

PITT MEADOWS POLICY MANUAL	POLICY NO.: E 28
SUBJECT: Smart Growth Checklist	Approved by Council: July 8, 2008 Amended by RMC: Feb. 23, 2009

PURPOSE:

Many of the policies and development permit area guidelines in the City of Pitt Meadows Official Community Plan are based on Smart Growth principles. The purpose of this policy is to gather information from all Official Community Plan Amendment, Land Use Bylaw Amendment and Development Permit applications in order for Staff and Council to better assess the sustainable potential of proposed developments.

POLICY:

When an application is received for an Official Community Plan Amendment, a Land Use Bylaw Amendment, or a Development Permit the applicant is required to complete the attached Smart Growth Checklist prior to Council's review of the application. The completed checklist will form part of the file, and a summary will be provided in the report to Council.

Revisions to the checklist will be necessary over time. Council authorizes the Resource Management Committee to make minor changes to the checklist on an as needed basis.



City of Pitt Meadows

Smart Growth Checklist for Development Applications

Building a Compact and Complete Community

New development has a critical role to play in achieving a complete community in which to live, work and play. The location, composition, density, and design of new development projects can have an immense, cumulative impact on our community's ability to: sustain a healthy economy and reasonable cost of living; to protect our environment; and to ensure we all continue to enjoy a high quality of life.

The purpose of this Smart Growth Checklist for Development Applications is to assist the Council, staff and developers to create the most sustainable project possible. The questions in the Checklist are meant to advance the following sustainability objectives.

1. **Efficient use of public funds:** mixed use, higher density areas make better use of existing infrastructure, reduce demands for new roads and services and reduce long term infrastructure maintenance costs;
2. **Protection of farmland and open space:** concentrating growth within the urban growth boundary minimizes land consumption, protects the Agricultural Land Reserve and open space and minimizes environmental impacts;
3. **Housing choice:** expanding housing choices for different age groups, income and household sizes allows people to remain in the same neighborhood through different life stages and discourages out-migration due to affordability issues;
4. **Placemaking:** people want to live in neighborhoods that are lively and attractive urban live/work/play environments, with adequate amenities, and which respect the existing neighbourhood and community character, design and historic features;
5. **Accessibility:** compact mixed use development increases transportation choice (e.g., walking, cycling, and public transit);
6. **Employment Generation:** locating jobs in regionally-accessible hubs served by transit and with housing nearby allows people to work closer to home or live closer to work, reducing dependence on the automobile and aides in improving air quality

The Smart Growth Checklist provides a comprehensive assessment of a development project's contribution to sustainability. Results will provide an indication of how consistent the proposed application is with the long term goals and objectives of the community.

Instructions:

All applicants for *Official Community Plan Amendment, Land Use Bylaw Amendment, or Development Permit* are requested to complete the Smart Growth Checklist.

Please review and complete the checklist and if necessary, provide a supplementary letter explaining, in more detail, how the proposed development incorporates the listed or other Smart Growth principles.

Applicants are encouraged to provide as much information as possible to assist City Council, and staff in their review of development proposals. The relevance of the Checklist questions will depend on the nature and scope of the project, therefore not all questions will be relevant to all projects.

The intent of the Checklist is not to “pass” or “fail” proposals but to assist applicants and the City in working together to develop high quality projects that move the community closer towards achieving the vision set out in the Official Community Plan.

Economic Sustainability

A healthy economy is essential to support the quality of life in our community. The City would like to maintain a balance between the number of jobs and the resident labour force, and ensure those jobs are easily accessible by people who choose or must rely on transit services. In addition to the absolute number of jobs created, the income levels of those employees and the stability of the job source are important considerations.

1. Will the project provide **direct employment** (i.e. on the development site) after the project is completed? **Yes/No**

If so, comment on employment provided by sector, type, the number of jobs that are full-time and part-time, and income range (if known).

2. Are there any other components of economic sustainability (e.g., suitability of units for home based businesses) advanced by this proposal? **Yes/No** If yes, describe:

Environmental Sustainability

Community and building design can significantly influence resource consumption (e.g., energy, water) and waste generation (e.g., vehicle emissions, solid waste) in the local community. New development should be designed to avoid or minimize negative impacts on the existing natural environment and maximize the benefits of the City’s existing green infrastructure.

Built Environment

3. Comment on the following site planning components:

- Is development located in the City's designated urban area? **Yes/No**
- Provides additional support for alternative transportation use (**check all that apply**):
 - variance or payment in lieu received to provide less parking than required;
 - parking areas do not dominate the site;
 - bicycle storage;
 - change rooms;
 - designated parking for car share spaces, high occupancy vehicles (e.g., carpool, vanpool);
 - located on existing or proposed public transit corridor
 - incorporates Transportation Demand Management (TDM)¹ measures;
 - other, describe:
- On-site stormwater management: note percentage of impervious to pervious surfaces

- Stormwater quality: please describe proposed use of Stormwater filtration systems (e.g.: settling ponds, stormceptors or oil interceptors)

- Floodplain mitigation (note: this is a requirement in floodplain areas) **Yes/No**
- Does the project provide enhanced waste diversion facilities (e.g., on-site recycling, on-site composting) **Yes/No** If, yes describe:

Comment on inclusion of the following water efficiency techniques:

- a. Water efficient landscaping (e.g., native plantings, use of non-potable or reclaimed water for irrigation, high efficiency irrigation, and use of rainwater cisterns for irrigation) **Yes/No** If Yes, describe:

- b. Onsite wastewater treatment **Yes/No** If yes, describe:

- c. Water use reduction measures (e.g., low consumption fixtures, stormwater irrigation) **Yes/No** If yes, describe:

- d. Mitigation of light pollution (e.g., spill lighting and off-site glare avoided)
Yes/No If yes, describe:

4. Comment on inclusion of the following methods to reduce energy use and improve air quality:

- Energy efficiency of proposed structures (e.g. building location responding to daily sun/shade patterns, high performance envelopes, passive solar gain, solar shading, natural ventilation, ground heating/cooling, high efficiency fixtures, consideration of heat island effect²). **Yes/No** If yes, describe:

- Use of renewable energy alternatives (e.g., geothermal, solar, off-grid, BC Hydro Green Power). **Yes/No** If yes, describe:

- Chlorofluorocarbons (CFC) reduction in heating, ventilating, and air conditioning (HVAC) equipment, Power Smart technology? **Yes/No** If yes, describe:

5. Comment on the following methods for sustainable use and reuse of materials and resources:

- Management of construction wastes (e.g. reuse of existing buildings or building materials during construction and/or demolition, remade/recycled content). **Yes/No** If yes, describe:

- Use of environmentally sensitive or recycled construction materials (e.g., high volume fly-ash concrete, non-toxic finishing materials). **Yes/No** If yes, describe:

- Enhanced durability of construction materials (e.g. wall systems, roof materials) **Yes/No** If yes, describe:

- Is LEED³ certification being pursued for this project? **Yes/No** If yes, what level of certification are you aiming for:

6. Comment on inclusion of the following suggested strategies to improve indoor environmental quality:
- a. Improved air quality through low emitting materials (e.g., paint, carpets) and natural ventilation with windows that open. **Yes/No** If yes, describe:

 - b. Design attempts to maximize exposure to natural light (i.e. through building orientation). **Yes/No**
7. Does the street layout and design encourage walking and cycling, while providing for personal and commercial vehicle use? **Yes/No** If yes, describe:

8. If new streets or lanes are constructed as part of the development, are they designed to reduce storm water runoff (e.g., narrow right of ways, permeable shoulders)? **Yes/No** If yes, describe:

9. If the property is adjacent to existing park space, open space, paths or trails, is a visual and pedestrian connection provided? **Yes/No** If yes, describe:

10. Do any of the City of Pitt Meadows policies or regulations currently prevent you from implementing identified Smart Growth initiatives? **Yes/No** If yes, describe:

11. Is the proposed residential, commercial or institutional development within a ten minute walk (approximately 800 meters) from:
- a) neighbourhood store or other shopping opportunities
Yes/No
 - b) school
Yes/No
 - c) community services (e.g., library, community centre)
Yes/No
 - d) child care facility
Yes/No
 - e) health services (e.g., hospital, doctor's office)
Yes/No
 - f) parks or trails
Yes/No

g) bus stop
Yes/No

h) other? Amenities
Yes/No

List:

Natural Environment

12. Is proposed development in a environment development permit area? **Yes/No** If yes, describe:

13. Was an environmental assessment of the property completed prior to the commencement of design work? **Yes/No**

14. Provision of greenspace and trees on site (includes retention of existing trees). **Yes/No** If yes, note and show calculations for:

- a. Amount of greenspace in square feet: _____
- b. Amount of usable open space in square feet: _____
- c. Number of trees removed: _____
- d. Number of trees to be planted: _____

15. Are there any significant existing environmental features that are maintained or enhanced on the site? **Yes/No** If yes, describe:

Social Sustainability

16. Anticipated price range of units (note price range for both commercial and residential units, if applicable)

Average price per square foot: _____

17. Does the proposed development include non-market housing units? **Yes/No**

If yes:

- a) number of units: _____
- b) as a percentage of total units: _____
- c) form of tenure (e.g., rental, co-op, owner): _____
- d) targeted population, if applicable (e.g. seniors, family): _____

18. Does the project include rental housing units? **Yes/No**

If yes: Number of units: _____
Expected average rent for a one bedroom unit \$ _____
Expected average rent for a two bedroom unit \$ _____

19. If the project includes low or medium density residential, are the housing units ground-oriented (i.e. does a door have direct outdoor access to a street or courtyard as opposed to a corridor)? **Yes/No**

If yes: Number of units: _____
As a percentage of total units _____

20. Does the project design incorporate Crime Prevention Through Environmental Design (CPTED) principles? **Yes/No**

21. Does the project incorporate features to enhance adaptability and accessibility within the proposed housing units for people with disabilities (e.g. wider door openings, reinforced walls in bathrooms for future installation of grab bars, ground-oriented entrances)? **Yes/No** If yes, describe and include number of units:

22. Actions proposed to mitigate noise from external sources such as traffic, railways, industry, commercial uses, patrons, etc. **Yes/No** If yes, describe:

23. Does the project enhance local identity and character (e.g., through architectural style, landscaping, colours, project name)? **Yes/No** If yes, describe:

24. Describe the existing neighbourhood character (i.e. historical, single family, mixed use etc.) and how the proposed development will enhance the adjacent neighbourhood.

25. Does the project contain a mix of uses (e.g. residential, commercial) or introduce a new community serving land use type to the neighbourhood (e.g., new housing form, commercial service)? **Yes/No**

26. Is the site a heritage property (e.g. on the City's Heritage Inventory, or Heritage Register, or protected)? **Yes/No** (Please refer to the Heritage page on the City's Planning and Development website www.pittmeadows.bc.ca)^A

a) If Yes, please describe how it will be preserved: _____

^A Amended by Resource Management Committee on February 23, 2009

b) If No, please identify any heritage value (historic, aesthetic, scientific, educational, cultural, social or spiritual) to the site, either in its existing built structures and natural features or in the past uses and features of the site?

c) If there is a heritage building or feature that cannot be preserved in situ, what is your proposed strategy to work with the City to mitigate the loss of the heritage value?

27. Are public amenities provided with the development (check all that apply):

- Public art
- Walking / Bike Trails
- Child care facility
- Other, describe:

28. Does the development incorporate space for public gathering and activities (e.g., courtyards, communal gardens, play areas)? **Yes/No** If yes, describe:

29. Does the proposed development enhance the streetscape? **Yes/No** If yes, describe:

30. Are private amenities provided with the development (e.g., meeting rooms, outdoor space)? **Yes/No** If yes, describe:

31. Are residents, community stakeholders, and end-user groups involved in the planning and design process? **Yes/No** If yes, describe (e.g., public meetings, residents association meetings, workshops, etc.):

32. Is there something unique or innovative about your project that has not been addressed in this checklist (e.g., creation of a new zone, other sustainable features, contributions to the community)? **Yes/No** If yes, describe:

Notes:

1. Transportation Demand Management – methods applied to reduce or alter the demand for automobile use
2. Heat Island Effect – the combination of the absorption of heat from the sun by paved surfaces and the heat generated by energy consumption creates a warmer environment in urban areas than in rural, greener areas
3. LEED (Leadership in Energy and Environmental Design) – a green building rating system created by the US Green Building Council and adapted by the Canada Green Building Council