



THE CORPORATION OF THE CITY OF WHITE ROCK

15322 BUENA VISTA AVENUE, WHITE ROCK, B.C. V4B 1Y6

A **DIGITAL MEETING** of the **ADVISORY DESIGN PANEL** will be held using **MICROSOFT TEAMS** on **TUESDAY, January 26, 2021 at 3:30 p.m.** for the transaction of business listed below.

A G E N D A

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

RECOMMENDATION

THAT the Advisory Design Panel adopts the **January 26, 2021** agenda as circulated.

3. ADOPTION OF THE MINUTES

RECOMMENDATION

THAT the Advisory Design Panel adopts the minutes from the **November 17, 2020** meeting as circulated with this agenda.

4. REVIEW OF TERMS OF REFERENCE & SUBMISSIONS CHECKLIST

Review of edits to ADP Terms of Reference (TOR) and Submissions Checklist.

5. APPLICATION SUBMISSIONS TO THE ADVISORY DESIGN PANEL

None

6. 2021 ADP Meeting Dates

Draft 2021 ADP meeting dates as noted below:

Jan 26	Feb 16	Mar 16
Apr 20	May 18	Jun 15
July 20	Aug 17	Sept 21
Oct 19	Nov 16	Dec 21

7. CONCLUSION OF THE MEETING

HOW TO ACCESS DIGITAL MEETING

To join the "Microsoft Teams" meeting, please email gnewman@whiterockcity.ca to receive an invitation (quote "White Rock ADP Meeting" in the subject bar). Meetings of the ADP are open to the public, however, only members of the Panel and representatives of an application are permitted to discuss the merits of a proposal.

MEETING MINUTES

PRESENT: K. Hammersley, Chairperson
P. Rust
J. Muego, Vice Chairperson
P. Byer
N. Waissbluth
R. Dhall

ABSENT: S. Greysen, BIA Representative

GUESTS: NA

STAFF: G. Newman, Manager of Planning
A. von Hausen, Planner

1. CALL TO ORDER

The meeting was called to order at 3:30pm.

2. ADOPTION OF AGENDA

It was MOVED and SECONDED

THAT the Advisory Design Panel adopts the November 17, 2020 agenda as circulated.

CARRIED

3. ADOPTION OF MINUTES

It was MOVED and SECONDED

THAT the Advisory Design Panel adopts the minutes from the October 20, 2020 meeting as circulated.

CARRIED

4. ANNUAL REVIEW OF TERMS OF REFERENCE

The Panel discussed the ADP Terms of Reference (TOR) and potential changes summarized below:

- Section 1 Role and Mandate:
 - Addition of reference to: form and character impacts arising out of a request for relief from an applicable zoning standard and consideration for urban design and how the development fits within the neighbourhood context; and
 - Replacement of “ensure” with reference to “...compliance with other relevant bylaws”, with “review in relation to (consider) compliance other...”.

- **Section 2 Composition**
 - Discussion regarding the composition of the ADP – recognition of opportunities for extensions to the terms of the AIBC members (1 and 2 year extensions) and the value received from the resident members of the Panel;
- **Section 5 Quorum**
 - Suggested removal of Section 5c) which allows for a meeting of the Panel when a quorum is not achieved. This section presents challenges that were believed to not outweigh the potential benefits.
- **Section 6 Procedures**
 - Discussion of potential items to be explicitly identified by the Director (or designate) when outlining the context of an application being considered by the Panel.
Suggested addition of:
 - Applicable OCP policies
 - Applicable DPA guidelines
 - General outline of public comments received
 - Compliance (and non-compliance) with municipal bylaws;
 - Extent of any zoning relief to be sought
 - Suggestion to remove that the Panel will conduct meetings under the rules of parliamentary debate (Section 6 (d))
 - Suggestion that the procedures include circulation of draft minutes to Panel members as soon as possible after the meeting

Following the review of the Terms of Reference the Panel discussed a draft ADP Submissions Checklist. Edits to the content of the checklist were proposed by members of the Panel and City staff. The Manager of Planning provided that a revised version of the checklist would be circulated to members of the Panel so that a final draft of the document could then be presented for endorsement at a future ADP meeting. It was noted that the final, ADP-endorsed, version of the edited Terms of Reference and ADP Submissions Checklist would then be presented to Council for approval and enactment.

5. SUBMISSIONS TO THE ADVISORY DESIGN PANEL

None

6. CONCLUSION OF THE MEETING

There being no further business, the Chairperson declared the meeting concluded at 5:07 pm.

Karen Hammersley
Chairperson, Advisory Design Panel

Greg Newman
ADP, Committee Secretary

THE CORPORATION OF THE
CITY OF WHITE ROCK

ADVISORY DESIGN PANEL
TERMS OF REFERENCE



Last Updated: January, 2021

1. Role and Mandate:

- a) The Advisory Design Panel (the Panel) is appointed by Council to provide comments and suggestions to applicants, City staff, and decision makers, that will help improve the overall quality of building and site design thereby providing benefit to the community.
- b) In the review of development permit applications referred to it by the Development Services Department (the Department), the Panel will consider the following:
 - the alignment of the project with applicable policies of the Official Community Plan and the Development Permit Area Guidelines which apply to the site;
 - form and character impacts that may arise out of a request for relief from a zoning bylaw standard(s) (e.g., reduction in yard setbacks, additional building height, etc.);
 - the intended function of the project and how the development fits within the neighbourhood context (e.g., urban design, site design, compatibility of built form, the potential for land use impacts such as shadowing, insufficient parking, negative impacts to traffic volumes, etc.);
 - the overall quality of building and site design considering:
 - the livability of the project for future occupants / site users including specific regard for public safety (CPTED) and accessibility;
 - the constructability of the design with regard to the potential impact on building longevity and cost (affordability for future owners / renters);
 - the environmental sustainability of the design considering efforts for stormwater retention, passive solar gain, electric vehicle use, and other measures;
 - the way in which the building design interacts with, and positively contributes to, the public realm (e.g., interface of the building with the street, landscaping treatment, pedestrian connections, variability in design and massing, etc.);
 - the impact of the siting of buildings and structures, as well as other site features (e.g., driveways, impermeable amenity spaces, etc.) on protected trees, both private and public, and the ability to avoid tree removals and/or support tree plantings through the design of the building(s) and the layout of the site; and
 - the potential for conflicts with other municipal bylaws where such conflicts may affect the overall form and character of the development or the way in which the project upholds the policy objectives of the Official Community Plan.
- c) The Panel will consider the above-listed matters when reviewing a development permit application and in making recommendations to Council.

- d) Per Council Policy 509 (Development Approval Procedures City Owned Public Space), the Panel will provide feedback in the form of a resolution to Council regarding proposals for new City-owned buildings that are publically-accessible considering the factors outlined in Section 1.b) of these Terms of Reference.

2. Composition

- a) The Panel shall be composed of a minimum of six (6) positions to include:
- Two (2) Architects members of the Architectural Institute of British Columbia (AIBC) with one member being appointed for a one (1) year term and the other being appointed for a two (2) year term, when feasible;
 - One (1) landscape architect member of the British Columbia Society of Landscape Architects or a landscape specialist from a related background;
 - One (1) representative of those who have physical mobility limitations, being a person with a disability or someone involved in working with persons with a disability; and
 - Up to three (3) City of White Rock residents and/or property owners, with backgrounds in civil engineering, urban planning, real estate, development, construction, architectural technology (AT.AIBC), building design (BD.AIBC) or residential design (RD.AIBC).
- b) Whenever possible all non-Architect positions on Panel are to be filled by City of White Rock residents and/or property owners.
- c) The following representatives will participate as liaisons and as non-voting members:
- The Director of Planning and Development Services (the Director) (or designate);
 - The Director of Engineering and Municipal Operations (or designate);
 - The Fire Chief (or designate);
 - A representative of the White Rock Business Improvement Association (BIA) to speak to projects in the City's commercial areas; and
 - A representative of the White Rock RCMP with a background in Crime Prevention Through Environmental Design (CPTED) principles.
- d) The Director shall appoint a secretary to the Panel who shall be a non-voting member.

Commented [GN1]: In my view there is value in having outside professional perspective brought to the table.

3. Appointments

- a) Appointments to the Advisory Design Panel are made annually by Council.
- b) The length of terms of each member shall be two (2) years with an option for re-appointment. In the event of a Panel vacancy, Council shall appoint a replacement.
- c) Members of the Architectural Institute of British Columbia shall comply with the terms of AIBC's "Bulletin # 65: Advisory Design Panel Standards for Procedures and Conduct", as may be amended, including terms of appointment contained therein.
- d) One member of the Panel shall be designated as the Chair and one member as a Vice-Chair to serve in the absence of the Chair. These members shall be designated annually by Council. If neither the Chair nor the Vice-chair can attend the meeting, then the Director (or designate) will facilitate the meeting when quorum is available.

4. Responsibilities of the Chair, Secretary and Director of Development Services

- a) The Chair shall Chair meetings of the Panel and represent the Panel between meetings.
- b) The Secretary is responsible for the following:
 - preparation and circulation of the agenda and minutes to Panel members;
 - recording of minutes of Panel meetings;
 - ensuring that a quorum is available for each meeting; and
 - making any arrangements required to facilitate meetings.
- c) The Director (or designate) is responsible for the following:
 - ensuring that the applicant(s) are notified of the Panel meeting;
 - arranging for all materials to be submitted to the Department at least 14 days prior to the Panel meeting;
 - facilitating the meeting in the absence of both the Chair and the Vice-chair;
 - ensuring that the applicant(s) are advised of the resolution of the Panel; and
 - providing the applicant(s) with a copy of the minutes of the Panel meeting.

5. Quorum

- a) All actions and recommendations by the Panel, except as otherwise provided for, shall be done and made by quorum of the members present at the Panel meetings.
- b) Four (4) members of the Panel, with a minimum of two members filling either the two Architect positions or one Architect position and one Landscape Architect / Engineer/ Urban Planner position, shall constitute a quorum, and the decisions and recommendations of a quorum shall be the decisions and recommendations of the Panel.

6. Procedures

- a) All proceedings of the Panel shall be held in open meetings.
- b) Meetings of the Panel shall be called by the Department as required and shall generally not be held more often than two times in one month. Meetings will typically be scheduled on a Tuesday starting at 3:30pm and ending at 6:30pm, or earlier as appropriate.
- c) Meetings may be conducted using electronic resources when necessary to do so.
- d) When Development Services Staff (Staff) are of the opinion that a project should be reviewed by the Panel, the project shall be placed on the agenda of the earliest possible meeting.
- e) In order to facilitate an effective review of the project, Applicants must provide Staff with sufficient contextual material and information generally in accordance with **Schedule A "Advisory Design Panel Submission Requirements"** attached hereto and forming part of these Terms of Reference, a minimum of 14 days prior to the date of the related Panel meeting.

- f) The submission materials shall be circulated by the Secretary to the members of the Panel a minimum of five (5) days before the scheduled meeting.
- g) Staff will provide a brief introduction to each development proposal prior to turning the floor over to the proponent and/or their project team. Staff will, generally, reference:
 - Applicable Official Community Plan (OCP) policies;
 - Applicable Development Permit Area (DPA) Guidelines;
 - Nature of public comments received to date including any recurring topics of interest;
 - The extent of any relief sought from the Zoning Bylaw; and
 - Potential conflicts with applicable regulations (municipal bylaws);
- h) In order to maintain the independence of the Panel, Staff shall generally only act to provide the Panel with clarification regarding OCP policy and any applicable regulatory controls, background information including the results of any technical study, and details regarding next steps in the approvals process. In situations where the applicant disagrees with design-related feedback provided by Staff, the applicant, or Staff, may request that such matters be explicitly considered by the Panel, with associated direction (feedback) forming part of the minutes of the meeting.
- i) The Applicant shall have the opportunity to present their design to the Panel and will be expected to address the following; some deviation will be granted depending on the complexity of the project:
 - building context (relationship to surrounding buildings, land use, neighbourhood character);
 - details regarding site plan (e.g., building siting, landscaping features, access, etc.)
 - all details of façade design (including materials, colours, etc.);
 - details regarding articles of construction with regard to building form and character;
 - pedestrian entrances;
 - vehicular circulation (parking, servicing);
 - landscaping, including impacts on existing “protected trees”;
 - safety issues (including sight lines, lighting, avoidance of entrapment areas, CPTED principles);
 - accessibility issues (including regard for aspects of accessibility occurring outside and within the building, and design features for disabled building users);
 - handling and storage of solid waste and recycling containers;
 - ‘green’ initiatives (LEED, etc.)
 - waste reduction strategies (including sewer reduction strategies);
 - shadowing;
 - wind effects (e.g., protection from rain and wind at entrances);
 - traffic implications; and
 - excavation details.
- j) The level of detail presented by Applications shall be tailored to the complexity of the

Commented [GN2]: These items are currently in the Appendix but would perhaps benefit from being included in the body of the Terms of Reference.

proposal and shall, generally, not exceed a period of 20 minutes.

- k) Following the Applicant's presentation, the Chair shall lead a discussion of the proposal amongst members of the Panel. Discussion shall begin with a round of questions for the applicant followed by comments tied to items outlined in Section 1.0 of these Terms of Reference.
- l) The Chair shall make reasonable efforts to limit the presentations and related discussions to a timeframe of not more than 60 minutes for simple projects (i.e., residential infill, duplex, triplex) and 90 minutes for complex projects (i.e., multifamily developments).
- m) Once the discussion has concluded, the Chair will seek a motion regarding the proposal. The motion may be presented as follows, or with alternate format as desired by the Panel:
 - i) a recommendation to support the project proceeding to Council, as presented;
 - ii) a recommendation to support the project proceeding to Council, subject to considerations (specifics to be listed by the Panel) made to the satisfaction of Staff;
 - iii) a recommendation to defer the project pending the resolution of issues (to be listed by the Panel) following which the application would be brought back to the Panel; or
 - iv) a recommendation to deny the application on the basis of factors to be listed / identified by the Panel; this option assumes the applicant is not amenable to making changes in response to the feedback of the Panel.

A majority of support from voting members of the Panel, in attendance during the meeting, is required in order for the motion to carry.

- n) If the applicant is not able to attend the meeting to present the project, the Panel may review it in the absence of the applicant or the applicant's consulting architect and/or landscape architect unless the applicant has requested otherwise.
- o) The resolutions of the Panel shall be forwarded to the Director and shall be made available to the applicant within five (5) business days.
- p) The Director shall consider the Panel's resolutions including any requests by the Panel for re-submission, and the applicant's response to the Panel's concerns and resolutions, and report to the Council with appropriate recommendations in due course. If the recommendations of the Director to the Council differ from those of the Panel, the Council shall be so advised.
- q) Draft meeting minutes will be circulated to members of the Panel by the Director (or delegate) within two weeks of the meeting.
- r) The presentations made to the Panel by the applicant and the adopted meeting minutes will be posted on the City's website.
- s) The Panel will review annually its procedures and processes as set out in these Terms of Reference.

Commented [GN3]: Should this remain – I don't know that it's appropriate to review a file without the Architect / Applicant present.

Schedule A

Commented [GN4]: To be modified / replaced with the Submissions Checklist

Advisory Design Panel Submission Requirements

Role and Mandate

The Advisory Design Panel (the Panel) is appointed by the Council to advise Council on the quality of design of the built environment of the City and specifically to provide comments and suggestions to improve the design quality of development permit and duplex applications for new and redevelopment in the City. In the review of development permit/duplex/triplex applications referred to it by the Development Services Department (the Department), the Panel should consider the following matters:

- the Development Permit Guidelines documented in the Official Community Plan;
- ensure that all new development is of a high standard;
- ensure that new buildings and structures harmonize with neighbouring development;
- promote high quality building design, which contributes to the improvement of the public realm;
- ensure that buildings are designed with all due regard for public safety and accessibility;
- the intended function of the project, and the existing and future context within which the project is located.

Submission Requirements

All submissions to the Advisory Design Panel must clearly illustrate the development proposal and be self-explanatory. The applicant will provide seventeen (17) sets of 11" x 17" reductions and one (1) digital copy of all drawings to the Development Services Department one (1) week in advance of the Advisory Design Panel meeting. In addition, the applicant will bring one (1) set of full size drawings and/or illustrations to the scheduled meeting for their presentation.

Contextual Information

- context plan showing the existing and proposed buildings, trees, vegetation, roads and other major features within the site and on surrounding properties; and
- photographs of the site and surrounding sites.

Site Plan

- site plan showing all site and building dimensions, easements, rights-of-way and other relevant information.

Architectural Drawings

- a 3D representation, such as a coloured rendering;
- streetscape elevations which must include existing buildings adjacent to the site;
- all facades of the proposed building(s) are to be illustrated with proposed exterior finishes/colours, and labeled with the final material types;
- signage materials and dimensions (if relevant); and

- materials sample board demonstrating both the materials and colours to be used in the project.

Landscape Plans

- landscape plan, including (if relevant) a tree survey by an arborist indicating which trees will remain and which trees will be removed, including any trees on the adjacent road right-of-way or boulevard. A graphic key should be included with plant list, botanical and common names. Landscape plans must clearly explain the landscape concept, and show paving, fencing, lighting (CPTED principles), gates, refuse screening and location/screening of outdoor equipment.

This list is not exhaustive, and other requirements may be deemed necessary depending on the specific proposal.

Advisory Design Panel Meeting and Presentation

Plans are circulated to panel members in advance of scheduled meetings for review. Applicants will be required to present the proposal to a meeting of the Panel. Attendance by the architect, landscape architect and arborist (if applicable) is highly recommended. The presentation should address the following:

- building context (relationship to surrounding buildings, land use, neighbourhood character);
- all details of façade design (including materials, colours, etc.);
- pedestrian entrances;
- vehicular circulation (parking, servicing);
- landscaping;
- safety issues (including sight lines, lighting, avoidance of entrapment areas, CPTED principles);
- accessibility issues (including accessibility for disabled both outside and within the building, and design features for disabled building users);
- handling and storage of solid waste and recycling containers;
- 'green' initiatives (LEED, etc.)
- waste reduction strategies (including sewer reduction strategies);
- shadowing;
- wind effects;
- traffic implications; and
- excavation details.

ADP Submission Requirements Checklist

Submission Item		Submission Requirement	
		Complex <i>(multi-family development)</i>	Simple <i>(intensive residential infill for single-detached dwellings, duplexes, and triplexes)</i>
<input type="checkbox"/>	Project Description	<input type="checkbox"/> Cover letter including reference to applicable policies of the Official Community Plan, intended tenure of development, potential parking and traffic impacts (and results of related technical study), and experience of the proponent;	<input type="checkbox"/> Cover letter including reference to applicable policies of the Official Community Plan and overall project intent;
<input type="checkbox"/>	Zoning Compliance Matrix	<input type="checkbox"/> Zoning Compliance Matrix , highlighting existing and proposed zoning, general site statistics (e.g., lot area, frontage, width, etc.) and any relief sought from General Provisions and Regulations of the Zoning Bylaw (Section 4.0);	
<input type="checkbox"/>	Design Rationale	<input type="checkbox"/> Design rationale including statements regarding: articles of construction (construction form and character); structural elements used in building; landscaping plan; stormwater management and sewage reduction strategies with emphasis on low-impact design; efforts to retain mature trees; efforts to integrate design with the character of nearby development (compatibility); efforts to promote sustainability; contributions to the public realm (e.g., open spaces, amenity, public art, etc.); measures to support "Crime Prevention Through Environmental Design" (CPTED); and accessibility.	<input type="checkbox"/> Design rationale including statements regarding: stormwater management and sewage reduction strategies; landscaping plan; efforts to retain mature trees; efforts to integrate design with the character of nearby development (compatibility); efforts to promote sustainability; contributions to the public realm (e.g., open spaces, amenity, public art, etc.); measures to support "Crime Prevention Through Environmental Design" (CPTED); and accessibility.
<input type="checkbox"/>	Public Information Meeting (PIM) Summary	<input type="checkbox"/> Copy of PIM Summary as required by Planning Procedures Bylaw	
<input type="checkbox"/>	DPA Guideline Response Table	Development Permit Area (DPA) Guideline – Table explaining how the project meets each element of the relevant DPA Guideline.	

Submission Item		Submission Requirement	
		Complex (multi-family development)	Simple (intensive residential infill for single-detached dwellings, duplexes, and triplexes)
<input type="checkbox"/>	Contextual Information	<input type="checkbox"/> Plan view of subject property(ies) within context (Scale 1:1000) including the following: <ul style="list-style-type: none"> ○ Parcel mapping ○ Ortho imagery ○ OCP Land Use Designation ○ Zoning <i>(this can be collected via the City of White Rock COSMOS web mapping platform)</i>	
<input type="checkbox"/>	Contextual Renderings and Elevations	<input type="checkbox"/> Three dimensional massing model of the development including, at a minimum, the massing of buildings on adjacent parcels. <input type="checkbox"/> Colour renderings with adjacent buildings <input type="checkbox"/> Street Profile (two-dimensional) elevation drawing of the development and adjacent buildings on each property abutting the subject property(ies)	
<input type="checkbox"/>	Site Photos	<input type="checkbox"/> Colour Photos of the property(ies) subject to the proposal and existing development within 50 metres of the property	
<input type="checkbox"/>	Colours & Materials Board	<input type="checkbox"/> Illustration or sample board that includes the colour and finish of the exterior materials to be used in the project. A physical colours and material samples board will be required during the presentation of the project to the Advisory Design Panel. [electronic option?]	
<input type="checkbox"/>	Site Plan	<input type="checkbox"/> Illustration of all buildings and structures relative to the legal (surveyed) boundaries of the subject property(ies) including building dimensions (in metric), easements, rights-of-way, yard setbacks, parking areas, the location of any "protected trees" (subject to White Rock Tree Management Bylaw 1831) – including an indication of any trees to be removed and retained, driveways and drive aisles, and other site features (e.g., garbage storage areas, general landscaping components, site lighting, etc.).	
<input type="checkbox"/>	Shadow Impact Study	<input type="checkbox"/> This set of illustrations will demonstrate the shadow impact from the proposed development (on existing properties & buildings), including illustration for the Vernal Equinox (March), Summer Solstice (June), Autumnal Equinox (September) and Winter Solstice (December) at 10:00 am, 12:00 pm, 2:00 pm, and 4:00 pm. <input type="checkbox"/> Shadow analysis should also evaluate impact of the shadows created by existing development on the proposed development.	NA
<input type="checkbox"/>	Wind Impact (including Driving Rain Impact)	[suggest omission of this unless the Panel can help identify when this ought to be required with a submission]	

Submission Requirement		
Submission Item	Complex (multi-family development)	Simple (intensive residential infill for single-detached dwellings, duplexes, and triplexes)
<input type="checkbox"/>	Tree Survey by a certified Arborist	Plan identifying all current on-site “protected trees”, as defined in City of White Rock Tree Management Bylaw, 2008, No. 1831, with reference to any City trees (e.g., within an adjacent boulevard or road right-of-way) and off-site “protected trees” that may be impacted by the proposal. The Plan should identify trees to be removed in support of the project. For each tree to be retained and removed, identify the type and DBH.
<input type="checkbox"/>	Architectural Drawings	<div> <input type="checkbox"/> Elevation drawings illustrating each façade of the building; <input type="checkbox"/> Elevation (streetscape) drawings illustrating the development and abutting buildings as viewed from the public realm (i.e., street); <input type="checkbox"/> All facades of the building(s) are to be illustrated with proposed exterior finishes (materials) and colours clearly labelled. No vinyl or stucco can be proposed. <input type="checkbox"/> Floor plans of every storey of the development including below grade parkade and any rooftop spaces. <input type="checkbox"/> Building sections (indicating floor to floor dimensions, terracing and setbacks, parking garage slopes and ramping, etc.) <input type="checkbox"/> Site section to confirm site slope <input type="checkbox"/> Signage details including materials, sign type, text height/proportions, location(s) within the development – particular emphasis on signage as viewed from the public realm; </div> <div> <input type="checkbox"/> 3D rendering of the development including contextual features (e.g., roadways, nearby buildings, existing mature trees, off-site boulevard components, etc.) <input type="checkbox"/> Elevation drawings illustrating each façade of the building; <input type="checkbox"/> Elevation (streetscape) drawings illustrating the development and abutting buildings as viewed from the public realm (i.e., street); <input type="checkbox"/> All facades of the building(s) are to be illustrated with proposed exterior finishes (materials) and colours clearly labelled. No vinyl or stucco can be proposed. </div>

		Submission Requirement	
Submission Item		Complex (multi-family development)	Simple (intensive residential infill for single-detached dwellings, duplexes, and triplexes)
<input type="checkbox"/>	Landscape Plan	<ul style="list-style-type: none"> <input type="checkbox"/> Design rationale including statements regarding: stormwater management and sewage reduction strategies with emphasis on low-impact design; efforts to retain mature trees; efforts to integrate design with the character of nearby development; contributions to the public realm (e.g., open spaces, amenity, public art, etc.); measures to support “Crime Prevention Through Environmental Design” (CPTED); and accessibility. <input type="checkbox"/> Materials Plan including reference to paving, retaining walls, railings, fencing, gates, site furnishings, lighting, play structures, and related features; <input type="checkbox"/> Spec / detail drawings of proposed landscape features (e.g., public art, furniture, playground / children’s play equipment, etc.) <input type="checkbox"/> Grading Plan illustrating drainage, storm water management facilities and features, surface materials including reference to whether such are pervious or impervious, building grades, finished floor grades, hydro kiosks, off-site grading within 3 metres of the legal boundaries of the property(ies), and location of super-structure / structural components (e.g., below-ground parkade) <input type="checkbox"/> Planting Plan showing proposed plant materials (on-site and off-site where applicable – on all levels) at 75% mature size, plant list with botanical and common names, location and size of existing trees to be retained; <input type="checkbox"/> Illustrative landscape plan (to be shown on overall building renderings); 	<ul style="list-style-type: none"> <input type="checkbox"/> Design rationale including statements regarding: stormwater management and sewage reduction strategies with emphasis on low-impact design; efforts to retain mature trees; efforts to integrate design with the character of nearby development; contributions to the public realm (e.g., open spaces, amenity, public art, etc.); measures to support “Crime Prevention Through Environmental Design” (CPTED); and accessibility. <input type="checkbox"/> Materials Plan including reference to paving, retaining walls, railings, fencing, gates, site furnishings, lighting, play structures, and related features; <input type="checkbox"/> Grading Plan illustrating drainage, storm water management facilities and features, surface materials including reference to whether such are pervious or impervious, building grades, finished floor grades, hydro kiosks, off-site grading within 3 metres of the legal boundaries of the property(ies), and location of super-structure / structural components (e.g., below-ground parkade) <input type="checkbox"/> Planting Plan showing proposed plant materials (on-site and off-site where applicable – on all levels) at 75% mature size, plant list with botanical and common names, location and size of existing trees to be retained; <input type="checkbox"/> Illustrative landscape plan (to be shown on overall building renderings);