



Section 5 - Checklists

Design guidelines that ensure a high-quality built environment are essential in order for the Town to function as an urban area that maintains its 'small town' feel and strong sense of place. It is important that new buildings fit well in their context and complement each other. In addition, the development checklists ensure that applicants consider the policies of the Town's Official Plan, Secondary Plan, and other guiding documents.

The below development checklists must be completed with a detailed response to each measure. A "yes", "no", or "N/A" response will not be accepted by staff.

5.1 Site Plan Accessibility Checklist

Accessibility		
	Performance Measure	Description of how this performance measure is being met
Parking and vehicle movement		
5.1.1	Minimum number of required barrier-free parking spaces as per AODA	AT GRADE (2); LEVEL P1 (6); LEVEL P2 (7) TOTAL = 15 BARRIER FREE PARKING SPACES
5.1.2	Minimum size of barrier-free parking stall as per AODA	TYPE A: 3.4m x 5.6m TYPE B: 2.4m x 5.6m
5.1.3	Are barrier-free parking spaces located on the shortest possible accessible route to the barrier-free entrance?	YES, BF PARKING SPACES ARE LOCATED DIRECTLY NORTH OF BOTH RESIDENTIAL ENTRANCES
5.1.4	Parking space allows immediate access to barrier-free walkway via a curb cut or ramp of at least 1.5m in width	YES, A 1.5m CLEAR ACCESS PATH IS PROVIDED BETWEEN THE 2 BF SPACES. THE SPACES ARE ADJACENT TO THE PEDESTRIAN CROSS WALK WHICH LEADS TO THE BUILDING ENTRANCES. CURB CUTS AND TEXTURED SURFACE ARE PROVIDED
5.1.5	Opportunity for primary location with drop-off or with no vehicle lane crossing	A DROP-OFF ZONE IS PROVIDED WHICH ALLOWS ACCESS WITH NO VEHICLE LANE CROSSING
5.1.6	Parking space designated with a vertical sign and pavement markings with the International Symbol of Access and detail of signage illustrated on site plan as per Sign Bylaw	YES, SIGNAGE AND PAVEMENT MARKINGS INDICATED ON SITE PLAN.



Pedestrian access		
5.1.7	Provision for dedicated pedestrian walkways to promote safe access to facilities	YES, DEDICATED PEDESTRIAN WALKWAYS ARE PROVIDED TO ALLOW FOR CIRCULATION NORTH TO SOUTH AND EAST TO WEST ACROSS THE SITE. THE PEDESTRIAN BREEZEWAY ALLOWS FOR CONVENIENT ACCESS OFF OF DAVIS DRIVE
5.1.8	Do all buildings have a minimum of 50% of all entrances (excluding utility entrances) barrier-free?	YES, 50% OF ALL ENTRANCES TO BE BARRIER-FREE
5.1.9	In a multi-unit building, are all main entrances for each tenancy barrier-free?	YES, BOTH RESIDENTIAL TOWER ENTRANCES ARE BF, AND EACH COMMERCIAL ENTRANCE IS BF
5.1.10	Are barrier-free entrances evenly spaced across the site to serve all tenancies, buildings, and access points?	YES, BF ENTRANCES ARE EVENLY SPACED ACCROSS THE SITE TO SERVE ALL TENANCIES AND ACCESS POINTS.
5.1.11	Are all walkways a minimum of 1.5m in width, with a slope of less than 1:20, free of all obstructions (e.g. newspaper boxes, light poles, benches, planters)?	YES, ALL WALKWAYS MEET THIS REQUIREMENT
5.1.12	Is there a continuous, even, slip-resistant surfaced walkway around the building(s)?	YES, THE PROPOSED WALKWAY AROUND THE BUILDING IS TO BE CONTINUOUS, EVEN, AND SLIP-RESISTANT
5.1.13	Is there a continuous, clear, and separate barrier-free network of travel from the street/right-of-way, transit stop, parking area, and pick-up area to the barrier-free building entrances of the buildings?	YES, THE BARRIER FREE ENTRANCES TO THE BUILDING ARE ACCESSED VIA CONTINUOUS, CLEAR AND SEPARATE WALKWAYS FROM THE BUS STOP AT THE SOUTH/WEST CORNER, DROP-OFF AND PARKING LOT TO THE NORTH, AND FROM DAVIS DRIVE TO THE SOUTH
5.1.14	Are surface materials used to indicate locations where a barrier-free or any pedestrian walkway traverses a driveway, stairs, fire route, or parking aisle? (i.e. Changes in colour, material, and texture to warn pedestrians and drivers of a hazardous location.)	YES, TACTILE PLATES ARE PROPOSED WHERE ANY PEDESTRIAN WALKWAY CROSSES A STREET, DRIVEWAY OR PARKING AISLE
5.1.15	Are tactile indicators installed at stairways, between pedestrian and vehicular areas (i.e. curb ramps) and	THIS CONDITION DOES NOT OCCUR ON THIS SITE



	before a steep change in grade?	
5.1.16	Are ramps used for any gradient greater than 1:20 in a path of travel?	THERE IS NO GRADIENT GREATER THAN 1:20 IN A PATH OF TRAVEL, THEREFORE NO RAMPS PROPOSED
5.1.17	Do ramps with gradients between 1:20 and 1:12 contain handrails on both sides?	NO RAMPS PROPOSED
5.1.18	Where a ramp exceeds 9m in length of where there is an abrupt change in direction, is there a level rest area measuring at least 1.67m by 1.67m?	NO RAMPS PROPOSED
5.1.19	Is the minimum width of any ramp between handrails 0.9m?	NO RAMPS PROPOSED
5.1.20	Are flights of stairs less than 2m in height? If not, is a level rest area measuring at least 1.67m by 1.67m provided in the stairs?	THE PUBLIC STAIR AT THE SOUTH-WEST CORNER OF THE SITE IS APPROX. 2.6m IN HEIGHT. INTERMEDIATE LANDINGS ARE PROVIDED WHICH ARE 2.5mX2.1m THE STAIR OFF OF DAVIS DRIVE IS LESS THAN 2m IN HEIGHT.
Signage		
5.1.21	Are all wayfinding signs glare-free, easily visible and legible?	YES, PROPOSED WAYFINDING SIGNAGE TO BE GLARE-FREE, EASILY VISIBLE AND LEGIBLE.
5.1.22	Is appropriate signage used to designate the location of an accessible entrance?	YES, SIGNAGE WILL BE USED TO INDICATE ACCESSIBLE ENTRANCES
5.1.23	Are way-finding and warning signs installed with braille and located for easy access and recognition (i.e. tactile indicators on the ground in proximity to the sign) for those with visual impairments?	YES, SIGNAGE WILL BE ACCESSIBLE TO ALL
Lighting		
5.1.24	Are all portions of barrier-free paths of travel, including potential hazardous areas (i.e. entrances, parking areas, changes in elevation) lit at a minimum of 5 lux?	YES, ALL PORTIONS OF BF PATHS OF TRAVEL ARE LIT AT A MIN OF 5 LUX



5.1.25	Are lighting posts clear from a pedestrian walkway so as to not inhibit a barrier-free path of travel for persons using mobility aids?	YES, ALL PEDESTRIAN WALK-WAYS ARE FREE AND CLEAR OF ANY OBSTRUCTIONS
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5.2 Development Standards Checklist

Built Form		
Buildings		
	Performance Measure	Description of how this performance measure is being met
5.2.1	Principal entrance of building faces the street and access from public spaces	COMMERCIAL ENTRANCES FACE DAVIS DRIVE AND THE PUBLIC PLAZA. THE PRINCIPAL RESIDENTIAL ENTRANCES ARE ADJACENT TO THE DROP-OFF ZONE AT THE NORTH END OF THE SITE.
5.2.2	Corner sites give prominence to corner and address both frontages	A COMMERCIAL/RETAIL UNIT SITS AT THE SOUTH-WEST CORNER OF THE PODIUM, ADDRESSING THE MAIN INTERSECTION OF DAVIS DR. AND PATTERSON. DAVIS DRIVE IS LINED WITH COMMERCIAL ENTRANCES; TOWNHOUSE UNITS FRONT ON PATTERSON
5.2.3	Limit shadow and wind impacts on public spaces and adjacent properties	THE TOWERS STEP-BACK 3m FROM ALL SIDES OF PODIUM TO LIMIT SHADOW IMPACTS ON THE PUBLIC SPACES BELOW. THE BUILDING MASSING ADHERES TO THE ANGULAR PLANE REQUIREMENTS TO LIMIT SHADOW ON THE ADJACENT PARK TO THE NORTH. PROPOSED TREES AND WIND SCREENS WILL MITIGATE WIND ACROSS THE SITE.
5.2.4	Direct vehicular access from side streets, back lane, or shared driveway	THE PRIMARY IN/OUT DRIVEWAY IS LOCATED OFF OF PATTERSON. DRIVEWAY ON DAVIS DRIVE IN "RIGHT IN/RIGHT OUT" ONLY
5.2.5	Loading, garbage, and servicing from interior of building, rear, or side street	LOADING AND GARBAGE FOR 'TOWER A' IS LOCATED AT THE REAR (NORTH). GARBAGE FOR 'TOWER B' IS LOCATED AT THE SIDE (EAST)
5.2.6	Completely screen mechanical and telecommunications equipment	THE MECHANICAL PENTHOUSE LOCATED AT LEVEL 16 IS SETBACK BY 3m ON ALL SIDES.
5.2.7	At least one pedestrian route between the main building entrance and the sidewalk that is uninterrupted by parking or driveways	DIRECT PEDESTRIAN ACCESS IS PROVIDED BETWEEN SIDEWALK ON DAVIS DRIVE AND THE PRINCIPLE RESIDENTIAL ENTRANCES VIA THE URBAN PARK AND CENTRALLY LOCATED BREEZEWAY.
5.2.8	Where parking access is at the rear of buildings, provide pedestrian walk-throughs to the street	A CENTRALLY LOCATED BREEZEWAY THROUGH THE BUILDING CONNECTS THE REAR PARKING LOT TO THE URBAN PARK AND COMMERCIAL FRONTAGES ON DAVIS DRIVE.
Amenity space		
5.2.9	Private, shared indoor and outdoor amenity space (residential)	TOWER A AND TOWER B BOTH HAVE VARIOUS INDOOR AMENITY SPACES LOCATED ON LEVELS 2, 3 AND 4. A SHARED OUTDOOR AMENITY SPACE IS PROVIDED AT THE ROOF TERRACE BETWEEN THE TOWERS, ON LEVEL 4. THE URBAN PARK PROVIDES ADDITIONAL OUTDOOR AMENITY SPACE FOR THE RESIDENTS.



5.2.10	Balconies above the third floor provided and inset behind the building wall	INSET BALCONIES HAVE BEEN PROVIDED
5.2.11	Streetscape provides benches, bike racks, trash/recycling, and appropriate street furniture	THE URBAN PLAZA IS ACTIVATED WITH BENCHES, BIKE RACKS AND APPROPRIATE STREET FURNITURE.
5.2.12	Provides publicly-accessible pedestrian plaza or courtyard	THE URBAN PLAZA IS PEDESTRIAN FRIENDLY, AND IS ACCESSIBLE FROM ALL APPROACHES TO THE SITE.
5.2.13	Avoid utilities, vents, and other unsightly elements on lower levels of façades	UNSIGHTLY ELEMENTS WILL BE AVOIDED WHERE POSSIBLE ON THE LOWER LEVELS OF THE FACADE.
5.2.14	Provide weather protection and shade through architectural design	CANOPIES ARE PROVIDED AT COMMERCIAL AND PRINCIPAL RESIDENTIAL ENTRANCES. COMMERCIAL ENTRANCE ON THE SOUTH-WEST CORNER IS RECESSED
	Communications and Lighting	
5.2.15	Provide a dedicated fibreoptic conduit to each unit in the building	CONDUIT TO BE PROVIDED.
5.2.16	Lighting designed to minimize light pollution, provide public safety, and be energy-efficient (dark sky compliant)	YES, THE LIGHTING DESIGN IS DARK-SKY COMPLIANT
5.2.17	No architectural lighting between 11pm and 5am	THE PROPOSED ARCHITETURAL LIGHTING WILL BE ON TIMERS TO ENSURE THEY ARE SHUT OFF BETWEEN 11PM AND 5AM
	Parking facilities	
5.2.18	No surface parking provided	53 PARKING SPACES ARE PROVIDED ON THE SURFACE LOT AT THE NORTH (REAR) AND EAST (SIDE) LOT LINES
5.2.19	Parking areas screened from street, sidewalk, and public spaces	A 3m LANDSCAPE BUFFER IS PROVIDED BETWEEN PARKING SPACES AND THE LOT LINE. TREES AND OTHER PLANTINGS ARE PROPOSED TO SCREEN THE PARKING AREAS.
5.2.20	Low Impact Development features integrated into parking facilities	WHERE FEASIBLE, BEYOND THE EXTENTS OF THE UNDERGROUND PARKING GARAGE
5.2.21	Upper deck of outdoor parking structure includes landscaping to create shade	NO OUTDOOR PARKING STRUCTURE PROPOSED.



5.2.22	Parking facility includes walkways, traffic islands, pedestrian refuges, and pedestrian-scale lighting	YES, SURFACE PARKING LOT AND UNDERGROUND PARKING GARAGE DESIGNED IN A PEDESTRIAN-FRIENDLY MANNER
5.2.23	Integrated bike parking	SHORT-TERM (OUTDOOR) BIKE PARKING RINGS ARE PROVIDED TO THE NORTH, SOUTH AND EAST OF THE BUILDING. LONG-TERM (INDOOR) BIKE PARKING IS PROVIDED IN FIRST LEVEL OF THE UNDERGROUND PARKING GARAGE.
5.2.24	Priority parking for accessible parking, car share, and electric vehicles	Infrastructure for future electric vehicle charging stations to be provided. Rough-in shall be located in preferred parking locations near the building entrance(s)
5.2.25	Electric vehicle charging stations	Electric vehicle charging infrastructure shall be provided for at least 6% of the total parking spaces as per LEED v4.1 BD+C requirements.
5.2.26	Wayfinding in parking facilities	WAYFINDING TO BE PROVIDED IN THE SURFACE PARKING LOT, AND UNDERGROUND PARKING GARAGE
5.2.27	Street or public space frontage in a commercial, residential or institutional use	COMMERCIAL USE FRONTING ON DAVIS DRIVE. URBAN PLAZA PROVIDED ALONG DAVIS DRIVE.
5.2.28	Street or public space frontage appears as an architecturally interesting and fenestrated façade	THE GENERAL MASSING AND EXTERIOR FACADES ON ALL SIDES OF THE BUILDING HAVE BEEN DESIGNED IN AN ARCHITECTURALLY INTERESTING WAY BY USE OF VARIOUS MATERIALS, FENESTRATION, SETBACKS AND CANOPIES. THE PUBLIC URBAN PARK FRONTING ON DAVIS DRIVE WILL ALSO CONTRIBUTE TO APPEALING AESTHETIC OF THE DEVELOPMENT
5.2.29	All surface parking located at rear or side of buildings	ALL SURFACE PARKING IS PROVIDED BEHIND THE BUILDING, AND TO THE EAST SIDE OF THE BUILDING.
5.2.	Include paid parking (non-residential) or parking that is charged separately from rent/purchase price (residential)	RESIDENTS WILL NOT BE OBLIGATED TO PURCHASE A PARKING SPOT.
5.2.30	Ensure that sidewalks and pedestrian areas clearly distinct from vehicle access	SIDEWALKS AND PEDESTRIAN AREAS WILL BE DISTINCT FROM VEHICLE ACCESS BY WAY OF A CHANGE IN PAVING MATERIAL, CURBS AND TACTILE PLATES
5.2.31	Provide pedestrian mews to ensure permeability and accessibility	VARIOUS PEDESTRIAN PATHWAYS ALLOW FOR CIRCULATION ACROSS THE SITE
5.2.32	Physical provision for future electric vehicle charging spaces	YES, ROUGH-IN PROVIDED
5.2.33	Reserved parking spaces for car-share, car-pool, and electric cars	YES, THERE WILL BE DESIGNATED PARKING SPACES IN THE SURFACE LOT AND UNDERGROUND GARAGE
5.2.34	Anti-idling signage to be installed at regular intervals	YES, ANTI-IDLING SIGNAGE TO BE INSTALLED WITHIN THE SURFACE PARKING LOT



Urban Design		
5.2.35	Buildings should be constructed of high quality materials such as clay brick, stone or comparable material	PROPOSED DESIGN USES A COMBINATION OF PRECAST CONCRETE PANELS AND GLAZED WINDOW-WALL/ CURTAINWALL
5.2.36	Glazed areas should be maximized along street frontages to encourage safe and comfortable pedestrian use	THE COMMERICAL FRONTAGES ALONG DAVIS DRIVE, AND ALL COMMERICAL FRONTAGES FACING ONTO THE URBAN PARK HAVE BEEN DESIGNED TO BE MOSTLY GLASS TO PROVIDE VISUAL AND PHYSICAL ACCESS TO THE PUBLIC
5.2.37	Provide façade treatments that break down massing and articulates depth, verticality and street edge	THE MASS OF THE BUILDING HAS BEEN BROKEN DOWN AND ARTICULATED BY WAY OF STEPBACKS BETWEEN THE 4-STOREY PODIUM AND THE TOWERS
5.2.38	Provides public art equal to 0.5% of the value of construction (private developments)	REFER TO BONUSING JUSTIFICATION REPORT
5.2.39	Provides public art equal to 1.0% of the value of construction (public developments)	REFER TO BONUSING JUSTIFICATION REPORT
Bird-friendly design		
5.2.40	Use a combination of Bird Friendly Design strategies to treat the first 12m of the building above-grade	BIRD FRIENDLY GLAZING IS PROPOSED, USING VISUAL MARKERS; SEE A4-00 TO A4-03
5.2.41	Visual markers on the glass should have a spacing no greater than 10cm x 10cm. Where a greenroof is constructed with adjacent glass surfaces, ensure the glass is treated 12m above greenroof surface	BIRD FRIENDLY GLAZING IS PROPOSED ABOVE THE OUTDOOR AMENITY SPACE; SEE A4-02, A4-03
Parkland and POPS		
5.2.42	Provides privately-owned, publicly-accessible spaces (POPS) as agreed to as part of Parkland Dedication requirements	THE URBAN PLAZA ON DAVIS DRIVE IS PROPOSED AS POPS.



5.2.43	POPS display the required signage to indicate that they are publicly accessible (see Section 6.1)	A P.O.P.S SIGN WILL BE DISPLAYED WITHIN THE URBAN PARK TO INDICATE THAT IT IS PUBLICLY ACCESSIBLE
5.2.44	Provides trees, shade, landscaping, and shelter	TREES AND LANDSCAPING ARE USED TO PROVIDE SHADE ON SITE. SHELTER IS PROVIDED BY USE OF RECESSED COMMERCIAL FACADES, CANOPY/AWNINGS, AND THE BREEZEWAY
5.2.45	Provides a direct connection to the public sidewalk	THE BREEZEWAY ALLOWS FOR DIRECT CONNECTION FROM DAVIS DRIVE TO THE PRINCIPLE ENTRANCES
5.2.46	Includes public art	SOME FORM OF PUBLIC ART IS PROPOSED IN THE URBAN PARK OR WITHIN THE BREEZEWAY
5.2.47	Provides opportunities for passive recreation	THE URBAN PARK LOCATED ON DAVIS DRIVE PROVIDES OPPORTUNITY FOR PASSIVE RECREATION ACTIVITIES SUCH AS WALKING, PEOPLE WATCHING, READING, GAMES, EATING, SOCIAL GATHERINGS
Bike Parking		
5.2.48	Provide at least the minimum number of bike parking spaces including short-term parking in a secure, visible location and long-term secure parking indoors.	SHORT-TERM (OUTDOOR) BIKE PARKING RINGS ARE PROVIDED TO THE NORTH, SOUTH AND EAST OF THE BUILDING. LONG-TERM (INDOOR) BIKE PARKING IS PROVIDED IN FIRST LEVEL OF THE UNDERGROUND PARKING GARAGE. SHORT TERM SPACES: 38 SPACES PROVIDED AT GRADE LONG TERM SPACES: 162 SPACES PROVIDED AT FIRST LEVEL OF UNDERGROUN PARKING GARAGE
5.2.49	A minimum of 10% of bike parking located at grade.	19% OF BIKE PARKING IS LOCATED AT GRADE
5.2.50	Provide shower and change facilities (non-residential)	PLUMBING ROUGH-INS PROVIDED IN COMMERCIAL SPACES, TO ALLOW COMMERCIAL TENANTS TO ADD FUTURE SHOWER/CHANGE FACILITIES
Sustainability		
5.2.51	LEED Gold or higher rating	Project is targeting LEED v4 BD+C for New Construction , Silver
5.2.52	Green roof, soft landscaping, solar panels on rooftop	Intensive planting beds on 4th floor amenity rooftop space to include perennials, shrubs and deciduous and coniferous trees. Green roof to be provided for 615 m2 of the available roof area (21%).
5.2.53	Roof materials have a reflective index of at least 29	Approximately 60% of the available roof area shall be cool roof. Cool roofing materials will have a minimum initial reflectance of 0.65 and minimum emittance of 0.90 or a 3-year aged SRI value of 64 for a low-sloped roof.



5.2.54	Use alternative energy sources: solar hot water, solar energy, geothermal, off-site purchased renewables	OWNER TO INVESTIGATE ALTERNATIVE ENERGY SOURCES. IMPLEMENTATION OF THESE STRATEGIES TO BE DETERMINED.
5.2.55	Use low flow fixtures to achieve 20% greater water conservation than OBC requirements	Low flow plumbing fixtures and fittings will be selected for the development resulting in at least a 35% reduction over OBC requirements.
5.2.56	Provide 50% of water demand for toilets/urinals through greywater recycling	NO GREYWATER RECYCLING PROPOSED
5.2.57	Provide 80% of outdoor water use through rainwater harvesting and drought-tolerant landscaping	Drought-Tolerant landscapes will only include native, adaptive and drought tolerant plant species. Potable water shall not be used for irrigation. Captured stormwater will exclusively be used for irrigation purposes. Mechanical penthouse to be designated for future solar PV supported with adequate structural capacity.
5.2.58	Provide a solar design strategy	
5.2.59	Provide three-stream waste collection and sorting system	Single chute with a tri-sorter shall be provided on each floor to allow residents to appropriately dispose of waste and recycling materials
5.2.60	Provide low or no VOC products and reduce exposure to pollutants through ventilation and moisture control	An Indoor Air Quality Management Plan has been developed for the project.
5.2.61	Provide Low Impact Development stormwater management measures such as rainwater harvesting, rooftop or sub-grade storage, rain gardens, bioswales, or permeable surfaces	Yes. A green roof (615 m2) will be provided . At ground level the site will feature soft landscaping and infiltration galleries A soil volume of 1m+/- shall be provided above the garage roof structure.



5.2.62	Provide for the future implementation of district energy	HEATPUMP SYSTEM REQUIRED LOOP TEMPERATURES ARE SUITABLE FOR CONNECTION TO FUTURE POTENTIAL DISTRICT ENERGY SYSTEM. POTENTIAL FOR SPACE ALLOCATION IN PARKING LEVEL
5.2.63	All trees to be planted selected from the Town of Newmarket Tree Selection List at a minimum caliper of 60mm	All tree species are selected from the Town of Newmarket Tree Selection list with a minimum 60mm caliper, except underneath the existing hydro-line to conform to the hydro line tree planting requirements.