

# Multi-Family Sustainability Report Card

## Purpose

The Sustainability Report Card recognizes that developers, builders, designers, and others proposing changes to the built environment have an important role in creating a sustainable community. Sustainability involves stewardship of land and environmental resources, as well as green building and a focus on design elements that bring people together and help communities flourish economically, socially, and culturally. Port Moody encourages innovative thinking in community design to achieve a more sustainable community.

To this end, the Report Card is a requirement for rezoning, development permit, and heritage alteration permit applications. The Report Card identifies performance measures based on community sustainability values: these measures are used to evaluate development proposals. The Report Card is intended to be a summary of overall project sustainability. It is a tool to be integrated with all other development approval requirements.

## Process

There are six steps to follow in completing the Sustainability Report Card process:

1. Make a development inquiry to Development Services regarding your proposed rezoning, development permit, or heritage alteration permit. Staff will provide you with a hard copy of the Sustainability Report Card and provide a weblink to [portmoody.ca/SRC](http://portmoody.ca/SRC) where you can find a fillable PDF version of the Report Card.
2. Attend a pre-application meeting with City staff to discuss your proposal. The Planner will determine if the Sustainability Report Card is a document that must be submitted with your application.
3. If required, complete a Report Card by filling in the appropriate information that applies to your particular application and submit the completed Report Card (saved version of online fillable PDF or hard copy) to the appropriate City staff ([sustainabilityreportcard@portmoody.ca](mailto:sustainabilityreportcard@portmoody.ca) or deliver to City Hall Planning Department at 100 Newport Drive), along with a completed land use application.
4. The Planner will review the Report Card for completeness and accuracy and forward to staff in various departments for feedback. The Planner will determine your preliminary score and discuss the results of the staff review with you. You will then have an opportunity to improve your score with respect to the sustainability of your proposal and resubmit an updated Report Card.
5. The Planner will make comments, determine your final score, and prepare the Project Report Card Summary. The Summary will be included in the land use reports that are distributed to the Advisory Design Panel, Community Planning Advisory Committee, and Council.
6. If your application is approved by Council, your final Report Card is maintained in the development file and a copy is provided to the City's Building Division.

## Instructions

- Your Report Card must contain sufficient detail to ensure each measure can be evaluated. To do this, make reference to the appropriate plans, drawings, and reports that demonstrate how the performance measure is met.
- The relevance of the questions will depend on the nature and scope of your project, so not all questions will be applicable to all projects.
- Some measures are marked 'EARLY STAGE'. This indicates that these measures must be considered in the design phase as it is unlikely they can be added to a proposal later on.

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Italicized words are in the [Glossary](#) at the back of this document.

- Similarly, some measures are marked 'BASELINE'. Although the Report Card is not a pass or fail test of development applications, it does set a minimum score to indicate the City's minimum expectations. Items labelled 'BASELINE' count toward a minimum score as they are considered to be low cost and readily achievable.
- Italicized terms are defined in the Glossary at the end of the Report Card document.
- Refer to the Resources section for links to Internet resources relevant to measures in the Report Card.

## Scoring

- Performance measures are assigned weighted scores from 1 to 10 to indicate their significance based on: (1) level of difficulty to integrate into project design; (2) order-of-magnitude cost added to the project; (3) degree of effectiveness for increasing the overall project sustainability; (4) identified community priority in the Official Community Plan; and (5) level of urgency for Port Moody in terms of achieving community sustainability goals.
- City staff score the completed Report Card based on the principle of best achievable on each site for each performance measure. Where possible, points for achieving various means are indicated. In other cases, the number of means to achieve a performance measure may exceed the total points possible for an item. In this case, the Planner will make a fair assessment of the project's performance for this measure with respect to the conditions of the site as a percentage and translate this to the possible score.
- Only whole number scores will be assigned. This will be achieved by rounding to the nearest whole number. For example, if overall performance for a measure is deemed to be about 80 per cent and the possible score is out of 4, then a score of 3 points out of 4 will be assigned.
- The Report Card is an iterative process with the applicant. The applicant has an opportunity to comment and make changes to their proposal before the scores are considered final and shared with public advisory bodies and Council.
- Additional space is provided for the applicant to address innovations and constraints not captured elsewhere in the Report Card. These items are not scored, but are given specific mention on the Project Report Card Summary.
- Staff will review your completed Report Card and provide feedback before your project is scored to give you the opportunity to achieve the highest score possible.

## Monitoring

In general, the information required from the applicant for the Sustainability Report Card is similar to the kind of information required for a typical development application. However, to ensure accountability, you can expect the City to request additional information, such as: photos of installed systems or products, design drawings, professional reports, copies of receipts, or other records that can be used to verify the implementation of the selected sustainability measures. We encourage you to provide as much information as possible to assist City staff in their review of your development proposal.

## Public Information

The public may request a review of any completed Report Card related to a development application. Copies of the Report Card are maintained by the Planning Division. The Development Services Department makes Report Cards available following completion of the project.

## Property and Applicant Information

Applicant	Telephone	Email
Registered Owner	Project Address	
Proposed Use		

Total Floorspace  m<sup>2</sup>

**Arts****Performance Measure Description and Scoring**

C1

Project includes public art in publicly accessible or publicly owned space (3 points, +1 bonus point if a Public Art Consultant is used).

**OR** Project provides an in lieu financial contribution to the City's Public Art Reserve Fund (3 points).

See links in Resources under "Examples of Good Public Art."

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

If **yes**, describe:

**Staff Comments**

Public Art Consultant:

Plan reference:

Bonus Score  /1

Score  /3

**Arts****Performance Measure Description and Scoring**

C2

Project supports Port Moody's desire to be a "City of the Arts" by integrating artistic design into the site or building form or functionality (2 points).

Examples:

- Creative stormwater management features.
- Creative interaction of the project with the public.
- Artistic panels in entry foyer.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Describe:

**Staff Comments**

Plan reference:

Score  /2

**Heritage****Performance Measure Description and Scoring**

C3

Project includes reusing an existing heritage structure with heritage value through *heritage restoration* or *heritage rehabilitation* (4 points).

Where the preservation of a heritage structure in its original location cannot be accommodated, this may include re-location.

See *Standards and Guidelines for the Conservation of Historic Places in Canada*: [historicplaces.ca](http://historicplaces.ca)

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Describe:

**Staff Comments**

Plan reference:

Score  /4**Heritage****Performance Measure Description and Scoring**

C4

Project includes a *statement of significance* prepared by a heritage conservation specialist where potential heritage value is observed (2 points). Where warranted, project includes a heritage conservation plan prepared by a heritage conservation professional (+2 bonus points, where applicable).

See *Standards and Guidelines for the Conservation of Historic Places in Canada*: [historicplaces.ca](http://historicplaces.ca)

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Report title:

**Staff Comments**

Heritage Consultant:

Bonus Score  /2 Score  /2

## Heritage

## Performance Measure Description and Scoring

C5

Project salvages materials or artefacts from a historic place, or reuses materials or artefacts from architectural/landscape salvage in a manner which supports the authenticity of the site's *character-defining elements*.

## Applicant Explanation and Reference to Plans, Drawings, and Reports

Details:

Staff Comments

Plan reference:

Score  /3

## Arts

## Performance Measure Description and Scoring

C6

Project designates space for the arts or creative enterprise to be retained for the lifetime of the project.  
Ex. artist studio, gallery space, dance studio, indoor/outdoor theatre, live-work units, plaza, etc.

## Applicant Explanation and Reference to Plans, Drawings, and Reports

 meters<sup>2</sup> feet<sup>2</sup>

Description of space:

Staff Comments

Score  /4

**Complete Community Elements****Performance Measure Description and Scoring**

C7

Project improves the *streetscape* beyond minimum City requirements by integrating lasting creative elements and demonstrating effort to optimize the project's *beautification* impact.

Examples:

- Restores the frontage of an existing building in Historic Moody Centre.
- Proposes artistic paving treatments in the public realm.
- Adds creativity to functional elements of the *streetscape*.
- Benches, bike rack, planter, lighting, etc. upgrades.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Details:	Staff Comments
Plan reference:	

Score  /2**Heritage****Performance Measure Description and Scoring**

C8

Project will apply to be added to the City's Heritage Register.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Yes      No      N/A	Staff Comments
Details:	

Score  /3

**CULTURAL SUSTAINABILITY SECTION***How will the project contribute to Port Moody's status as 'City of the Arts'?***Innovation****Performance Measure Description and Scoring**

C9 Cultural sustainability aspects not captured above.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

	Staff Comments

**CULTURAL SUSTAINABILITY SECTION***How will the project contribute to Port Moody's status as 'City of the Arts'?***Constraints****Performance Measure Description and Scoring**

C10 Unique site aspects that limit cultural sustainability achievement.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

	Staff Comments

**Cultural Sustainability Score Summary**

	Score
Total Cultural Pillar Points (Total Points Available – Not Including Bonus Points)	<div></div> <div>Total</div>
Total Cultural Points Not Applicable (Total Points for Items Not Relevant to this Application)	<div></div> <div>n/a</div>
Maximum Achievable Score (Total Cultural Pillar Points Minus Total Cultural Points Not Applicable)	<div></div> <div>Maximum</div>
Cultural Pillar Minimum Score (Sum of Applicable Baseline Items)	<div></div> <div>Cultural Baseline</div>
Total Points Achieved (Total Points Achieved for Applicable Items for this Application)	<div></div> <div>Total Cultural Points</div>
Cultural Pillar Score (Total Points Achieved/Maximum Achievable Score)	<div></div> / <div></div> % Total Cultural Points      Max      Percent

**Land Use/Employment****Performance Measure Description and Scoring**

EC1

Supports walking to shops and services by improving the circulation and connectivity of the site to the retail shops and services of the relevant neighbourhood centre.

See Map 1: Overall Land Use in the City's Official Community Plan: [Map 1: Overall Land Use Plan](#)

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

<b>Existing:</b>	<b>Staff Comments</b>
Use(s):	
Number of jobs on-site relating to this use in operation:	
<b>Proposed:</b>	
Use(s):	
Number of jobs estimate:	
Assumptions:	

Score  /3**Land Use****Performance Measure Description and Scoring**

EC2

Provides more intensive use of land to the allowable housing density that supports local businesses.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Describe the diversification and how it is appropriate to this particular location:	<b>Staff Comments</b>

Score  /1



**ECONOMIC SUSTAINABILITY SECTION***How will the project contribute to a stronger local economy?***Land Use/Employment****Performance Measure Description and Scoring**

EC3 Results in net increase in the City's property tax base.

See Map 1: Overall Land Use in the City's Official Community Plan: [Map 1: Overall Land Use Plan](#)**Applicant Explanation and Reference to Plans, Drawings, and Reports**

<b>Existing:</b>	<b>Staff Comments</b>
Building type:	
FSR:	
<b>Proposed:</b>	
Building type:	
FSR:	

Score  /3**ECONOMIC SUSTAINABILITY SECTION***How will the project contribute to a stronger local economy?***Land Use****Performance Measure Description and Scoring**EC4 Project redevelops and rehabilitates a *brownfield* site.**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Describe:	<b>Staff Comments</b>

Score  /3

## ECONOMIC SUSTAINABILITY SECTION

*How will the project contribute to a stronger local economy?*

### Innovation

#### Performance Measure Description and Scoring

EC5 Economic sustainability aspects not captured above.

#### Applicant Explanation and Reference to Plans, Drawings, and Reports

	Staff Comments

## ECONOMIC SUSTAINABILITY SECTION

*How will the project contribute to a stronger local economy?*

### Constraints

#### Performance Measure Description and Scoring

EC6 Unique site aspects that limit economic sustainability achievement.

#### Applicant Explanation and Reference to Plans, Drawings, and Reports

	Staff Comments

## Economic Sustainability Score Summary

	Score
Total Economic Pillar Points (Total Points Available – Not Including Bonus Points)	<div></div> <div>Total</div>
Total Economic Points Not Applicable (Total Points for Items Not Relevant to this Application)	<div></div> <div>n/a</div>
Maximum Achievable Score (Total Economic Pillar Points Minus Total Economic Points Not Applicable)	<div></div> <div>Maximum</div>
Economic Pillar Minimum Score (Sum of Applicable Baseline Items)	<div></div> <div>Economic Baseline</div>
Total Points Achieved (Total Points Achieved for Applicable Items for this Application)	<div></div> <div>Total Economic Points</div>
Economic Pillar Score (Total Points Achieved/Maximum Achievable Score)	<div></div> / <div></div> Max <div></div> % Total Economic Points Percent

Site Context | Ecology

Performance Measure Description and Scoring

EN1 Project protects and enhances an Environmentally Sensitive Area (ESA) as designated on Map 13 in the City’s Official Community Plan, i.e. provides positive net benefit.  
See [Map 13: Environmentally Sensitive Areas](#) and [Appendix 2: Development Permit Area Guidelines](#) in the Official Community Plan.

Applicant Explanation and Reference to Plans, Drawings, and Reports

<b>Type of ESA:</b>  High ESA  Medium ESA  Low ESA  30m Stream Buffer (High Value)  Special Feature (High Value)	<b>Staff Comments</b>
Features/Species of Value:	
<b>Means of Protection:</b>  Covenant  Dedication  Monitoring	
Other:	
Means of Improvement of ESA:	

Score  /4

BASELINE + EARLY STAGE

**ENVIRONMENTAL SUSTAINABILITY SECTION** *How well does the project minimize the demands on the environment?*

**Site Context | Ecology**

**Performance Measure Description and Scoring**

EN2 Project provides bird-friendly development through landscaping that provides habitat to native species and building design that reduces bird collisions.

See [Vancouver Bird Strategy](#)

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

List all elements that reduce the impact that urbanization has on birds for this project:

**Staff Comments**

Score  /3

**ENVIRONMENTAL SUSTAINABILITY SECTION** *How well does the project minimize the demands on the environment?*

**Site Context | Ecology**

**Performance Measure Description and Scoring**

EN3 Design of outdoor lighting minimizes the harmful effects of *light pollution* with technology that ensures lighting is:

- Only on when needed
- Only lights the area that needs it
- No brighter than necessary
- Minimizes blue light emissions
- Fully shielded (pointing downward)

See [International Dark Sky Association](#) for Dark Sky Friendly Lighting.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Describe the lighting plan for the site and its dark sky friendly features:

**Staff Comments**

Score  /3

**ENVIRONMENTAL SUSTAINABILITY SECTION** *How well does the project minimize the demands on the environment?***Site | Air Quality – Alternative Transportation****Performance Measure Description and Scoring**

- EN4 Project provides alternative transportation facilities for user groups of each land use type, which contributes to reducing Greenhouse Gas Emissions from this development.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Check all that apply:  Short-Term Bicycle parking  Long-Term Bicycle parking	<b>Staff Comments</b>
End-of-Trip Bicycle Facilities:	
Bike share and assigned parking Co-op vehicle and assigned parking space provision <i>Electric Vehicle</i> plug-ins and designated spaces <sup>1</sup>	
Plan references:	

Score  /3**ENVIRONMENTAL SUSTAINABILITY SECTION** *How well does the project minimize the demands on the environment?***Site | Air Quality – Alternative Transportation****Performance Measure Description and Scoring**

- EN5 Project incorporates measures to support pedestrians and cyclists.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Check all that apply:  Connects to existing pedestrian/cycling routes and priority destinations  Improves local pedestrian routes, local bike networks/trails  Safe, secure, accessible, and sustainable footpaths  Pedestrian clearway sufficient to accommodate pedestrian flow  Covered outdoor waiting areas, overhangs, or awnings  Pedestrian scale lighting  Pedestrian/bike-only zones	<b>Staff Comments</b>
Other:	
Site circulation plan:	
Other plan references:	

Score  /3

<sup>1</sup> See BC Hydro's *Electric Vehicle* Charging Infrastructure Deployment Guidelines.

## ENVIRONMENTAL SUSTAINABILITY SECTION *How well does the project minimize the demands on the environment?*

### Building | Waste Storage Space

#### Performance Measure Description and Scoring

EN6 Project allocates sufficient and accessible recycling and garbage storage space in multi-family and commercial buildings and complexes compatible with City of Port Moody recycling, green waste, and garbage services.

**Target 1:** Metro Vancouver's Technical Specifications for Recycling and Garbage Amenities in Multi-family and Commercial Developments.

**Target 2:** Design provides safe and universally accessible access in a secure common area.

#### Applicant Explanation and Reference to Plans, Drawings, and Reports

<b>Total residential recycling, garbage, and green waste space proposed:</b> Recycling: <input type="text"/> m <sup>2</sup> Garbage: <input type="text"/> m <sup>2</sup> Green Waste: <input type="text"/> m <sup>2</sup>	<b>Staff Comments</b>
<b>Total commercial recycling, garbage, and green waste space proposed:</b> Recycling: <input type="text"/> m <sup>2</sup> Garbage: <input type="text"/> m <sup>2</sup> Green Waste: <input type="text"/> m <sup>2</sup>	
Details regarding design for safety, security, and accessibility:	

Score  /2

## ENVIRONMENTAL SUSTAINABILITY SECTION *How well does the project minimize the demands on the environment?*

### Site | Sustainable Landscaping – Urban Forestry

#### Performance Measure Description and Scoring

EN7 Project protects and enhances the *urban forest*, prioritizing native tree species.

See [City of Port Moody Tree Protection Bylaw](#)

#### Applicant Explanation and Reference to Plans, Drawings, and Reports

<b>Check all that apply:</b> Existing mature trees protected (# <input type="text"/> ) Replacement tree ratio ( <input type="text"/> : 1) • Native tree species planted on site (# <input type="text"/> ) • Native tree species planted off site (# <input type="text"/> ) Protected/natural park areas added on site (% of total site area: <input type="text"/> %)	<b>Staff Comments</b>
Arborist report:	

Score  /3

Site | Sustainable Landscaping – Habitat  
Performance Measure Description and Scoring

EN8 Project preserves, enhances, and/or compensates for site ecology on site (4 points). Off-site compensation may be considered in some cases, in accordance with all other City regulations and supported by staff (3 points).  
Compensation in the form of a financial contribution to the City toward approved public restoration, rehabilitation, or enhancement projects may be considered (2 points).  
*See City of Port Moody Naturescape Policy 13-6410-03.*  
*See also [Invasive Plant Council of BC](#)*

Applicant Explanation and Reference to Plans, Drawings, and Reports

Check all that apply:	Staff Comments
Salvage replanting Reduction to existing impervious area <input type="text"/> m <sup>2</sup>	
Removal of <i>invasive plant species</i> Names:	
Native/"naturescape" landscaping Watercourse daylighting Riparian area restoration	
Other measures taken to enhance habitat or to compensate for habitat loss:	

Score /4

BASELINE

Site | Sustainable Landscaping – Stormwater

Performance Measure Description and Scoring

EN9

Project provides for stormwater retention and evaporation, and groundwater protection in the site stormwater management plan.

Targets:

1. Stormwater retained on-site to the same level of annual volume allowable under pre-development conditions.
2. Maximum allowable annual run-off volume is no more than 50% of the total average annual rainfall depth.
3. Remove 80% of total suspended solids based on the post-development imperviousness.

(3 points if all three targets are achieved)

See link in References to Metro Vancouver's Stormwater Source Control Guidelines

Applicant Explanation and Reference to Plans, Drawings, and Reports

Target(s) reached:	1	2	3	Staff Comments
Means of achieving (check all that apply):				
<div><div>Absorbent landscape</div><div>Roof downspout disconnection</div><div>Infiltration swales and/or trenches</div><div>Sub-surface chambers/detention tanks</div><div>Rain gardens with native plantings</div><div>Rainwater harvesting</div><div>Tree well structures</div><div>Green roof/wall</div><div>Water quality structures</div><div>Pervious paving</div><div>Daylighted streams</div><div>Constructed wetlands</div></div>				
Other:				
References to plans and documents:				

Score  /3



## ENVIRONMENTAL SUSTAINABILITY SECTION *How well does the project minimize the demands on the environment?*

### Site | Sustainable Landscaping – Water Conservation

#### Performance Measure Description and Scoring

EN10 Project reduces potable water use for irrigation.

2 points = 5 actions (from “check all that apply” list)

1 point = 3 actions (from “check all that apply” list)

#### Applicant Explanation and Reference to Plans, Drawings, and Reports

##### Check all that apply:

- ☐ Drought-tolerant landscaping (*xeriscaping*) with native species
- ☐ Low-maintenance lawn alternatives
- ☐ Non-water dependent materials/features for ground cover treatment
- ☐ Irrigation system with central control and rain sensors
- ☐ Captured rainwater irrigation system, e.g. using cisterns/rain barrels

Other:

Plan reference:

##### Staff Comments

Score  /2

## ENVIRONMENTAL SUSTAINABILITY SECTION *How well does the project minimize the demands on the environment?*

### Site Context | Ecology

#### Performance Measure Description and Scoring

EN11 Project is sited and designed in order to facilitate and improve wildlife movement and access, particularly within known and suspected *habitat corridors*.

Ex. Deer, bears, frogs, salmon, etc. (depending on site location).

#### Applicant Explanation and Reference to Plans, Drawings, and Reports

Species supported:

Means of supporting:

Environmental assessment or site plan reference:

##### Staff Comments

Score  /2

BASELINE

EARLY STAGE

**ENVIRONMENTAL SUSTAINABILITY SECTION** *How well does the project minimize the demands on the environment?*

## Building | Green Building Rating

## Performance Measure Description and Scoring

EN12 Project will achieve a recognized industry standard for sustainable design.

### Applicant Explanation and Reference to Plans, Drawings, and Reports

<p><b>Built Green Level:</b> <input type="text"/></p> <ul style="list-style-type: none"> <li>• Bronze (2 points)</li> <li>• Silver (5 points)</li> <li>• Gold (8 points)</li> <li>• Platinum (10 points)</li> </ul> <p><b>LEED Level:</b> <input type="text"/></p> <ul style="list-style-type: none"> <li>• Certified (2 points)</li> <li>• Silver (5 points)</li> <li>• Gold (8 points)</li> <li>• Platinum (10 points)</li> </ul> <p><b>Canadian Passive House Institute</b> (10 points)</p> <p><b>Living Future Institute</b></p> <ul style="list-style-type: none"> <li>• Living Building Certification (10 points)</li> <li>• Petal Certification (10 points)</li> <li>• Net Zero Energy Certification (10 points)</li> </ul>	<p><b>Staff Comments</b></p>
<p>Other:</p>	

Score  /10

**ENVIRONMENTAL SUSTAINABILITY SECTION** *How well does the project minimize the demands on the environment?*

## Building | Alternative/Renewable Energy

### Performance Measure Description and Scoring

EN13 Project provides local, low-carbon energy systems, such as geo-exchange, heat recovery ventilation, solar or district energy.

### Applicant Explanation and Reference to Plans, Drawings, and Reports

Details:	<b>Staff Comments</b>
Specify % of energy generated:	

Score  /4

## ENVIRONMENTAL SUSTAINABILITY SECTION *How well does the project minimize the demands on the environment?*

### Building | Energy Reduction and Indoor Climate

#### Performance Measure Description and Scoring

EN14 Building architecture employs *passive design* strategies appropriate to the local climate to reduce energy use and enhance occupant comfort.

Examples:

- Site design and building massing minimizes east and west exposures to avoid unwanted solar gains.
- Limit windows to 50% of any façade, taking into account other livability and aesthetic criteria.
- Use heat-recovery ventilation during heating season only, and design for natural ventilation and cooling by natural ventilation throughout the rest of the year.
- See [City of Vancouver Passive Design Toolkit](#) for Large Buildings for other examples.

#### Applicant Explanation and Reference to Plans, Drawings, and Reports

<div>Yes      No</div>	<b>Staff Comments</b>
Key <i>passive design</i> building elements:	

Score  /3

## ENVIRONMENTAL SUSTAINABILITY SECTION *How well does the project minimize the demands on the environment?*

### Smart Technology

#### Performance Measure Description and Scoring

EN15 Project uses *smart technology* to optimize sustainable use of resources.

Ex. Automated lighting, shading, HVAC, energy/water consumption, security, etc.

#### Applicant Explanation and Reference to Plans, Drawings, and Reports

Details:	<b>Staff Comments</b>
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Score  /2

**ENVIRONMENTAL SUSTAINABILITY SECTION** *How well does the project minimize the demands on the environment?*

**Site | Sustainable Landscaping**

**Performance Measure Description and Scoring**

EN16 Project provides or designates space for growing food in private or common areas including on-site composting to support the gardening activities.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Details:	<b>Staff Comments</b>
Landscape Plan Reference:	

Score  /2

**ENVIRONMENTAL SUSTAINABILITY SECTION** *How well does the project minimize the demands on the environment?*

**Building Energy Performance**

**Performance Measure Description and Scoring**

EN17 Building design incorporates Port Moody Building Energy Performance Design Guidelines.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

<b>BC Energy Step Code:</b>  Tier 1 (1 point) Tier 2 (2 points) Tier 3 (3 points) Tier 4 (4 points)  <i>Attach a copy of Port Moody Building Energy Performance Design Guidelines Checklist.</i>	<b>Staff Comments</b>
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Score  /4

**ENVIRONMENTAL SUSTAINABILITY SECTION** *How well does the project minimize the demands on the environment?*

## Stormwater and Ecology/Water Conservation

## Performance Measure Description and Scoring

EN18 Project incorporates landscaped roofs or living walls that also provide food/habitat for native species.

**OR**

Project includes on-site grey water reuse.

**2 BONUS POINTS EACH**

### **Applicant Explanation and Reference to Plans, Drawings, and Reports**

Details:	<b>Staff Comments</b>
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Bonus Score  /2

**ENVIRONMENTAL SUSTAINABILITY SECTION** *How well does the project minimize the demands on the environment?*

## Environmental Monitoring

### Performance Measure Description and Scoring

EN19 Project contracts with an Environmental Monitor(s) to oversee implementation of environmental sustainability measures, i.e. sustainable landscaping measures.

**OR**

Project employs an energy efficiency consultant.

**2 BONUS POINTS EACH**

### Applicant Explanation and Reference to Plans, Drawings, and Reports

Details of Work Overseen/Contribution:	<b>Staff Comments</b>
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Bonus Score  /2

**ENVIRONMENTAL SUSTAINABILITY SECTION** *How well does the project minimize the demands on the environment?*

**Innovation**  
**Performance Measure Description and Scoring**

EN20 Environmental sustainability aspects not captured above.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

	Staff Comments

**ENVIRONMENTAL SUSTAINABILITY SECTION** *How well does the project minimize the demands on the environment?*

**Constraints**  
**Performance Measure Description and Scoring**

EN21 Unique site aspects that limit environmental sustainability achievement.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

	Staff Comments

**Environmental Sustainability Score Summary**

	Score
Total Environmental Pillar Points (Total Points Available – Not Including Bonus Points)	<div>Total</div>
Total Environmental Points Not Applicable (Total Points for Items Not Relevant to this Application)	<div>n/a</div>
Maximum Achievable Score (Total Environmental Pillar Points Minus Total Environmental Points Not Applicable)	<div>Maximum</div>
Environmental Pillar Minimum Score (Sum of Applicable Baseline Items)	<div>Enviro Baseline</div>
Total Points Achieved (Total Points Achieved for Applicable Items for this Application)	<div>Total Environmental Points</div>
Environmental Pillar Score (Total Points Achieved/Maximum Achievable Score)	<div><div>Total Environmental Points</div> / <div>Max</div> <div>Percent</div> %</div>

Accessibility

Performance Measure Description and Scoring

S1

For single-storey units in multi-family residential development:  
(a) a minimum of 40% are adaptable units (2 points) and, of those units,  
(b) accessible unit(s) providing full wheelchair accessibility are provided (2 points).  
Project incorporates adaptable and accessible design features in the site/building circulation and bathrooms in all other uses (2 points).

Applicant Explanation and Reference to Plans, Drawings, and Reports

<div>Residential</div> <div>% of Adaptable Units: <input type="text"/></div>	<div>Staff Comments</div>
<div>Details:</div>	
<div>Number of Accessible Units: <input type="text"/></div>	
<div>Details:</div>	
<div>Residential Site/Common Areas and Commercial/Industrial/ Institutional Uses:</div>	
<div>Details:</div>	

Score /6

Complete Community Design

Performance Measure Description and Scoring

S2

Project design is adapted to minimize shadow or privacy impacts to adjacent buildings.

AND/OR

Project design integrates the results of a *viewscape* study with respect to water and mountain views.

Applicant Explanation and Reference to Plans, Drawings, and Reports

Details:	Staff Comments
Plan/document references:	

Score

/1

Housing Diversity

Performance Measure Description and Scoring

S3

Development includes a mix of housing types.

Applicant Explanation and Reference to Plans, Drawings, and Reports

	Number of Units	Staff Comments
Live-work units		
Ground-oriented units		
Apartment units		

Score

/3



### Housing Diversity

#### Performance Measure Description and Scoring

- S4 Project includes a range of unit sizes for a variety of household types, and the design is flexible to allow for changes, i.e. den can easily become another bedroom.

#### Targets:

2-bedroom minimum 25% of units

3-bedroom minimum 10% of units

#### Applicant Explanation and Reference to Plans, Drawings, and Reports

	Number of Units	% of Units	Staff Comments
Bachelor/1-bedroom	<input type="text"/>	<input type="text"/>	
2-bedroom	<input type="text"/>	<input type="text"/> (1 pt)	
3+ -bedroom	<input type="text"/>	<input type="text"/> (2 pts)	
Flexible design features:			

Score  /3

### Housing Affordability

#### Performance Measure Description and Scoring

- S5 Project provides new purpose-built *market rental housing* (2 points) or affordable *market rental housing* (3 points) or *non-market rental housing* (4 points).

#### OR

Development contributes to the City's Affordable Housing Reserve Fund in lieu of provision of affordable housing (2 points).

#### Applicant Explanation and Reference to Plans, Drawings, and Reports

Types:	Staff Comments
Description:	
% of total housing units: <input type="text"/> %	
Plan reference:	

Score  /4

Amenities

Performance Measure Description and Scoring

S6

Project provides voluntary public amenities.  
Examples:

- Child care facility
- Space for growing food
- Child play areas
- Gathering place/space
- Park/greenspace
- Public contribution in lieu (CACs), i.e., school, library, arts, etc.

(5 Points = any approved option)

Applicant Explanation and Reference to Plans, Drawings, and Reports

Details:	Staff Comments
Plan reference:	

Score /5

EARLY STAGE

**Amenities**

**Performance Measure Description and Scoring**

S7 Project provides voluntary private amenities.

Examples:

- Accessible green roof
- Communal garden
- Dog runs
- Play areas
- Social gathering place

(1 point per approved amenity item – maximum of 3 points)

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

<p>Details:</p>	<p><b>Staff Comments</b></p>
<p>Plan reference:</p>	

Score  /3

**Inclusive Community**

**Performance Measure Description and Scoring**

S8 The proposal supports aging-in-place with adult care, assisted living space, and/or independent senior living space.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

<p>Details:</p>	<p><b>Staff Comments</b></p>
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Score  /4

Community Building

Performance Measure Description and Scoring

S9

Project provides *urban vitalization* by involving land owners and occupants, community groups, and end user groups who may be affected by the proposal in the planning process to identify and showcase Port Moody's unique assets, i.e. goes above and beyond standard notification and consultation.

Examples:

- Host a community-building workshop with the neighbourhood at the time of a project's inception to determine values and identify unique assets to leverage through design.

Staff will advise on notification requirements and appropriate stakeholder consultation

Applicant Explanation and Reference to Plans, Drawings, and Reports

Please identify stakeholders and explain their involvement:	Staff Comments
Identify actions taken in response to stakeholder input:	
Plan references:	

Score

/4

**SOCIAL SUSTAINABILITY SECTION***How well does the project address community health and wellness?***Safety****Performance Measure Description and Scoring**

S10 The design of the site incorporates *Crime Prevention Through Environmental Design* principles (CPTED).

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Please explain:	<b>Staff Comments</b>
Plan references:	

Score  /1**SOCIAL SUSTAINABILITY SECTION***How well does the project address community health and wellness?***Education and Awareness****Performance Measure Description and Scoring**

S11 Project provides education and awareness of the sustainable features of the project for owners/occupants.

Examples:

- Document is given to new owners at time of sale, covenant on title, inclusion/protection of features in strata bylaws
- Signage/display/art recognizing design, etc.

**Applicant Explanation and Reference to Plans, Drawings, and Reports**

Describe:	<b>Staff Comments</b>
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Score  /1

Innovation

Performance Measure Description and Scoring

S12

Social sustainability aspects not captured above.

Applicant Explanation and Reference to Plans, Drawings, and Reports

	Staff Comments
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Constraints

Performance Measure Description and Scoring

S13

Unique site aspects that limit social sustainability achievement.

Applicant Explanation and Reference to Plans, Drawings, and Reports

	Staff Comments
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Social Sustainability Score Summary

	Score
Total Social Pillar Points (Total Points Available – Not Including Bonus Points)	<div>Total</div>
Total Social Points Not Applicable (Total Points for Items Not Relevant to this Application)	<div>n/a</div>
Maximum Achievable Score (Total Social Pillar Points Minus Total Social Points Not Applicable)	<div>Maximum</div>
Social Pillar Minimum Score (Sum of Applicable Baseline Items)	<div>Social Baseline</div>
Total Points Achieved (Total Points Achieved for Applicable Items for this Application)	<div>Total Social Points</div>
Social Pillar Score (Total Points Achieved/Maximum Achievable Score)	<div><div>Total Social Points</div> / <div>Max</div> <div>Percent</div> %</div>

# Project Report Card Summary

## FOR CITY USE ONLY – TO BE FILLED OUT BY THE PLANNER

Project Address/Name:

File No:

### PROJECT SCORE SUMMARY

#### Cultural

#### Economic

#### Environmental

#### Social

**Total Pillar Points Available**

**23**

**10**

**57**

**35**

**Sum Of Items Not Applicable**

Cultural na

Economic na

Enviro na

Social na

**Maximum Achievable Score**

(Total Pillar Points – Sum of Items N/A)

Maximum Cultural Achievable

Maximum Economic Achievable

Maximum Enviro Achievable

Maximum Social Achievable

**Minimum Score**

(Sum of Applicable Baseline Items)

Minimum Cultural Score

Minimum Economic Score

Minimum Enviro Score

Minimum Social Score

**Missed Points**

(Sum of Applicable Items Not Achieved)

Missed Cultural Points

Missed Economic Points

Missed Enviro Points

Missed Social Points

**TOTAL PILLAR SCORE ACHIEVED**

(Total Points Achieved out of Applicable Items)

/   
 Total Cultural # Possible Cultural #  
 %  
 Total Cultural Percent

/   
 Total Economic # Possible Economic #  
 %  
 Total Economic Percent

/   
 Total Enviro # Possible Enviro #  
 %  
 Total Enviro Percent

/   
 Total Social # Possible Social #  
 %  
 Total Social Percent

**OVERALL SUSTAINABILITY SCORE**

(Sum of Four Pillars)

/   
 Overall # Overall Possible #

%  
 Overall Percent

### SUSTAINABILITY HIGHLIGHTS

#### Cultural

#### Economic

#### Environmental

#### Social

**+** Priority Items (Score ≥3) Achieved and Confirmed Innovations

+ Cultural

+ Economic

+ Environmental

+ Social

**–** Priority Items (Score ≥3) Missed and Confirmed Constraints

– Cultural

– Economic

– Environmental

– Social

## Report Card Glossary

**Accessible housing** – Housing designed and constructed to be universally accessible to people of diverse ages and abilities.

**Adaptable unit** – A dwelling unit that provides flexible design features that meet BC Building Code minimum requirements; it can be adapted to meet the changing needs of any occupant for reasons of disability, lack of stamina, and progressing through different life stages to support independent living.

**Accessible housing/unit** – Housing with fixed design features to enable independent living for persons with disabilities, such as those in wheelchairs.

**Affordable market housing** – Housing that is affordable to moderate income households achieved through tenure, location, reduced parking, modesty in unit size, level of finishing, and design and durability over time as the buildings age.

**BC Energy Step Code** – BC Energy Step Code is a voluntary roadmap that establishes progressive performance targets (i.e., steps) that support market transformation from the current energy-efficiency requirements in the BC Building Code to net zero energy ready buildings.

**Beautification** – The process of making visual improvements appropriate to a specific place, including but not limited to building facades, landscaping, decorative or historic-style street elements, selection of paving/fencing materials and their treatment, etc. Improvements contribute to Port Moody's reputation as City of the Arts in a sustainable manner.

**Brownfield** – A term used in urban planning to describe land previously used for industrial purposes or some commercial uses where the expansion, redevelopment, or reuse of the property may be complicated by the potential presence of a hazardous substance, pollutant, or contaminant.

**Car/Bike share network** – Arrangements between two or more persons to share the use of a vehicle or bicycle for a specified cost and period of time.

**Character-defining elements** – The materials, forms, location, spatial configurations, uses, and cultural associations or meanings that contribute to the heritage value of a historic place, which must be retained to preserve its heritage value.

**Crime Prevention Through Environmental Design (CPTED)** – The design and effective use of the built environment to reduce the incidence of crime and improve the quality of life.

**District energy systems** – A system that uses renewable energy to pipe energy to buildings within a specified area for space heating, hot water, and air conditioning.

**Ecological inventory** – An inventory that identifies the ecological values in a natural habitat, and is usually the first step in an environmental impact assessment.

**Electric vehicle (EV)** – An automobile that uses one or more electric motors or traction motors for propulsion. An electric vehicle may be powered through a collector system by electricity from off-vehicle sources, or may be self-contained with a battery or generator to convert fuel to electricity.

**Environmentally Sensitive Areas** – Land designated as areas that need special protection because of its environmental attributes, such as rare ecosystems, habitats for species at risk and areas that are easily disturbed by human activities. Refer to [Map 13 of OCP](#).



## Report Card Glossary – continued

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**Greenfield** – Undeveloped land in a city or rural area either used for agriculture or landscape design, or left to evolve naturally. These areas of land are usually agricultural or amenity properties being considered for urban development.

**Greyfield** – Economically obsolescent, out-dated, declining, and/or underutilized land, often with the presence of abundant surface parking.

**Greywater** – Wastewater from lavatories, showers, sinks, and washing machines that do not contain food wastes and that can be reused for purposes such as irrigation or flushing toilets.

**Habitat corridor** – Habitat areas, generally consisting of native vegetation, linking with larger areas of similar wildlife habitat. Corridors are critical for the maintenance of ecological processes, providing food, and allowing for the movement of animals and the continuation of viable populations.

**Heat island effect** – Heat islands form as vegetation is replaced by hard surfaces to accommodate growing populations. These surfaces absorb, rather than reflect, the sun's heat, causing surface temperatures and overall ambient temperatures to rise.

**Heritage rehabilitation** – The action or process of making possible a continuing or compatible contemporary use of a historic place through repair, alterations, and/or additions while protecting its heritage value.

**Heritage restoration** – Returning a historic place back to how it looked at any time in its past.

**Invasive plant species** – An invasive plant is a non-native species whose interaction causes economic harm, harm to human health, and/or environmental harm.

**Light pollution** – Brightening of the night sky caused by street lights and other man-made sources, which has a disruptive effect on natural cycles and inhibits the observation of stars and planets.

**Market rental housing** – Private, market rental rate housing units.

**Naturescape planting** – Landscaping with species that are naturally adapted to local climate, soils, predators, pollinators, and disease and, once established, require minimal maintenance.

**Non-market rental housing** – Subsidized rental housing for those unable to pay market-level rents including, but not limited to, public housing owned and operated by government agencies, non-profit housing owned and operated by public and private non-profit groups, and co-operative housing owned and managed by co-operative associations of the residents.

**On-site power generation** – The ability to generate power without transporting it from its source to where it can be utilized.

**On-site renewable energy generation** – The generation of naturally replenished sources of energy, such as solar, wind power, falling water, and geothermal energy.

**Passive design** – An approach to building design that uses the building architecture to minimize energy consumption and improve thermal comfort.

**Public space** – A social space that is generally open and accessible to people.

## Report Card Glossary – continued

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**R-2000-Certified New Home** – Best-in-class, energy-efficient homes with even higher levels of energy efficiency than ENERGY STAR-qualified new homes, as well as clean air and environmental features.

**Smart technology** – Technologies that allow sensors, databases, and/or wireless access to collaboratively sense, adapt to, and provide for users within the environment.

**Statement of significance** – The first essential step in any conservation project, which involves identifying and describing the *character-defining elements*; it is important in defining the overall heritage value of the historic place. Refer to the Standards and Guidelines for the Conservation of Historic Places in Canada (see Resources glossary).

**Streetscape** – The visual elements of a street, including the road, adjoining buildings, sidewalks, street furniture, trees, and open spaces that combine to form the street's character.

**Storm water management plan** – The management of water occurring as a result of development or precipitation that flows over the surface into a sewer system.

**Transit oriented development (TOD)** – A mixed-use residential and commercial area designed to maximize access to public transportation; it often incorporates features to encourage transit ridership. A TOD neighbourhood typically has a centre with a transit station or stop (train station, metro station, tram stop, or bus stop), surrounded by relatively high-density development with progressively lower-density development spreading outward from the centre. TODs generally are located within a radius of 400 to 800 metres from a transit stop, as this is considered to be an appropriate distance for *walkability*.

**Universal access** – This term refers to broad-spectrum ideas meant to produce buildings, products, and environments that are inherently accessible to both people without disabilities and people with disabilities.

**Urban infill** – An urban planning term that refers to new development that is sited on vacant or undeveloped land within an existing community, and that is enclosed by other types of development.

**Urban forest** – The total collection of trees and associated plants growing in a city or town. It includes trees in parks and yards, along roadways and paths, and in other areas, both on public and private lands.

**Urban vitalization** – The urban planning process of rehabilitating a place or “taking a place to a higher level” using a community-building process (early stage community involvement) to define the key characteristics that make a place unique or special; and applying the concepts of urban conservation to leverage a community's assets, most often in accordance with approved City plans.

**Viewscape** – The natural and built environment that is visible from a viewing point.

**Walkability** – The extent to which the built environment is friendly to the presence of people living, shopping, visiting, enjoying, or spending time in an area; improvements in walkability lead to health, economic, and environmental benefits.

**Xeriscaping** – This term refers to landscaping and gardening in ways that reduce or eliminate the need for supplemental water from irrigation. Xeriscaping refers to a method of landscape design that minimizes water use.

## Resources

### **Access Near Aquatic Areas: A Guide to Sensitive Planning, Design and Management**

[atfiles.org](http://atfiles.org)

### **BC Climate Exchange**

[bcclimatexchange.ca](http://bcclimatexchange.ca)

### **BC Energy Step Code Technical Requirements**

[bclaws.ca](http://bclaws.ca)

### **Best Management Practices for Amphibians and Reptiles in Urban and Rural Environments in British Columbia**

[env.gov.bc.ca](http://env.gov.bc.ca)

### **Bird-Friendly Development Guidelines – City of Toronto**

[toronto.ca/lightsoout/guidelines](http://toronto.ca/lightsoout/guidelines)

### **Canada Green Building Council**

[cagbc.org](http://cagbc.org)

### **City of Port Moody: Official Community Plan (2014)**

[portmoody.ca](http://portmoody.ca)

### **Stream and Drainage System Protection Bylaw No. 2470**

[portmoody.ca](http://portmoody.ca)

### **City of Port Moody Waste Management Bylaw No. 2822**

[portmoody.ca](http://portmoody.ca)

### **City of Vancouver *Passive Design* Toolkit for Large Buildings**

[vancouver.ca](http://vancouver.ca)

### **Community Green Ways Linking Communities to Country and People to Nature**

[evergreen.ca](http://evergreen.ca)

### **Design Centre for CPTED (*Crime Prevention Through Environmental Design*)**

[designcentreforcpted.org](http://designcentreforcpted.org)

### **Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia**

[env.gov.bc.ca/wld/documents/bmp/devwithcare/](http://env.gov.bc.ca/wld/documents/bmp/devwithcare/)

### **EnerGuide Rating System**

[nrcan.gc.ca/energy/efficiency/housing/new-homes/5035](http://nrcan.gc.ca/energy/efficiency/housing/new-homes/5035)

### **Environmentally Sensitive Areas, Best Practices**

[env.gov.bc.ca](http://env.gov.bc.ca)

## Resources – continued

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### Examples of Good Public Art

[City of Port Moody Public Art](#)

### Fatal Light Awareness Program (FLAP)

[flap.org](#)

### Invasive Species Council of Metro Vancouver

[iscmv.ca](#)

### International Dark Sky Association

[darksky.org](#)

### Metro Vancouver's DLC Waste Management Toolkit

[metrovancover.org](#)

### Metro Vancouver Technical Specifications for Recycling and Garbage Amenities in Multi-family and Commercial Developments

[metrovancover.org/services](#)

### Metro Vancouver's Stormwater Source Control Guideline

[metrovancover.org/services](#)

### Naturescape BC

[naturescapebc.ca](#)

### Project for Public Spaces

[pps.org](#)

### Riparian Areas Regulation Assessment Methods

[gov.bc.ca](#)

### Standards and Best Management Practices for Instream Works

[env.gov.bc.ca](#)

### Standards and Guidelines for the Conservation of Historic Places in Canada

[historicplaces.ca](#)

### Stream Stewardship: A Guide for Planners and Developers

[stewardshipcentrebc.ca](#)

### Translink: Transit Oriented Communities

[translink.ca/transit-oriented-communities](#)

### Vancouver Bird Strategy – City of Vancouver (2015)

[vancouver.ca](#)