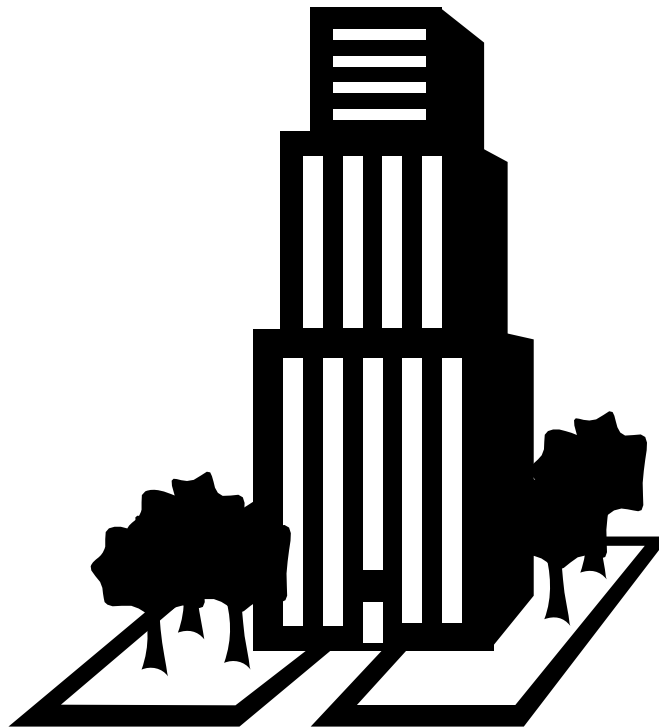


# “Sustainable Development through LEED®”

A High Density Residential Green Building Incentive Program  
November 2010



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## **1.0 Program Description:**

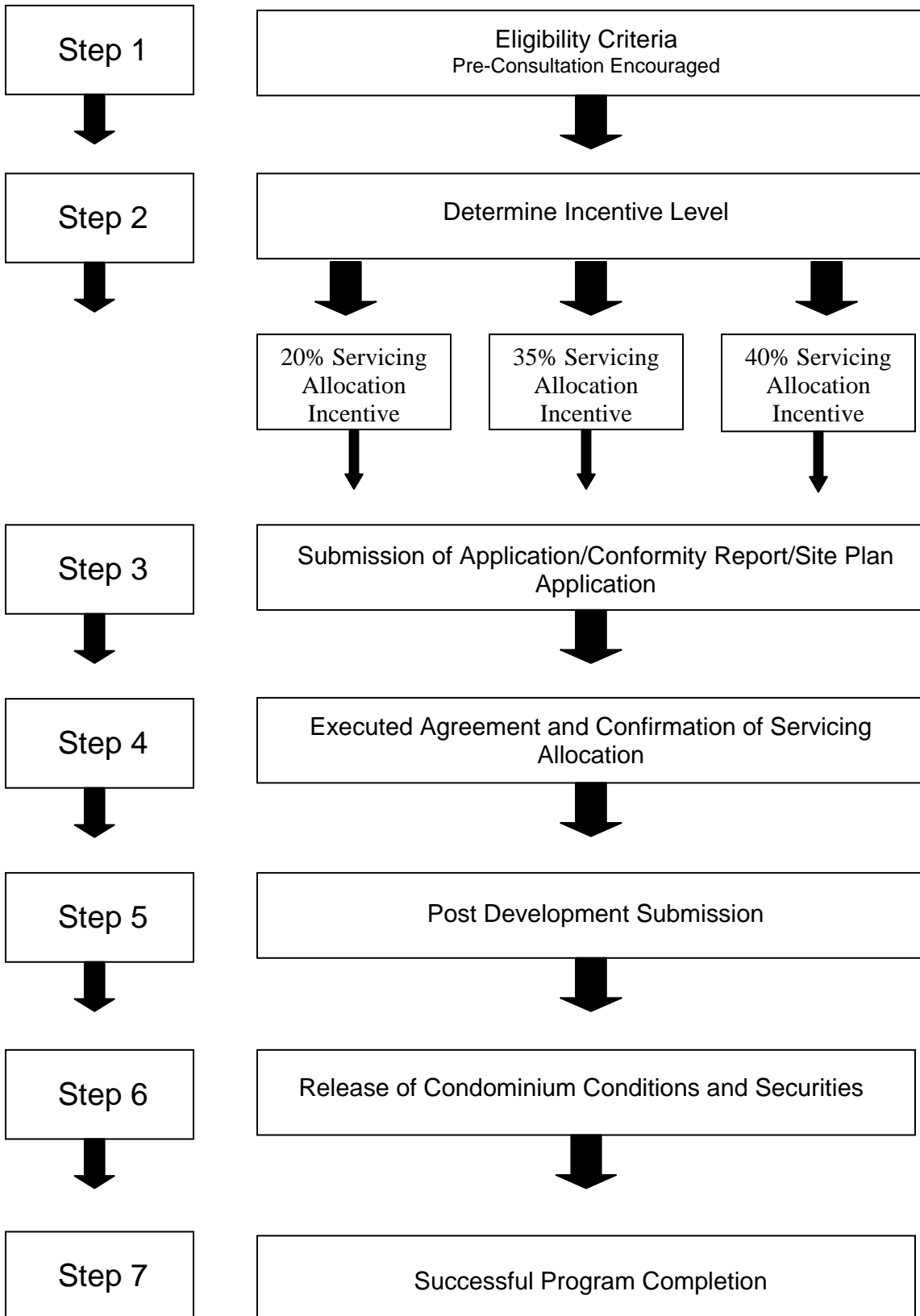
The ‘Sustainable Development Through LEED®’ Program allows proponents of high density residential development proposals, meeting specific eligibility criteria and incorporating various sustainability objectives, to qualify for water and wastewater *Servicing Allocation Credits* of 20%, 35% or 40% of the total residential units within the proposed development.

Table 1: Sustainable Development Through LEED® Program Levels

<b>Incentive Level (%)</b>	<b>Indoor Water Savings (%)</b>	<b>Outdoor Water Savings (%)</b>	<b>Minimum LEED Certification Level</b>
40	40	100	Gold
35	35	100	Silver
20	30	50	Silver

This is a pilot program. After five years, the program may be revised and/or cancelled at the discretion of York Region Council.

**Table 2 – Sustainable Development Through LEED Program Pathway**



## **2.0 Eligibility Criteria:**

This Program is available to development proposals within York Region meeting **all** of the following eligibility criteria:

1. The proposed development is located within:
  - a Regional Centre in accordance with the York Region Official Plan and corresponding Local Official Plan; and/or
  - an approved Community/Secondary Plan along those segments of Yonge Street and Highway 7 identified as Regional Corridor in the York Region Official Plan; and/or,
  - an approved Local Centre within the Local Official Plan; and/or,
  - an approved Local Corridor within the Local Official Plan.
2. The proposed development is considered as a high density residential use within an approved Local Plan and has a minimum building height of 4 stories. The high density residential component of the development can and is encouraged to be within a mixed-use building (i.e. commercial on ground floor).
3. The proposed high density residential development is permitted under all applicable Official Plan policies without the need for a major Local Official Plan Amendment.
4. A specific minimum amount of servicing allocation has already been assigned to the development or there is a commitment in place from the local municipality to do so. The specific minimum requirements are as follows:

Table 3: Minimum Municipality Allocation Requirements

<b><i>Servicing Allocation Credit Level Applied for*</i></b>	<b><i>Minimum Servicing Allocation Assignment/Commitment from Local Municipality (Allocation for minimum % of total units)</i></b>
20%	80%
35%	65%
40%	60%

\*Note: The Program as designed includes three distinct credit levels and does not provide for graduated steps between the distinct levels.

5. The proposed development is situated within a Local Municipality that has formally advised York Region that they wish to participate in the program.
6. The project has been registered with the Canada Green Building Council under the LEED<sup>®</sup> Canada NC 2009 program and that the Registration document indicates a commitment to obtain a minimum level of Silver or Gold Certification, whichever is applicable.

### **3.0 Program Requirements:**

To receive a servicing allocation incentive, proposed developments must achieve a higher level of building performance than typically achieved through the current requirements of the Ontario Building Code Act.

At each incentive level, eligible developments are required to meet the specified criteria for each of the four sustainability Objectives to the satisfaction of York Region and the applicable Local Municipality. This Chapter outlines the technical specifications mandatory for each incentive level.

Note: LEED Canada for New Construction and Major Renovation 2009 include 8 prerequisite measures that must be achieved to be eligible for points under the established rating system. Applicants need to ensure that they satisfy the requirements of the Sustainable Development Through LEED Program **and** obtain LEED Canada for New Construction certification.

### **3.1 Objective 1: Significant Water Conservation is Achieved**

#### **Intent**

To significantly reduce the potable water demand and wastewater creation within high density residential buildings.

#### **Criteria**

Applicants can qualify for Allocation Credits equivalent to allocation for 20%, 35% or 40% of the total residential units within the proposed building based on the development earning points for certain Water Efficiency (WE) credits under the LEED<sup>®</sup> Canada-NC, 2009 program.

**20% Allocation Credit Option:** To qualify for allocation credits equivalent to allocation for 20% of the units within the proposed building, the development shall:

- i. Achieve **two** points for LEED<sup>®</sup> WE Credit 1 Water Efficient Landscaping: Reduce by 50 %; and,
- ii. Achieve **two** points for LEED<sup>®</sup> WE Credit 3 Water Use Reduction: 30% Reduction; and,
- iii. Obtain minimum Level **Silver** Certification under the LEED<sup>®</sup> Canada NC Program – see Objective #4.

**35% Allocation Credit Option:** To qualify for allocation credits equivalent to allocation for 35% of the total residential units within the proposed building, the development shall:

- i. Achieve **four** points for LEED® WE Credit 1 Water Efficient Landscaping: No Potable Water Use or No Irrigation; and,
- ii. Achieve **three** points for LEED® WE Credit 3 Water Use Reduction: 35% Reduction; and,
- iii. Obtain minimum Level **Silver** Certification under the LEED® Canada NC Program – see Objective #4.

**40% Allocation Credit Option:** To qualify for allocation credits equivalent to allocation for 40% of the total residential units within the proposed building, the development shall:

- i. Achieve **four** points for LEED® WE Credit 1 Water Efficient Landscaping: No Potable Water Use or No Irrigation; and,
- ii. Achieve **four** points for LEED® WE Credit 3 Water Use Reduction: 40% Reduction; and,
- iii. Obtain minimum Level **Gold** Certification under the LEED® Canada NC Program – see Objective #4.

**Note: An example of how to calculate the total number of Servicing Allocation Credits available under each Option and the corresponding minimum Municipal Allocation Assignment required can be seen below:**

*Example:* If a proposed development contains 100 residential units and qualifies under the 35% Servicing Allocation Credit Option the calculation is as follows:

100 residential units X 0.35 = 35 Servicing Allocation Credits

Under this scenario a minimum allocation assignment/commitment of 65 units (100 – 35) equivalent of servicing allocation from the Local Municipality would be required.

**Objective Specific Terms:**

- Each individual residential unit shall be equipped with a separate private water metre or more than one meter if required (Measurement Canada approved) that shall measure all potable water (heated and non-heated) used by the unit. The type, size and manufacturer of the water meters shall be approved for use by the Local Municipality.
- Each individual residential unit shall be billed separately for potable water use. The bill shall be based on the amount of water used by the unit in accordance with that unit’s individual water meter(s).
- Only ENERGY STAR Qualified clothes washing machines and dishwashers shall be used within the development.

- The water efficient plumbing fixtures originally installed in the building shall only be replaced with equivalent or more water efficient fixtures.
- The approved landscape plan and associated water conservation measures regarding irrigation shall not be altered or operated in a manner that results in a greater demand for potable water.
- The owner shall provide York Region with water usage data for individual units as well as for the building and site as a whole. The data shall be provided on an annual basis for a period of 5 years, with the provision of the first data set occurring one year from the time that at least 75% of the residential units within the building are occupied, or earlier if requested by York Region. The data is to be used to provide York Region with a better understanding of water usage habits within high density residential buildings.

### **3.2 Objective 2: Conformity with Regional Transit-Oriented Development (TOD) Guidelines**

#### **Intent**

To shape development in a way that responds to the needs of transit users and the transit service itself.

#### **Criteria**

That the proposed development is designed in accordance with the Region's TOD Guidelines and specifically the guidelines dealing with Pedestrians, Parking, Built Form and Connections. With respect to the Parking Guidelines, it is recognized that the directives dealing with future phases, carpooling and shared parking facilities may not be applicable to the proposed project.

#### **Objective Specific Terms:**

- No objective specific terms.

### **3.3 Objective 3: Incorporation of a Three Stream Waste Management System**

#### **Intent**

To ensure that developments incorporate a three stream waste management system in order to help achieve the Region's overall waste diversion target.

#### **Criteria**

That the proposed development includes a three stream waste management system that makes the recycling program (blue box recyclables and organics) as convenient as the

garbage collection program. The following provides specific criteria to be met in the areas of Waste Diversion, Storage/Collection and Resident Education.

***Waste Diversion:***

The development shall include a waste diversion system that comprises one (or a combination) of the following methods:

- i. A minimum of a central solid waste collection and waste diversion centre on each floor which accommodates all three streams of waste;
- ii. Three separate chutes on each floor (optional if 3 chutes not feasible);
- iii. Sing chute with a tri-sorter on each floor (preferred);
- iv. Collection capabilities on each floor provided all applicable regulations governing storage of waste and recyclables and the design of such storage are met. This would be similar to a residential curbside collection system. Whereas the three streams are collected at the curb, in a building, the three streams would be collected from the entrance way of the unit;
- v. Any other waste diversion system deemed acceptable to York Region and Local Municipal Waste Management staff.

***Important Note:*** All applicable building and fire codes and all other applicable legislation must be adhered to with regards to the residential drop off point.

***Storage/Collection:***

Storage and collection of the three streams of waste shall adhere to the following:

- i. The blue box recyclables, organic material and residual garbage shall all be separated to prevent contamination.
- ii. Sufficient storage area shall be provided to store garbage, bulky items, large appliances and blue box recyclables for a minimum of two weeks and organics for a minimum of one week. Where this minimum storage requirement conflicts with an existing Local Municipal minimum storage requirement, the Local Municipal requirement shall apply.
- iii. Each unit within the building must contain adequate space for the residents to store the three waste streams (garbage, organics, blue box recyclables), prior to taking it to the central storage area or garbage room.
- iv. The blue box recyclables must not be compacted during storage or transport if being delivered to a York Region site.
- v. A collection plan shall be prepared for the three streams of waste that outlines who shall be providing waste collection services (i.e. will the building receive collection services from a Local Municipality or from a private contractor) and where the materials will be taken for disposal/processing.

***Resident Education***

- i. A comprehensive education plan detailing how the recycling and organics program will be promoted to building residents shall be submitted. Some examples are as follows:
  - New residents are told face-to-face.
  - Promotional material is made available to residents upon moving in (i.e. A welcome package, along with information about the building).
  - Three stream program written into tenant agreement.

- Notices are posted within the lobby, laundry facilities, garbage chutes, and elevators.
- Written instructions provided to residents.

**Objective Specific Terms:**

- The owner shall agree to allow York Region and Local Municipal staff to conduct an inspection of the building to verify that the proposed three stream waste management system has been included in the building design.
- If the building is receiving collection services from a private contractor, the owner shall agree to provide York Region with a certificate or letter (signed by a company official) confirming that the material was appropriately recycled and/or composted in accordance with the approved three stream waste management collection plan. The data shall be provided on an annual basis for a period of 5 years, with the first certificate/letter being provided one year from the time that at least 75% of the residential units within the building are occupied, or earlier if requested by York Region.
- If the building is receiving collection services from a Local Municipality, the owner shall agree to allow York Region and the Local Municipality to conduct an audit of the material at any given time.

**3.4 Objective 4: Certification (minimum level Silver or Gold) under the ‘Leadership in Energy and Environmental Design’ (LEED®) Canada New Construction Program**

**Intent**

To help ensure that new high density residential buildings are constructed in an environmentally sustainable manner.

**Criteria**

That the proposed development obtain the following minimum level of Certification under the Leadership in Energy and Environmental Design (LEED®) Canada New Construction (NC) Program from the Canada Green Building Council.

- i. Minimum Level **Silver** is required for applicants applying under the 20% or 35% Servicing Allocation Credit Options
- ii. Minimum Level **Gold** is required for applicants applying under the 40% Servicing Allocation Credit Option

### **Objective Specific Terms:**

- That the applicant retain the services of a LEED® Accredited Professional, to coordinate the development of the proposed site from initial site and building design through to obtaining the required LEED® Certification.
- Where level Silver Certification is proposed, the applicant shall agree to pursue a minimum of **53** points to address the potential of some credits not being achieved.
- Where level Gold Certification is proposed, the applicant shall agree to pursue a minimum of **63** points to address the potential of some credits not being achieved.

### **4.0 General Program Terms:**

- i. Should the proposed development meet the above eligibility criteria, Applicants are required to commit through an agreement with the Region to construct a development that meets **all** the following Program requirements.
- ii. Prior to Applications being accepted under this Program, York Region requires formal documentation from the applicable Local Municipality confirming the following:
  - the Local Municipality wishes to participate in the Program;
  - the Local Municipality will formally circulate for comment to York Region, all site plan applications (including a full set of drawings) and draft plan of condominium applications, involving lands subject to this Program; and,
  - all developments subject to this Program shall not receive exemption from the draft plan of condominium approval process and shall require a condominium agreement.
- iii. Applications shall be accompanied by a signed letter from the Local Municipal Commissioner/Director of Planning which confirms that the Local Municipality has no objection to the proposed development being considered under the Program and that they are of the opinion that the development meets Eligibility Criteria i to v inclusive. Eligibility Criterion vi (LEED® Registration) shall be confirmed by York Region.
- iv. The granting of Servicing Allocation Credits under this Program does not entitle the applicant to a reduction in regional development charges.
- v. The requirements of this Program shall be included within the Site Plan and Condominium Approvals as deemed appropriate by York Region staff in consultation with Local Municipal staff.
- vi. Prior to the issuance of Final Confirmation of the Servicing Allocation Credits and Final Site Plan Approval, among other requirements, the Applicant's LEED® Accredited Professional shall submit a signed form to York Region and the Local Municipality confirming that all drawings submitted for site plan approval and

- building permit approval incorporate all requirements of the ‘Sustainable Development Through LEED<sup>®</sup>’ Program.
- vii. The Applicant shall enter into a separate Program Agreement with York Region setting out the specific terms and conditions of the Program.
- viii. All Program requirements shall be met to the satisfaction of Regional and Local Municipal Staff prior to Condominium Registration. If the issuance of the required LEED<sup>®</sup> Certification document from the Canada Green Building Council is still pending at the time the Applicant wishes to proceed to Condominium Registration, the Region can still choose to grant clearance subject to:
- the Applicant posting a Letter of Credit with York Region subject to the terms set out in the Program Agreement; and,
  - the Applicant’s LEED<sup>®</sup> Accredited Professional has confirmed that a completed Certification Application has been submitted to the Canada Green Building Council for the minimum LEED<sup>®</sup> Silver or Gold Certification; and,
  - the provision of a copy of the LEED<sup>®</sup> Score Sheet submitted with the Certification Application made to the Canada Green Building Council confirming that the required LEED<sup>®</sup> Credits and minimum number of points have been applied for as set out under Objective 1 (Significant Water Conservation is achieved) and Objective 4 (LEED<sup>®</sup> Certification) .
- ix. Where required, Letters of Credit shall be posted in the amount of \$6,400 per Servicing Allocation Credit awarded with an upper limit of \$500,000. For example, if a developer qualifies for allocation credits equivalent to 20% of the units within a 100 unit building the Letter of Credit requirement would be \$128,000 (20 credits x \$6,400). The applicant has 12 months from the date of registration of the condominium to satisfy all Program requirements. If all requirements are not fully met to the satisfaction of York Region and the Local Municipality within the required 12 month timeframe, the full value of the Letter of Credit shall be forfeited by the applicant and placed in a York Region Reserve Fund. No extensions to the 12 month timeframe will be granted. Forfeited Letters of Credit shall be used by York Region to fund Regional educational/marketing programs related to water conservation and waste management.

## **5.0 Review/Approval Process:**

The Program review and approval process is set out in *Attachment ‘F’* appended hereto.

## **6.0 Submission Requirements:**

The Applicant is required to provide submissions at various stages throughout the Program Review/Approval Process. The main submission requirements include:

- i. **Initial Application** (*please see Attachment ‘A’ - ‘Submission Checklist – Initial Application’*).
- ii. **Program Conformity Report** - A report entitled “*Sustainable Development Through LEED® - Program Conformity Report*” is to be provided with the Site Plan Application submitted to the Local Municipality. *Please see Attachment ‘B’ for the Report requirements.*
- iii. **Confirmation that Site Plan and Building Permit Drawings incorporate Program Requirements:** Prior to the issuance of Final Confirmation of the Servicing Allocation Credits and Final Approval of the Site Plan Application, the Applicant’s LEED® Accredited Professional shall provide a completed and signed form (*Attachment ‘C’*) to York Region and the Local Municipality confirming that all drawings submitted for Site Plan Approval and Building Permit Approval incorporate all requirements of the ‘Sustainable Development Through LEED®’ Program.
- iv. **Post Development Submission** (*please see Attachment ‘D’ - Submission Checklist – Post Development Submission*).

**Submission Checklist- Initial Application**  
**'Sustainable Development Through LEED®'**

The following list of materials, along with a completed 'Submission Checklist', shall be submitted to the York Region Community Planning Branch in order to initiate a request for Servicing Allocation Credits under the "Sustainable Development Through LEED®" Program.

**Important Note:** It is essential that the applicant and applicant's LEED® Accredited Professional, prior to submitting a request, read the 'Implementation Guide' in order to fully understand the requirements of the Program.

The applicant is required to submit 5 copies of the assembled submission package.

<b>Submission Checklist</b>	<b>Check box to confirm that material is attached</b>
A brief written description of the project supported by drawings/sketches.	
A letter from the Local Municipal Planning Commissioner/Director indicating that the Local Municipality has no objection to the development being considered under the Program and that they are of the opinion that the proposed development meets Program Eligibility Criteria i to v ( <i>See Attachment 'E'</i> ).	
Official Documentation demonstrating that the proposed development has been 'Registered' with the Canada Green Building Council under the LEED® Canada-NC Program and that a minimum LEED® Silver or Gold certification, whichever is applicable, is proposed. Minimum level Silver must be achieved to qualify for the 20% and 35% allocation credit options while minimum level Gold is required to qualify for the 40% allocation credit option.  <b>Note:</b> It is recommended that the applicant obtain the Eligibility Confirmation letter from the Local Municipality prior to registering the project with the Canada Green Building Council.	
Please indicate which Servicing Allocation Credit option is being applied for: <b>20%, 35% or 40%</b> .  Please indicate the total number of residential units within the proposed development.	_____%  _____
The applicant and/or applicant's agent has attended the <u>required</u> Site Plan Pre-Consultation meeting with York Region and Local Municipal staff respecting the 'Sustainable Development Through LEED®' Program.	
Submission information as detailed in the LEED® Canada-NC Program for the Innovation & Design Process - ID Credit 2 (LEED® Accredited Professional).	

**Subject Property Information**

<b>Municipal Address</b>	<b>Area Municipality</b>
<b>Lot Number</b>	<b>Concession Number</b>
<b>Registered Plan Number</b>	<b>Lot(s)/Block(s)</b>
<b>Area of Subject Land (ha)</b>	

**Contact Information****Registered Owner of Subject Property**

<b>Owner</b>	<b>Contact Name</b>
<b>Telephone No.</b>	<b>Fax No.</b>
<b>Address</b>	<b>Email Address</b>

**Agent/Applicant (if different than owner)**

<b>Agent/Applicant</b>	<b>Contact Name</b>
<b>Telephone No.</b>	<b>Fax No.</b>
<b>Address</b>	<b>Email Address</b>



**20% Allocation Credit Option**

Eligibility	<ol style="list-style-type: none"> <li>1. Located within Regional and Local Centres and Corridors</li> <li>2. A minimum height of four stories</li> <li>3. Proposed development is permitted under all applicable OP policies</li> <li>4. Servicing allocation is or has been committed to the development</li> <li>5. Municipality has formally advised participation in the program</li> <li>6. Registered with the Canada Green Building Council under LEED® Canada NC 2009.</li> </ol>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
LEED®	<ol style="list-style-type: none"> <li>1. Minimum LEED® Silver (target a minimum of 53 points)</li> <li>2. Retain the services of a LEED® Accredited Professional</li> </ol>	<input type="checkbox"/> <input type="checkbox"/>
Water Conservation	<ol style="list-style-type: none"> <li>1. WE Credit 1: Water Efficient Landscaping: Reduce by 50% (2 points)</li> <li>2. WE Credit 3: Water Use Reduction: 30% Reduction (2 points)</li> <li>3. Separate Water Meters for each Residential Unit</li> <li>4. Separate Water Billing for each Residential unit</li> <li>5. Energy Star Washing Machines and Dishwashers</li> <li>6. Replacement Fixtures replaced with equivalent or more water efficient Fixtures</li> <li>7. Approved landscape and irrigation plans are not to be altered if proposed change would result in increased potable water demand.</li> <li>8. York Region to be provided Water Usage Data by Owner for a year (starting when the building is at least 75% occupied).</li> </ol>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Transit	<ol style="list-style-type: none"> <li>1. Conformity with the Regional Transit-Oriented Design Guidelines</li> </ol>	<input type="checkbox"/>
Waste Management	<ol style="list-style-type: none"> <li>1. Include a three stream waste management plan outlining details related to collection and disposal.</li> <li>2. Blue Box, organic material and residual garbage are to be separated</li> <li>3. Storage Areas should be sufficiently sized to store bulky items, recycling for two weeks and organics for one week</li> <li>4. Storage in each unit to enable residents to store three streams of waste prior to central collection</li> <li>5. Blue Box materials are not be compacted prior to collection</li> <li>6. Comprehensive Education Plan</li> <li>7. Municipal staff are permitted to conduct inspection to verify three stream waste management system has been constructed.</li> <li>8. York Region to be provided letter on an annual basis (for a period of five years) from private collectors that certifies the materials have been appropriately recycled or composted.</li> </ol>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

**35% Allocation Credit Option**

Eligibility	<ol style="list-style-type: none"> <li>1. Located within Regional and Local Centres and Corridors</li> <li>2. A minimum height of four stories</li> <li>3. Proposed development is permitted under all applicable OP policies</li> <li>4. Servicing allocation is or has been committed to the development</li> <li>5. Municipality has formally advised participation in the program</li> <li>6. Registered with the Canada Green Building Council under LEED<sup>®</sup> Canada NC 2009.</li> </ol>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
LEED <sup>®</sup>	<ol style="list-style-type: none"> <li>1. Minimum LEED<sup>®</sup> Silver (target a minimum of 53 points)</li> <li>2. Retain the services of a LEED<sup>®</sup> Accredited Professional</li> </ol>	<input type="checkbox"/> <input type="checkbox"/>
Water Conservation	<ol style="list-style-type: none"> <li>1. WE Credit 1: Water Efficient Landscaping: Reduce by 100% (4 points)</li> <li>2. WE Credit 3: Water Use Reduction: 35% Reduction (3 points)</li> <li>3. Separate Water Meters for each Residential Unit</li> <li>4. Separate Water Billing for each residential unit</li> <li>5. Energy Star Washing Machines and Dishwashers</li> <li>6. Replacement Fixtures replaced with equivalent or more water efficient fixtures</li> <li>7. Approved landscape and irrigation plans are not to be altered if proposed change would result in increased potable water demand.</li> <li>8. York Region to be provided Water Usage Data by Owner for a year (starting when the building is at least 75% occupied).</li> </ol>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Transit	<ol style="list-style-type: none"> <li>1. Conformity with the Regional Transit-Oriented Design Guidelines</li> </ol>	<input type="checkbox"/>
Waste Management	<ol style="list-style-type: none"> <li>1. Include a three stream waste management plan outlining details related to collection and disposal.</li> <li>2. Blue Box, organic material and residual garbage are to be separated</li> <li>3. Storage Areas should be sufficiently sized to store bulky items, recycling for two weeks and organics for one week</li> <li>4. Storage in each unit to enable residents to store three streams of waste prior to central collection</li> <li>5. Blue Box materials are not be compacted prior to collection</li> <li>6. Comprehensive Education Plan</li> <li>7. Municipal staff are permitted to conduct inspection to verify three stream waste management system has been constructed.</li> <li>8. York Region to be provided letter on an annual basis (for a period of five years) from private collectors that certifies the materials have been appropriately recycled or composted.</li> </ol>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

**40% Allocation Credit Option**

Eligibility	<ol style="list-style-type: none"> <li>1. Located within Regional and Local Centres and Corridors</li> <li>2. A minimum height of four stories</li> <li>3. Proposed development is permitted under all applicable OP policies</li> <li>4. Servicing allocation is or has been committed to the development</li> <li>5. Municipality has formally advised participation in the program</li> <li>6. Registered with the Canada Green Building Council under LEED® Canada NC 2009.</li> </ol>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
LEED®	<ol style="list-style-type: none"> <li>1. Minimum LEED® Gold (target a minimum of 63 points)</li> <li>2. Retain the services of a LEED® Accredited Professional</li> </ol>	<input type="checkbox"/> <input type="checkbox"/>
Water Conservation	<ol style="list-style-type: none"> <li>1. WE Credit 1: Water Efficient Landscaping: Reduce by 100% (4 points)</li> <li>2. WE Credit 3: Water Use Reduction: 40% Reduction (4 points)</li> <li>3. Separate Water Meters for each Residential Unit</li> <li>4. Separate Water Billing for each residential unit</li> <li>5. Energy Star Washing Machines and Dishwashers</li> <li>6. Replacement Fixtures replaced with equivalent or more water efficient fixtures</li> <li>7. Approved landscape and irrigation plans are not to be altered if proposed change would result in increased potable water demand.</li> <li>8. York Region to be provided Water Usage Data by Owner for a year (starting when the building is at least 75% occupied).</li> </ol>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Transit	<ol style="list-style-type: none"> <li>1. Conformity with the Regional Transit-Oriented Design Guidelines</li> </ol>	<input type="checkbox"/>
Waste Management	<ol style="list-style-type: none"> <li>1. Include a three stream waste management plan outlining details related to collection and disposal.</li> <li>2. Blue Box, organic material and residual garbage are to be separated</li> <li>3. Storage Areas should be sufficiently sized to store bulky items, recycling for two weeks and organics for one week</li> <li>4. Storage in each unit to enable residents to store three streams of waste prior to central collection</li> <li>5. Blue Box materials are not be compacted prior to collection</li> <li>6. Comprehensive Education Plan</li> <li>7. Municipal staff are permitted to conduct inspection to verify three stream waste management system has been constructed.</li> <li>8. York Region to be provided letter on an annual basis (for a period of five years) from private collectors that certifies the materials have been appropriately recycled or composted.</li> </ol>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

## **Program Conformity Report – Content Requirements**

The following provides a list of the information and material that is to be included in the *Program Conformity Report* that must accompany the Site Plan Application. The Report (**5 copies**) shall be prepared/compiled and signed by the Applicant's retained LEED® Accredited Professional.

### **Report Requirements:**

#### *Report Title*

- The title of the report shall be “Sustainable Development Through LEED® - Program Conformity Report”

#### *Introduction/Project Description*

- A brief written description of the project supported by drawings/sketches.

#### *Significant Water Conservation Achieved*

- The submission information required by the LEED® Canada NC Program for the specific Water Efficiency Credits being pursued.

*Application for 20% Allocation Credits: Submission Information required for LEED® Canada NC Water Efficiency Credits 7.2 and 8.0*

*Application for 35% or 40% Allocation Credits: Submission Information required for LEED® Canada NC Water Efficiency Credits 7.2 and 8.0*

#### *Conformity with the York Region Transit-Oriented Development (TOD) Guidelines*

- A written description supported by drawings/maps indicating how the proposed development conforms with the TOD Guidelines relating to the following specific sections: Pedestrians, Parking, Built Form and Connections. The checklist on Page 18 of the TOD Guideline document is to be used to guide the conformity exercise.

#### *Three Stream Waste Management System*

- A written description supported by plans demonstrating how the proposed development will satisfy the required waste diversion and storage/collection criteria.
- An outline of the required collection plan.

- An outline of the required education plan.

*LEED® Canada NC Certification*

- Provide a copy of the LEED® Canada NC 'Score Sheet' indicating which of the credits are being pursued and the total number of points proposed. Applicants pursuing minimum level Silver must demonstrate that they are attempting to achieve **53** points while those pursuing Gold must demonstrate that they are attempting to achieve **63** points – see Program details.

**Confirmation that the Site Plan and Building Permit are in Conformity  
with the 'Sustainable Development Through LEED®'  
Program Requirements**

The following is to be completed by the Applicant's retained LEED® Accredited Professional. It serves to confirm that all drawings submitted for Site Plan Approval and Building Permit Approval are in conformity with the 'Sustainable Development Through LEED®' Program requirements. This form must be completed and signed prior to the issuance of Final Confirmation of the Servicing Allocation Credits and Final Site Plan Approval.

**Affidavit / Declaration**

I, \_\_\_\_\_  
confirm that all final drawings and documents submitted to the Local Municipality for Site Plan Approval under File #: \_\_\_\_\_ and for Building Permit Approval under File #: \_\_\_\_\_ incorporate all requirements of the 'Sustainable Development Through LEED®' Program.

\_\_\_\_\_  
Signature of Declarant

\_\_\_\_\_  
Date

**Submission Checklist – Post Development Submission**  
**‘Sustainable Development Through LEED®’**

The following list of materials, along with a completed ‘Submission Checklist’, shall be prepared to the satisfaction of York Region and Local Municipal staff prior to Condominium Registration.

<b>Submission Checklist</b>	<b>Check box to confirm that material is attached</b>
Signed letter from the Applicant’s LEED® Accredited Professional, or applicable consultant, confirming that every residential unit within the development has been equipped with the required separate private water metre(s).	
A copy of the submission information, including the audit information requirements, requested under LEED® Canada NC Program for the specific Water Efficiency Credits being pursued.	
A letter from York Region Solid Waste Management staff confirming that a three stream waste management system has been incorporated into the development to the satisfaction of York Region and the Local Municipality.	
‘Final’ Three Stream Waste Management Collection Plan.	
‘Final’ Three Stream Waste Management Education Plan.	
<p>Copy of the LEED® Certificate, demonstrating that the development has obtained a minimum LEED® Silver/Gold Certification for the subject development from the Canada Green Building Council (CaGBC) under the LEED® Canada-NC Program.</p> <p>AND</p> <p>Copy of the LEED® Canada NC Final Review Document, demonstrating that the development has obtained points for the required Water Efficiency Credits and for having a LEED® Accredited Professional on the project team.</p> <p align="center"><u>OR</u></p> <p><b>Where the applicant wishes to register the Plan of Condominium but has not yet received the LEED® Certification document from the Canada Green Building Council (CaGBC) the following shall be provided: a signed letter from the applicant’s LEED® Accredited Professional confirming that a completed application has been submitted to the CaGBC for certification, a copy of the LEED® Score Sheet submitted with the Certification application, and confirmation that the required Letter of Credit has been posted with York Region.</b></p> <p>AND</p> <p><b>Check this line if choosing the Letter or Credit option as outlined in bold type above.</b></p>	<p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

**Subject Property Information**

<b>Municipal Address</b>	<b>Area Municipality</b>
<b>Lot Number</b>	<b>Concession Number</b>
<b>Registered Plan Number</b>	<b>Lot(s)/Block(s)</b>
<b>Area of Subject Land (ha)</b>	

**Contact Information****Registered Owner**

<b>Owner</b>	<b>Contact Name</b>
<b>Telephone No.</b>	<b>Fax No.</b>
<b>Address</b>	<b>Email Address</b>

**Agent/Applicant (if different than owner)**

<b>Agent/Applicant</b>	<b>Contact Name</b>
<b>Telephone No.</b>	<b>Fax No.</b>
<b>Address</b>	<b>Email Address</b>



**Confirmation Letter from Local Municipality re: Eligibility Criteria**

**“Sustainable Development Through LEED®”**

Applications shall be accompanied by a signed letter from the Local Municipal Commissioner/Director of Planning which confirms that the Local Municipality has no objection to the proposed development being considered under this Program and which briefly explains how the proposed development meets each of the following Program Eligibility Criteria:

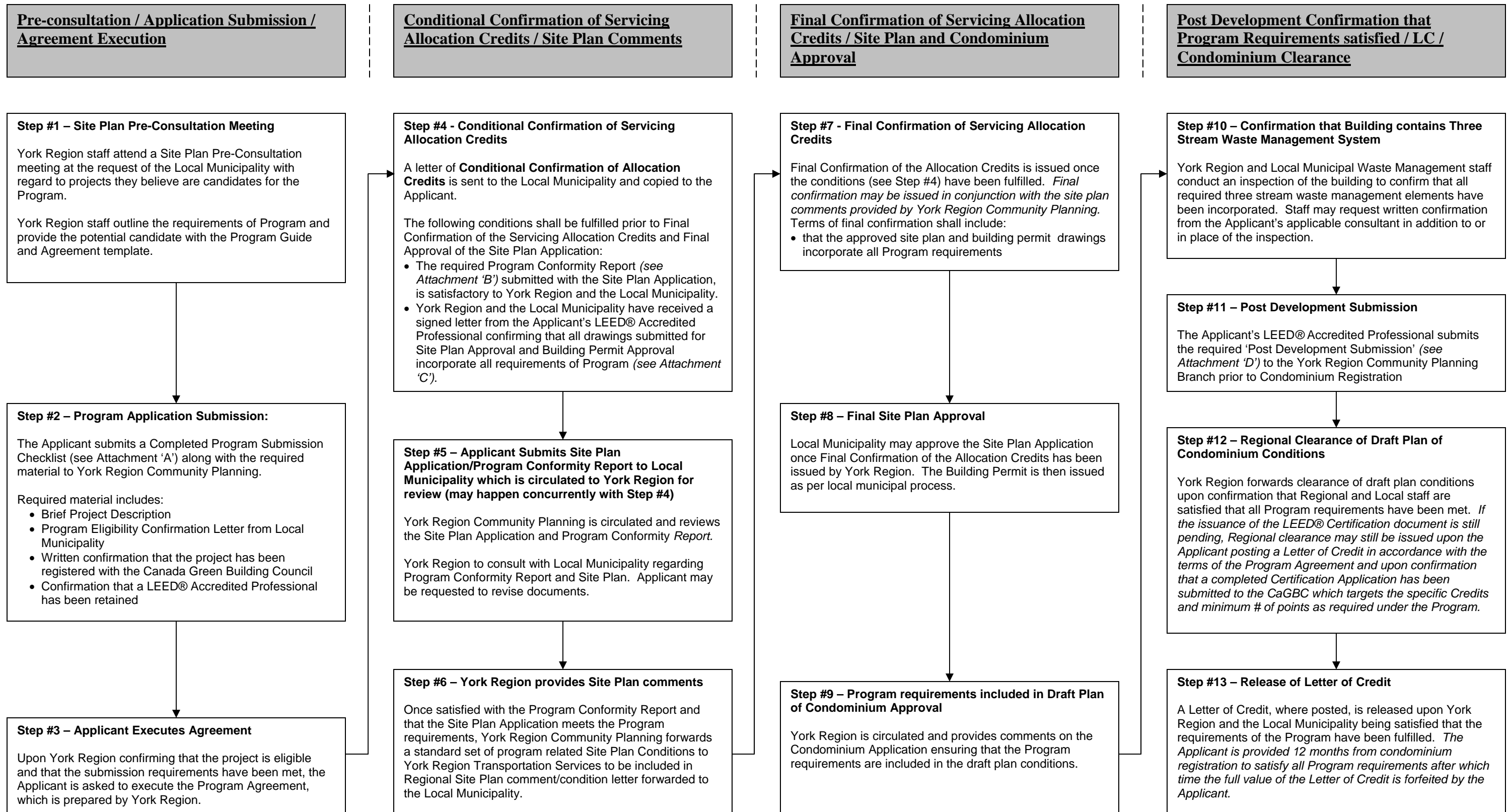
7. The proposed development is located within:
  - a Regional Centre in accordance with the York Region Official Plan and corresponding Lower Tier Official Plan; and/or
  - an approved Community/Secondary Plan along those segments of Yonge Street and Highway 7 identified as Regional Corridor in the York Region Official Plan; and/or,
  - an approved Local Centre within the Lower Tier Official Plan; and/or,
  - an approved Local Corridor within the Lower Tier Official Plan.
  
8. The proposed development is considered a high density residential use within an approved Lower Tier Official Plan and has a minimum building height of 4 stories. The high density residential component of the development can and is encouraged to be within a mixed-use building (i.e., commercial on ground floor).
  
9. The proposed high density residential development is permitted under all applicable official plan policies without the need for a major local official plan amendment.
  
10. A specific minimum amount of servicing allocation has already been assigned to the development or there is a commitment in place from the local municipality to do so. The specific minimum requirements are as follows:

<i>Servicing Allocation Credit Level that Landowner Proposes to Apply for:</i>	<i>Minimum Servicing Allocation Assignment/Commitment from Local Municipality (Allocation for minimum % of total units)</i>
20%	80%
35%	65%
40%	60%

11. The proposed development is situated within a Local Municipality that has formally advised York Region that they wish to participate in the Program.

# Sustainable Development Through LEED® – Program Approval Process

“Integrated with Site Plan/Building Permit and Plan of Condominium Approval Processes”



**PROGRAM CONTACTS**

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