 1) an amendment to the ordinance, or; 2) ‘enacting’ (enforcing the provisions within) the ordinance. The former is illustrated with a re-zoning, as it is actually the adopted zoning map that is being amended each time a request is approved. Subdivisions and Certified Survey Maps fall under the ‘enacting’ category as those standards are being applied or enforced so as the result is in compliance with the ordinance, and hence the comprehensive plan. Given this, it is presumed that the current County Ordinance provisions are generally consistent with (or not in conflict) with the goals of the Shawano County Comprehensive Plan.

CHAPTER 2: CONSISTENCY REVIEW APPROACH & GUIDE

APPROACH

After conducting a thorough evaluation of the current comprehensive plan, it was decided that simplicity should be of key importance when developing the review process. The creation of a system that is easy to understand, yet distinctly measurable, was critical in ensuring its use and effectiveness. The current comprehensive plan contains dozens and dozens of goals, objectives, policies and recommendations. Developing a simplistic, yet lengthy checklist using all of these items would create an unnecessarily complicated and time consuming process.

Instead, the evaluation tool relies on comparing land use actions with the broadest of goals which are contained in the plan. After all, these goals represent key components of the overall vision that was developed for land use throughout Shawano County. If achieving these goals is what is ultimately desired, then the goals should form the basis for comparison.

To measure the consistency of an action with the comprehensive plan, it should ideally meet conditions of each one of the eleven (11) goals contained with the plan. The challenge, however; is that many of these goal statements contain ideas which are much broader in scope, and difficult to define. Not every objective or recommendation contained under the goal is measurable, or at least not the best measure. Additionally, through the development of this process, it was identified that several goals may not be completely achievable given that rules, regulations, or standards have not been created or adopted to completely implement them. Given this, it would be nearly impossible for a particular action to be 100% consistent with the plan at times. Therefore, some general level of consistency (such as meeting 7 of the 11 goals) should be considered when utilizing the consistency review guide.

Furthermore, remembering that the State defines an action as being consistent if it either “furthers the goal/objective/policy” or “is not directly in conflict” with the goal/objective/policy, then these two overarching questions should be asked in some manner for each goal.

Using information that is already available is the key to creating an efficient and effective review process for measuring consistency against a majority of these goals. The guide contemplates the existence of existing information – whether it be contained within the plan or from some other relevant source - that can be compared against the action in a consistent manner. In certain cases, however; a provision is made that new standards be created in order to more completely achieve consistency between the action and the plan.

CONSISTENCY REVIEW GUIDE

Using the approach noted above, a simple yet effective way to portray the consistency standards is contained in Table 1 using a sub-set of questions that are measured where possible using specific maps, checklists, and other materials. As noted earlier, some standards do not yet exist and recommendations are made for their development, if warranted.

Table 1: Shawano County Comprehensive Plan Consistency Review Guide

OVERALL PLAN GOALS	CONSISTENCY QUESTIONS	CONSISTENCY MEASURES
1. Conserve large tracts of contiguous, productive agricultural land through County and local community cooperation.	Does the proposed action contribute to the <u>unplanned</u> loss of productive agricultural lands? Does the proposed action, where possible, limit the impact to agricultural land even within areas planned for land use change?	Comparison of proposed action to the <i>Shawano County Comprehensive Plan Maps 7a, 7b, and 7c</i> , as well as any other applicable local land use plan map. The area should be identified for development or other type of land use change. Review of proposed action for reasonable attempts to limit impact on agriculture.
2. Preserve and enhance the County's natural features, including lakes, rivers, forests, woodlands, wetlands, wildlife habitats, open spaces, and groundwater resources.	Does the proposed action immediately or potentially impact water quality, groundwater resources or recharge processes, important forest production areas, wetlands, rare or unique habitats, or important open spaces in a negative manner?	Utilization of the checklist (or similar version) as shown in in the <i>Shawano County Comprehensive Plan on Table 4.2 / p. 97</i> . Comparison of proposal to <i>Map 5 – Natural Features of the adopted Comprehensive Plan</i> .
3. Preserve the County's cultural, historic, and archeological sites; scenic character; and cultural assets.	Are cultural, historic and archeological sites and impacted by the proposed action?	Comparison of proposed action to maps or records of known historic, cultural and archeological sites. A review letter, where needed or required, should be obtained from the State of Wisconsin Historical Society (SWHS).
4. Promote a sustainable land use pattern that promotes the rural character of the County; provides new economic or housing opportunities; and allows the continuation of agriculture, forestry, and open lands uses.	Are housing and economic opportunities identified as benefits of the proposed action? Is the proposed action in conflict with agriculture, forestry or recreation uses within the immediate or broader area? Is the proposed action incorporating elements that support a sustainable development pattern?	Evaluation of the proposed action on potential benefits contributed to housing and economic opportunities – particularly those associated with recreation, agrotourism or heritage tourism. Evaluation of the proposed action on potential negative impacts to rural character (including aesthetics, recreation, agrotourism or heritage tourism). This includes a comparison to business locations identified on <i>Map IV – I: Geographic Distribution of Farming, Forestry, and Support Businesses as shown in the current Shawano County Comprehensive Plan</i> Evaluation of the proposed action on how it supports concepts of sustainable development utilizing a <i>Sustainable Development Checklist</i> . While not formally adopted by the County, several examples are contained in Appendix A of this document as informational items for consideration.
5. Provide a safe and complete transportation system that functions efficiently and meets the needs of all residents.	Does the proposed action impact the safety, connectivity or efficiency of local, regional and state highway facilities? Does the proposed action impact (or provide an opportunity for improved) public transit, bicycle, or pedestrian accommodations?	Comparison of proposed action to the <i>Shawano County Comprehensive Plan Map 8 - Transportation and Community Facilities</i> as well as any adopted policies/ordinances for road/highway access control and connectivity. Comparison of proposed action to traffic counts, roadway capacity, and functional classification of road/highway. Comparison of proposed action to adopted Official Maps. Comparison of the proposed action on providing for, or impacting ability to current or future multi-modal access. A review against mapped or listed items from the <i>Shawano County Comprehensive Outdoor Recreation Plan</i> .
6. Ensure that utilities, community facilities, and services meet the expectations of County residents and function effectively and efficiently.	Are/should municipal services be required to serve development associated with the proposed action? Does the proposed action cause undue impacts to existing public infrastructure?	Comparison of proposed action's proximity to sanitary districts, utility districts, municipal boundaries, or adopted <i>NR-121 Sewer Service Areas for Shawano Lake, Embarrass/Cloverleaf Lakes, or Pulaski</i> . Evaluation of land capability for wastewater treatment or potable water provision based on site level information and/or a review of <i>Map 9 - Soil Suitability for On Site Waste Water Treatment Map from the Shawano County Comprehensive Plan</i> . Evaluation of police, fire, and emergency services protection through the review by, and issuance of a letter or 'sign-off', from key county or local service providers. A review against the <i>Shawano County Comprehensive Plan Map 8 - Transportation and Community Facilities</i> should also occur.
7. Coordinate utilities and community facilities decision-making with land use, transportation, intergovernmental, and natural resource planning.	If an action pertains to public or private infrastructure, has it been well planned for and coordinated with these items and affected stakeholders?	Evidence that potential affected communities, sanitary districts, utility districts, and regional or state agencies have been provided opportunities for review or comment on the proposed action. <i>A review against the Shawano County Comprehensive Plan Map 8 - Transportation and Community Facilities should also occur.</i>
8. Encourage a wide range of housing choices to accommodate the variety of needs and desires of County residents.	Does the proposed action provide or take away affordable housing for underserved population segments identified within the plan?	Comparison of proposed action to filling needs for underserved or special populations. Comparison of housing type and/or densities as they may relate to underserved or special populations.
9. Apply conservation neighborhood design principles to new neighborhoods throughout the County.	For larger scale land use actions such as subdivision approval, does the action utilize conservation neighborhood design principals?	Conformance with approved requirements or standards relating to conservation subdivisions as spelled out in <i>Section 11 of the Shawano County Land Division Ordinance 3-10</i> .
10. Strengthen the County's economy to maximize sustainable use of the County's assets and provide a robust source of employment and tax revenues.	Does the proposed action improve the economy of the County while using resources wisely?	SEE GOAL #4 MEASURES
11. Cooperate with other jurisdictions – including communities within the County, neighboring units of government, and overlapping jurisdictions – on issues related to all elements of this Comprehensive Plan.	Have all necessary and appropriate units of government been informed of, and had the opportunity to either consult or comment on, the proposed action?	Evidence that all potentially affected governmental entities have been notified and provided opportunity to comment on the proposed action.

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CHAPTER 3: RECOMMENDATIONS

BACKGROUND

Through the development of this evaluation tool, it was recognized that additional standards or criteria may need to be developed to further the consistency of an action with the goals of the comprehensive plan. The needs pertaining to the use or improvement of the review process are identified below as a series of recommendations which ought to be considered by the Planning, Development & Zoning Committee and County staff.

RECOMMENDATIONS

- A. Consistently utilize the Comprehensive Plan Consistency Review Process for any actions considered or taken from the following list:
- 1) Official mapping ordinances enacted or amended under s. 62.23 (6).
 - 2) Local subdivision ordinances enacted or amended under s. 236.45 or 236.46 including:
 - a) Subdivision Plats
 - b) Certified Survey Maps
 - 3) County zoning ordinances enacted or amended under s. 59.69 (or city/village under s. 62.23 (7), or town under 60.61 or 60.62) including:
 - a) Re-zonings
 - b) Conditional Use Permits
 - c) Planned Unit Developments
 - d) Variances
 - 4) Shorelands or wetlands in shorelands zoning ordinances enacted or amended under s. 59.692, 61.351, 61.353, 62.231, or 62.233.
- B. Finalize Develop an Environmental Corridor Map for use in this review process as called for in the current Shawano County Comprehensive Plan.
- C. Review and consider the incorporation of Sustainability Standards into certain actions taken by Shawano County pertaining to land use. Appendix A contains examples of such standards that could be considered.
- D. Ensure that all necessary services providers who may be impacted by a land use decision are notified in advance and given the opportunity to comment on proposed actions.
- E. Regularly evaluate and refine the Comprehensive Plan Consistency Review Process so as to ensure it is effective and applies fairly and uniformly.

APPENDIX A: SUSTAINABILITY STANDARD EXAMPLES

FOR PLANNING AND DEVELOPMENT APPLICATIONS



STAGE 1

COVER
PAGE

The Surrey Sustainable Development Checklist (SSDC) is intended to:

- Supports the Vision, Goals and Actions of the Surrey Sustainability Charter;
- Encourage more sustainable land use and building design;
- Provide a consistent "sustainability-focused" review of development applications;
- Raise awareness in the development industry of the benefits applying sustainable "best management practices"; and
- Explore and document how and to what extent new developments in Surrey are incorporating sustainable design and technology.

The Checklist is separated into two parts related to two distinct stages of the development approval process. The first stage relates to land use applications and the second stage relates to building permit applications.

Instructions for Use: (Stage 1 Applications)

There are five steps related to the completion of the Stage I Sustainable Development Checklist process for the Planning and Development Department:

1. Applicant will attend a Pre-Application meeting with City staff: Development Planner will determine if a Checklist submission is required and discuss proposal with applicant;
2. If required, applicants will complete a Checklist and fill-in and/or tick-off appropriate questions that apply to the particular application;
3. Applicants will submit the completed Checklist (e-mail of PDF or hard copy submission) to the appropriate City staff along with a completed land use application;
4. Staff in various departments will review the completed Checklist and discuss the submission with applicant as part of the development application process;
5. A brief summary of the project Checklist will be attached to Land Use Planning Reports to Council highlighting the Sustainable Development features of the project.

If you would like further information on the Surrey Sustainability Checklist, please go to www.surrey.ca/SDC for FAQs and submission details and/or contact the Planning and Development Department.

What is the Sustainable Development Checklist?

The Sustainability Checklist is a quick way to evaluate the environmental and community benefits arising from a proposed property development, and to identify any economic social and environmental impacts or sustainable development features.

The Stage 1 Checklist includes 8 sections involving 24 questions that cover a multi-faceted range of sustainability issues, including:

1. Context
2. Location
3. Density and Diversity
4. Ecology and Stewardship
5. Sustainable Transportation and Mobility
6. Accessibility and Safety
7. Green Certification
8. Education and Awareness

Please note that the checklist identifies a wide range of sustainability issues, but does not prioritise these in any way.

The Checklist is not intended to act as a "pass" or "fail" test of development plans or proposals, but rather to assist project proponents in developing more sustainable high-quality buildings and neighbourhoods.

APPLICATION TYPE

CHECKLIST SECTIONS

STAGE 1	OCP AMENDMENT	(1) Context (Office Use Only)	(6) Accessibility & Safety
	REZONING	(2) Location	(7) Buildings & Energy
	DEVELOPMENT PERMIT	(3) Density and Diversity	(8) Education and Awareness
	NCP AMENDMENT	(4) Ecology and Stewardship	
	SUBDIVISION (>3 LOTS)	(5) Sustainable Transportation & Mobility	

INSTRUCTIONS:

To complete this interactive Checklist Form, please check off and/or enter your responses directly into the fields below, beginning with (2) "Location" section. This form can be completed over multiple sessions – so you do not need to complete it all at once. Simply press the **Save Form** button at any time, and the form will be saved on your computer.

When you have completed the form, ensure you are connected to the internet, and press **Submit Form** button on the last page of the form and the completed form can be attached to an email. If you have any questions about the Checklist, please review the Frequently Asked Questions page on the City of Surrey website www.surrey.ca/SDC or review the "Definitions Sheet" attached to this form. Once you have completed the checklist please submit it to the Development Planner assigned to your application. If you are unable to submit this Checklist Form via e-mail, please print and/or submit a hard copy version of this form to the Development Planner assigned to your application.

Note: Adobe Acrobat Reader 7.05 or greater is required to complete this form. Download or upgrade to the latest free version by visiting the Adobe Website, or pick up a hard copy of this form from the Surrey Planning and Development Department.

APPLICATION INFORMATION:

Date:

Checklist Completed by:

Applicant Email:

File #:

Site Address:

THIS SECTION FOR OFFICE USE ONLY

① CONTEXT	Query	Amenity Type	Amenity Name	Proximity (Meters) (As the crow flies)	Proximity (Meters) (As a pedestrian)
	Development sites proximity to nearest existing or planned Amenity:	Transit Route / Stop Elementary School Secondary School Grocery Store Shopping/Retail Centre Rail Line City or Neighbourhood Park Regional or Conservation Park Greenway City or Town Centre			

This Section to be filled in by Development Planner

APPLICANTS TO FILL OUT THIS SECTION FORWARD

② LOCATION	Query	Check Those That Apply	Name / Explain
	A1 Development site is located within:	Surrey City Centre A Town Centre Area Urban Infill Area Frequent Transit Development Area Secondary Land Use Plan Area Suburban or Rural Area Other	
	A2 Development application is consistent with a Secondary Plan and/or the OCP?	Yes No N/A	

Query		Provide Density Below		
B1	Development Density	<p><i>*Units Per Hectare (UPH) for Residential and (Floor Area Ratio (FAR) for other Uses</i></p> <p>Permitted Gross Density based on NCP/Town Centre Plan</p> <p>Proposed Gross Density</p>		
Query		Check Those That Apply	Describe Amounts/ Explain	
B2	Does the development include a mix of uses?	Yes No Not Permitted	<p>Use</p> <p>Residential Commercial Industrial Business Park Park Agricultural</p>	<p>% of Total Floor Space</p> <p>% of Total Site Area</p>
B3	Does the development include a mix of housing types?	Yes No Not Permitted	<p>Housing Type</p> <p>Single Family (<4000 sq ft lot) Single Family (>4000 sq ft lot) Attached Residential (2-4 units) Ground Oriented Townhouses Low-Rise Apartment (≤ 6 Stories) High-Rise Apartment (>6 Stories)</p>	<p># of Units</p> <p>% Housing Type</p>
B4	Does the development contain a range of unit sizes for a variety of household types?	Yes No Not Permitted N/A	<p>Unit Types</p> <p>Multi-bedroom (3+ bedrooms) Multi-bedroom (2 bedrooms) Single-bedroom (1 bedroom) Bachelor</p> <p>TOTAL # of UNITS</p>	<p># of Units</p> <p>% of Units</p>
B5	Does the development include purpose built market rental units or social housing?	Yes No Not Permitted N/A	<p>Housing Type</p> <p>Market Rental Social Housing Secondary Suite Coach House</p>	<p># of Units</p>
B6	Does the project include heritage designation or protection on site /off site, and/or adaptive reuse of heritage features?	Yes No N/A		
B7	Does the development allocate opportunities / space for community or private gardens?	Yes No Not Permitted	<p>Community "Public" Garden(s) Community "Private" Garden(s) Backyard Garden(s) Rooftop Garden(s) Other:</p>	<p>Area (m2)</p>

Query		Check Those That Apply	
C1	Does the development incorporate in its design Low Impact Development Standards (LIDS)?	Yes No Not Permitted N/A	Rain water Management Design Considerations: Absorbent Soils ≥ 300 mm in depth Roof Downspout Disconnection On-lot Infiltration trenches or Sub-surface chambers Cisterns / Rain Barrels Vegetated Swales/ Rain Gardens / Bio-swales Dry Swales Natural landscaping Xeriscaping Green Roof(s) Green Wall(s) Sediment Control Devices Perforated Pipe Systems Permeable Pavement / Surfaces Rain Water Wetlands / Detention areas Other:
C2	Does the project propose to preserve, enhance or compensate for site ecology on or off site?	Yes No Not Permitted N/A	<div style="text-align: right;"><i>% or Amount</i></div> Change in Impervious Area (+/- ha) Change in Tree Canopy Coverage (+/- %) # of Protected Trees , retained # Trees planted on site # Trees planted off site Replacement Tree Ratio (_ : 1) % Protected/Park areas added on site (ha) Measures taken to enhance habitat or to compensate for habitat loss on or off site: <i>Explain:</i>
C3	Does the development site contain any environmentally sensitive features, Riparian Areas or Green Infrastructure Network Opportunity areas as identified in the Surrey Biodiversity Conservation Strategy (BCS)?	Yes No	<div style="text-align: right;"><i>Name</i></div> Riparian Area(s): Red Coded Stream (Class A) Red Dashed Coded Stream (Class AO) Yellow Coded Stream (Class B) Green Coded Stream (Class C) Wetlands Ponds or Lakes Intertidal Areas Green Infrastructure Opportunities: BCS Hub BCS Corridor BCS Site <div style="text-align: right;"><i>GIN Label or #</i></div>
C4	Does the Development contain provisions for recycling and organic waste facilities or programs?	Yes No Not Permitted N/A	Composting areas provided on site Composting Pickup made available Recycling Pickup made available Organic Waste Pickup made available Other:

(5) SUSTAINABLE TRANSPORT & MOBILITY	Query		Check Those That Apply	Check those that Apply and/or indicate Amount
	D1	Does the project include private vehicle use reduction and emission reduction measures?	Yes No Not Permitted N/A	Shared Parking Parking Allocation/Size (Amendments) Electric Vehicle Charging Station(s) Visible/secure all-weather bicycle parking provided Other:
D2	Does development design include pedestrian or cycling oriented Infrastructure/direct external network linkages?	Yes No Not Permitted N/A	Length of paths and sidewalks on site (m/ha) Connected to off-site pedestrian and multiuse paths Covered outdoor waiting areas Pedestrian-specific lighting Direct pedestrian linkages to transit stops Showers and Change Facilities Bike Racks and/or Lockers Preferential Carpool Parking Other:	

(6) ACCESSIBILITY & SAFETY	E1	Does the design of the site incorporate Crime Prevention Through Environmental Design "CPTED" principles?	Yes No N/A	
	E2	Does the Development design provide for adaptable and/or accessible units?	Yes No N/A	# of adaptable units % of adaptable units # of accessible units % of accessible units
	E3	Does the project provide spaces for different age groups and/or life stages?	Yes No Not Permitted N/A	Childcare /Daycare Space Playground/Recreation Space Home Based Business Opportunities / Live-work space Adult Care or Assisted Living Space Outdoor Community Gathering Space Indoor Community Amenity Space Independent Senior Living Space Other(s):

(7) BUILDINGS & ENERGY	Query		Check Those That Apply	Check Those That Apply / Explain
	F1	Is the development seeking green building certification ?	Yes No N/A	Green Building Certification System PART 9 BUILDINGS: Built Green Passive House Energy Star R-2000 LEED Other: PART 3 BUILDINGS: LEED Other:

		Query	Check Those That Apply	Explain
(8) EDUCATION AND AWARENESS	G1	Are residents, community stakeholders and end-user groups involved in the planning process?	Yes No N/A	
	G2	Will a sustainable features document be created and given to new occupants/tenants at time of sale?	Yes No N/A	
	G3	Do any existing City regulations currently prevent you from implementing innovative or more Sustainable initiatives for this project?	Yes No	
	G4	Does the project include sustainability features not addressed in this (Stage 1) section of the checklist?	Yes No	

Authorization:

The content of this checklist submission may be used in the preparation of project summaries, and can be viewed by the Public upon request to the Planning and Development Department.

I hereby authorize the above Checklist Submission to the City of Surrey, and certify the authenticity of the information provided.

Thank you for taking the time to complete the City of Surrey Sustainable Development Checklist. Please email the completed checklist to the Development Planner assigned to your application by clicking the “Submit Button” above with your planning application; or returns a hard copy by fax or mail to:

City of Surrey
Planning & Development Department
 10000 136 Ave, Surrey, B.C. * (* *

Phone: 604-591-4441
Fax: 604-591-2507

DEFINITIONS: Glossary of Terms

Absorbent Soils: land designed to retain precipitation within a porous soil layer and associated vegetation. Runoff volumes and frequencies are reduced due to infiltration and evapotranspiration. Absorbent landscaping measures include a minimum 300 mm layer of absorbent landscaping soils for vegetated surfaces, and minimization of disruption to existing permeable soils.

Accessible unit: a dwelling unit that complies with the BC Housing Management Commission's "[ILBC Design & Construction Standards](#)" or an equivalent standard. Accessible units are designed and constructed to be barrier-free for people of all physical abilities (including those who use a wheelchair), to the greatest extent possible, without the need for adaptation or specialized design. For example, an accessible unit typically has fixtures and equipment installed that meet the needs of wheelchair users or hearing impaired (e.g., lowered kitchen and bathroom counter with open knee space below, grab bars installed in the bathroom at the toilet and bathtub or shower, and in-suite strobe lights to signal fire alarm activation).

Adaptable unit: an apartment unit that complies with the BC Building Code's "[Adaptable Housing Standards](#)". These are design standards that will allow the unit to be easily and economically converted to a fully accessible unit. For example, an adaptable unit typically meets all the spatial requirements for wheelchair users (e.g., wider door openings and manoeuvring spaces), accessible equipment installed that would require costly retrofit if done later (e.g., lever handles for doors, rocker type light switches, wood backing for future grab bars, electrical rough in for fire alarm strobes), and accessible mounting heights for all operable equipment (e.g., light switches, electrical outlets, and window latches).

Biomass production: the use of energy stored in non-fossil organic materials such as wood, straw, vegetable oils and wastes from the forest, agricultural and industrial sectors, food-processing residues, municipal sewage waste or household garbage. Biomass Energy-from-waste projects include steam production for industrial or commercial use or electricity.

Bio-retention cells: landscaped areas consisting of excavation backfill with a sand/soil mixture and plated with native vegetation, oriented and designed to receive and filter rainwater runoff and reduce and improve water quality for a limited drainage area through various physical, chemical and biological processes.

Business Park: consists of mixed light impact industrial uses, office-type uses and industrial service uses in a business park setting as defined in [Surrey Zoning Bylaw No. 12000](#).

CPTED (Crime Prevention through Environmental Design): an approach to planning and development that reduces opportunities for crime; emphasizing design modifications which can be applied to identify and remove potential problems in proposed developments.

Community "Public" Garden: gardens located on public lands and/or a garden where at least 50% of garden has open membership and garden is open to the public at least 50% of the time). They are often offered in partnership between City of Surrey Parks and community-based organizations.

Community "Private" Garden: is characterized by a series of garden plots rented out to individual within a Residential complex. Often they are offered for the purpose of food production and may be developed to support local food security. In private strata gardens, the parcels are cultivated individually, and the common areas (pathways) are often managed by a Community Group or Strata Corporation.

Dry Swales: a type of open vegetated channel use to treat and attenuate the water volume of rainwater runoff as well as convey excess rainwater downstream. Dry swales are typically located in a drainage easement at the back of a residential lot or along roadsides in place of curb and gutter.

BCS Corridor: include linear habitat areas identified in the [Surrey Biodiversity Conservation Strategy \(BCS\)](#) that offer possible species and ecological process connections between fragmented hubs.

BCS Hub: large contiguous or near contiguous areas of natural vegetation with complex ecological processes identified in the [Surrey Biodiversity Conservation Strategy \(BCS\)](#) that are at least 10 hectares in size.

BCS Site: smaller areas of natural vegetation with complex ecological processes identified in the [Surrey Biodiversity Conservation Strategy](#) that are between 0.25 and 10 hectares in size.

Ecosystem Management: is a process that aims to conserve major ecological services and restore natural resources while meeting the socioeconomic, political and cultural needs of current and future generations. The principal objective of ecosystem management is the efficient maintenance, and ethical use of natural resources.

Edible Landscaping: the practices of using food-bearing plants for landscaping purposes in place of more commonly used ornamental plants.

FAR (Floor Area Ratio): a density measure expressing the ratio between a building's total floor area and its site coverage. To calculate F.A.R., the gross square footage of a building is divided by the total area of its lot. F.A.R. conveys a sense of the bulk or mass of a structure, and is useful in measuring non-residential and mixed-use density. As a formula:

$$\text{Floor area ratio} = \frac{\text{(Total site coverage area on all floors of all buildings)}}{\text{(Total Area of the Site)}}$$

Frequent Transit Area: priority locations to accommodate concentrated growth in higher density forms of development. They are located at appropriate locations along [TransLink's Frequent Transit Network](#). Frequent Transit Development Areas complement the network of Urban Centres, and are characterized by higher density residential, commercial and mixed uses, and may contain community, cultural and institutional uses. Urban design for these areas promotes transit-oriented communities where transit, cycling and walking are the preferred modes of transportation. Service on the FTN is at least every 15 minutes, 15 hours per day, 7 days a week.

Fuel Cells: a device in which a fuel, such as hydrogen gas, is combined with oxygen to produce electricity, water, and heat by oxidation of fuel (hydrogen and oxygen or zinc and air) without combustion;

Geo-Exchange: a 'heat pump' or central heating and/or cooling system that pumps heat to or from the ground. It uses the earth as a heat source (in the winter) or a heat sink (in the summer).

Geothermal Energy: heat energy generated and stored in the Earth. Geothermal energy uses the escaping heat from Earth's core as a means to heat water and produce electricity.

Greenhouse Gas (GHG). any atmospheric gas that contributes to the greenhouse effect by absorbing infrared radiation produced by solar warming of the Earth's surface. They may include carbon dioxide, methane, nitrous oxide, and water vapour.

Green Infrastructure Network (GIN): an interconnected system of natural areas and open space that conserves ecosystems and functions, while providing benefits to both wildlife and people.

Green Roof: a roof of a building that is partially or completely covered with vegetation and a growing medium, planted over a waterproof membrane. It may also include additional layers such as root barrier and drainage and irrigations systems.

Green Wall: a wall, either free-standing or part of a building that is partially or completely covered with self sufficient vertical vegetation and, in some cases, soil or an inorganic growing medium. They differ from green façades (e.g. ivy walls) in that the plants root in a structural support which is fastened to the wall itself. The plants receive water and nutrients from within the vertical support instead of from the ground.

Grocery Store: a store established primarily for the retailing of food and household goods, and includes the sale of fresh produce.

Gross Density: a units-per-hectare density measurement that includes in the calculation, land occupied by public rights-of-way, recreational, civic, commercial and other uses. As a formula:

$$\text{Gross Density} = \frac{\text{(Total residential units)}}{\text{(Total Area in Hectares of the Site)}}$$

Heat exchanger: a device built for efficient heat transfer from one medium to another. The media may be separated by a solid wall, so that they never mix, or they may be in direct contact within a system of hot water pipes mounted above the boiler combustion chamber that uses the combustion gases thermal energy to create hot water. For example heat could be transferred, in a geothermal heat pump system, from water-to-air or from water-to-water and visa versa

Infiltration trenches: a rock-filled trench with no outlet that receives rainwater runoff. Rainwater runoff passes through some combination of pre-treatment measures, such as a swale or sediment basin, before entering the trench. Runoff is then stored in the voids of the stones, slowly infiltrated through the bottom and into the soil matrix over a few days.

Impervious Area: any portion of the buildable parcel that has a covering, which does not permit water to percolate into the natural soil. Impervious surface shall include, but not be limited to, buildings, all driveways and parking areas (whether paved or not), sidewalks, patios, swimming pools, tennis and basketball courts, covered decks, porches, and other structures. Open, uncovered decks are not considered impervious. The use of patio blocks, paver bricks or compacted gravel material are considered impervious surfaces as a majority of water runoff the surface rather than being absorbed into natural soils underneath.

Low Impact Development Standards (LIDS): An approach to land development that uses various land planning and design practices and technologies for simultaneously conserving and protecting natural resource systems and reducing infrastructure costs.

Market Rental: a private single-ownership apartment or townhouse building with three or more rental units; excludes strata developments and cooperatives.

Multi-use Pathway: pathways or greenways for pedestrians, cyclists and other non-motorized users. Multi-use pathways provide Surrey residents with an opportunity to walk or cycle to destinations within their community and throughout the city. The City's conceptual [Greenways Map](#) identifies some of Surry's Multi-use pathways.

Natural Landscaping: the use of native plants, including trees, shrubs, groundcover, and grasses which are indigenous to the geographic area of the garden. Indigenous plants that grow locally are suited to grow in the natural climate without the addition of artificial assistance, such as fertilizers and regular watering. Native species also tend not to be invasive, meaning that they don't encroach upon and replace other native plant species.

Permeable Pavement: pervious pavements consist of a variety of types of pavement, pavers and other devices that provide rainwater infiltration while serving as a structural surface.

Protected Tree: as defined in [Surrey Tree Protection Bylaw, 2066 No. 16100](#).

Rain Water Management: an integrated system of practices and techniques for managing the safe and efficient handling of post-development hydrological cycle.

Ride Share: carpooling and vanpooling, in which vehicles carry additional passengers. Rideshare programs typically provide carpool matching, vanpool sponsorship, marketing programs, and incentives to reduce driving.

Riparian Area: of or pertaining to stream systems or stream corridors. Riparian areas usually include a stream channel, its banks, the floodplain, and associated vegetated buffers.

Rooftop Garden: A rooftop garden is any garden on the roof of a building. Besides the decorative benefit, roof plantings may provide food, temperature control, hydrological benefits, architectural enhancement, habitats or corridors for wildlife, and recreational opportunities.

Shared Parking: parking spaces that are shared by more than one user, and allow parking facilities to be used more efficiently. Shared Parking takes advantage of the fact that most parking spaces are only used part time by a particular motorist or group, and many parking facilities have a significant portion of unused spaces, with utilization patterns that follow predictable daily, weekly and annual cycles.

Social Housing: rental housing owned and managed by a government agency and/or non-profit organization, typically provided for low and moderate income households. Some social housing is targeted to special populations such as seniors, aboriginal people, people with mental health issues, or other vulnerable population and some is rented at market or low-end of market rates

Sub-surface collection facilities: underground detention facilities such as vaults, pipes, tanks, and other subsurface structures designed to temporarily store rainwater runoff for water quantity control; and are designed to drain completely between runoff events, thereby providing storage capacity for subsequent events.

Thermal Storage: comprises a number of technologies that store thermal energy in energy storage reservoirs for later use.

Tree Canopy Coverage: the percentage of the total site area occupied by trees.

Urban Infill: the development or redevelopment of vacant or underutilized land within the Urban or Town/City Centre designated areas of Surrey's Official Community Plan "OCP"; where enhancement or rehabilitation of existing structures or infrastructure maintains the continuity of the original community fabric.

Xeriscaping: refers to landscaping and gardening in ways that reduce or eliminate the need for supplemental water from irrigation.

Disclaimer:

These definitions are provided for informational purposes ONLY and do not constitute official text of bylaws or regulations, and are not intended for legal use or direction. Please be sure to check with the Surrey Planning and Development Department where an interpretation is needed.



Land Use Management
 1435 Water Street
 Kelowna, BC V1Y 1J4
 250 469-8626
 kelowna.ca/landuse
 sustainability@kelowna.ca

Sustainability Checklist

Commercial or Multi-unit Development
 (no Rezoning)

Project Name or Location _____

Applicant Name _____

Organization _____

ECONOMIC SUSTAINABILITY

	Score	Points
Proximity to Urban or Village Centre (IF APPLICABLE, SELECT ONE FROM LIST)		
<input type="checkbox"/> Less than 400 metres (1-4 minute walk)		5
<input type="checkbox"/> 400 - 800 metres (5-10 minute walk)		4
<input type="checkbox"/> 800- 1200 metres (10-15 minute walk)		3
<input type="checkbox"/> 1200-2400 metres (15- 30 minute walk)		2
Development Will Create Long-term Permanent Employment beyond Construction Phase, to a maximum of 5 jobs		2-5
Building uses: (IF APPLICABLE, SELECT ONE FROM LIST)		
<input type="checkbox"/> 3 or more uses (ie. Office space, retail & residential)		3
<input type="checkbox"/> 2 uses or types of residential (ie. retail & residential or townhouse & low-rise apartments)		2
Employs local contractors (some, most or all) during construction		2-5
Construction products and supplies sourced within the region		1-2
SUBTOTAL		20

ENVIRONMENTAL SUSTAINABILITY

	Score	Points
Green Building Certification being sought		
<input type="checkbox"/> LEED		5
<input type="checkbox"/> BuiltGreen, Green Globe or other (please specify) _____		3
Recycled Materials used in Building Construction		2

Green Space

Environmentally-Sensitive Areas Permanently Protected (through a covenant, park dedication, etc.)		2-5
<i>or</i>		
No Disruption of an Environmentally Sensitive Area		5
Design includes Shared Green Space (ie. Rooftop garden, community garden)		2-3
Environmentally-Sensitive Areas Protected during construction phase (ie. Fenced)		2
<i>or</i>		
No Environmentally Sensitive Area to protect		
Redevelopment of a Brownfield Site (existing development site)		2
Waste Management Plan		2

Air Quality

Proximity to Transit Stop (IF APPLICABLE, SELECT ONE FROM LIST)		
<input type="checkbox"/> Less than 400 metres (1-4 minute walk)		5
<input type="checkbox"/> 400 - 800 metres (5-10 minute walk)		4
<input type="checkbox"/> 800- 1200 metres (10-15 minute walk)		3
<input type="checkbox"/> 1200-2400 metres (15- 30 minute walk)		2
Co-op Car(s) or Transit Passes for Building Occupants (secured through an agreement)		2
Natural Ventilation (ie. Windows that open)		2

Safe & Accessible Bicycle Storage Facilities		2
Trees planted on the site beyond zoning requirements (not including any replacement trees)		
<input type="checkbox"/> 1-5 trees		1
<input type="checkbox"/> 5 +		2
No Fast Food Drive Thru facilities		1

Water Quality & Quantity

Recycling of grey water		4
50% of area outside of permitted site coverage is permeable or unpaved surface		2
Hydrogeological Assessment Completed (for the protection and management of groundwater and surface water) <i>or</i> Hydrogeological Assessment Not Applicable		2
Irrigation system employs conservation technology (ie. Drip irrigation) <i>or</i> No irrigation system required for landscaping		2
Rainwater collection <i>or</i> Water conservation beyond building code requirements		2
Xeriscaping for water conservation <i>or</i> Landscaping with indigenous vegetation (drought resistant)		2

Energy Conservation

Renewable Energy Source(s) for Building, such as geo-thermal, solar photovoltaic, air pumps, etc. Please Specify: _____		2-4
Building Orientated and/or Designed to Maximize Energy Savings		2
Low Energy Windows Installed throughout Building(s)		2
Pre-Heating Water Energy Technology to be Employed		2
Energy Efficient Features (lighting, appliances, etc.)		1
SUBTOTAL		60

SOCIAL SUSTAINABILITY

	Score	Points
Site 1200 metres or less (15 minute walk) to:		
▶ Daycare/School		2
▶ Medical Facilities		2
▶ Parks		2
▶ Shopping		2
▶ Restaurant/Café		2
Housing Agreement for Affordable Housing, Purpose Built Rental Development or Housing Includes Secondary Suite(s)		5
Provides Indoor or Outdoor Social/Recreational Amenity (i.e. community meeting place, dog park, public community garden, etc.). Please Specify: _____		2-3
Designed According to Crime Preventions Through Environmental Design (CPTED) Principles (staff can provide document)		2
SUBTOTAL		20

CULTURAL SUSTAINABILITY

	Score	Points
Voluntary Streetscaping Improvements, such as benches, planters, or lighting upgrades		2-4
City Design Guidelines & Staff Comments Addressed in Project Design		1-3
Heritage Site Identified and Recommendations for Conservation Followed <i>or</i> No Disturbance to a Heritage Site/No Heritage Site		1-3 3

Public Art Provision <i>or</i> Significant Public Amenity (i.e. covered walkway, fountain, etc.) Please Specify: _____		1-3
Connectivity from site to Parks, Bike Paths, Pedestrian Walkways, or Local Amenities (shops, medical centre, etc.)		2
SUBTOTAL		15

BONUS

	Score	Points
Other Sustainability Measure(s), including but not limited to: <ul style="list-style-type: none"> ▶ Rehabilitation of a Natural Feature (i.e. wetland); Green Roof; Accessible Design Beyond Building Code; Child-Friendly Design. Please provide details below		1-10
ECONOMIC SUBTOTAL		20
ENVIRONMENTAL SUBTOTAL		60
SOCIAL SUBTOTAL		20
CULTURAL SUBTOTAL		15
TOTAL		125

ADDITIONAL DETAILS

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Thank you.



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Sustainability Checklist

Commercial or Multi-unit Development
 with Rezoning

Project Name or Location _____

Applicant Name _____

Organization _____

ECONOMIC SUSTAINABILITY

	Score	Points
Building uses: (IF APPLICABLE, SELECT ONE FROM LIST)		
<input type="checkbox"/> 3 or more uses (ie. Office space, retail & residential)		3
<input type="checkbox"/> 2 uses or types of residential (ie. retail & residential or townhouse & low-rise apartments)		2
Employs local contractors (some, most or all) during construction		2-5
Construction products and supplies sourced within the region		1-2
TOTAL		10

ENVIRONMENTAL SUSTAINABILITY

	Score	Points
Green Building Certification being sought		
<input type="checkbox"/> LEED		5
<input type="checkbox"/> BuiltGreen, Green Globe or other (please specify) _____		3
Recycled Materials used in Building Construction		2

Green Space

Design includes Shared Green Space (ie. Rooftop garden, community garden)		2-3
Environmentally-Sensitive Areas Protected during construction phase (ie. Fenced) <i>or</i>		2
No Environmentally Sensitive Area to protect		

Air Quality

Co-op Car(s) or Transit Passes for Building Occupants (secured through an agreement)		2
Natural Ventilation (ie. Windows that open)		2
Safe & Accessible Bicycle Storage Facilities		2
Trees planted on the site beyond zoning requirements (not including any replacement trees)		
<input type="checkbox"/> 1-5 trees		1
<input type="checkbox"/> 5 +		2
No Fast Food Drive Thru facilities		1

Water Quality & Quantity

Recycling of grey water		4
50% of area outside of permitted site coverage is permeable or unpaved surface		2
Irrigation system employs conservation technology (ie. Drip irrigation) <i>or</i>		2
No irrigation system required for landscaping		
Rainwater collection <i>or</i>		2
Water conservation beyond building code requirements		
Xeriscaping for water conservation		

<i>or</i> Landscaping with indigenous vegetation (drought resistant)		2
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Energy Conservation

Renewable Energy Source(s) for Building, such as geo-thermal, solar photovoltaic, air pumps, etc. Please Specify: _____		2-4
Building Orientated and/or Designed to Maximize Energy Savings		2
Low Energy Windows Installed throughout Building(s)		2
Pre-Heating Water Energy Technology to be Employed		2
Energy Efficient Features (lighting, appliances, etc.)		2
SUBTOTAL		45

SOCIAL SUSTAINABILITY

	Score	Points
Provides Indoor or Outdoor Social/Recreational Amenity (i.e. community meeting place, dog park, public community garden, etc.). Please Specify: _____		2-3
Designed According to Crime Preventions Through Environmental Design (CPTED) Principles (staff can provide document)		2
SUBTOTAL		5

CULTURAL SUSTAINABILITY

	Score	Points
Voluntary Streetscaping Improvements, such as benches, planters, or lighting upgrades		2-4
City Design Guidelines & Staff Comments Addressed in Project Design		1-3
Heritage Site Identified and Recommendations for Conservation Followed <i>or</i> No Disturbance to a Heritage Site/No Heritage Site		1-3 3
Public Art Provision <i>or</i> Significant Public Amenity (i.e. covered walkway, fountain, etc.) Please Specify: _____		1-3
Connectivity from site to Parks, Bike Paths, Pedestrian Walkways, or Local Amenities (shops, medical centre, etc.)		2
SUBTOTAL		15

BONUS

	Score	Points
Other Sustainability Measure(s), including but not limited to: <ul style="list-style-type: none"> ▶ Rehabilitation of a Natural Feature (i.e. wetland); Green Roof; Accessible Design Beyond Building Code; Child-Friendly Design. Please provide details below		1-10
ECCONMIC SUBTOTAL		10
ENVIRONMENTAL SUBTOTAL		45
SOCIAL SUBTOTAL		5
CULTURAL SUBTOTAL		15
TOTAL		85

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Project Name or Location _____

Applicant Name _____

Organization _____

ECONOMIC SUSTAINABILITY

	Score	Points
Building uses: (IF APPLICABLE, SELECT ONE FROM LIST)		
<input type="checkbox"/> 3 or more uses (ie. Office space, retail & residential)		3
<input type="checkbox"/> 2 uses or types of residential (ie. retail & residential or townhouse & low-rise apartments)		2
Employs local contractors (some, most or all) during construction		2-5
Construction products and supplies sourced within the region		1-2
TOTAL		10

ENVIRONMENTAL SUSTAINABILITY

	Score	Points
Green Building Certification being sought		
<input type="checkbox"/> LEED		5
<input type="checkbox"/> BuiltGreen, Green Globe or other (please specify) _____		3
Recycled Materials used in Building Construction		2

Green Space

Design includes Shared Green Space (ie. Rooftop garden, community garden)		2-3
Environmentally-Sensitive Areas Protected during construction phase (ie. Fenced) <i>or</i>		2
No Environmentally Sensitive Area to protect		

Air Quality

Co-op Car(s) or Transit Passes for Building Occupants (secured through an agreement)		2
Natural Ventilation (ie. Windows that open)		2
Safe & Accessible Bicycle Storage Facilities		2
Trees planted on the site beyond zoning requirements (not including any replacement trees)		
<input type="checkbox"/> 1-5 trees		1
<input type="checkbox"/> 5 +		2
No Fast Food Drive Thru facilities		1

Water Quality & Quantity

Recycling of grey water		4
50% of area outside of permitted site coverage is permeable or unpaved surface		2
Irrigation system employs conservation technology (ie. Drip irrigation) <i>or</i>		2
No irrigation system required for landscaping		
Rainwater collection <i>or</i>		2
Water conservation beyond building code requirements		
Xeriscaping for water conservation		

<i>or</i> Landscaping with indigenous vegetation (drought resistant)		2
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Energy Conservation

Renewable Energy Source(s) for Building, such as geo-thermal, solar photovoltaic, air pumps, etc. Please Specify: _____		2-4
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Pre-Heating Water Energy Technology to be Employed		2
Energy Efficient Features (lighting, appliances, etc.)		2
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SOCIAL SUSTAINABILITY

	Score	Points
Provides Indoor or Outdoor Social/Recreational Amenity (i.e. community meeting place, dog park, public community garden, etc.). Please Specify: _____		2-3
Designed According to Crime Preventions Through Environmental Design (CPTED) Principles (staff can provide document)		2
SUBTOTAL		5

CULTURAL SUSTAINABILITY

	Score	Points
Voluntary Streetscaping Improvements, such as benches, planters, or lighting upgrades		2-4
City Design Guidelines & Staff Comments Addressed in Project Design		1-3
Heritage Site Identified and Recommendations for Conservation Followed <i>or</i> No Disturbance to a Heritage Site/No Heritage Site		1-3 3
Public Art Provision <i>or</i> Significant Public Amenity (i.e. covered walkway, fountain, etc.) Please Specify: _____		1-3
Connectivity from site to Parks, Bike Paths, Pedestrian Walkways, or Local Amenities (shops, medical centre, etc.)		2
SUBTOTAL		15

BONUS

	Score	Points
Other Sustainability Measure(s), including but not limited to: <ul style="list-style-type: none"> ▶ Rehabilitation of a Natural Feature (i.e. wetland); Green Roof; Accessible Design Beyond Building Code; Child-Friendly Design. Please provide details below		1-10
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ECONOMIC SUSTAINABILITY

	Score	Points
Proximity to Urban or Village Centre (IF APPLICABLE, SELECT ONE FROM LIST)		
<input type="checkbox"/> Less than 400 metres (1-4 minute walk)		5
<input type="checkbox"/> 400 - 800 metres (5-10 minute walk)		4
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<input type="checkbox"/> 2 uses or types of residential (ie. retail & residential or townhouse & low-rise apartments)		2
Employs local contractors (some, most or all) during construction		2-5
Construction products and supplies sourced within the region		1-2
SUBTOTAL		20

ENVIRONMENTAL SUSTAINABILITY

	Score	Points
Green Building Certification being sought		
<input type="checkbox"/> LEED		5
<input type="checkbox"/> BuiltGreen, Green Globe or other (please specify) _____		3
Recycled Materials used in Building Construction		2

Green Space

Environmentally-Sensitive Areas Permanently Protected (through a covenant, park dedication, etc.)		2-5
<i>or</i>		
No Disruption of an Environmentally Sensitive Area		5
Design includes Shared Green Space (ie. Rooftop garden, community garden)		2-3
Environmentally-Sensitive Areas Protected during construction phase (ie. Fenced)		2
<i>or</i>		
No Environmentally Sensitive Area to protect		
Redevelopment of a Brownfield Site (existing development site)		2
Waste Management Plan		2

Air Quality

Proximity to Transit Stop (IF APPLICABLE, SELECT ONE FROM LIST)		
<input type="checkbox"/> Less than 400 metres (1-4 minute walk)		5
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Co-op Car(s) or Transit Passes for Building Occupants (secured through an agreement)		2
Natural Ventilation (ie. Windows that open)		2

Safe & Accessible Bicycle Storage Facilities		2
Trees planted on the site beyond zoning requirements (not including any replacement trees)		
<input type="checkbox"/> 1-5 trees		1
<input type="checkbox"/> 5 +		2
No Fast Food Drive Thru facilities		1

Water Quality & Quantity

Recycling of grey water		4
50% of area outside of permitted site coverage is permeable or unpaved surface		2
Hydrogeological Assessment Completed (for the protection and management of groundwater and surface water) <i>or</i> Hydrogeological Assessment Not Applicable		2
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Renewable Energy Source(s) for Building, such as geo-thermal, solar photovoltaic, air pumps, etc. Please Specify: _____		2-4
Building Orientated and/or Designed to Maximize Energy Savings		2
Low Energy Windows Installed throughout Building(s)		2
Pre-Heating Water Energy Technology to be Employed		2
Energy Efficient Features (lighting, appliances, etc.)		1
SUBTOTAL		60

SOCIAL SUSTAINABILITY

	Score	Points
Site 1200 metres or less (15 minute walk) to:		
▶ Daycare/School		2
▶ Medical Facilities		2
▶ Parks		2
▶ Shopping		2
▶ Restaurant/Café		2
Housing Agreement for Affordable Housing, Purpose Built Rental Development or Housing Includes Secondary Suite(s)		5
Provides Indoor or Outdoor Social/Recreational Amenity (i.e. community meeting place, dog park, public community garden, etc.). Please Specify: _____		2-3
Designed According to Crime Preventions Through Environmental Design (CPTED) Principles (staff can provide document)		2
SUBTOTAL		20

CULTURAL SUSTAINABILITY

	Score	Points
Voluntary Streetscaping Improvements, such as benches, planters, or lighting upgrades		2-4
City Design Guidelines & Staff Comments Addressed in Project Design		1-3
Heritage Site Identified and Recommendations for Conservation Followed <i>or</i> No Disturbance to a Heritage Site/No Heritage Site		1-3 3

Public Art Provision <i>or</i> Significant Public Amenity (i.e. covered walkway, fountain, etc.) Please Specify: _____		1-3
Connectivity from site to Parks, Bike Paths, Pedestrian Walkways, or Local Amenities (shops, medical centre, etc.)		2
SUBTOTAL		15

BONUS

	Score	Points
Other Sustainability Measure(s), including but not limited to: <ul style="list-style-type: none"> ▶ Rehabilitation of a Natural Feature (i.e. wetland); Green Roof; Accessible Design Beyond Building Code; Child-Friendly Design. Please provide details below		1-10
ECONOMIC SUBTOTAL		20
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CULTURAL SUBTOTAL		15
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