



DISTRICT OF HIGHLANDS

DP# _____

NO FEE

**APPLICATION FOR DEVELOPMENT PERMIT AREA 6
Energy and Water Conservation and Reduction of Greenhouse Gases**

APPLICANT / CONTACT INFORMATION

Name _____

Phone (Day): _____ Cell: _____ Fax: _____

Email _____

Mailing Address _____

I, the undersigned, declare that all the information in this application and in any attached materials is accurate and true to the best of my knowledge except where I have noted:

Signature: _____ Date: _____

OWNER'S CONSENT

This section is only to be completed if the applicant above is not the owner of the property. Alternately, a signed letter may be attached providing the owner's authorization.

Name _____ Date: _____

I / We, the undersigned, authorize the applicant to represent this application.

Signature _____ Date: _____

PROPERTY DESCRIPTION

Legal Description: Lot(s) _____ Section(s) _____ Plan _____

Parcel Identifier (PID) _____ - _____ - _____ (from Certificate of Title: eg. 001-234-567)

Street Address or General Location _____

Other Description _____

Personal information on this application form is collected under the provisions of the *Local Government Act* for the purposes of responding to this application or for purposes directly related to this application. Certain information on this application form will be available to the public, including by request under provisions of the *Freedom of Information and Protection of Privacy Act*.

SUBMISSION REQUIREMENTS

- Signature(s) of the registered land owners(s)** of the subject property or written authorization for an agent to act on their behalf;
- A copy of the State of Title** for the property **(not more than two weeks old)**
- Completed Check Sheet** as attached. If necessary in conjunction with Check Sheet, please attach additional site plans or other supporting information.

Guideline Check Sheet



Development Permit Area 6 – Energy and Water Conservation and Reduction of Greenhouse Gases

Date: _____

Application No: _____

Address: _____

Purpose of Project: _____

Directions:

Please fill out the form below. Please be sure to include how you are addressing the particular items checked “yes”.

Area Affected:

All of the District of Highlands, including single family residential, commercial and industrial, is designated as Development Permit Area #6.

Circumstances Affected

- Any construction requiring a building permit for a building, or an addition, 50m² or larger once completed
- Any development requiring a Development Permit
- Subdivision of land

Guidelines

The following guidelines are intended to meet the **Objectives** and should be considered collectively, choosing the best “mix” for each unique situation.

Objectives

- To guide development in a manner that conserves energy and water.
- To guide development in a manner that reduces greenhouse gas (GHGs) emissions.

Guideline	Does it meet the Objectives			If “YES”, how are you addressing the guideline?	
	Yes?	No?	N/A?		
FOR BUILDINGS:					
ENERGY CONSERVATION					
Building Orientation and Access to Sunlight					
a.	Buildings should be located, oriented and designed to facilitate the retention of passive solar heat (e.g. larger south facing and smaller north facing windows), reduce heat loss and support natural ventilation				
b.	Whenever possible encourage building massing/shape to improve the passive solar performance of the structure, recognizing that a more compact form and a longer shape along an east/west axis is more appropriate for maximizing passive heat gain				
c.	Reduce the energy consumption of electric lighting by maximizing opportunities for the distribution of natural daylight into a buildings’ interior spaces (excluding the use of skylights).				
d.	Avoid the use of heavily tinted or reflective glazing that reduces solar heat gain but also reduces the penetration of daylight				
e.	Placement and retention of deciduous trees is encouraged such that these trees provide summer-season shading, and winter-season solar access				
f.	Encourage the design of on-site landscaping and screening to minimize negative shading impacts on the potential for solar thermal or photovoltaic systems				

Guideline		Does it meet the Objectives			If “YES”, how are you addressing the guideline?
		Yes?	No?	N/A?	
Roof Design					
g.	Roof overhangs and window placement should be coordinated to provide cooling and shade during the summer and solar access for passive heating in the winter				
h.	Roof surfaces should be designed to accommodate solar energy collection devices				
i.	Skylights are only encouraged if the benefit of natural daylight penetration is sufficient from an energy perspective, to outweigh their heat loss due to low insulation value				
j.	Consider light tubes as a passive light source, without unwanted solar gain or heat loss				
k.	Green roofs are especially encouraged where they can be shown to reduce heating and cooling needs, enhance biodiversity, reduce fire hazards, or realize other benefits				
Efficient and Renewable Energy					
l.	For alternate wall systems designed to achieve higher “R” values or higher thermal mass than the standard in the BC Building Code, calculation of the total floor area should not include additional wall thickness used to compensate for higher levels of insulation				
m.	Strongly support the installation of on-site renewable energy systems wherever feasible (e.g. solar thermal hot water, solar photovoltaic (PV) panels, low-noise heat pumps, and low-noise micro turbines)				
n.	Design mechanical systems to enable interconnection with future sustainable energy systems. For example, this means a conduit to allow for solar or wind power installations, or district energy systems (within the Highlands Servicing Area)				
o.	Encourage the recovery of available waste heat resources as a strategy to preheat incoming ventilation or domestic potable water supply				

Guideline		Does it meet the Objectives			If “YES”, how are you addressing the guideline?
		Yes?	No?	N/A?	
Outdoor Areas					
p.	Snow management should be premised on sound design principles and not be reliant on the integration of heat trace devices. Heated driveways, stairs, or pedestrian walkways are discouraged, where not justified to accommodate people with mobility challenges				
q.	While still supporting safe pedestrian mobility, all outdoor lighting should minimize wattage and be directed downward with full cut-off fixtures				
r.	The control of all outdoor lights with motion detectors or timers is encouraged				
s.	Outdoor lighting should be well designed to protect natural night skies and avoid light pollution				
Materials Management					
t.	Recycling infrastructure and animal-proof storage areas are encouraged, especially for composting and organics recycling				
u.	Reuse existing building materials where practical				
v.	Wherever practical, new building materials should be: <ul style="list-style-type: none"> a. Sourced locally or regionally to reduce transportation requirements whenever possible, b. Durable for the intended use and last for the life cycle of the building, and c. Non-toxic (in manufacturing process and once in use). 				
w.	Encourage construction waste diversion planning as part of the development process, including the identification of designated areas for the collection of recyclable materials during construction				
Preferred Transportation Choices					
x.	Design which includes bicycle storage and easy access racks is encouraged				

Guideline	Does it meet the Objectives			If “YES”, how are you addressing the guideline?	
	Yes?	No?	N/A?		
LANDSCAPING: WATER CONSERVATION					
a.	Landscaping design should preserve existing native vegetation, and use non-invasive plant species suited to the local climate, requiring minimal irrigation. Measures should include: i. Incorporating drought-tolerant, native plants and other xeriscaping techniques to minimize the need for landscape irrigation. ii. Maximizing the use of topsoil or composted waste for finish grading to assist in infiltration and to increase the water holding capacity of landscaped areas (30cm is the recommended minimum). iii. Maximizing the use of mulch layers above soil for all landscape planting areas; and utilizing rainwater capture systems for appropriate end uses where possible.				
b.	Incorporate edible landscaping where possible				
c.	Use or manage stormwater and building water discharge on site. Site and building design measures should include: i. Maximizing pervious surfaces to enhance stormwater infiltration opportunities by reducing building footprints, paved parking areas and pedestrian pathways. ii. Incorporating stormwater capture and storage measures including bioswales and rain gardens for infiltration.				
d.	Utilize automated control systems where temporary or permanent mechanical irrigation systems are required				

Guideline	Does it meet the Objectives			If “YES”, how are you addressing the guideline?	
	Yes?	No?	N/A?		
FOR SUBDIVISION:					
ENERGY CONSERVATION AND GHG REDUCTIONS					
Parcel Orientation and Access to Sunlight					
a.	Parcels should be subdivided and oriented to take advantage of opportunities for improving passive solar heating, reducing heat loss and supporting natural ventilation. Plans need to explain how these aspects are achieved				
b.	Lot layout should minimize negative shading impacts on surrounding properties				
c.	Whenever possible encourage lot layout permitting building massing/shape to improve the passive performance of the structure, recognizing that a more compact form and a longer shape along an east/west axis maximizes passive heat gain				
Renewable and Alternative Energy					
d.	Encourage lot layouts that enable interconnection with future District energy systems in those areas identified as having potential for such systems				
Preferred Transportation Choices					
e.	Neighbourhood design and subdivision layout needs to include human/active transportation choices such as short pedestrian connections to adjacent roads				