Sustainable Building and Development Guidelines Checklist

BOUSFIELDS INC.
PLANNING | DESIGN | ENGAGEMENT

Address(s): 1376-1382 Plains Road East
Application(s): Official Plan Amendment and Zoning By-law Amendment
Our File No.: 21338
Date: Date: 2026-04-30

	Required or Voluntary	Guideline	Rationale, Incentives and Resources	Comments	Implementation
Section 1 - Site Design					
1.1	Required	**Augment Topsoil**: Maintain a minimum 15cm/ 6" quality topsoil.	Rationale: Appropriate topsoil levels absorbs runoffs and helps to ensure plants survive and thrive. Resources: N/A	A 15cm/6" quality topsoil will be maintained where appropriate.	Site Plan
1.2	Required	**Snow Management**: For sites with surface parking, identify a designated snow storage area in an area that will reduce salt and contaminant impacts to vegetation, groundwater and surface water. Appropriate on-site snow storage is preferable to off-site snow removal.	Rationale: Road salt poses risk to plants, animals, birds, fish, lake and stream ecosystems and groundwater. Appropriate snow storage areas can help manage and mitigate the risks associated with road salt. Resources: City of Burlington Site Plan Guidelines [PDF]: https://www.burlington.ca/en/services-for you/resources/Planning_and_Development/development_ Applications/SitePlanGuidelinesason-2014-nc.pdf Guidelines for Snow Disposal and De-icing Operations in Ontario: https://www.ontario.ca/page/guidelines-snow-disposal-and-de-icing operations-Ontario	To be confirmed at site plan approval.	Site Plan
1.3	Voluntary	**Augment Topsoil, Enhanced**: Maintain a minimum 30cm/ 12" quality topsoil, protect areas from disturbance and/or decompact subsoil in landscaped areas/ non hardscape areas	**Rationale**: Enhanced topsoil levels absorbs runoff and helps to ensure plants survive and thrive. Protecting areas from disturbance and decompacting soil in disturbed areas further ensures the health of planted material. **Resource**: Preserving and Restoring Healthy Soil: Best Practices for Urban Construction. TRCA June 2012 **Incentive**: Sustainable Building Award	All planting soil required will be brought in to provide optimal growing conditions for proposed planting.	Site Plan
1.4	Voluntary	**Snow Management, Enhanced**: Achieve the Smart About Salt Site Certification.	**Rationale**: The Smart About Salt Site Certification ensures that design and management best practices are in place to mitigate the impacts of road salt. **Resource**: www.smartaboutsalt.com **Incentive**: Sustainable Building Award	Not pursued.	Site Plan
1.5	Voluntary	**Reuse Topsoil**: Retain and reuse uncontaminated on-site topsoil in areas not covered by the building and parking/hard surface areas. Proper storage of topsoil to retain soil health and quality.	**Rationale**: Reusing soil promotes responsible use of a natural resource and minimizes the need to truck soil to and from the site. **Resource**: Preserving and Restoring Healthy Soil: Best Practices for Urban Construction. TRCA June 2012 **Incentive**: Sustainable Building Award	All planting soil required will be brought in to provide optimal growing conditions for proposed planting.	Site Plan
1.6	Voluntary	**Site Disturbance**: On greenfield sites, limit site disturbance including earthwork and clearing of vegetation to 12 metres beyond the building perimeter, 1.5 m beyond primary roadway curbs, walkways, and main utility branch trenches, and 7.5 m beyond constructed areas with permeable surfaces (such as pervious paving areas) that require additional staging areas in order to limit compaction in the constructed area. Or on previously developed sites, restore a minimum of 50% of the site area (excluding the building footprint) by replacing impervious surfaces with native or adapted vegetation.	**Rationale**: Maintains the local landscape and helps to ensure soils and vegetation remain undisturbed. **Resource**: LEED ND **Incentive**: Sustainable Building Award	Not a greenfield site.	OPA/ZBLA and Site Plan
1.7	Voluntary	**Adaptive Reuse**: Development includes adaptive reuse or rehabilitation of any non designated heritage buildings with cultural heritage value or potential.	**Rationale**: The City's Official Plan contains policy to encourage adaptive re-use of built heritage resources where appropriate. Adaptive reuse integrates cultural heritage resources or their key attributes into a new development and makes use of existing building stock. **Resource**: N/A **Incentive**: Sustainable Building Award	Existing structures to be demolished.	OPA/ZBLA and Site Plan
1.8	Voluntary	Accessible Units: In ground oriented residential developments such as townhomes, 15% of units are constructed as visitable housing. Features include: one zero-step entrance, wider doorways and clear passage on the main floor, a main floor bathroom or powder room. NOTE: Currently required for multi-unit apartment and condo buildings under the Ontario Building Code.	**Rationale**: Visitable housing is the concept of designing and building homes with basic accessibility. Visitable homes provide a welcoming environment for visitors of all ages and mobility. It also helps a person of any age who develops a temporary or permanent mobility disability stay in their home without having to undergo extensive renovations. **Resources**: Visitable Housing Canada: www.visitablehousingcanada.com CMHC Accessible Housing by Design: www.cmhcschl.gc.ca/en/co/acho/acho_002.cfm **Incentives**: Sustainable Building Award; Burlington Accessibility Award; David C. Onley Award for Leadership in Accessibility	15% of the units will be barrier-free suites for each suite type as per building code.	Building Permit
Section 2 - Transportation					
2.1	Required	**Site Connections**: Provide pedestrian and cycling connections from buildings to off-site public sidewalks, pedestrian paths, trails, open space, active transportation pathways, transit stops and adjacent buildings and sites in accordance with Official Plan policies.	**Rationale**: Encourages active transportation and transit use to reduce the dependence on the automobile. **Resource**: N/A	This development has connections to off-site public sidewalks, adjacent buildings and transit stops and satisfies the policies and intent of the official plan.	OPA/ZBLA and Site Plan

2.2	Required	**Accessibility**: Design on-site sidewalks, crosswalks and walkways to be continuous, universally accessible, barrier-free and clearly delineated in accordance with Official Plan Policies, Accessibility for Ontarians with Disabilities Act & City of Burlington Accessibility Design Standards.	**Rationale**: Promotes walking by all age groups and abilities and provides access for those with limited mobility. **Resources**: The City of Burlington Accessibility Design Standards: www.burlington.ca/en/yourcity/resources/How_We_Operate/Accessibility/Accessibility_Design_Standards.pdf The Illustrated Technical Guide to the Accessibility Standard for the Design of Public Spaces: www.gaates.org/documents/DOPS_Illustrated_Guide_140527_ FINAL.pdf	At ground level, all means of access into and around the development are compliant with Universally accessible and barrier-free standards in alignment with building code standards.	Site Plan
2.3	Required	**Bicycle Storage**: Provide bicycle parking spaces in accordance with the Zoning By-law and Official Plan Policies.	**Rationale**: Cycling reduces greenhouse gas emissions, reduces traffic congestion and improves health. Convenient bicycle parking encourages the use of active transportation. **Resource**: The City's Zoning Bylaw contains minimum bicycle parking space requirements for various zones.	Resident bicycle storage is provided within the building at a rate which meets the City's minimum by-law requirements.	OPA/ZBLA and Site Plan
2.4	Voluntary	**Transportation Demand Management**: Provision and implementation of a Transportation Demand Management Plan. Required for parking reductions and required in Mixed Use Intensification Areas and Employment Areas as per Official Plan policy.	**Rationale**: Transportation Demand Management Plans are plans that encourage sustainable modes of transportation. TDM plans evaluate building transportation needs comprehensively and may consider measures such as the provision of transit passes, flexible work hours, unbundled parking, on site transit facilities, priority parking for carpooling and autoshare programs, etc. **Resource**: N/A	A Transportation Demand Management Plan has been submitted as a part of this application.	OPA/ZBLA and Site Plan
2.5	Voluntary	**Bicycle Storage (Occupants)**: Locate occupant/employee bicycle parking near the main entrance or easy to identify area, in a weather protected area with controlled access or secure enclosures.	**Rationale**: Applicants are encouraged improve upon the required bicycle parking requirements in the Zoning By-law to further encourage cycling as a viable transportation option. **Resource**: N/A **Incentive**: Sustainable Building Award	Bicycle parking provided on the ground floor at the rear of the building in a weather protected area.	OPA/ZBLA and Site Plan
2.6	Voluntary	**Bicycle Storage (Visitor)**: Provision of bicycle parking spaces in a weather protected area at grade near the main entrance or easy to identify area.	**Rationale**: Applicants are encouraged improve upon the required bicycle parking requirements in the Zoning By-law to further encourage cycling as a viable transportation option. **Resource**: N/A **Incentive**: Sustainable Building Award	Short term bicycle parking located at grade in front of building.	OPA/ZBLA and Site Plan
2.7	Voluntary	**End of Trip Facilities**: In workplaces provide a minimum of 1 shower and change facility with lockers. Provide an additional shower and change facility for every 30 bicycle parking spaces.	**Rationale**: In order to facilitate growth in bicycle commute trips, end of trip infrastructure is essential to ensure that cycling is a viable transportation option. **Resource**: N/A **Incentive**: Sustainable Building Award	Not applicable.	Site Plan
2.8	Voluntary	**Electric Vehicles**: A minimum of 3% of parking spaces provide charging stations to accommodate electric vehicles and design additional areas to be EV conversion ready.	**Rationale**: The demand for electric vehicles and related infrastructure is growing in Canada, and encouraging electric vehicles reduces greenhouse gas emissions and air pollution. **Resource**: www.plugndrive.ca Level 1 charging stations are appropriate for most residential and employment/office buildings. Level 2 charging stations are recommended for commercial/public use. **Incentives**: Sustainable Building Award, MTO provides incentives to offset the cost of electric vehicles and Level 2 charging stations: http://www.mto.gov.on.ca/english/vehicles/electric/chargingincentive-program.shtml	To be determined at Site Plan Approval.	Site Plan
2.9	Voluntary	**Transit Pass**: For residential developments, each unit receives a one-year Burlington Transit pass at no cost to resident.	**Rationale**: Growth in Burlington is directed towards intensification areas, all serviced by local transit. The City encourages transit supportive development and measures to encourage transit ridership. **Resource**: N/A **Incentive**: Sustainable Building Award	Not pursued.	Site Plan
2.10	Voluntary	**Bike Share**: Provision of an on-site bike share available for owners/tenants to use	**Rationale**: Encourages cycling as a transportation choice. **Resource**: N/A **Incentive**: Sustainable Building Award	Not pursued.	Site Plan
2.11	Voluntary	**Car Share**: Provision of an on-site car share service available to owners/tenants and the public	**Rationale**: Providing space for a car share service reduces the need for private automobile ownership. **Resource**: N/A **Incentive**: Sustainable Building Award	Not pursued.	Site Plan
Section 3 - Natural Environment					
3.1	Required	**Light Pollution**: Minimization of light pollution in accordance with the city's Guidelines for Outdoor Lighting and Official Plan Policies.	**Rationale**: Reducing light pollution reduces night sky glow which is beneficial for wildlife and improves nighttime visibility. All exterior lights must include cut-off shields in accordance with the City's guidelines. **Resource**: Council Approved Guidelines for Outdoor Lighting www.burlington.ca/uploads/92/635575154693976963.pdf	In accordance with the City's exterior lighting guidelines, exterior lighting fixtures on site will disperse light in a downward projection to minimize light pollution. Details will be provided at Site Plan Approval.	Site Plan
3.2	Required	**Native Species (NHS)**: As per Official Plan policy, use native, non-invasive species within the Natural Heritage System and related buffers, and use noninvasive species in all other areas.	**Rationale**: Planting native and non-invasive species protects and enhances the Natural Heritage System and biodiversity, and are resilient to the local climate. **Resource**: For a list of native species, please refer to Conservation Halton's Landscaping and Tree Preservation Guidelines. http://www.conservationhalton.ca/planning-permits	No NHS areas on the site. Non-invasive species will be used in other areas. Details to be provided at Site Plan Approval.	Site Plan
3.3	Voluntary	**Native Species (Enhanced, outside NHS and buffers)**: Use native, non-invasive species that are suitable to site conditions for a minimum of 75% of all landscaped areas.	**Rationale**: Additional native plantings outside of natural areas are encouraged to promote biodiversity and resiliency. **Resource**: See above **Incentive**: Sustainable Building Award	To be determined at Site Plan Approval.	Site Plan

3.4	Voluntary	**Bird Friendly Design**: Incorporate bird friendly design measures. Required for glass buildings and buildings adjacent to the Natural Heritage System and the Lake Ontario shoreline, as per Official Plan Policy.	**Rationale**: Bird Collisions with windows is a leading cause of bird death across North America. **Resource**: For assistance identifying bird friendly design measures please consult with FLAP Canada (www.flap.org) or the following Bird Friendly Design Guidelines: City of Toronto: https://www1.toronto.ca/city_of_toronto/city_planning/zoning__environment/files/pdf/development_guidelines.pdf City of Toronto (for glass buildings): http://www1.toronto.ca/City%20Of%20Toronto/City%20Planning/Environment/Files/pdf/B/BF%20Best%20Practices%20Glass_FinalAODA_Bookmarked.pdf Markham: http://www2.markham.ca/markham/ccbs/indexfile/Agendas/2014/Development%20Services/pl140204/Bird%20Friendly%20-%20Appendix%20A%20-%20Guidelines.pdf	To be determined at Site Plan Approval.	Site Plan
3.5	Voluntary	**Low Maintenance Landscaping**: All landscaping is low maintenance and drought resistant (i.e. Xeriscaping) that does not require a permanent potable water based irrigation system (except for initial watering to establish plants).	**Rationale**: The use of low maintenance and drought-resistant planting reduces the amount of watering needed and produces a resilient landscape. **Resource**: N/A **Incentive**: Sustainable Building Award	To be determined at Site Plan Approval.	Site Plan
3.6	Voluntary	**Tree Planting (quantity)**: Submit a Canopy Cover Plan that demonstrates 20% canopy cover of nonbuilding hard surfaces at two thirds mature size.	**Rationale**: Planting trees provides numerous benefits and services, including the reduction of air pollution, water attenuation, moderation of the urban heat island effect, carbon sequestration, shade, habitat for urban adapted wildlife, neighbourhood character and mental health benefits. **Resource**: For assistance preparing a Canopy Cover Plan, please see the Town of Oakville's Guideline and Calculator: www.oakville.ca/assets/2011%20planning/canopycoverplanjan13.pdf **Incentive**: Sustainable Building Award	Not pursued.	Site Plan
3.7	Voluntary	**Tree Planting (soil)**: Provide a soil volume of 30 m3 per tree and a minimum depth of 1 metre of high quality soil OR in hard surface situations install a soil cell product with high quality soil and provide the required soil volume.	**Rationale**: The use of high quality soil at an appropriate quantity helps ensure trees survive and thrive. A soil cell type product helps ensure trees survive in urban hardscape environments. High quality soil is well drained, un-compacted soil comprised of 5 to 15% organic material with a pH level of 6.0 to 8.0. **Resource**: N/A **Incentive**: Sustainable Building Award	To be determined at Site Plan Approval.	Site Plan
3.8	Voluntary	**Tree Preservation**: Maintain existing on-site trees that are 30 cm or more DBH (diameter at breast height) OR Maintain 75% of healthy mature trees greater than 20 cm DBH. Note: Tree preservation requirements will be determined by Official Plan urban forestry policies.	**Rationale**: Preserving trees provides numerous benefits and services, including the reduction of air pollution, water attenuation, moderation of the urban heat island effect, carbon sequestration, shade, habitat for urban adapted wildlife, neighbourhood character and mental health benefits. **Resource**: N/A **Incentive**: Sustainable Building Award	As per the Tree Inventory and Preservation Plan, there are no existing trees on the property with the only trees being located along the rail corridor to the south.	OPA/ZBLA and Site Plan
3.9	Voluntary	**Restoration and Enhancement**: Complete and implement a restoration and/or enhancement plan that demonstrates net gain for Natural Heritage System areas, including a management and monitoring plan. May be required as a result of Environmental Impact Assessment recommendations.	**Rationale**: The restoration and enhancement of Natural Heritage System areas can aid in the improvement of degraded areas, and can enhance ecosystem function. Long term management and monitoring ensures the success of the restoration project over the long term. **Resource**: N/A **Incentive**: Sustainable Building Award	Not applicable.	OPA/ZBLA and Site Plan
3.10	Voluntary	**Community Gardens**: For development containing residential units, provide community garden plots for residents in a common amenity area.	**Rationale**: Community gardens encourage sustainable local food production, increase access to healthy food, provide opportunities for community building and create local green space. **Resource**: N/A **Incentive**: Sustainable Building Award	Not pursued.	Site Plan
Section 4 - Water Conservation and Quality					
4.1	Required	**Stormwater Quality**: Achievement of a level one stormwater treatment for all stormwater runoff	**Rationale**: Stormwater quality treatment reduces the total suspended solids in runoff to ensure the protection of receiving watercourses and Lake Ontario.	The proposed development is required to achieve an "Enhanced" (80% TSS removal) level of water quality protection. To meet this criterion, discharge from Catchment 201 will be treated by a HydroStorm HS4 oil/grit separator, prior to discharge to the 450mmø storm sewer within the municipal laneway.	OPA/ZBLA and Site Plan
4.2	Voluntary	**Water Conservation Systems**: implementation of systems to retain and reuse water, such as grey water recycling, rainwater harvesting systems, cisterns and rain barrels.	**Rationale**: Cisterns, rain barrels and rainwater harvesting systems allow rainwater to be captured and reused on site. Grey water systems allow the reuse of water internal to the building, for example allowing the reuse of water from bathing and/or laundry to be used for flushing toilets or irrigation. **Resources**: N/A **Incentives**: Sustainable Building Award	Water conservation measures will be considered at site plan approval.	Site Plan and Building Permit

4.3	Voluntary	**Pervious Surfaces**: minimization of impervious surfaces and stormwater runoff through the use of Low Impact Development (LID) measures, such as: -permeable pavement; -bioswales; -infiltration trenches/bioretention areas; -rain gardens; -draining roofs to pervious areas, and; -other innovative stormwater management strategies	**Rationale**: Low Impact Development strategies mitigate the impacts of increased urban runoff and stormwater pollution by managing it as close to its source as possible. It comprises a set of site design approaches and small scale stormwater management practices that promote the use of natural systems for infiltration and evapotranspiration, and rainwater harvesting. **Resources**: Guidance, case studies and other tools to help design and construct LID approaches can be found on Credit Valley Conservation's website: http://www.creditvalleyca.ca/low-impact-development/ **Incentives**: Sustainable Building Award	To be determined at Site Plan Approval.	OPA/ZBLA and Site Plan
4.4	Voluntary	**Efficient Fixtures**: All newly installed toilets, urinals, private lavatory faucets, and showerheads that are eligible for labeling must be WaterSense labeled.	**Rationale**: Efficient water fixtures reduce the use of potable water. **Resources**: N/A **Incentives**: Sustainable Building Award	To be determined at Site Plan Approval and through building permit process.	Building Permit
Section 5 - Energy					
5.1	Required	**Urban Heat Island**: Provide vegetated landscape areas in hard surface areas as per the Zoning Bylaw.	**Rationale**: Vegetation can reduce the urban heat island effect to improve human comfort and energy efficiency in the surrounding areas. **Resource**: City's Zoning By-law	Vegetated landscaped areas in hard surface areas will be addressed in accordance with the Zoning By-law.	OPA/ZBLA and Site Plan
5.2	Voluntary	**Urban Heat Island (non-roof)**: efforts to reduce urban heat island effect using light coloured materials/white paving and/or enhanced landscaped parking for at least 50% of non-roof hardscape.	**Rationale**: Light coloured materials and vegetation can reduce the urban heat island effect to improve human comfort and health and improve energy efficiency in the surrounding area. High albedo materials include white or grey concrete, light coloured asphalt, selected interlocking concrete paver and other light coloured pavers and must have an initial reflectance of at least 0.33. **Resources**: LEED standards provide additional guidance for calculating reflectance: www.cagbc.org **Incentive**: Sustainable Building Award	To be determined at Site Plan Approval.	Site Plan
5.3	Voluntary	**Urban Heat Island (roof)**: Use Cool roofing materials for 75% of the roof area OR Install a Green Roof with 50% minimum coverage OR use a combination of green roof and cool roof material for a minimum of 75% of the roof	**Rationale**: Light coloured roofing materials reduces the heat island effect and contributes to building energy efficiency. Light coloured roofs should generally have a Solar Reflectance Index of 82 for a low sloped roof, and 39 for a high sloped roof. In addition to reducing the heat island effect, green roofs can be used to manage stormwater, improve local air quality, provide amenity space and grow produce. **Resources**: LEED standards provide additional guidance for calculating reflectance. www.cagbc.org **Incentive**: Sustainable Building Award	To be determined at Site Plan Approval.	Site Plan
5.4	Voluntary	**Energy Efficiency**: Achieve 10% or better energy efficiency improvements over ASHRAE 90.1-2010 as demonstrated by third party certification/energy modelling.	**Rationale**: By some estimates, 40% of energy use in North America can be attributed to the heating, cooling and maintenance of buildings. Building more energy efficient buildings reduces greenhouse gas emissions and air pollution and are more cost effective to operate. Efficiencies can be achieved through a combination of measures including HVAC, insulation, building materials, windows, lighting, appliances, building orientation and automation/controls. **Resources**: N/A **Incentives**: Various incentives may be available for eligible projects. Applicants are encouraged to investigate these incentives by contacting Burlington Hydro and the Ontario Power Authority. Information is available at: www.saveonenergy.ca	To be determined at Site Plan Approval.	Building Permit
5.5	Voluntary	**On-site Renewable Energy**: Generate a portion building energy needs using an on-site renewable energy supply (e.g. solar, wind, geothermal).	**Rationale**: Renewable energy can reduce pollution and greenhouse gas emissions and provide energy security. **Resources**: City of Burlington Renewable Energy Protocol **Incentives**: Buildings that generate renewable energy may participate in the IESO's Feed-in-Tarrif programs. http://fit.powerauthority.on.ca/	Not Pursued.	Site Plan and Building Permit
5.6	Voluntary	**Net-Zero**: Demonstration via energy modelling of net-zero energy footprint.	**Rationale**: A combination of energy efficiency and on-site renewable measures can achieve a net-zero energy footprint. **Resources**: N/A **Incentives**: Sustainable Building Award	Not Pursued.	Site Plan and Building Permit
5.7	Voluntary	**District Energy**: Incorporate a district heating and/or cooling system, or ensure the building is retrofit ready for a future DE connection.	**Rationale**: District energy is technology for providing heating and/or cooling from a central plant to multiple users in a district. District energy can save money for users, conserve resources, reduce air emissions, and provide energy security. **Resources**: N/A **Incentives**: Sustainable Building Award	Not Pursued.	Site Plan and Building Permit
5.8	Voluntary	**Continuous Metering**: Provision of continuous metering of energy usage for each unit.	**Rationale**: Continuous energy metering is critical for accurate energy monitoring and management. **Resources**: N/A **Incentives**: Sustainable Building Award	Not Pursued.	Building Permit
5.9	Voluntary	**Commissioning**: Third-party commissioning of building systems to ensure they function properly. Commissioning team should be part of an integrated design and construction team at project start.	**Rationale**: Commissioning of a building a process that documents and verifies that all of the facility's energy related systems perform interactively as per the design specifications and operational requirements for at least one year following construction. **Resources**: Please see the LEED-NC Energy & Atmosphere Prerequisite for Fundamental Building Systems Commissioning (www.cagbc.org) or The Building Commissioning Guide (www.wbdg.org/ccb/GSAMAN/buildingcommissioningguide.pdf) **Incentives**: Sustainable Building Award	Not Pursued.	Building Permit
Section 6 - Waste and Building Materials					

6.1	Required	**Waste Management Plan**: Provide and implement a waste management plan in accordance with Regional requirements.	**Rationale**: Recycling and composting treats waste as a resource and reduces the need for landfill expansion. **Resource**: Halton Region's Development Design Guidelines for Source Separation of Solid Waste http://www.halton.ca/cms/One.aspx?portalId=8310&pageId=73736	Conceptual waste management plan is provided in conjunction with the OPA/ZBA application and will be refined through the site plan and permit processes. Private residential waste collection is proposed.	OPA/ZBLA and Site Plan
6.2	Voluntary	**Waste Management Facilities**: Provision of recycling, garbage and composting facilities which are easily accessible for all occupants (in an attached building);	**Rationale**: Recycling and composting treats waste as a resource and reduces the need for landfill expansion.	Tri-sorter is provided and waste storage area is sufficient for recycling and compost as per Regional requirements.	Site Plan
6.3	Voluntary	**Recycled Materials**: Ensure that at least 15% of a project's construction materials (based on value) are comprised of refurbished/reused or recycled content;	**Rationale**: Reduces the demand for new materials and their associated environmental impacts. **Resources**: N/A **Incentives**: Sustainable Building Award	To be determined.	Building Permit
6.4	Voluntary	**Locally Manufactured**: Ensure that at least 15% of a project's construction materials (based on value) are comprised of materials with locally manufactured content;	**Rationale**: Local materials support the local economy and reduce the environmental impacts associated with transportation. Products should be sourced within 160 km of development site. **Resource**: N/A **Incentives**: Sustainable Building Award	To be determined.	Building Permit
6.5	Voluntary	**Sustainable Wood**: Where wood based materials are used, utilize a minimum of 25% that are certified in accordance with the Forest Stewardship Council's principles and criteria for wood building components.	**Rationale**: The Forest Stewardship Council (FSC) is an international certification and labeling system dedicated to promoting responsible forest management, which includes sustainable harvesting and replanting practices. **Resources**: N/A **Incentive**: Sustainable Building Award	To be determined.	Building Permit
6.6	Voluntary	**Air Pollutants in Materials**: Minimization of air pollutants in interior materials by using low or no VOC paints and finishes.	**Rationale**: The use of low VOC (volatile organic compounds) paint and finishes improve indoor air quality. **Resource**: N/A **Incentives**: Sustainable Building Award	To be determined.	Building Permit
6.7	Voluntary	**Construction Waste Management**: Develop and implement a waste management plan to recycle and/or salvage construction, demolition and land clearing waste.	**Rationale**: Reduces construction and demolition waste disposed of in landfills, and to treat recycled and salvaged materials as a resource. **Resource**: N/A **Incentive**: Sustainable Building Award	To be determined.	Building Permit
Section 7 - Maintenance, Monitoring and Communications					
7.1	Voluntary	**Maintenance Plan**: provision of a building maintenance plan that provides instructions, training requirements and schedules for maintaining sustainability features of the site/building/landscaping. Includes requirements for recommissioning plan of the facility every 5 years.	**Rationale**: A maintenance plan will ensure sustainability features remain implemented on the site and continue to function at optimal levels. **Resource**: N/A **Incentives**: Sustainable Building Award	To be determined.	Building Permit
7.2	Voluntary	**Education**: provision of instructions for homeowners and occupants that explain the intent, benefits, use, and maintenance of green building features as part of the lease/sale agreement or condo declaration. Signage and other education materials are posted to educate building visitors of sustainability features.	**Rationale**: Communicating the building's green development features and familiarizing the owner(s) or occupants with these features will help to ensure their proper use and maintenance. **Resource**: N/A **Incentives**: Sustainable Building Award	To be determined.	Building Permit
7.3	Voluntary	**Monitoring**: collection and monitoring of project performance data on energy, water and healthy living environments.	**Rationale**: Monitoring is critical to understand project performance and to undertake adaptive management measures, maintenance and training as required. **Resource**: N/A **Incentives**: Sustainable Building Award	To be determined.	Building Permit
Section 5 - Innovation					
5.1	Voluntary	Innovative design or performance features not listed that receive approval from the City	**Rationale**: The intent of this category is to encourage and recognize additional innovative approaches in design or performance that are not specifically addressed above. **Incentive**: Sustainable Building Award	Not pursued.	Various