

USER GUIDE FOR TRANSIT ORIENTED DEVELOPMENT CHECKLIST

Purpose of the Checklist

- To assist City Staff in evaluating and negotiating applications for Transit Oriented Development (TOD);
- To ensure uniform interpretation / understanding of TOD principles and consistent treatment of applications;
- To provide the development industry with some direction on the key features of development that the City is looking for in locations around transit stations / centres; and
- To assist community groups in their review of applications for development around transit stations centres.

Trial Period and Public Feedback

The checklist is being introduced on a trial basis and will be reviewed and refined after a period of 6 months. Applicants and City Staff are encouraged to provide feedback to the Manager of the Smart Choices Program at 496-6127.

The Checklist and the Development Review Process

This Checklist will be used to evaluate applications for development at the following locations:

- Within 800m of a Light Rail Transit (LRT) Station;
- Within 400m of a Transit Centre; and
- Within 200m of a Bus Rapid Transit (BRT) Station.

About this Checklist

The Checklist is divided into 6 Sections:

- A – Higher Density
- B – Mix of Uses
- C – Transit and Cycling
- D – Streets and Walkability
- E – Parking Management
- F – Urban Design and Amenities

All of these Sections are to be applied to any development application within a TOD location.

1

Pre-Application Meeting:
Applicant contacts Planning & Development Department to discuss proposed TOD application. Staff provides applicant with Transit nOriented Development Checklist, Information Brochure and User Guide.

2

Applicant prepares and submits TOD application to the Planning & Development Department.

3

Planner conducts a preliminary review and evaluates/scores the TOD application using the TOD Checklist.

4

Planner discusses results/score from TOD Checklist Evaluation with the applicant, and negotiates changes, where necessary.

5

Applicant submits (amended) TOD application.

6

Planner submits report to City Council/Subdivision Authority with summary of TOD Checklist Evaluation.

Checklist Instructions

1. Read through the applicable Sections and check “Yes”, “No”, or “N/A” (not applicable) for each Feature listed in the Section.
2. Check “N/A” if the feature is not applicable OR if the information to evaluate this Feature has not been provided/is not part of the City’s current submission requirements for this type of application.
3. Assign Points as follows: Award one (1) point for each Feature that is checked with a “Yes”; award zero (0) points for each Feature that is checked with a “No”.
4. Make notes in the Comments column to qualify or elaborate on the reasons for your evaluation.
5. Add up all the “Yes” and “No” checks by Section and enter into the “Total Applicable” column of the Transit Oriented Development Scorecard.
6. Add up all the Points by Section and enter into the “Points” column of the Scorecard.
7. Calculate the application’s Score for each Section by dividing the “Points” for each Section by the “Total Applicable” for each Section. Multiply by 100 to obtain a percentage score.
8. Calculate the application’s Total Transit Oriented Development Score by dividing the total number of “Points” by the “Total Applicable”. Multiply by 100 to obtain a percentage score.
9. Assign a “Star” rating (1 star to 5 stars) based on Rating System provided at end of Checklist.

Note: The Planner may not be able to evaluate all aspects of an application due to current submission requirements.

Glossary of Terms

Active Frontages: Building frontages that have windows, doorways, verandas, decks, etc., which allow visual interaction between people in the building and people on the street. Solid blank walls are avoided at street level.

Active Transportation: Human-powered transportation such as walking, cycling, and rollerblading for functional purposes, such as going to and from work, school, etc.

Bus Rapid Transit (BRT): BRT is a high-speed public transit system that uses buses and exclusive rights-of-way such as bus lanes, HOV lanes, and expressways. BRT systems are often similar to Light Rail Transit (LRT) systems because they are separated from mixed vehicular traffic, comprise a simple route layout, and have frequent service and limited stops.

CPTED (Crime Prevention Through Environmental Design): Design principles that promote security and safety, resulting in decreased risks for certain crimes. *Design Guide for a Safer City* is a document that outlines the City’s criteria and performance standards for CPTED.

Hard and Soft Infrastructure: Hard infrastructure includes roads, sidewalks, sanitary and storm sewers, and street lighting. Soft infrastructure includes schools, parks, cultural and recreational facilities, and community programs and services.

Passive Surveillance (“eyes on the street”): Informal and indirect techniques for monitoring activity in public spaces to increase safety.

Pedestrian Network: An inter-connected system of pathways that link important trip origins and destinations for pedestrians and other modes of active transportation.

Streetscape: The combination of elements that create a street, such as: building frontages and façades, landscaping, sidewalks, street paving, furniture, signs, awnings, and lighting.

Transit Adjacent Development (TAD): Development that is in close proximity to transit, but with a design that has not been significantly influenced by it. This is in contrast to TOD, where transit is a central design feature. A TAD fails to capitalize upon its proximity to promote transit ridership. A TAD lacks any functional connectivity to transit, whether in terms of land-use composition, means of station access, or site design.

Transit Centre: Any Light Rail Transit (LRT) or Bus Rapid Transit (BRT) station or a bus exchange where buses meet at common scheduled times making it possible for riders to transfer to other routes with a minimized waiting time. The Kingsway Mall bus exchange is an example of a Transit Centre as well as any LRT station in Edmonton.

Urban Village: A complete urban community where people can live, work and be entertained. Common attributes include buildings with shops on the ground floor and a mix of offices and apartments on the upper floors.