

Complete Neighbourhood Guidelines Review Tool

Prepared By:
City of Regina Planning Department
October 2014

Community Development Review Checklist for Secondary Plans and Concept Plans

The Complete Neighbourhood Review tool has been developed to assist in the assessment of applications (i.e. secondary plans and concept plans proposals) with **Design Regina, the City's Official Community Plan (OCP)**. This review tool is framed around the Complete Neighbourhoods policy (*Design Regina policy 7.1*) and supplementary guidelines in *Appendix A* of the OCP, recognizing that there is supportive policy throughout the various topic sections, and includes requirements that generally apply to development applications.

The review tool is designed to help applicants meet policies within Design Regina that are also relevant to complete neighbourhood design and development, such as:

- The Relationship between Plans (*Design Regina - Realizing the Plan*), in particular policies 14.23-14.31 specific to Secondary and Concept Plans
- The Growth Plan (*Design Regina 2.11*) which requires new neighbourhoods and new mixed use neighbourhoods to:
 - 2.11.1 be designed and planned as complete neighbourhoods in accordance with Policy 7.1; and
 - 2.11.2 achieve a minimum gross population of 50 persons per hectare. (pph).

This review tool will be useful to:

- help ensure that proposals are consistent with Design Regina or contribute to realizing the Plan (*Design Regina Policy 14.2*);
- enable City Administration and developers to work toward ensuring the design of complete neighbourhoods as they are defined with Design Regina; and
- prompt discussion between the City and development applicants to improve understanding and communication through the application review process.
- be used internally as a source of information when preparing reports for Regina Planning Commission.

The Complete Neighbourhood Review tool does not replace the important process of reviewing and referring to *Design Regina* in its entirety.

Instructions for Use:

Applicants will complete this review tool and submit it to the City of Regina with the Secondary Plan or Concept Plan application. City staff in various departments will review discuss these responses with the applicant as part of the Secondary Plan and/or Concept Plan development application process.

For each of the Land use and Built Environment policies (7.1), each bullet should be addressed to show that each of the Complete Neighbourhood Guidelines has been shown consideration.

Secondary Plans: Applicant responses should highlight specific policies in the secondary plan application and clearly describe how they address the related Complete Neighbourhood guideline.

Concept Plans: Your responses should point to specific figures, descriptions, or design features within the concept plan application that demonstrate how the Complete Neighbourhood guideline has been addressed.

This document shall be submitted electronically as part of the Plan submission.

For more information, contact the City of Regina's Planning Department, Long Range Planning Branch.

Name of Development Application: _____

Submitted by: _____

Land Use and Built Environment Policy 7.1 requires that new neighbourhoods, new mixed-use neighbourhoods, intensification areas and built or approved neighbourhoods are planned and developed to include the following:

Land Use & Built Environment Policy 7.1.1 Describe the collaborative approach in your planning process.	Applicant Response <i>(Please include references to details from your proposed plan)</i>
<ul style="list-style-type: none"> • <i>List stakeholders, such as school boards, adjacent community associations, utility providers, and applicable provincial agencies.</i> 	
<ul style="list-style-type: none"> • <i>Provide a schedule of public meetings, design charrettes, technical workshops, and other activities as required.</i> 	
<ul style="list-style-type: none"> • <i>Show proof of consultation with the City, which should occur early on in the process to identify: policy and servicing parameters; an engagement strategy; and the preliminary design concept.</i> 	
City of Regina Comments (internal use only)	

<p>Land Use & Built Environment Policy 7.1.2</p> <p>Demonstrate the integration and interconnectivity between your proposed plan, all adjacent neighbourhoods, the city, and the region where appropriate.</p>	<p>Applicant Response <i>(Please include references to details from your proposed plan)</i></p>
<ul style="list-style-type: none"> • <i>Neighbourhoods are integrated with the city's new neighbourhoods, urban corridors, the natural system, transportation networks, parks, open space and multi-use pathways.</i> 	
<ul style="list-style-type: none"> • <i>Each neighbourhood is planned within the greater context of surrounding areas to ensure synergies.</i> 	
<ul style="list-style-type: none"> • <i>New neighbourhood development is appropriately integrated with existing neighbourhoods.</i> 	
<ul style="list-style-type: none"> • <i>The design and function of arterial and major collector streets allows for safe, convenient and multimodal access between neighbourhoods.</i> 	
<p>City of Regina Comments (internal use only)</p>	

<p>Land Use & Built Environment policy 7.1.3</p> <p>Describe how the proposed plan includes a framework of smaller districts and a neighbourhood hubs, if appropriate.</p>	<p>Applicant Response <i>(Please include references to details from your proposed plan)</i></p>
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<ul style="list-style-type: none"> • A block pattern for each district is based on a grid or modified grid layout, to allow for easy wayfinding and accessibility, multiple travel options and traffic calming. 	
<ul style="list-style-type: none"> • All new neighbourhoods have a centrally located neighbourhood hub(s), which serves as the primary focal area of the community and location for activity centres, transit nodes, higher density residential, mixed-use, retail and services and recreational and cultural resources. 	
<ul style="list-style-type: none"> • Neighbourhood hubs are designed and located so they are pedestrian oriented and within walking distance of residential areas. 	
<ul style="list-style-type: none"> • Sufficient land is reserved for the neighbourhood hub; however, planning, design and zoning, should allow for land-use flexibility. 	
<ul style="list-style-type: none"> • New schools and other institutional uses are located within, or in close proximity to, neighbourhood hubs. 	
<ul style="list-style-type: none"> • The neighbourhood hub is designed to allow for changing conditions over time, to accommodate variations in land use. 	
<p>City of Regina Comments (internal use only)</p>	

<p>Land Use & Built Environment policy 7.1.4 Outline the opportunities in your proposed plan for daily lifestyle needs, such as services, convenience shopping, and recreation.</p>	<p>Applicant Response (Please include references to details from your proposed plan)</p>
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<ul style="list-style-type: none"> • Complementary uses are clustered together in the neighbourhood hub(s), ensuring that sufficient land is reserved and appropriately phased in. 	
<ul style="list-style-type: none"> • Sufficient population and densities exist to support amenities and services within walking distance of most homes. 	
<ul style="list-style-type: none"> • The location of higher density housing works with the location of transit, amenities and services. 	
<ul style="list-style-type: none"> • A market analyses is prepared to determine the amount and type of services and amenities that are viable. 	
<ul style="list-style-type: none"> • School boards were consulted during the initial stages of developing a secondary plan or concept plan to determine school requirements and location. 	
<p>City of Regina Comments (internal use only)</p>	

<p>Land Use & Built Environment policy 7.1.5</p> <p>Describe the diversity of housing types in the development that will support residents with a wide range of economic, social, and stage of life, as well as those with specific needs.</p>	<p>Applicant Response (Please include references to details from your proposed plan)</p>
<ul style="list-style-type: none"> • There exists a good mixture of residential types, tenures and densities to promote inclusive and vibrant neighbourhoods. 	
<ul style="list-style-type: none"> • Alternative housing types, such as garden suites, live/work units, small-lot detached dwellings, and mixed-use buildings have been considered 	

<ul style="list-style-type: none"> • <i>The neighbourhoods include densities sufficient to support transit and commercial and recreational amenities.</i> 	
<p>City of Regina Comments (internal use only)</p>	

<p>Land Use & Built Environment 7.1.6 Describe how the proposed plan includes optimally designed and specialized open spaces such as squares, civic centres and parks.</p>	<p>Applicant Response <i>(Please include references to details from your proposed plan)</i></p>
<ul style="list-style-type: none"> • <i>Parks are situated to act as important focal points for the neighbourhood.</i> 	
<ul style="list-style-type: none"> • <i>Parks are compatible with other amenities and are readily accessible by walking, cycling, and transit.</i> 	
<ul style="list-style-type: none"> • <i>Backyards abutting parks have been avoided, as this creates a barrier to the broader community and does not support access or visibility.</i> 	
<ul style="list-style-type: none"> • <i>A multi-purpose open space component has been considered and designed to accommodate change over time to accommodate school and recreational opportunities, civic uses and other public amenities.</i> 	
<ul style="list-style-type: none"> • <i>Formal urban park space has been included, such as plazas and squares, which can act as locations for important civic events and gatherings.</i> 	
<ul style="list-style-type: none"> • <i>Where possible, design storm-water ponds and channels function as natural systems and areas for recreation, incorporating native vegetation.</i> 	

City of Regina Comments (*complete/not complete/ N/A*)

<p>Land Use & Built Environment policy 7.1.7 Demonstrate how streets, pedestrian pathways, and bike paths contribute to a network of fully connected, safe and accessible routes to all destinations in and around your proposed plan area.</p>	<p>Applicant Response (Please include references to details from your proposed plan)</p>
<ul style="list-style-type: none"> • Sidewalks are separated from streets by landscaped strips, street trees and curbs, especially in primarily residential areas. 	
<ul style="list-style-type: none"> • Rear-lane access to homes has been considered to provide a more enjoyable and safe street space. 	
<ul style="list-style-type: none"> • Limited use of long blocks and street walls that limit interconnectivity. Mid-block walkways into blocks greater than 250m in length have been incorporated. 	
<ul style="list-style-type: none"> • Curvilinear, loop and cul-du-sac street design are avoided, as this pattern limits transportation and servicing interconnectivity. 	
<ul style="list-style-type: none"> • There are safe, walkable and aesthetically pleasing active transportation connections between districts and neighbourhood hubs, parks, amenities and institutional uses. 	
<ul style="list-style-type: none"> • Neighbourhoods are well connected to urban centres and urban corridors for access to citywide amenities and employment areas. 	

City of Regina Comments (*complete/not complete/ N/A*)

<p>Land Use & Built Environment policy 7.1.8 Describe the elements of your proposed plan that lend it a distinctive character, identity, and sense of place.</p>	<p>Applicant Response (Please include references to details from your proposed plan)</p>
<ul style="list-style-type: none"> • <i>Place-making features are incorporated through planning and design, such as view corridors, terminating vistas, focal points and landmarks.</i> 	
<ul style="list-style-type: none"> • <i>Neighbourhood hubs are optimally planned and designed to serve as distinctive common areas that define their neighbourhoods.</i> 	
<ul style="list-style-type: none"> • <i>Existing significant natural features or historic places have been incorporated into the neighbourhood where applicable</i> 	
<ul style="list-style-type: none"> • <i>The City has been consulted to identify ways to support the identity of a neighbourhood.</i> 	
<ul style="list-style-type: none"> • <i>Walls that segregate and visually block neighbourhoods from adjacent streets and neighbourhoods have been avoided.</i> 	
<ul style="list-style-type: none"> • <i>A variety of building designs has been allowed.</i> 	
<p>City of Regina Comments (<i>complete/not complete/ N/A</i>)</p>	

<p>Land Use & Built Environment policy 7.1.9</p> <p>Describe how the proposed plan allows for future buildings to be designed and located to enhance the public realm and contribute to a better neighbourhood experience?</p>	<p>Applicant Response <i>(Please include references to details from your proposed plan)</i></p>
<ul style="list-style-type: none"> • <i>Appropriate setbacks have been provided between homes and streets to support an enhanced street environment.</i> 	
<ul style="list-style-type: none"> • <i>Garages are set back relative to the front wall where garages front streets, so they do not dominate the front yard.</i> 	
<ul style="list-style-type: none"> • <i>Strategic intersections, neighbourhood hubs and significant public spaces are framed with with larger buildings, such as multi-unit residential and mixed-use development, in order to accentuate these focal points and support their use.</i> 	
<ul style="list-style-type: none"> • <i>Direct frontage onto arterial streets is avoided, except where they function as well-designed, landscaped, multi-modal streets.</i> 	
<ul style="list-style-type: none"> • <i>Active streetscapes are created through ground floor uses and by limiting at-grade parking and blank facades to provide a sense of activity, safety and surveillance, and “eyes on the street.”</i> 	
<p>City of Regina Comments (<i>complete/not complete/ N/A</i>)</p>	

<p>Land Use & Built Environment policy 7.1.10</p> <p>Demonstrate how your proposed plan provides convenient access to areas of employment.</p>	<p>Applicant Response <i>(Please include references to details from your proposed plan)</i></p>
<ul style="list-style-type: none"> • <i>Live/work opportunities have been integrated into development, where appropriate.</i> 	
<ul style="list-style-type: none"> • <i>Appropriately scaled employment opportunities are allowed for within or adjacent to neighbourhood hubs and NEW NEIGHBOURHOODS.</i> 	
<ul style="list-style-type: none"> • <i>Transit service to places of employment is supported by connecting neighbourhood hubs with NEW NEIGHBOURHOODS, URBAN CORRIDORS and the DOWNTOWN.</i> 	
<ul style="list-style-type: none"> • <i>Street and block patterns allow for a changing and adaptable urban environment.</i> 	
<p>City of Regina Comments (<i>complete/not complete/ N/A</i>)</p>	

Additional Policy Requirements	Applicant Response <i>(Please include references to details from your proposed plan)</i>
<p>Environment Policy 4.1</p> <p>The natural system conceptually identified on Map 4 – Environment, is maintained and enhanced through:</p> <ul style="list-style-type: none"> - 4.1.1 Protection and rehabilitation of natural areas from a “no net loss” perspective, using, wherever possible, native plant species and naturalization methods; - 4.1.2 Provision of sufficient vegetated buffers on the banks of streams, wetlands, and waterbodies; - 4.1.3 Preservation of floodplain and floodway fringe based on the 500-year flood event (provincial standard); and - 4.1.4 Creation of high-quality, well-connected natural and naturalized corridors to enhance biodiversity and facilitate species migration and movement. 	
<p>City of Regina Comments (<i>complete/not complete/ N/A</i>)</p>	

Additional Policy Requirements	Applicant Response <i>(Please include references to details from your proposed plan)</i>
<p>Infrastructure Policy 6.7</p> <p>Stormwater management is integrated into municipal reserves and open space in a manner that is compatible with the intended function of the open space.</p>	

City of Regina Comments (*complete/not complete/ N/A*)

Additional Policy Requirements	Applicant Response <i>(Please include references to details from your proposed plan)</i>
<p>Health and Safety policies 11.1, 11.7, 11.14</p> <p>The proposed plan is compliant with standards in regards to safety setbacks.</p>	
<p>Health and Safety Policy 11.5</p> <p>Confirm that in your proposed plan the development of new buildings and additions to buildings in the flood way of the 1:500 year flood elevation of any watercourse or water body.</p>	
<p>City of Regina Comments (<i>complete/not complete/ N/A</i>)</p>	