**Development Review Worksheet**

**WHY?** The development review checklist is a valuable tool for putting forward the community’s GHG reduction, climate, or energy goals to developers and builders preparing to add to the community’s building infrastructure. Buildings are part of the community’s infrastructure: how they are built has a significant effect on the community’s ability to meet climate and energy goals. Addressing climate or energy goals at the time of development is substantially more cost-effective than retro-fitting buildings at a later date. Incorporating high levels of energy efficiency, solar-ready design, travel management measures, electric vehicle-ready design, and other measures are frequently cost-effective propositions in initial construction. The checklist alerts both the developer applicant and staff and local officials as to the immediate need to address the community’s long term goals.

The goal of the checklist is to identify whether proposal projects are designed to meet, or be able to adapt over time to, the community’s near and long-term energy and climate goals.

**HOW?** The Climate action checklist can be adapted to the level of detail in the community’s goals and to the level of review typical for different size communities. A small community with fewer or more general goals may use a simple checklist with only a few items and require an applicant to simply acknowledge whether the proposal addresses the community’s goals. A large city may have a checklist with far more specificity on particular actions and may require additional submittal requirements or metrics that demonstrate consistency with the community goals.

**WHEN?** As with other submittal requirements, a completed Climate action checklist is required from the applicant with consistent with the community’s application process. The checklist can be a submittal component for: subdivision, conditional use, rezoning, special permit, variance, pre-application meeting).

**WHERE?** Depending on the details of the community’s climate goals and desired actions, the checklist can be targeted to proposals that reach a threshold size or impact so as not to burden small projects with additional submittal requirements:

* Commercial or mixed use project (i.e. creating 25,000 square feet)
* Residential projects (i.e. creating 20,000 square feet of space, or subdivisions of 10 or more lots)
* Any type project generating XX number of trips
* Any project whose total annual estimated energy use exceeds

**WHO?** Staff will review the climate checklist (and any associated submittal documents) from applicant and provide an assessment, for the planning commission or elected officials, of whether the project is enabling completion of the community’s GHG. Decision making bodies are then in a position to make informed choices about how to move the community toward adopted climate or energy goals.

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| **Overall Climate Goals** | **Is proposal consistent with community’s climate goals?** | **Notes** |
| The City of Climateopolis has adopted climate action goals to lower total GHG emissions across the city by 80% by 2040. Does the proposed project address reduction of GHG emissions? | * **Does not contribute to the goal** * **More information is needed** * **Contributes to the goal** |  |
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| **Commercial/Industrial Efficiency** |  | Notes |
| The City of Climateopolis has identified that commercial building energy efficiency needs to be substantially more efficient than minimum energy code standards in order to meet the City’s GHG reduction targets. | * **Contributes to the goal** * **More information is needed** * **Does not contribute to the goal** |  |
| Does the proposed project exceed (meet a higher level of efficiency) minimum energy code requirements? | * **Meets code** * **Exceeds code (describe)** * **Third party certification (provide)** |  |
| Does the proposed project enable future adaptation strategies for increasing building energy efficiency? | * **No strategies identified** * **Includes adaptation strategies (describe)** |  |
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| **Residential Efficiency** |  | Notes |
| The City of Climateopolis has identified that residential building energy efficiency needs to be substantially more efficient than minimum energy code standards in order to meet the City’s GHG reduction targets. | * **Contributes to the goal** * **More information is needed** * **Does not contribute to the goal** |  |
| Does the project incorporate measures to lower the energy burden for residential households? | * **Meets, does not exceed the Energy Code** * **Exceeds Code (describe)** * **Meets 3rd party energy certification (identify program)** * **Meet Net Zero Energy standard (identify program)** |  |
| Does the project include design standards that will allow for future improvements that increase energy efficiency or reduce carbon? | * **No design elements to allow for future improvements** * **Includes design elements for future improvements (describe)** |  |
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The checklist is organized into eight topics that cities typically need to address in order to meet GHG reduction goals. The checklist has a general checklist question that identifies a specific goal or need for each topic area, and then subset questions that could provide more granularity for staff and Commission review. For each topic area, communities should describe the adopted goal that justifies the information request.

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| **Electric Grid Mix** | **Is the proposal consistent with the goal?** | Notes |
| The City of Climateopolis has set a community-wide 100% clean/renewable electric energy goal to be achieved by 2040. | * **Contributes to the goal** * **More information is needed** * **Does not contribute to the goal** |  |
| Does the proposed project procure clean energy sources other than standard utility electricity or natural gas? | * **Uses standards electric and heating fuels** * **Contracts for renewable energy** * **Shared solar subscription** * **Uses on-site energy source** |  |
| Does the proposed project incorporate behind-the-meter distributed energy resources (demand response, flexible loads, battery or thermal storage, etc.)? | * **No on-site energy management** * **Includes energy storage (describe)** * **Energy management integrated with utility** |  |
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| **Renewable Energy** |  | Notes |
| The City of Climateopolis has set a goal to have 10% of electric energy consumption met by in-boundary renewable energy generation by 2035 | * **No use of in-boundary renewables** * **Uses district energy** * **Use in-boundary renewables not on site** * **Includes on-site renewables** |  |
| Does the proposed project include any renewable energy generation? | * **No renewables on site** * **On-site solar energy** * **Other on-site renewables** |  |
| Does the proposed project include specific design elements that enable future incorporation of renewable energy generation? | * **No designs for future use** * **Solar-ready design (describe)** * **3rd-party certified solar-ready (identify certification)** |  |
| Does the proposed project meet a net zero energy or carbon standard? | * **No** * **Designed for NZE but not certified** * **Yes (identify certification)** |  |

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| **Electrification and Fuels** | **Is the proposal consistent with the goal?** | Notes |
| The City of Climateopolis has identified that achieving climate goals will require increasing electrification of energy uses and switching to clean fuels where possible. | * **Contributes to the goal** * **More information is needed** * **Does not contribute to the goal** |  |
| Does the project enable future adaptation for replacing carbon-based fuels with electrification? | * **No adaptation design** * **Design allows future electrification (describe)** |  |
| Is the project designed to use renewable thermal fuels? | * **No specific designs for renewable fuels** * **Project is all electric** * **Project is designed to use renewable gas or hydrogen** |  |
| Transportation Strategies |  | Notes |
| The City of Climateopolis has identified that GHG emissions from vehicles used in the city need to be eliminated by 2040. | * **Contributes to the goal** * **More information is needed** * **Does not contribute to the goal** |  |
| Does the proposed project accommodate a transition to electric vehicles? | * **No EV measures proposed** * **Includes EV-ready parking** * **Includes EV chargers sufficient to meet future needs** |  |
| Does the proposed project include facilities or designs to increase non-single-occupancy-vehicle use and reduce the number of vehicle trips? | * **No trip reduction measures** * **Includes transit, bicycle, walking friendly designs** * **Includes multiple shared mobility design features** |  |
| Does the proposed project connect origins and destinations through mix of uses or walkable proximity? | * **No O/D connection** * **Mix of uses that can reduce transportation emissions** * **Highly connected** |  |
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| Waste Strategies |  | Notes |
| The City of Climateopolis has set a goal of becoming a net zero waste community by 2040. | * **Contributes to the goal** * **More information is needed** * **Does not contribute to the goal** |  |
| Does the proposed development address waste management from on-site uses? | * **No mention of waste management** * **Accommodates recycling and sorting of on-site waste** * **Planned to be a zero-waste facility** |  |
| Does the proposed development address all forms of waste (organics, recyclables, and trash)? | * **Yes** * **No** |  |