



6635-6639  
CHESTER  
AVENUE

CIVIC DESIGN REVIEW  
MULTI-FAMILY RESIDENTIAL COMMUNITY



WISDOMTREE GROUP

## PROJECT DESCRIPTION

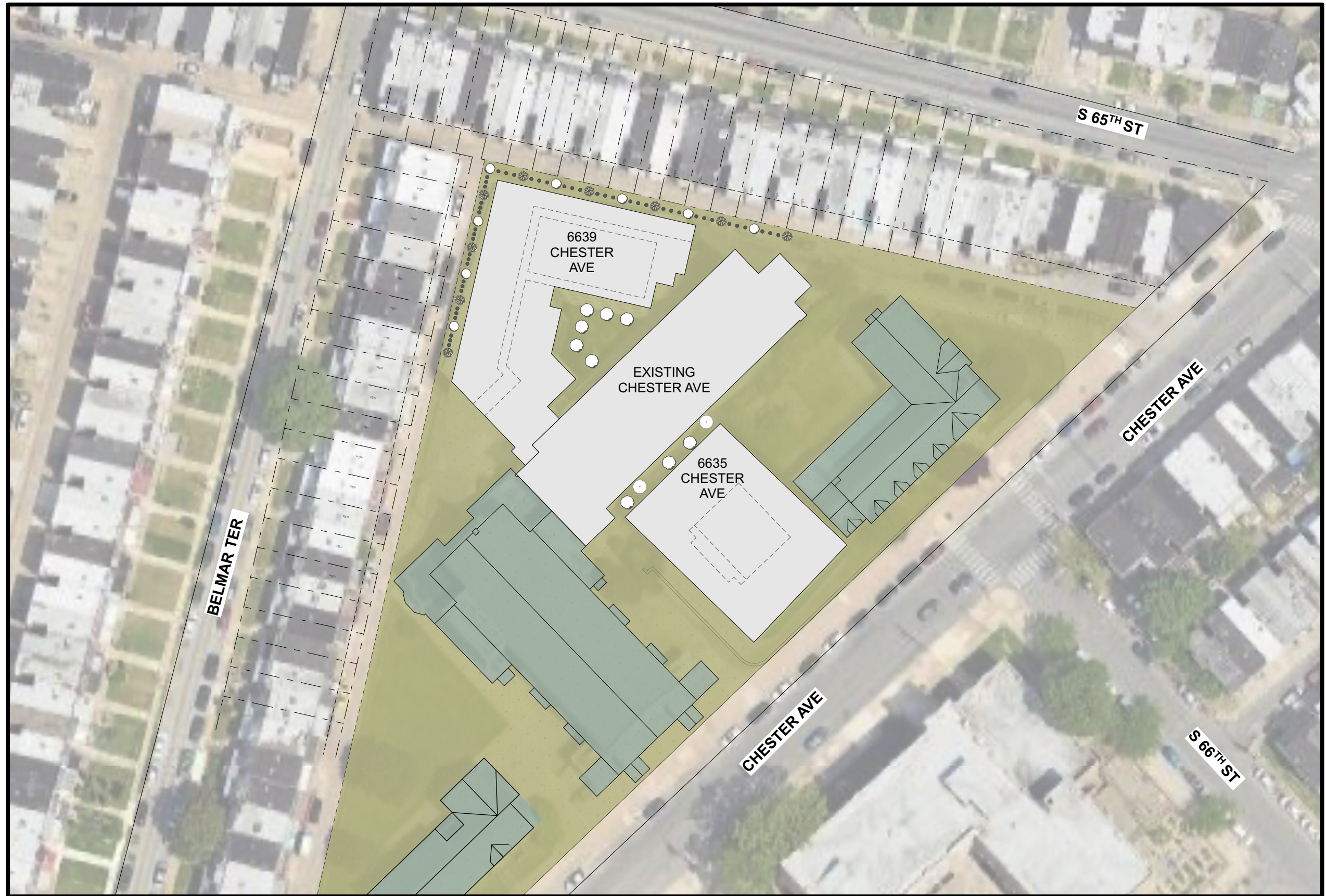
Two new construction builds located at 6635 and 6639 Chester Avenue in Philadelphia, Pennsylvania consisting of (3 )Residential buildings, one of which is a renovated existing building. All buildings combined contain 160 residential units.

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2	Table of Contents & Project Summary
October 22, 2024	#Pln





3	Site Plan
October 22, 2024	#Pln





**Legend**

1. Gemma Services
2. Divine Mercy Parish
3. Catharine Elementary School
4. DRIP DRY DROP
5. Elvis Rodriguez Grocery
6. Blessings Home Care
7. Hebrew Mutual Burial Association
8. Vip Auto Center
9. 6 Brothers Supermarket
10. Merkato Baltena
11. Kids R Special Club House
12. Mrs. Connie's Family Child Care
13. Philadelphia Fire Department
14. Next Generation Studios
15. Liberty Mini Market
16. McCreech Playground and Skatepark
17. BIM Mobile Services
18. Lee's Complete Auto Services
19. Tristar Food Market
20. Spirit & Truth Worship Center
21. Cobbs Creek Park
22. Reedy Bees Kid Academy
23. Greenway Food Market
24. Philadelphia Police 12th District
25. WSFS Bank
26. RiteChoice Pharmacy
27. Mount Moriah Cemetery
28. M&T Bank
29. CubeSmart Self Storage

4	Site Content
October 22, 2024	#Pln



1



2



3



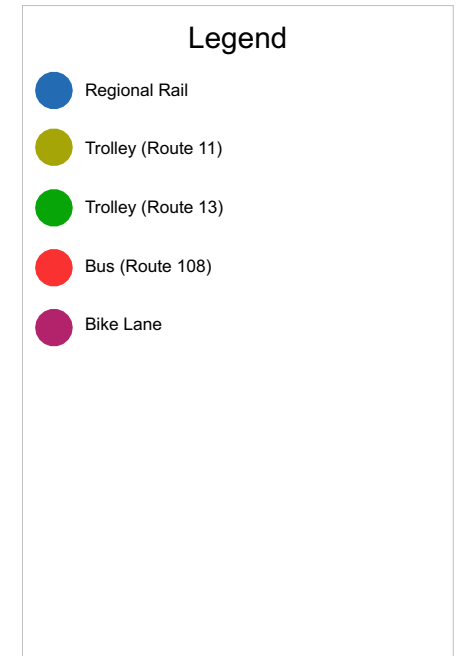
4



CONTEXT MAP

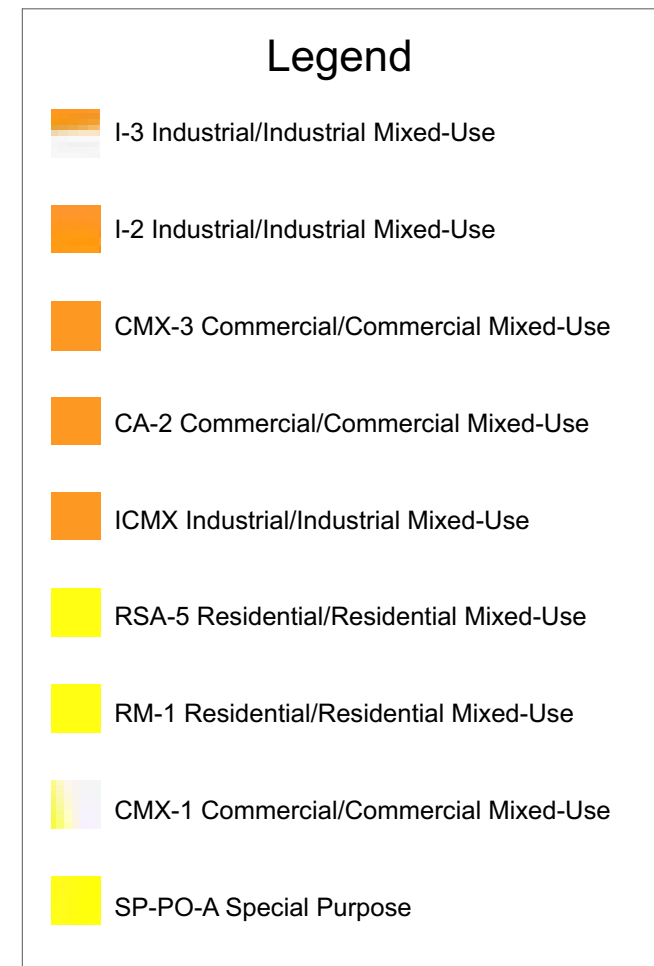
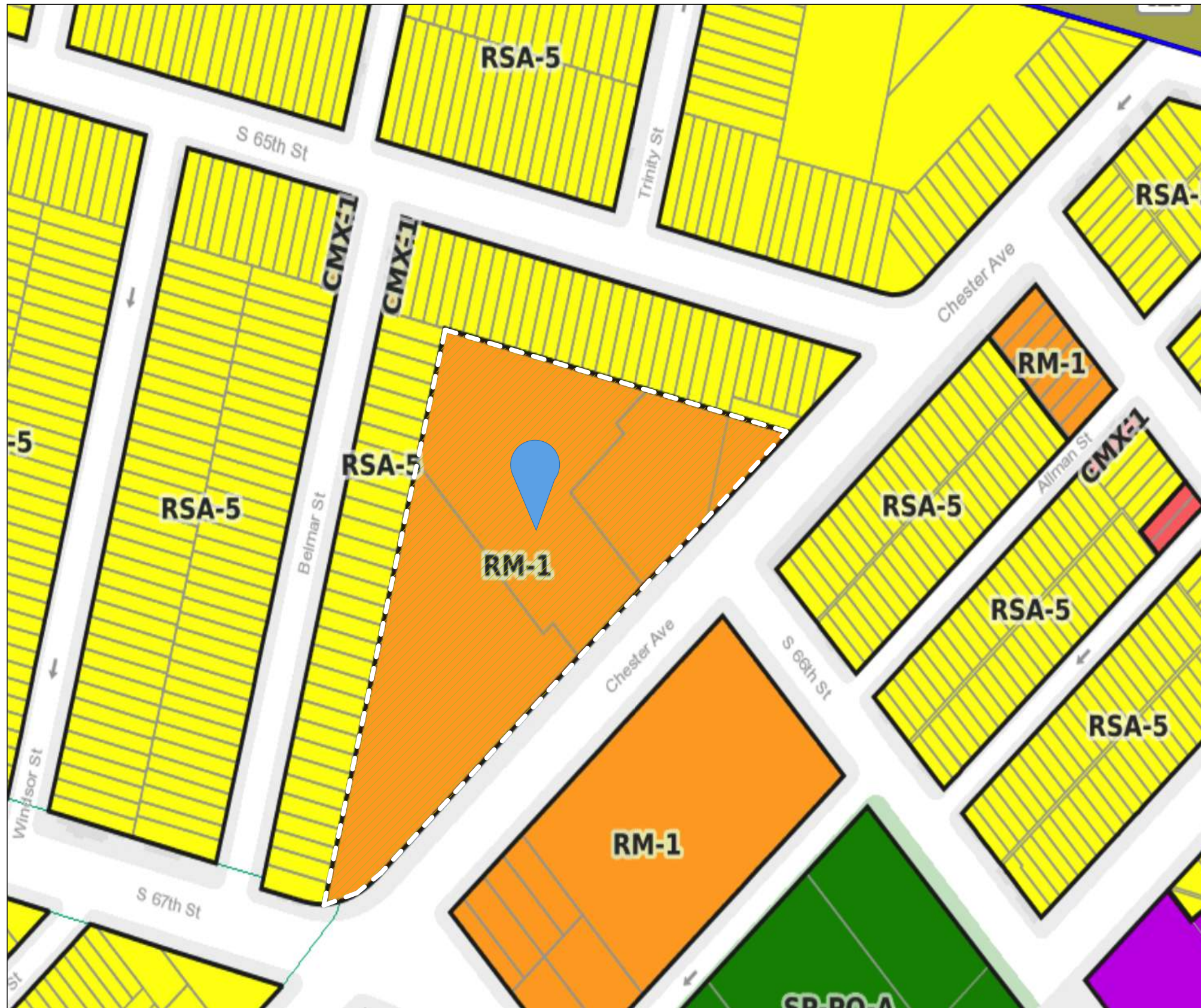
6635 Chester Avenue  
Philadelphia, PA

5	Context Map
October 22, 2024	#Pln

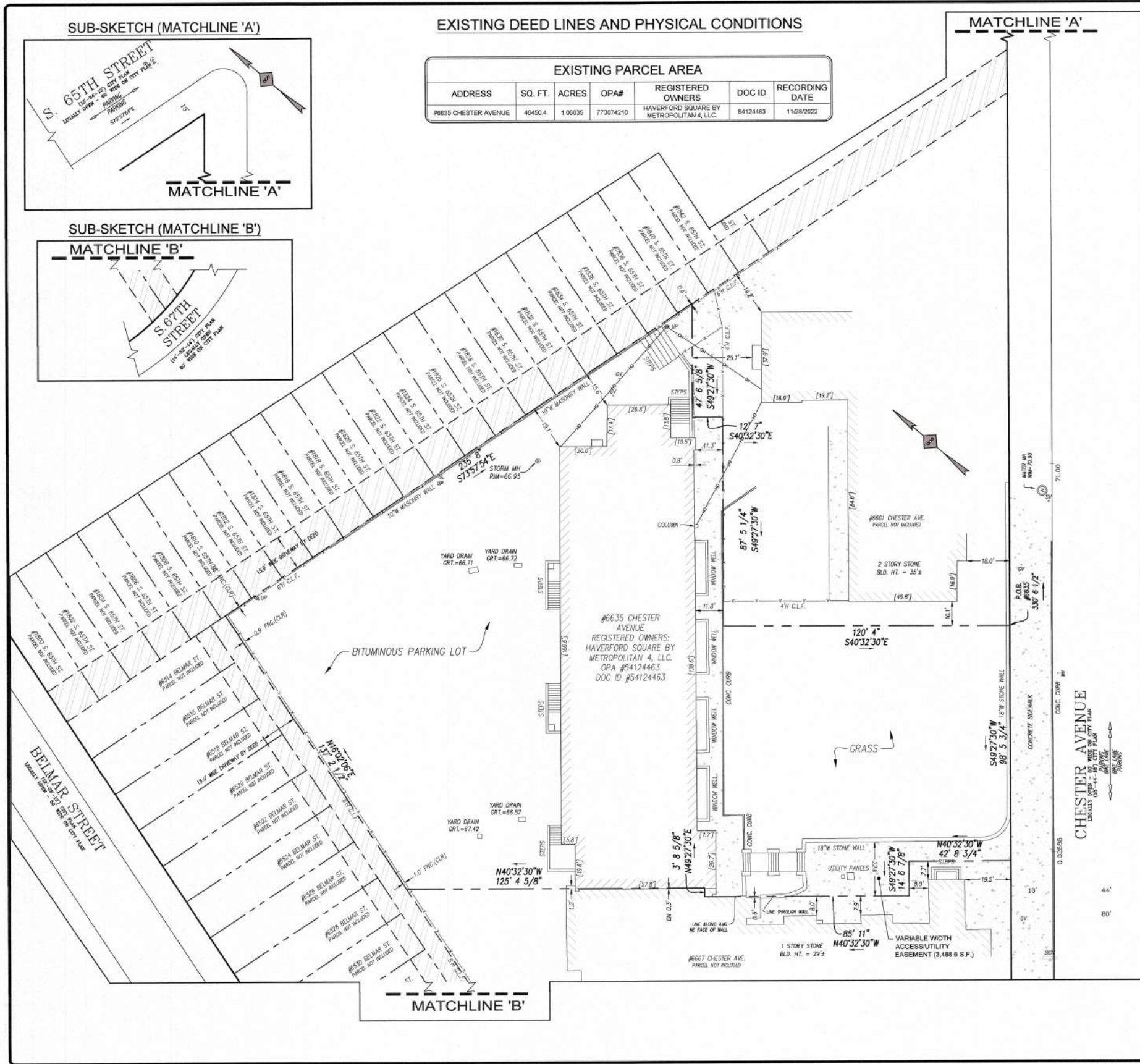


6	Transportation
October 22, 2024	#Pln



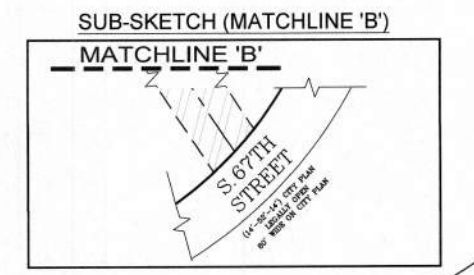
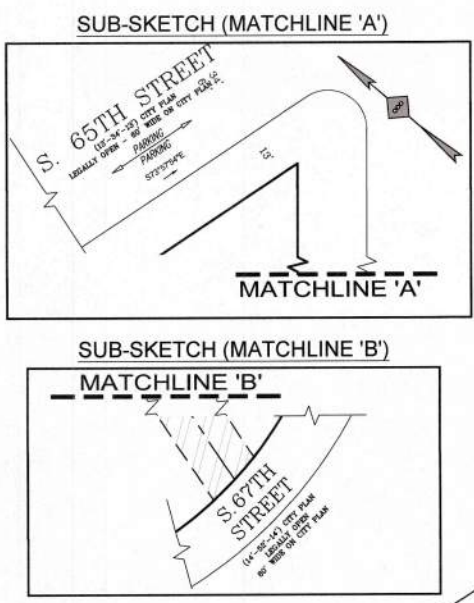


7	Zoning Map
October 22, 2024	#Pln



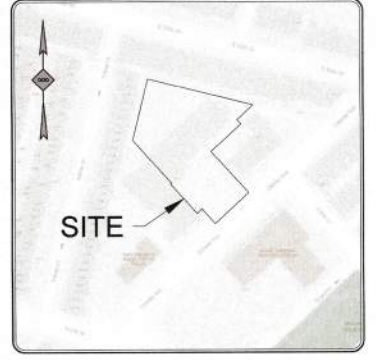
EXISTING DEED LINES AND PHYSICAL CONDITIONS

EXISTING PARCEL AREA					
ADDRESS	SQ. FT.	ACRES	OPA#	REGISTERED OWNERS	DOC ID RECORDING DATE
#6635 CHESTER AVENUE	46450.4	1.06635	773074210	HAVERFORD SQUARE BY METROPOLITAN 4, LLC.	54124463 11/28/2022



NOTES

- THIS PLAN IS TO BE USED FOR TITLE OR CONVEYANCE PURPOSE ONLY. PLAN MADE AS PER INSTRUCTIONS OF HAVERFORD SQUARE BY METROPOLITAN 4, LLC.
- PARCEL ADDRESS: #6635 CHESTER AVENUE
- ATTENTION IS CALLED TO THE ZONING REQUIREMENTS IN THE PHILADELPHIA CODE AS AMENDED. PROPERTY IS ZONED AS RM-1 (RESIDENTIAL MULTI-FAMILY-1).
- FIELD WORK PERFORMED ON 02/09/2023
- ALL BOUNDARY DIMENSIONS SHOWN ON THE PLAN ARE PHILADELPHIA DISTRICT STANDARD, THE LEGAL STANDARD OF MEASURE WITHIN THE CITY OF PHILADELPHIA. PHILADELPHIA DISTRICT STANDARD DISTANCES TO BE USED FOR TITLE PURPOSES ONLY. PHYSICAL MEASUREMENTS SHOWN ARE IN UNITED STATES STANDARD MEASURE.
- THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF A TITLE INSURANCE REPORT AND IS SUBJECT TO THE FINDINGS THAT A VALID TITLE REPORT WOULD DISCLOSE.
- SUBJECT PREMISES ARE NOT IN A FLOOD HAZARD AREA AS PER FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE.
- REGISTERED OWNERS: HAVERFORD SQUARE BY METROPOLITAN 4, LLC.
- THE ADDRESSES SHOWN ON THIS PLAN ARE AS PER EXISTING DEEDS OR AS POSTED ON THE PREMISES. ADDRESSES FOR ANY NEWLY CREATED PARCELS ARE TO BE ASSIGNED BY THE OFFICE OF PROPERTY ASSESSMENT (OPARB).
- UPON THE FILING AND RECORDING OF A DEED WITH THE DEPARTMENT OF RECORDS OF THE CITY OF PHILADELPHIA, PREPARED IN ACCORDANCE WITH THIS PLAN, THE LINE SHOWN AS PROPOSED SHALL BECOME ACTUAL AND DECLARED.
- A ZONING PERMIT IS REQUIRED FOR ANY PROPOSED CHANGES TO LOT LINES INCLUDING CONSOLIDATION OF EXISTING PARCELS.
- PREMISE SHOWN HEREON HAS STREET FRONTAGE
- ELEVATIONS SHOWN ON PLAN ARE FROM CITY PLAN No. 192. BENCHMARK: WATER MH (CHESTER AVE.) RIM ELEVATION = 70.90'
- THE INFORMATION SHOWN ON THIS PLAN IS FOR THE ULTIMATE USER NAMED HERON AND IS NOT VALID TO ANY OTHER PARTIES. ANY ELECTRONIC REPRODUCTION OF THIS SURVEY AND PLAN IS TO BE FOR THE USE OF THE CLIENT ONLY. AQUA ECONOMICS IS NOT RESPONSIBLE FOR ANY DISCREPANCIES, WHICH MAY ARISE BY THE ELECTRONIC REPRODUCTION OF THE ORIGINAL FILE AND ANY FUTURE PARTIES UTILIZING SAID COPY DO HEREBY RELEASE AQUA ECONOMICS FROM ANY AND ALL CLAIMS FOR DAMAGES AS A RESULT OF SAID DISCREPANCIES.
- COPYRIGHT 2022 - ALL RIGHTS RESERVED - AQUA ECONOMICS NO PART OF THIS PLAN MAY BE REPRODUCED, STORED IN AN INFORMATION STORAGE AND RETRIEVAL SYSTEM, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRICAL, MECHANICAL, PHOTOCOPIING, RECORDING OR OTHERWISE WITHOUT PRIOR WRITTEN PERMISSION OF AQUA ECONOMICS.



LOCATION MAP  
N.T.S.

ZONING

**RM-1 (RESIDENTIAL MULTI-FAMILY-1)**

Minimum Lot Width (ft.): 16  
 Minimum Lot Area (sq.ft.): 1,440  
 Minimum Open Area:  
 • Intermediate - 25%  
 • Corner - 20% [2]  
 Minimum Front Setback (ft.): Base on Adjacent [5][6]  
 Minimum Side Yard Width [8] (ft.):  
 • Single Family Detached 5 to 12' (based on # of families)  
 Minimum Rear Yard Depth (ft.): 9 [6]  
 Maximum Height (ft.): 38 [5]



Reviewed and Approved as per  
 Sub-Division Plan Requirements  
 Adopted by the Board of Surveyors  
*Trish Lonie* / *Robert Babb*  
 Surveyor & Regulator District Date

LEGEND

SYMBOL	DESCRIPTION
(---)	CHAINLINK FENCE
(---)	PROPERTY LINE
(---)	BUILDING
(---)	CONCRETE
(---)	SHRUB GARTH
(---)	UTILITY POLE WITH LIGHT
(---)	STONE
(---)	BOLLARD
(---)	WATER VALVE
(---)	GAS VALVE
(---)	SEWER VENT
(---)	LIGHT POLE
(---)	FIRE HYDRANT
(---)	PARKING METER
(---)	TREE
(---)	WHOLE (TYP)
(---)	LANDSCAPE PLANTER

**AQUA ECONOMICS**  
 1391 Walton Road Blue Bell, Pa 19422  
 (215)990-0678 / paul@aquaeconomics.com

Contact Information:  
 GENERAL MANAGER: Trish Lonie  
 Phone: (267)885-9875  
 Email: trish@aquaeconomics.com  
 SURVEY PROJECT MANAGER:  
 Robert Babb  
 Email: robert@aquaeconomics.com

**PROPOSED SUBDIVISION AND SITE PLAN**  
 SHEET 1 OF 2

**#6635 CHESTER AVENUE**  
 40TH WARD PHILADELPHIA PA 19142

MUNICIPALITY: PHILADELPHIA  
 PHILADELPHIA COUNTY, PA  
 Property Owners:  
 HAVERFORD SQUARE BY METROPOLITAN 4, LLC.

Drawn By: JGK/RB  
 Checked By: PL

NO.	DATE	BY	DESCRIPTION
2	8/03/2023	RB	PROPOSED LOT CONFIGURATION
1	7/11/2023	RB	DISTRICT REVIEW
NO.	DATE	BY	DESCRIPTION

04/24/2023

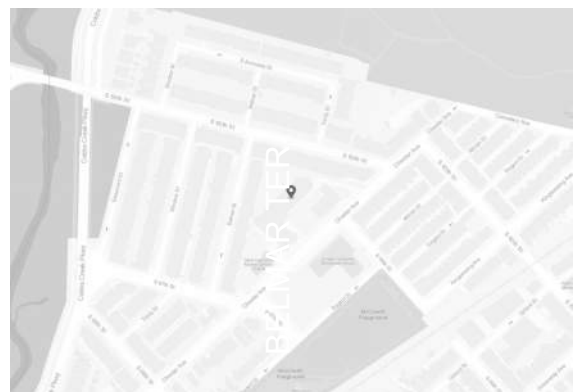
*Paul N. Lonie*  
**PAUL LONIE**  
 PA PROFESSIONAL LAND SURVEYOR LIC. NO. SU24461E

SCALE: 1" = 20'  
 PROJECT ID: 6635 CHESTER AVE (SU24461E)  
 SHEET: 24" x 36"  
 Sheet 1 of 2

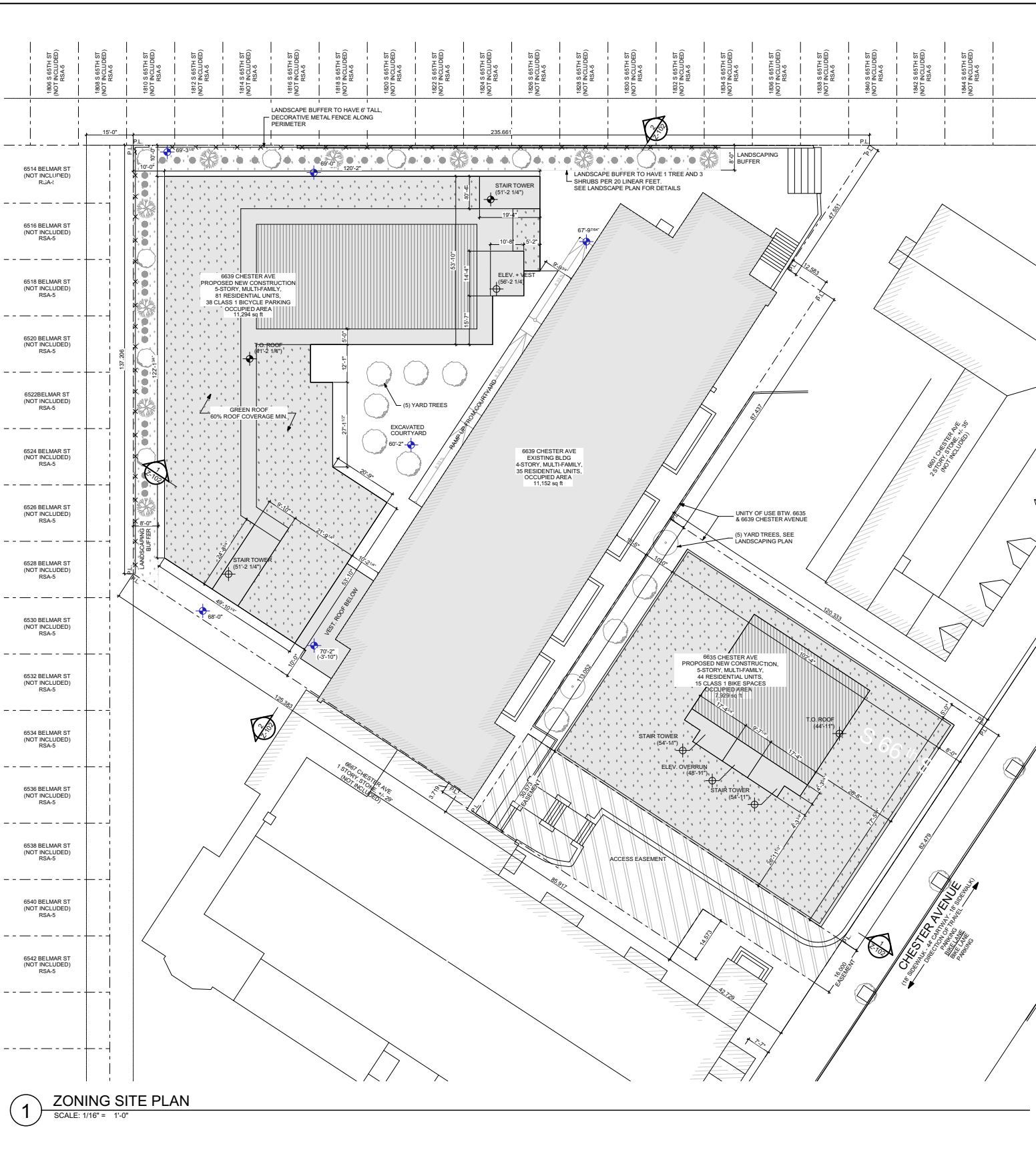
8	Existing Conditions Survey
October 22, 2024	#Pln



ZONING SUMMARY			
<b>SITE INFORMATION:</b>			
BASE DISTRICT:	RM-1		
ADDRESS:	6635-39 CHESTER AVE, PHILADELPHIA, PA 19142		
LOT AREA:	TOTAL	6635 CHESTER AVE	6639 CHESTER AVE
OCCUPIED AREA:	46,450 SF	9,925 SF	36,525.4 SF
GROSS FLOOR AREA:	29,308 SF	7,529 SF	22,446 SF
	138,109 SF	39,645 SF	40,018 (EXIST.) 63,780 (NEW)
<b>PROJECT DESCRIPTION:</b>			
NEW CONSTRUCTION OF (1) 5-STORY, 44-UNIT MULTI-FAMILY RESIDENTIAL BUILDING ON THE PROPERTY OF 6635 CHESTER AVE, IN UNITY-OF-USE WITH NEW CONSTRUCTION OF (1) 5-STORY, 81-UNIT MULTI-FAMILY RESIDENTIAL BUILDING AND (1) EXISTING 36-UNIT MULTI-FAMILY BUILDING ON THE PROPERTY OF 6639 CHESTER AVE.			
<b>ITEM</b>	<b>ZONING SECTION</b>	<b>ZONING REQUIREMENT</b>	<b>PROPOSED</b>
USE REGULATIONS	14-602-2	ONLY USES PERMITTED IN SECTION 14-602-2	MULTI-FAMILY RESIDENTIAL
UNIT DENSITY	14-602-1	360 SF PER UNIT FOR THE FIRST 1,440 SF OF LOT AREA, 480 SF PER UNIT BEYOND 1,440 SF 46,450 / 1,440 = 32 UNITS (BASE) 45,010 / 480 = 93 UNITS (TOTAL = 97 PERMITTED (BASE))	44 UNITS (6635, 5-STORY) 81 UNITS (6639, 5-STORY) 36 UNITS (EXISTING) TOTAL PROPOSED = 146 UNITS
LOW INCOME DENSITY BONUS	14-702-7	10%	*NINETEEN (19) UNITS TO BE RESERVED AS AFFORDABLE PER MIXED-INCOME HOUSING BONUS ACKNOWLEDGMENT FORMS. MIXED INCOME BONUS WILL BE EARNED THROUGH PROVIDING LOW INCOME UNITS IN COMPLIANCE WITH 14-702(7).
GREEN ROOF DENSITY BONUS	14-702-16	25%	
TOTAL		169 UNITS	
MIN. LOT WIDTH (FT)	14-701-2	16	SEE ZONING PLAN
MIN. LOT AREA (SQ FT)	14-701-2	1,840	46,450
MAX. OCCUPIED AREA (% OF LOT)	14-701-2	INTERMEDIATE/75; CORNER: 80	65% (30,375 SF)
FRONT YARD DEPTH	14-701-2	EQ. TO ADJACENT LOTS	SEE ZONING PLAN
SIDE YARD	14-701-2		
SINGLE OR TWO-FAMILY DETACHED INTERMEDIATE	14-701-2	2/5 EACH	N/A
SINGLE OR TWO-FAMILY DETACHED CORNER LOT	14-701-2	5	N/A
SINGLE OR TWO-FAMILY SEMI-DETACHED	14-701-2	5	N/A
MULTI-FAMILY, DETACHED	14-701-2	2/5 EACH	SEE ZONING PLAN
MULTI-FAMILY, DETACHED CORNER LOT	14-701-2	8	N/A
MULTI-FAMILY SEMI-DETACHED	14-701-2	12	SEE ZONING PLAN
REAR YARD	14-701-2		
MIN. DEPTH (FT)	14-701-2	9	SEE ZONING PLAN
MIN. AREA (SQ FT)	14-701-2	144	SEE ZONING PLAN
HEIGHT REGULATIONS	14-701-2	38	SEE ZONING PLAN
LOW INCOME HEIGHT BONUS	14-701-2	7	SEE ZONING PLAN
FLOOR AREA RATIO	14-701-2	NO LIMIT	N/A
MIN. STREET FRONTAGE (FT)	14-701-2	N/A	98'-5"
LANDSCAPE BUFFERING	14-705-1 (6)	8'	8'
TREES AND SHRUBS	14-705-1 (6), 2	1 TREE & 3 SHRUBS / 20' LINEAR (28') + 12 TREES, 30 SHRUBS REQ'D	12 TREES 30 SHRUBS
YARD TREE REQUIREMENTS	14-705-1 (6)	1/3,000 SF OF OPEN AREA (17,542 SF) = 11 REQ'D	11
STREET TREE REQUIREMENTS	14-705 (2)	1/35' FRONTAGE (88'-6") = 3 REQ'D	3
VEHICLE PARKING SPACES	14-802-1	0	N/A
ACCESSIBLE PARKING SPACES	14-802-4	0	N/A
ELECTRIC PARKING SPACES	14-802-9	0	N/A
BICYCLE PARKING REGULATIONS	14-804-1	12 OR MORE DWELLING UNITS, 1 PER EVERY 3 DWELLING UNITS	53
<b>STREETS DEPARTMENT:</b>			
<b>STREET INFORMATION:</b>			
STREET:	CHESTER AVE		
BREAKDOWN:	SIDEWALK 18' - CARTRAY 44' - SIDEWALK 18' = 80' WIDE		
ALLOWABLE ENCROACHMENT:	4'-6"		
PROPOSED ENCROACHMENT	STREETS SECTION	ALLOWABLE	PROPOSED
AWNINGS	11-603-1	N/A	N/A
CANOPES	11-603-2	N/A	N/A
MARQUEES	11-603-3	N/A	N/A
BALCONIES AND BAY WINDOWS	11-603-4	N/A	N/A
ARCHITECTURAL EMBELLISHMENTS	11-603-5	N/A	N/A
CELLAR DOORS AND STEPS	11-604-4	N/A	N/A



**2 PROJECT LOCATION**  
SCALE: 1:2.22



**1 ZONING SITE PLAN**  
SCALE: 1/16" = 1'-0"

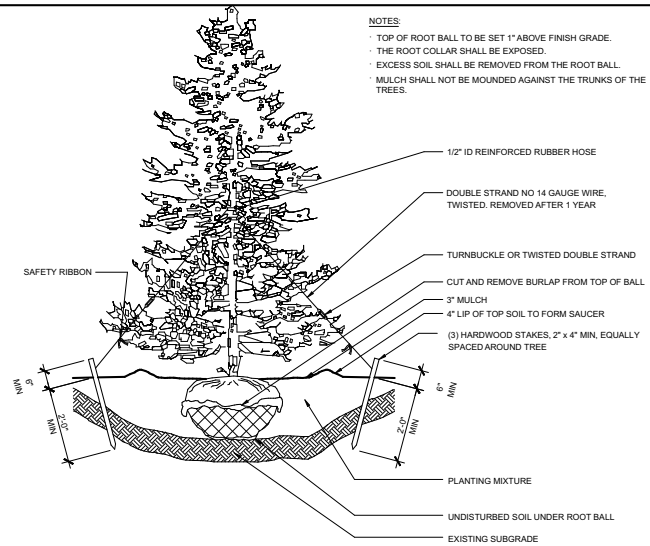
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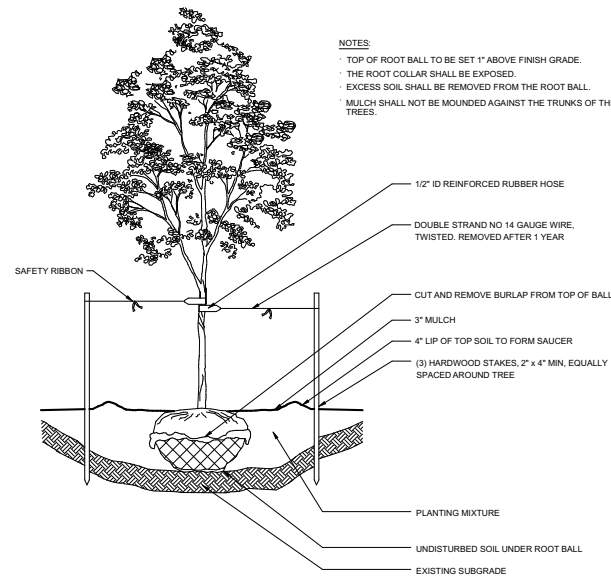
Professional License No.	
Project Title	
<b>CHESTER AVENUE MULTI-FAMILY</b>	
6635 Chester Ave Philadelphia, PA 19142	
Sheet Title	
<b>ZONING PLAN</b>	
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Date	Project Number
2023	
Scale	Sheet No.
as noted	
Drawn By	Project No.
CTM	Z-101
Checked By	
CTM	

Printed 8/16/2024

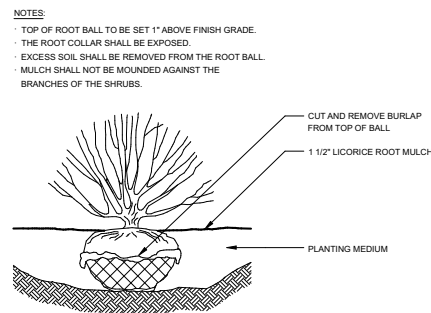
These plans are copyrighted and are subject to copyright protection as an "architectural work" under Section 102 of the Copyright Act, 17 U.S.C. as amended December 1990 and known as Architectural Works Copyright Act of 1990. The protection includes but is not limited to the overall form as well as the arrangement and composition of spaces and elements of the design.



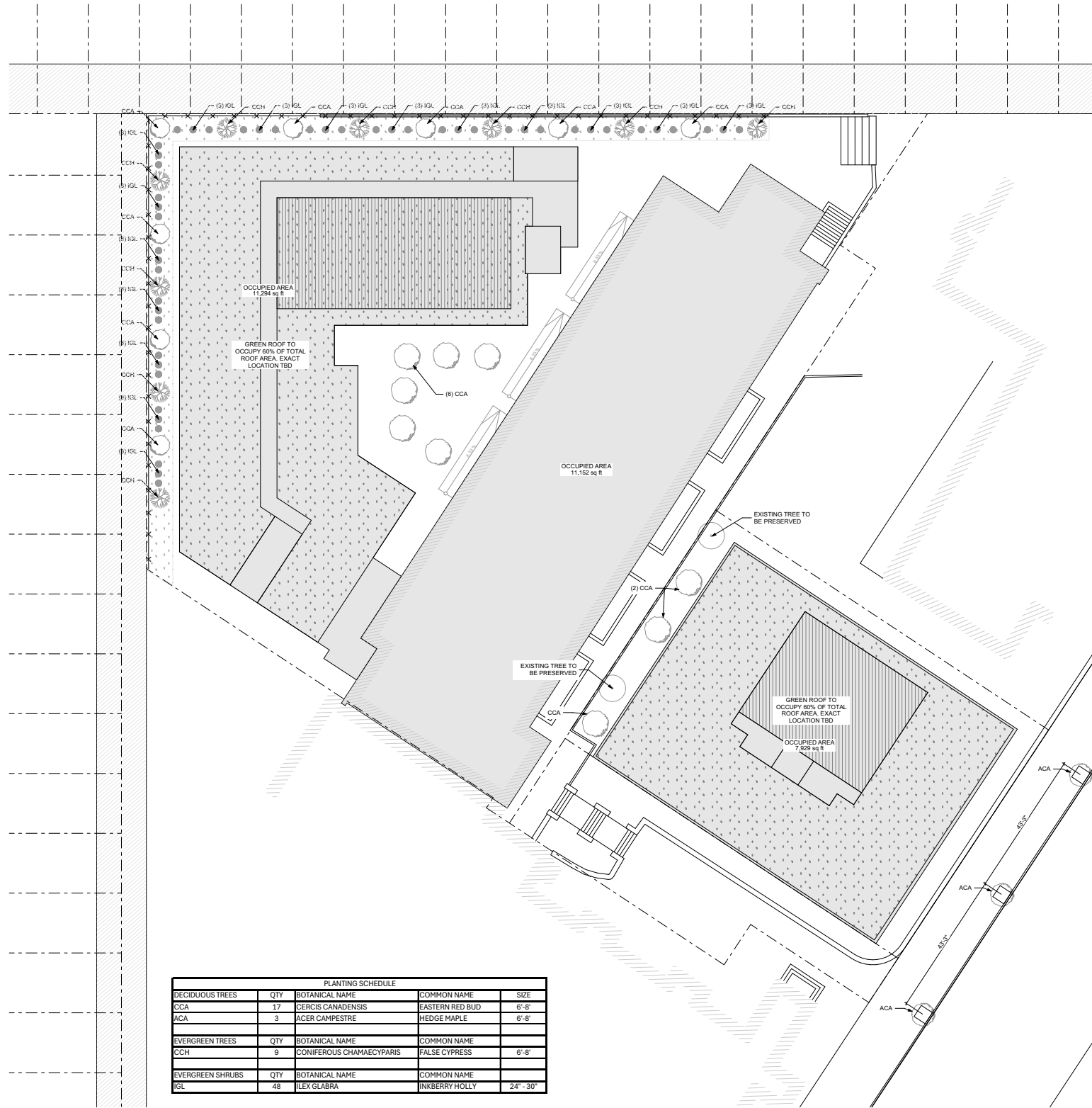
**4 EVERGREEN TREE PLANTING DETAIL**  
SCALE: 1" = 1'-0"



**3 DECIDUOUS TREE PLANTING DETAIL**  
SCALE: 1" = 1'-0"



**2 SHRUB PLANTING DETAIL**  
SCALE: 1" = 1'-0"



**1 LANDSCAPING PLAN**  
SCALE: 1/16" = 1'-0"

Versions		
No.	Date	Description
1	5/31/24	ISSUED FOR ZONING

Signature & Seal

**CHESTER AVENUE MULTI-FAMILY**  
8635 Chester Ave  
Philadelphia, PA 19142

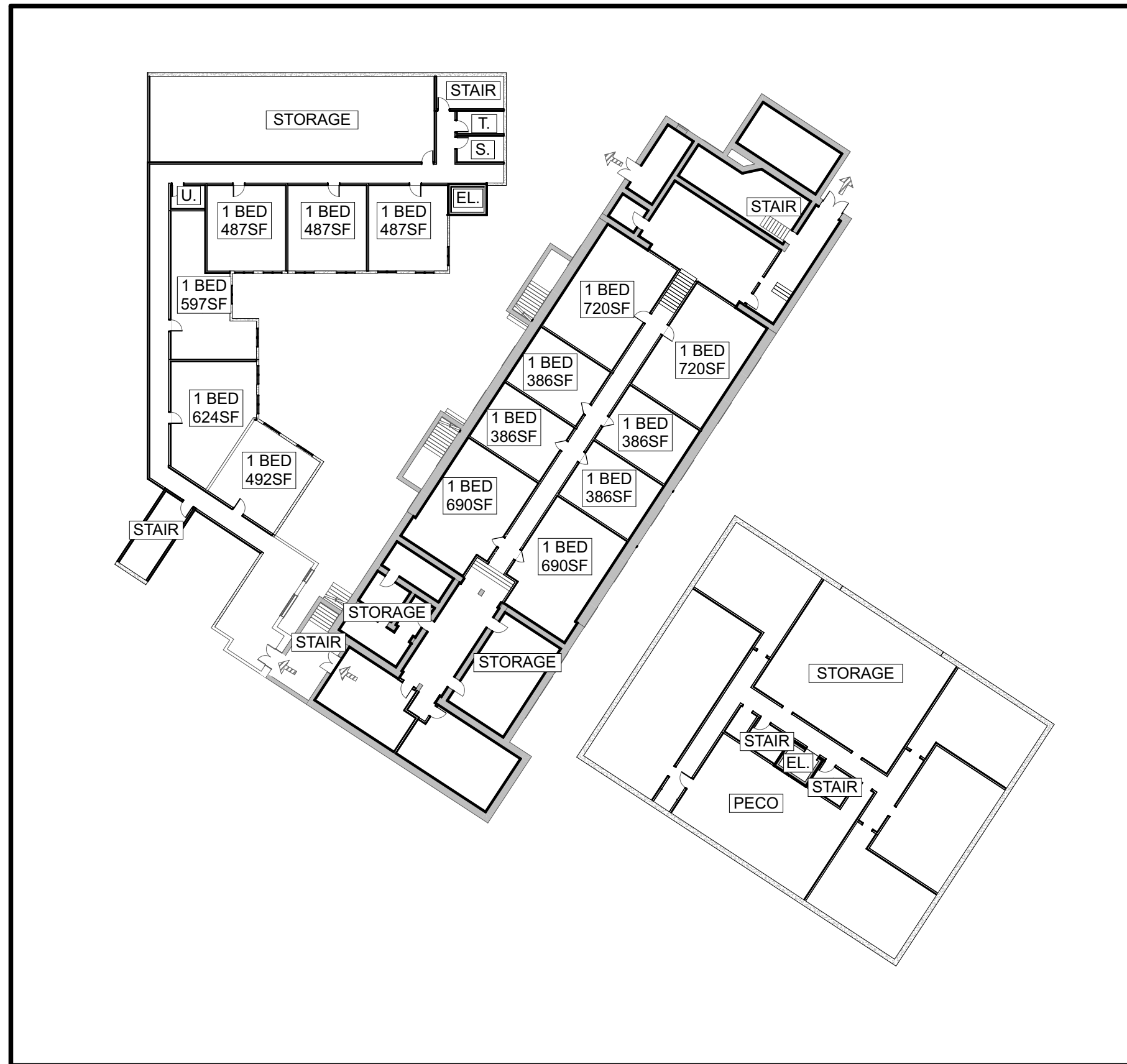
**LANDSCAPING PLAN**

For Review  
 Permit Review  
 Not For Construction  
 For Construction

Date: 2023	Project Number:
Scale: as noted	Project No. Z-103
Drawn By: CTM	
Checked By: CTM	

Printed 8/16/2024

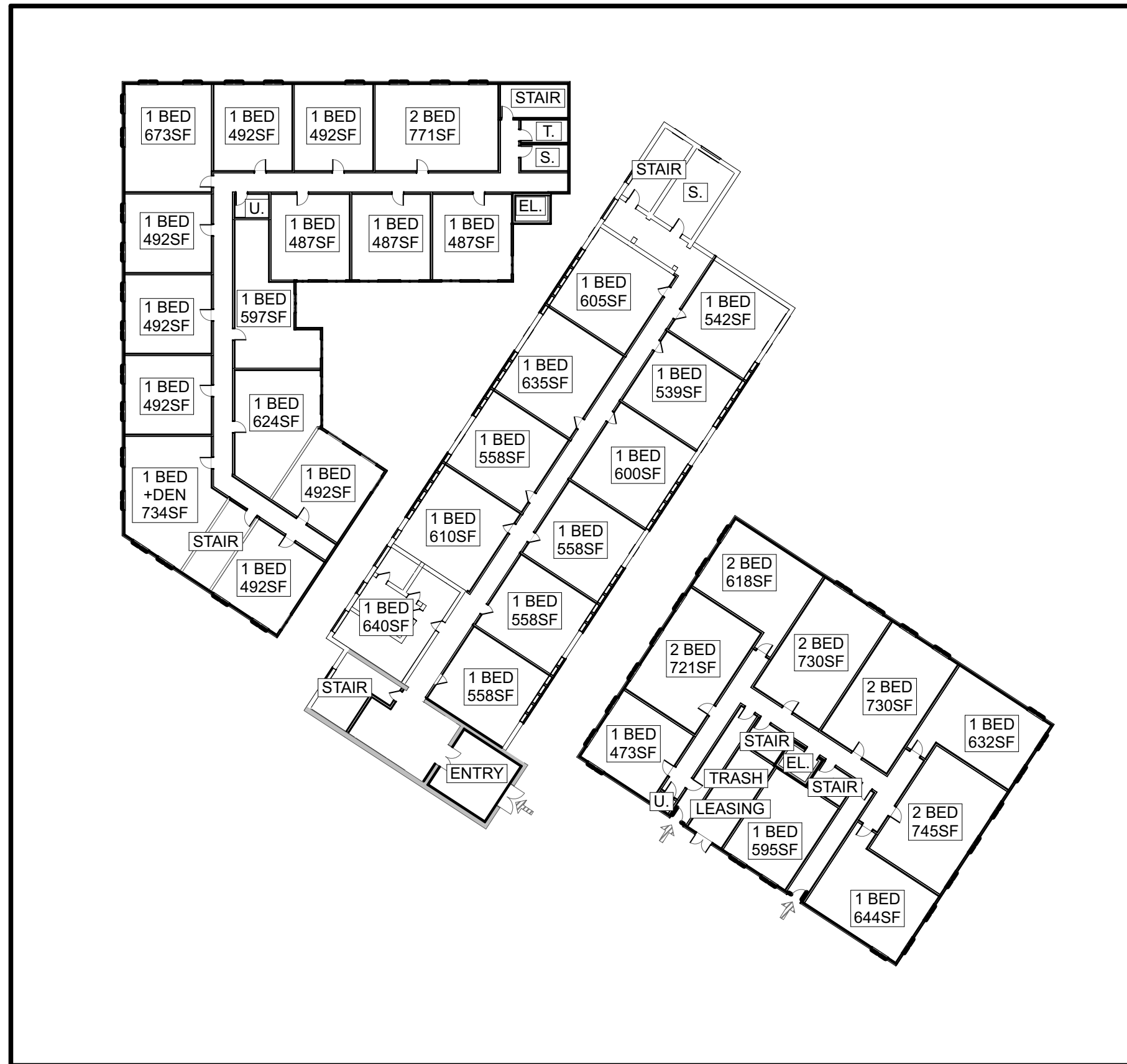
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**1** BASEMENT FLOOR PLAN  
SCALE: 1/32" = 1'-0"

11	Basement Plan
October 22, 2024	#Pln

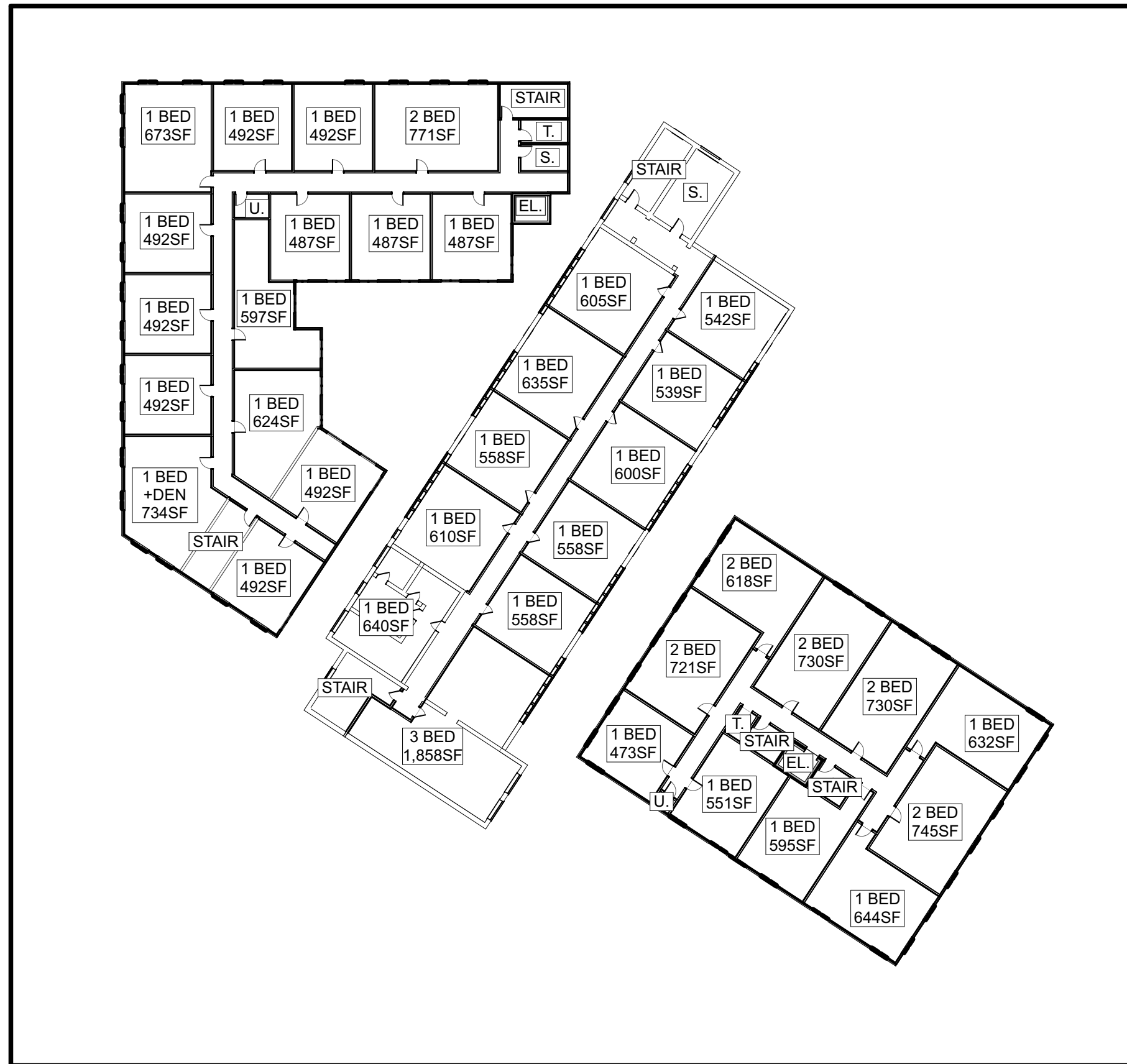




**1** FIRST FLOOR PLAN  
SCALE: 1/32" = 1'-0"

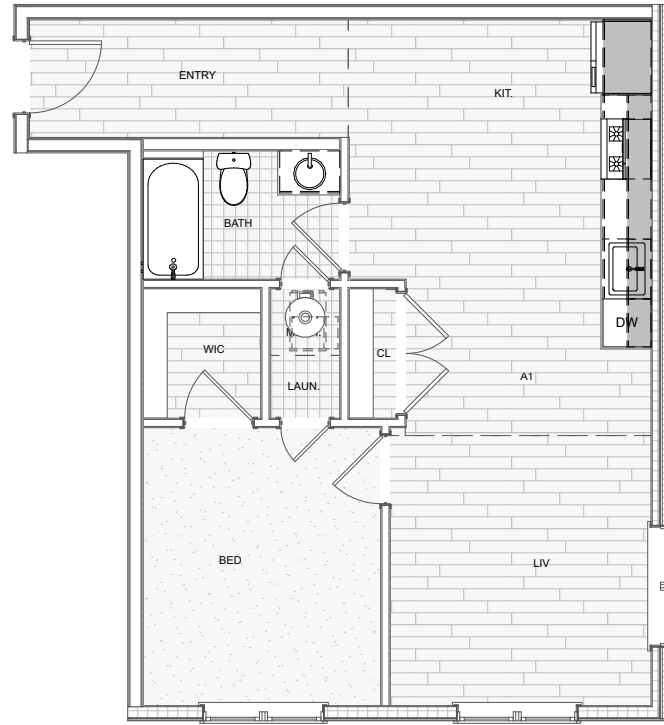
12	First Floor Plan
October 22, 2024	#Pln



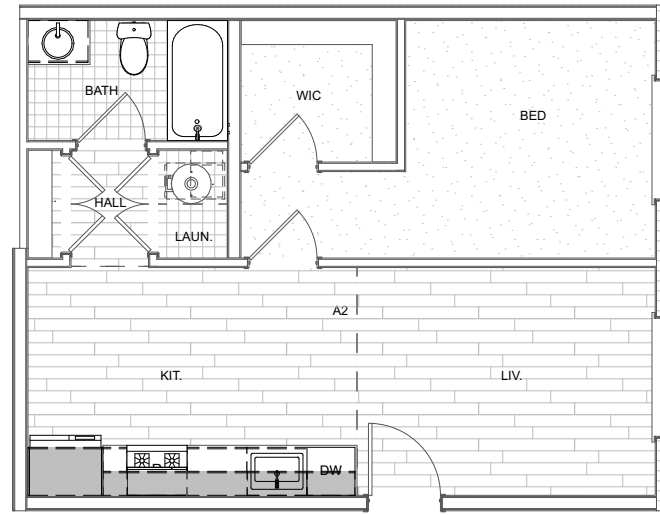


**1** TYPICAL FLOOR PLAN  
 SCALE: 1/32" = 1'-0"

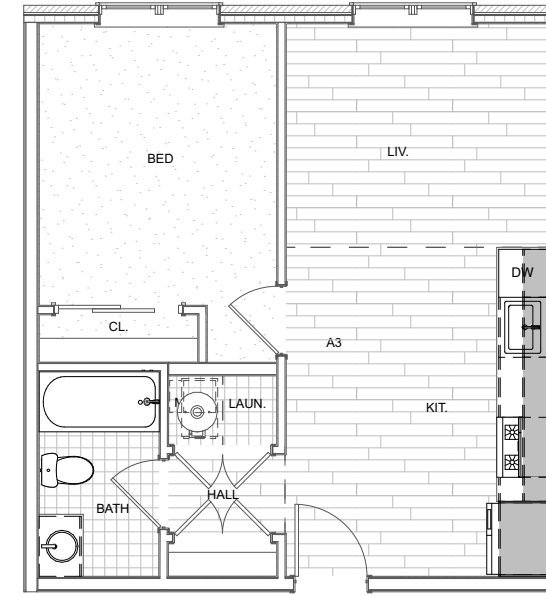
13	Typical Floor Plan
October 22, 2024	#Pln



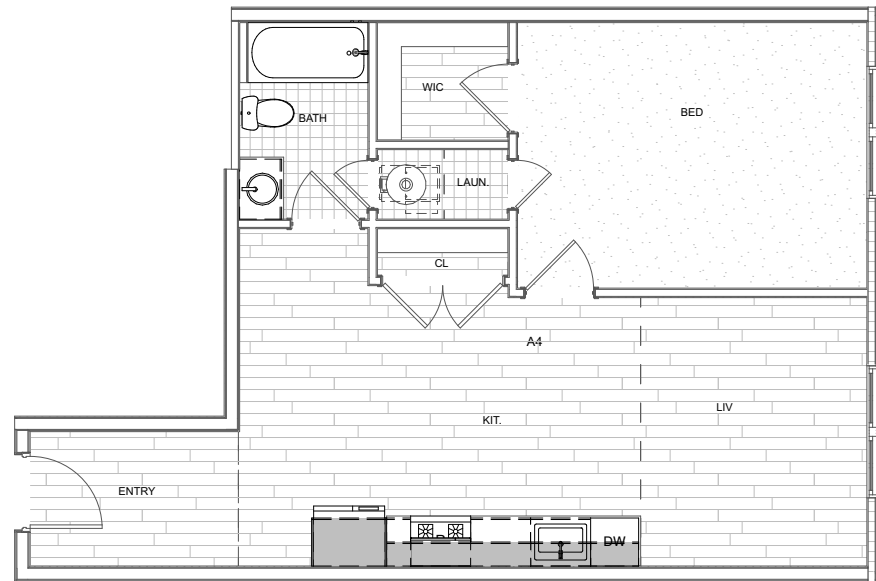
1 BED / 1 BATH



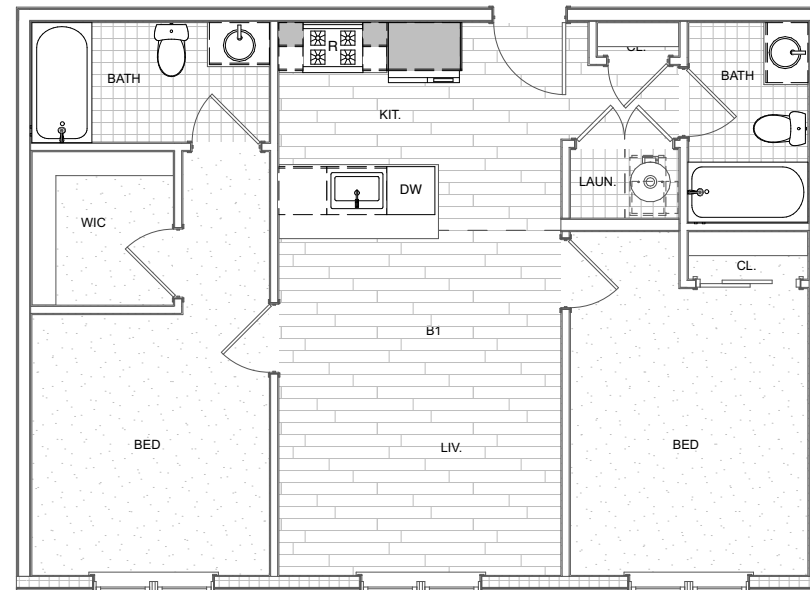
1 BED / 1 BATH



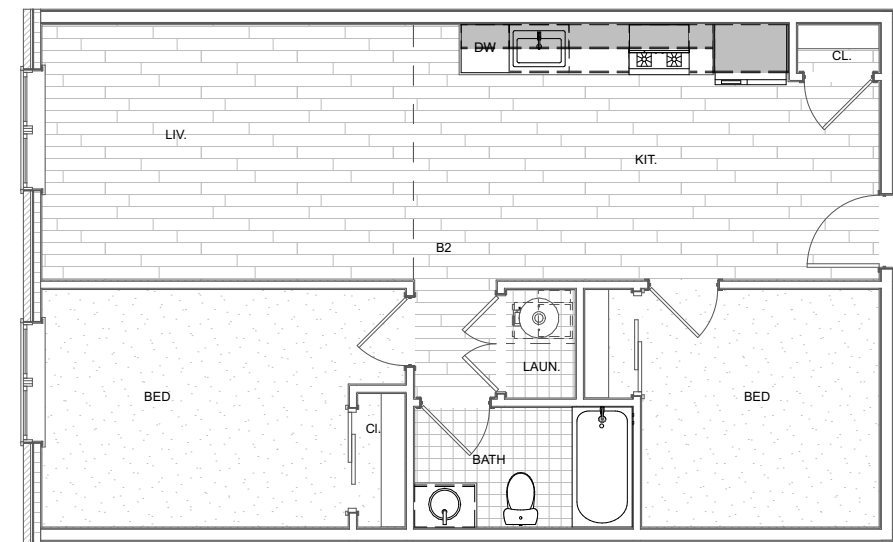
1 BED / 1 BATH



1 BED / 1 BATH



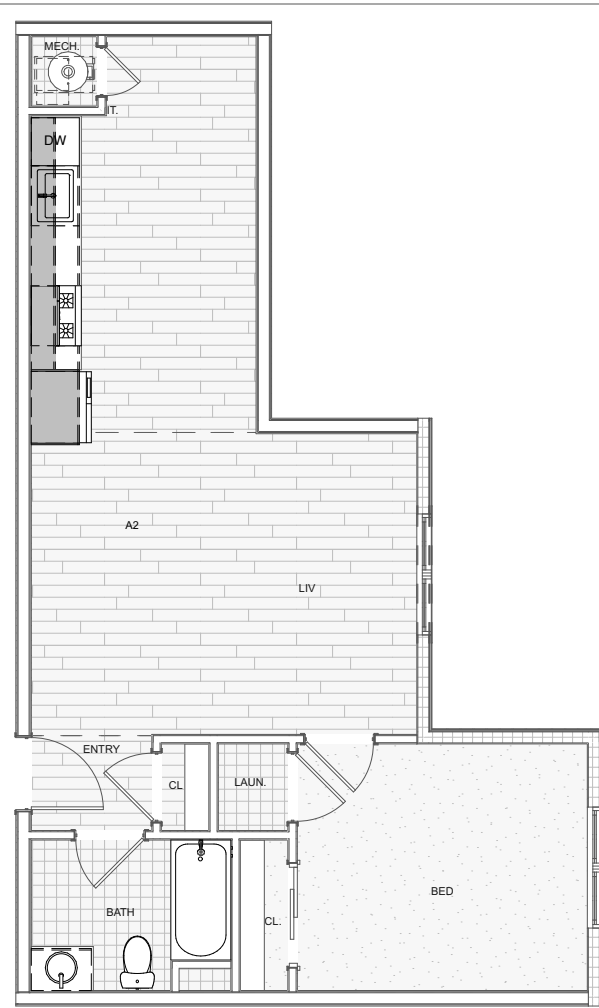
2 BED / 2 BATH



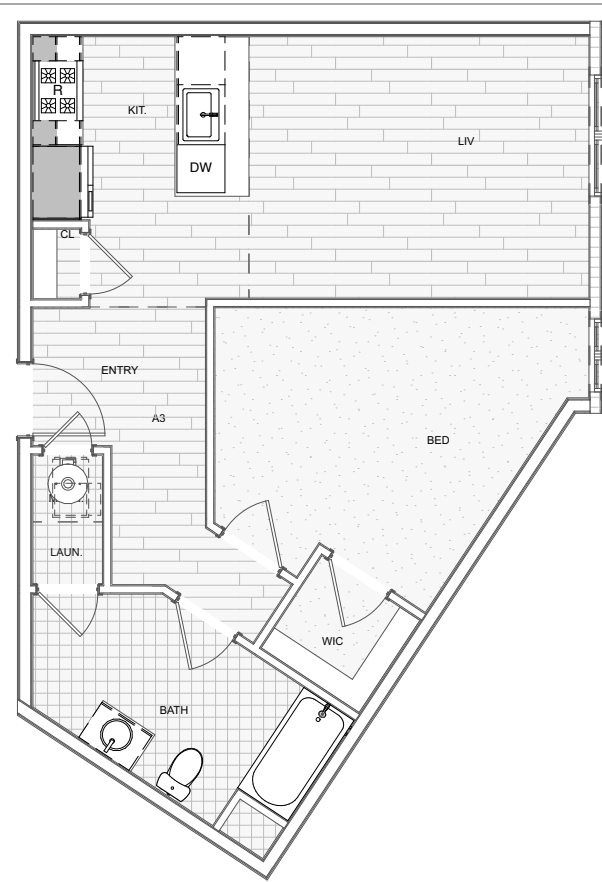
2 BED / 1 BATH

14	Typical Unit Plans
October 22, 2024	#Pln

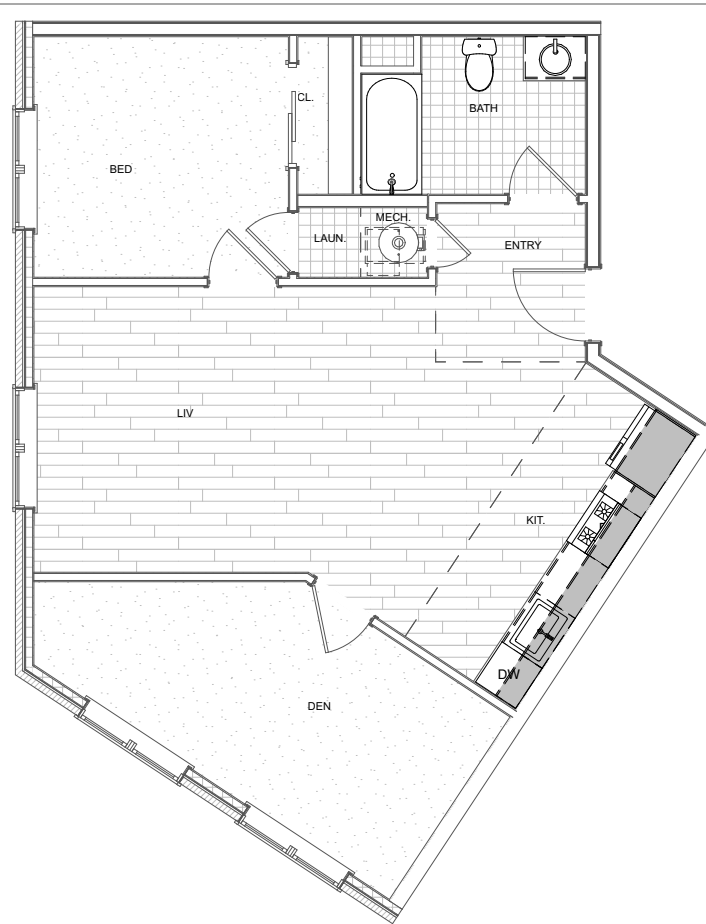




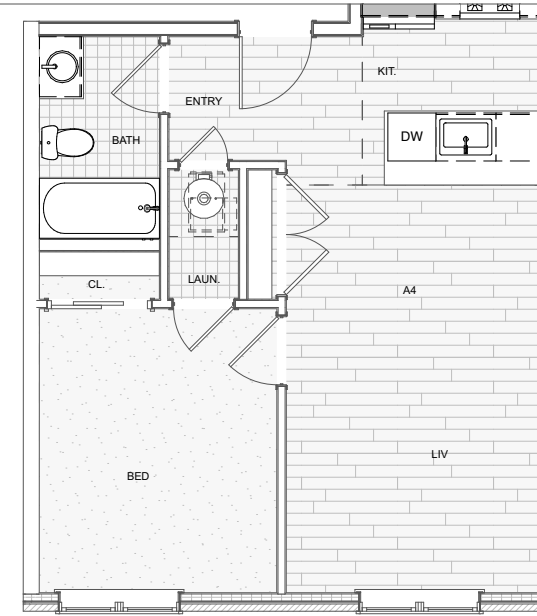
1 BED / 1 BATH



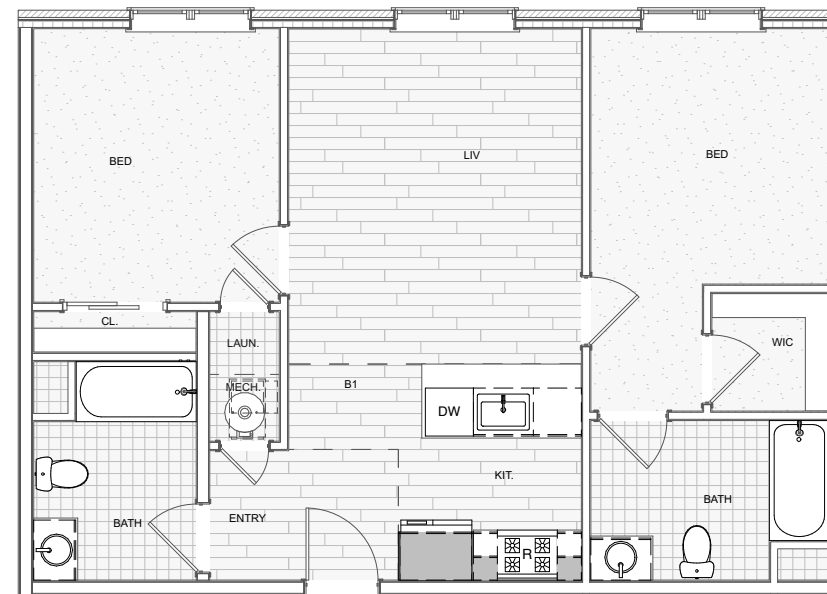
1 BED / 1 BATH



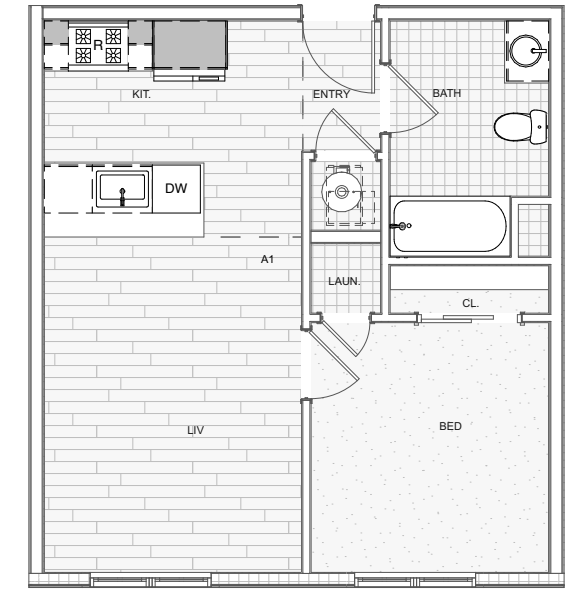
1 BED + DEN / 1 BATH



1 BED / 1 BATH



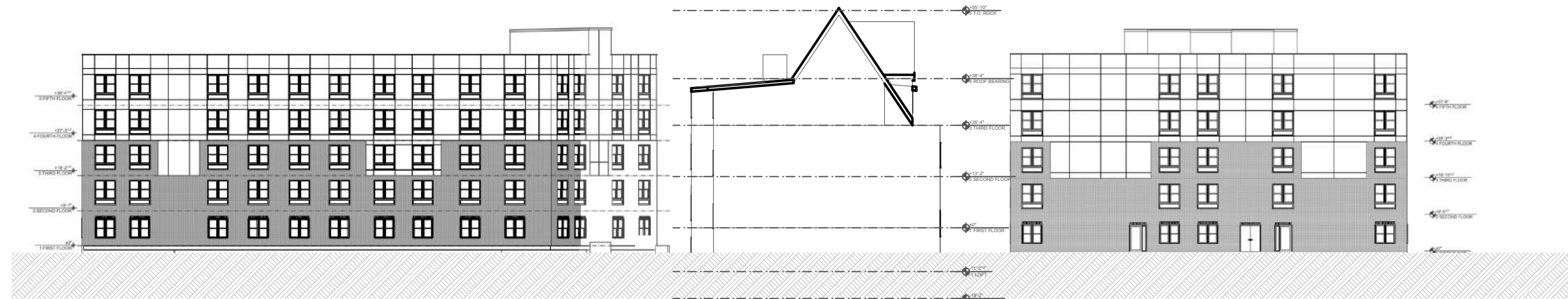
2 BED / 2 BATH



1 BED / 1 BATH

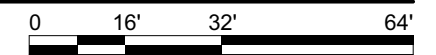
15	Typical Unit Plans
October 22, 2024	#Pln





**1** SITE ELEVATION

SCALE: 1/32" = 1'-0"



16	Site Elevation
October 22, 2024	#Pln









18	Site Rendering
October 22, 2024	#Pln





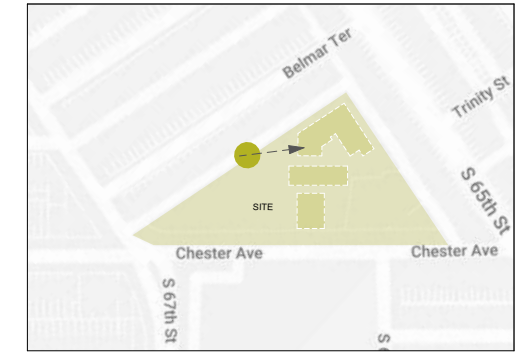
19	Rendering 1
October 22, 2024	#Pln



WISDOMTREE GROUP ARCHITECTURAL SERVICES

## Chester Ave - Multi-Family

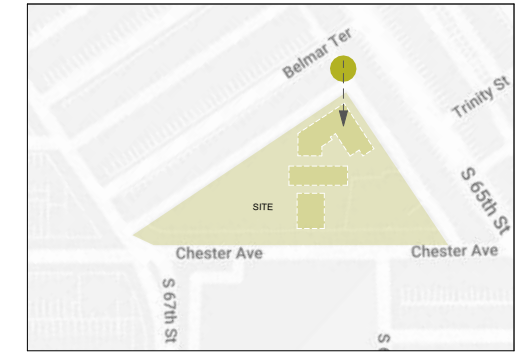
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## KEY PLAN

20	Rendering 2
October 22, 2024	#Pln

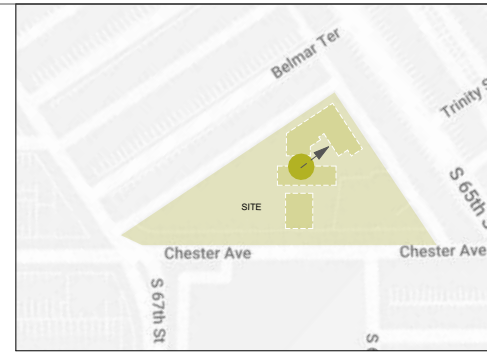




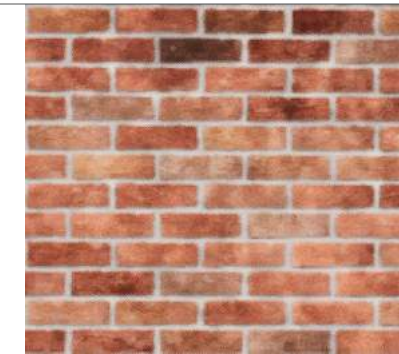
## KEY PLAN

21	Rendering 3
October 22, 2024	#Pln





KEY PLAN 1



BRICK



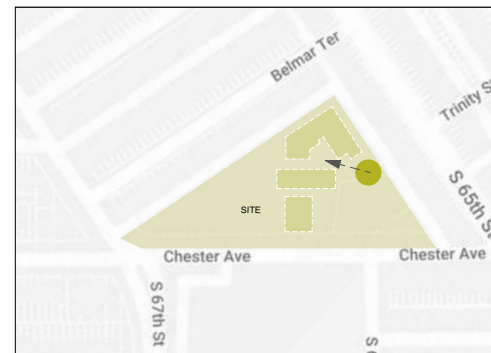
ACP



SIDING



STONE  
(EXISTING)



KEY PLAN 2

22	Material Renderings
October 22, 2024	#Pln



## CDR PROJECT APPLICATION FORM

Note: For a project application to be considered for a Civic Design Review agenda, complete and accurate submittals must be received no later than 4 P.M. on the submission date. A submission does not guarantee placement on the agenda of the next CDR meeting date.

**L&I APPLICATION NUMBER:** ZP-2024-005921

**What is the trigger causing the project to require CDR Review? Explain briefly.**

*The Subject Property proposes 125 dwelling units in new structures (of 160 total units), and proposes 98,090 new GFA in those new structures, while "Affecting" other properties in a Residential District.*

### PROJECT LOCATION

Planning District: <u>Lower Southwest</u>	Council District: <u>2nd</u>
Address: <u>6635 &amp; 6639 Chester Av. (Unity of Use)</u>	
<u>Philadelphia, PA 19142</u>	
Is this parcel within an Opportunity Zone?	<u>NO</u>
If yes, is the project using Opportunity Zone Funding?	<u>NO</u>

### CONTACT INFORMATION

Applicant Name: <u>Meredith Ferleger, Esq.</u>	Primary Phone: <u>215-575-7052</u>
Email: <u>mferleger@dilworthlaw.com</u>	Address: <u>Dilworth Paxson LLP, 1500 Market St.,</u>
	<u>Suite 3500E, Phila., PA 19102</u>
Property Owner: <u>Haverford Square By Metropolitan 4 LLC</u>	Developer: <u>Haverford Square Properties</u>
Architect: <u>Connor Murphy, AIA</u>	

Civil Engineer: Aqua Economics  
 c/o Jake Sheridan (jake@aquaeconomics.com) and Kenny  
 Lin (kenny@aquaeconomics.com)



## SITE CONDITIONS

Site Area: 46,450 s.f. via Unity of Use (36,525 on 6639 parcel, 9,925 on 6635 parcel)

Existing Zoning: RM-1

Are Zoning Variances required? NO.

### Proposed Use:

Proposed # of Parking Spaces: 0

Area of Proposed Uses, Broken Out by Program (Include Square Footage and # of Units):

**35 Dwelling Units in existing former Archdiocesan structure on 6639 parcel (40,019 s.f. existing GFA); 81 Dwelling Units in new structure on 6639 parcel (63,780 s.f. GFA);**

**44 Dwelling Units in new structure on 6635 parcel (39,645 s.f. GFA).**

**160 total DU (125 DU in new structures).**

**16 Units to be reserved as Low Income units per Mixed-Income Bonus participation.**

**138,109 s.f. total GFA (98,090 s.f. GFA in new structures.)**

## COMMUNITY MEETING

Community meeting held: Yes  No

If yes, please provide written documentation as proof.

If no, indicate the date and time the community meeting will be held:

Date: TBD Time: TBD

## ZONING BOARD OF ADJUSTMENT HEARING

ZBA hearing scheduled: Yes  No  N/A

If yes, indicate the date hearing will be held:

Date: N/A



# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## INSTRUCTIONS

This Checklist is an implementation tool of the *Philadelphia Complete Streets Handbook* (the “Handbook”) and enables City engineers and planners to review projects for their compliance with the Handbook’s policies. The handbook provides design guidance and does not supersede or replace language, standards or policies established in the City Code, City Plan, or Manual on Uniform Traffic Control Devices (MUTCD).

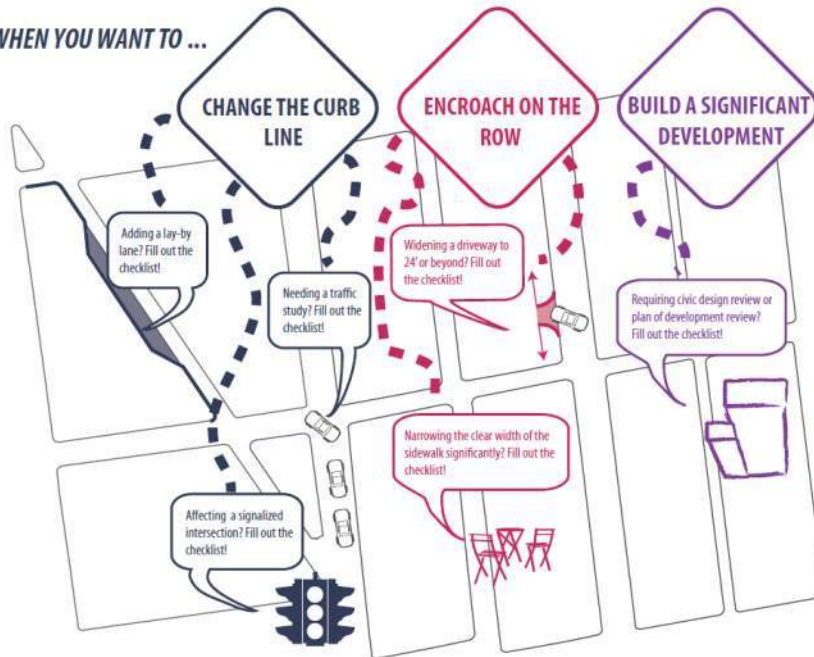
The Philadelphia City Planning Commission receives this Checklist as a function of its Civic Design Review (CDR) process. This checklist is used to document how project applicants considered and accommodated the needs of all users of city streets and sidewalks during the planning and/or design of projects affecting public rights-of-way. Departmental reviewers will use this checklist to confirm that submitted designs incorporate complete streets considerations (see §11-901 of The Philadelphia Code). Applicants for projects that require Civic Design Review shall complete this checklist and attach it to plans submitted to the Philadelphia City Planning Commission for review, along with an electronic version.

The Handbook and the checklist can be accessed at

<http://www.phila.gov/CityPlanning/projectreviews/Pages/CivicDesignReview.aspx>

## WHEN DO I NEED TO FILL OUT THE COMPLETE STREETS CHECKLIST?

WHEN YOU WANT TO ...



PRELIMINARY PCPC REVIEW AND COMMENT:

DATE

\_\_\_\_\_

\_\_\_\_\_

FINAL STREETS DEPT REVIEW AND COMMENT:

DATE

\_\_\_\_\_

\_\_\_\_\_

# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## INSTRUCTIONS (continued)

APPLICANTS SHOULD MAKE SURE TO COMPLY WITH THE FOLLOWING REQUIREMENTS:

- This checklist is designed to be filled out electronically in Microsoft Word format. Please submit the Word version of the checklist. Text fields will expand automatically as you type.
- All plans submitted for review must clearly dimension the widths of the Furnishing, Walking, and Building Zones (as defined in Section 1 of the Handbook). "High Priority" Complete Streets treatments (identified in Table 1 and subsequent sections of the Handbook) should be identified and dimensioned on plans.
- All plans submitted for review must clearly identify and site all street furniture, including but not limited to bus shelters, street signs and hydrants.
- Any project that calls for the development and installation of medians, bio-swales and other such features in the right-of-way may require a maintenance agreement with the Streets Department.
- ADA curb-ramp designs must be submitted to Streets Department for review
- Any project that significantly changes the curb line may require a City Plan Action. The City Plan Action Application is available at <http://www.philadelphiastreet.com/survey-and-design-bureau/city-plans-unit> . An application to the Streets Department for a City Plan Action is required when a project plan proposes the:
  - Placing of a new street;
  - Removal of an existing street;
  - Changes to roadway grades, curb lines, or widths; or
  - Placing or striking a city utility right-of-way.

Complete Streets Review Submission Requirement\*:

- EXISTING CONDITIONS SITE PLAN, should be at an identified standard engineering scale
  - FULLY DIMENSIONED
  - CURB CUTS/DRIVEWAYS/LAYBY LANES
  - TREE PITS/LANDSCAPING
  - BICYCLE RACKS/STATIONS/STORAGE AREAS
  - TRANSIT SHELTERS/STAIRWAYS
- PROPOSED CONDITIONS SITE PLAN, should be at an identified standard engineering scale
  - FULLY DIMENSIONED, INCLUDING DELINEATION OF WALKING, FURNISHING, AND BUILDING ZONES AND PINCH POINTS
  - PROPOSED CURB CUTS/DRIVEWAYS/LAYBY LANES
  - PROPOSED TREE PITS/LANDSCAPING
  - BICYCLE RACKS/STATIONS/STORAGE AREAS
  - TRANSIT SHELTERS/STAIRWAYS

**\*APPLICANTS PLEASE NOTE: ONLY FULL-SIZE, READABLE SITE PLANS WILL BE ACCEPTED. ADDITIONAL PLANS MAY BE REQUIRED AND WILL BE REQUESTED IF NECESSARY**

# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## GENERAL PROJECT INFORMATION

1. PROJECT NAME  
6635 Chester Ave
2. DATE  
8-20-2024
3. APPLICANT NAME  
German Yakubov
5. PROJECT AREA: list precise street limits and scope  
On Washington Ave: 82.479' frontage from S 67th St to S 66th St.
4. APPLICANT CONTACT INFORMATION  
GERMY@HAVERFORDSQ.COM, 215-651-1777
6. OWNER NAME  
HAVERFORD SQUARE BY METROPOLITAN 4, LLC
7. OWNER CONTACT INFORMATION  
GERMY@HAVERFORDSQ.COM, 215-651-1777
8. ENGINEER / ARCHITECT NAME  
AquaEconomics, LLC
9. ENGINEER / ARCHITECT CONTACT INFORMATION  
PAUL@AQUAECONOMICS.COM
10. STREETS: List the streets associated with the project. Complete Streets Types can be found at [www.phila.gov/map](http://www.phila.gov/map) under the "Complete Street Types" field. Complete Streets Types are also identified in Section 3 of the Handbook. Also available here: <http://metadata.phila.gov/#home/datasetdetails/5543867320583086178c4f34/>

STREET	FROM	TO	COMPLETE STREET TYPE
<u>Chester Ave</u>	<u>S 67<sup>th</sup> St</u>	<u>S 66<sup>th</sup> St</u>	<u>Lower Density Residential</u>

11. Does the **Existing Conditions** site survey clearly identify the following existing conditions with dimensions?
  - a. Parking and loading regulations in curb lanes adjacent to the site YES  NO
  - b. Street Furniture such as bus shelters, honor boxes, etc. YES  NO  N/A
  - c. Street Direction YES  NO
  - d. Curb Cuts YES  NO  N/A
  - e. Utilities, including tree grates, vault covers, manholes, junction boxes, signs, lights, poles, etc. YES  NO  N/A
  - f. Building Extensions into the sidewalk, such as stairs and stoops YES  NO  N/A

**APPLICANT: General Project Information**

Additional Explanation / Comments: \_\_\_\_\_

**DEPARTMENTAL REVIEW: General Project Information**

# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## PEDESTRIAN COMPONENT (Handbook Section 4.3)

12. SIDEWALK: list Sidewalk widths for each street frontage. Required Sidewalk widths are listed in Section 4.3 of the Handbook.

STREET FRONTAGE	TYPICAL SIDEWALK WIDTH (BUILDING LINE TO CURB) Required / Existing / Proposed	CITY PLAN SIDEWALK WIDTH Existing / Proposed
<u>Washington Ave</u>	<u>10 / 18 / 18</u>	<u>18 / 18</u>
_____	____ / ____ / ____	____ / ____
_____	____ / ____ / ____	____ / ____
_____	____ / ____ / ____	____ / ____

13. WALKING ZONE: list Walking Zone widths for each street frontage. The Walking Zone is defined in Section 4.3 of the Handbook, including required widths.

STREET FRONTAGE	WALKING ZONE Required / Existing / Proposed
<u>Washington Ave</u>	<u>9 / 18 / 9.0</u>
_____	____ / ____ / ____
_____	____ / ____ / ____
_____	____ / ____ / ____

14. VEHICULAR INTRUSIONS: list Vehicular Intrusions into the sidewalk. Examples include but are not limited to; driveways, lay-by lanes, etc. Driveways and lay-by lanes are addressed in sections 4.8.1 and 4.6.3, respectively, of the Handbook.

### EXISTING VEHICULAR INTRUSIONS

INTRUSION TYPE	INTRUSION WIDTH	PLACEMENT
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

### PROPOSED VEHICULAR INTRUSIONS

INTRUSION TYPE	INTRUSION WIDTH	PLACEMENT
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## PEDESTRIAN COMPONENT (continued)

DEPARTMENTAL APPROVAL

15. When considering the overall design, does it create or enhance a pedestrian environment that provides safe and comfortable access for all pedestrians at all times of the day?

YES  NO

YES  NO

**APPLICANT: Pedestrian Component**

Additional Explanation / Comments: \_\_\_\_\_

**DEPARTMENTAL REVIEW: Pedestrian Component**

Reviewer Comments:

# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## BUILDING & FURNISHING COMPONENT (Handbook Section 4.4)

16. BUILDING ZONE: list the MAXIMUM, **existing and proposed** Building Zone width on each street frontage. The Building Zone is defined as the area of the sidewalk immediately adjacent to the building face, wall, or fence marking the property line, or a lawn in lower density residential neighborhoods. The Building Zone is further defined in section 4.4.1 of the Handbook.

STREET FRONTAGE	MAXIMUM BUILDING ZONE WIDTH Existing / Proposed
<u>Chester Ave</u>	<u>0 / 4.5</u>
_____	_____ / _____
_____	_____ / _____
_____	_____ / _____

17. FURNISHING ZONE: list the MINIMUM, **recommended, existing, and proposed** Furnishing Zone widths on each street frontage. The Furnishing Zone is further defined in section 4.4.2 of the Handbook.

STREET FRONTAGE	MINIMUM FURNISHING ZONE WIDTH Recommended / Existing / Proposed
<u>Chester Ave</u>	<u>3.5 / 0 / 4.5</u>
_____	_____ / _____ / _____
_____	_____ / _____ / _____
_____	_____ / _____ / _____

18. Identify proposed “high priority” building and furnishing zone design treatments that are incorporated into the design plan, where width permits (see Handbook Table 1). Are the following treatments identified and dimensioned on the plan?

- Bicycle Parking
- Lighting
- Benches
- Street Trees
- Street Furniture

- YES  NO  N/A   
 YES  NO  N/A   
 YES  NO  N/A   
 YES  NO  N/A   
 YES  NO  N/A   
 YES  NO  N/A   
 YES  NO  N/A

19. Does the design avoid tripping hazards? YES  NO  N/A
20. Does the design avoid pinch points? Pinch points are locations where the Walking Zone width is less than the required width identified in item 13, or requires an exception YES  NO  N/A

**DEPARTMENTAL APPROVAL**

YES  NO

YES  NO

YES  NO

YES  NO

YES  NO

YES  NO

YES  NO

# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## BUILDING & FURNISHING COMPONENT (continued)

- 21. Do street trees and/or plants comply with street installation requirements (see sections 4.4.7 & 4.4.8)      YES  NO  N/A       YES  NO
- 22. Does the design maintain adequate visibility for all roadway users at intersections?      YES  NO  N/A       YES  NO

**APPLICANT: Building & Furnishing Component**

Additional Explanation / Comments:

**DEPARTMENTAL REVIEW: Building & Furnishing Component**

Reviewer Comments:

# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## BICYCLE COMPONENT (Handbook Section 4.5)

23. List elements of the project that incorporate recommendations of the Pedestrian and Bicycle Plan, located online at <http://phila2035.org/wp-content/uploads/2012/06/bikePedfinal2.pdf>

24. List the existing and proposed number of bicycle parking spaces, on- and off-street. Bicycle parking requirements are provided in The Philadelphia Code, Section 14-804.

BUILDING / ADDRESS	REQUIRED SPACES	ON-STREET Existing / Proposed	ON SIDEWALK Existing / Proposed	OFF-STREET Existing / Proposed
<b>6635 Chester Ave</b>	<b>53</b>	<b>0 / 0</b>	<b>0 / 0</b>	<b>0 / 53</b>
_____	_____	____ / ____	____ / ____	____ / ____
_____	_____	____ / ____	____ / ____	____ / ____
_____	_____	____ / ____	____ / ____	____ / ____

25. Identify proposed “high priority” bicycle design treatments (see Handbook Table 1) that are incorporated into the design plan, where width permits. Are the following “High Priority” elements identified and dimensioned on the plan?

- Conventional Bike Lane
- Buffered Bike Lane
- Bicycle-Friendly Street
- Indego Bicycle Share Station

- YES  NO  N/A
- YES  NO  N/A
- YES  NO  N/A
- YES  NO  N/A

### DEPARTMENTAL APPROVAL

- YES  NO
- YES  NO
- YES  NO
- YES  NO

26. Does the design provide bicycle connections to local bicycle, trail, and transit networks?

- YES  NO  N/A

- YES  NO

27. Does the design provide convenient bicycle connections to residences, work places, and other destinations?

- YES  NO  N/A

- YES  NO

### APPLICANT: Bicycle Component

Additional Explanation / Comments: \_\_\_\_\_

### DEPARTMENTAL REVIEW: Bicycle Component

Reviewer Comments:



# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## CURBSIDE MANAGEMENT COMPONENT (Handbook Section 4.6)

	YES	NO	N/A	DEPARTMENTAL APPROVAL
28. Does the design limit conflict among transportation modes along the curb?	<input checked="" type="checkbox"/>	<input type="checkbox"/>		YES <input type="checkbox"/> NO <input type="checkbox"/>
29. Does the design connect transit stops to the surrounding pedestrian network and destinations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
30. Does the design provide a buffer between the roadway and pedestrian traffic?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>
31. How does the proposed plan affect the accessibility, visibility, connectivity, and/or attractiveness of public transit? All sidewalk and curbs along the frontage will be replaced thus improving the accessibility, visibility, connectivity, and attractiveness of the site.				YES <input type="checkbox"/> NO <input type="checkbox"/>

**APPLICANT: Curbside Management Component**  
Additional Explanation / Comments: \_\_\_\_\_

**DEPARTMENTAL REVIEW: Curbside Management Component**  
Reviewer Comments:

# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## VEHICLE / CARTWAY COMPONENT (Handbook Section 4.7)

32. If lane changes are proposed, , identify existing and proposed lane widths and the design speed for each street frontage;

STREET	FROM	TO	LANE WIDTHS Existing / Proposed	DESIGN SPEED
_____	_____	_____	____ / ____	_____
_____	_____	_____	____ / ____	_____
_____	_____	_____	____ / ____	_____
_____	_____	_____	____ / ____	_____

- |   |                              |  |   |  |  |  |
|---|------------------------------|--|---|--|--|--|
| 33. What is the maximum AASHTO design vehicle being accommodated by the design?   | <u>N/A</u>                   |  |   |  |  |  |
| 34. Will the project affect a historically certified street? An <a href="#">inventory of historic streets</a> <sup>(1)</sup> is maintained by the Philadelphia Historical Commission. | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |   |  |  |  |
| 35. Will the public right-of-way be used for loading and unloading activities?  | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |   |  |  |  |
| 36. Does the design maintain emergency vehicle access?  | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |   |  |  |  |
| 37. Where new streets are being developed, does the design connect and extend the street grid?  | YES <input type="checkbox"/> | NO <input type="checkbox"/>            | N/A <input checked="" type="checkbox"/> |  |  |  |
| 38. Does the design support multiple alternative routes to and from destinations as well as within the site?  | YES <input type="checkbox"/> | NO <input type="checkbox"/>            | N/A <input checked="" type="checkbox"/> |  |  |  |
| 39. Overall, does the design balance vehicle mobility with the mobility and access of all other roadway users?  | YES <input type="checkbox"/> | NO <input checked="" type="checkbox"/> |   |  |  |  |

**DEPARTMENTAL APPROVAL**

YES  NO

YES  NO

YES  NO

YES  NO

YES  NO

YES  NO

YES  NO

**APPLICANT: Vehicle / Cartway Component**

Additional Explanation / Comments: \_\_\_\_\_

**DEPARTMENTAL REVIEW: Vehicle / Cartway Component**

Reviewer Comments:

(1) [http://www.philadelphiastreet.com/images/uploads/documents/Historical\\_Street\\_Paving.pdf](http://www.philadelphiastreet.com/images/uploads/documents/Historical_Street_Paving.pdf)

# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## URBAN DESIGN COMPONENT (Handbook Section 4.8)

- 40. Does the design incorporate windows, storefronts, and other active uses facing the street?
- 41. Does the design provide driveway access that safely manages pedestrian / bicycle conflicts with vehicles (see Section 4.8.1)?
- 42. Does the design provide direct, safe, and accessible connections between transit stops/stations and building access points and destinations within the site?

YES  NO  N/A

YES  NO  N/A

YES  NO  N/A

**DEPARTMENTAL APPROVAL**

YES  NO

YES  NO

YES  NO

**APPLICANT: Urban Design Component**  
 Additional Explanation / Comments: \_\_\_\_\_

**DEPARTMENTAL REVIEW: Urban Design Component**  
 Reviewer Comments: \_\_\_\_\_

# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## INTERSECTIONS & CROSSINGS COMPONENT (Handbook Section 4.9)

43. If signal cycle changes are proposed, please identify Existing and Proposed Signal Cycle lengths; if not, go to question No. 48.

SIGNAL LOCATION	EXISTING CYCLE LENGTH	PROPOSED CYCLE LENGTH
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

	YES	NO	N/A	DEPARTMENTAL APPROVAL	
44. Does the design minimize the signal cycle length to reduce pedestrian wait time?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
45. Does the design provide adequate clearance time for pedestrians to cross streets?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
46. Does the design minimize pedestrian crossing distances by narrowing streets or travel lanes, extending curbs, reducing curb radii, or using medians or refuge islands to break up long crossings? <i>If yes, City Plan Action may be required.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
47. Identify "High Priority" intersection and crossing design treatments (see Handbook Table 1) that will be incorporated into the design, where width permits. Are the following "High Priority" design treatments identified and dimensioned on the plan?				YES <input type="checkbox"/>	NO <input type="checkbox"/>
▪ Marked Crosswalks	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
▪ Pedestrian Refuge Islands	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
▪ Signal Timing and Operation	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
▪ Bike Boxes	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
48. Does the design reduce vehicle speeds and increase visibility for all modes at intersections?	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>
49. Overall, do intersection designs limit conflicts between all modes and promote pedestrian and bicycle safety?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>	YES <input type="checkbox"/>	NO <input type="checkbox"/>

**APPLICANT: Intersections & Crossings Component**  
 Additional Explanation / Comments: \_\_\_\_\_

**DEPARTMENTAL REVIEW: Intersections & Crossings Component**  
 Reviewer Comments: \_\_\_\_\_

# COMPLETE STREETS HANDBOOK CHECKLIST

Philadelphia City Planning Commission



## ADDITIONAL COMMENTS

**APPLICANT**

Additional Explanation / Comments: \_\_\_\_\_

**DEPARTMENTAL REVIEW**

Additional Reviewer Comments: \_\_\_\_\_

## Civic Design Review Sustainable Design Checklist

Sustainable design represents important city-wide concerns about environmental conservation and energy use. Development teams should try to integrate elements that meet many goals, including:

- Reuse of existing building stock
- Incorporation of existing on-site natural habitats and landscape elements
- Inclusion of high-performing stormwater control
- Site and building massing to maximize daylight and reduce shading on adjacent sites
- Reduction of energy use and the production of greenhouse gases
- Promotion of reasonable access to transportation alternatives

The Sustainable Design Checklist asks for responses to specific benchmarks. These metrics go above and beyond the minimum requirements in the Zoning and Building codes. All benchmarks are based on adaptations from Leadership in Energy and Environmental Design (LEED) v4 unless otherwise noted.

Categories	Benchmark	Does project meet benchmark? If yes, please explain how. If no, please explain why not.
<b>Location and Transportation</b>		
(1) Access to Quality Transit	Locate a functional entry of the project within a ¼-mile (400-meter) walking distance of existing or planned bus, streetcar, or rideshare stops, bus rapid transit stops, light or heavy rail stations.	Main entrance is 500' from trolley stop and on a street with bike lanes on either side
(2) Reduced Parking Footprint	All new parking areas will be in the rear yard of the property or under the building, and unenclosed or uncovered parking areas are 40% or less of the site area.	No parking is provided
(3) Green Vehicles	Designate 5% of all parking spaces used by the project as preferred parking for green vehicles or car share vehicles. Clearly identify and enforce for sole use by car share or green vehicles, which include plug-in electric vehicles and alternative fuel vehicles.	N/A
(4) Railway Setbacks (Excluding frontages facing trolleys/light rail or enclosed subsurface rail lines or subways)	To foster safety and maintain a quality of life protected from excessive noise and vibration, residential development with railway frontages should be setback from rail lines and the building's exterior envelope, including windows, should reduce exterior sound transmission to 60dBA. <b>(If setback used, specify distance)<sup>i</sup></b>	N/A
(5) Bike Share Station	Incorporate a bike share station in coordination with and conformance to the standards of Philadelphia Bike Share.	N/A

Civic Sustainable Design Checklist – Updated September 3, 2019

Water Efficiency		
(6) Outdoor Water Use	Maintain on-site vegetation without irrigation. OR, Reduce of watering requirements at least 50% from the calculated baseline for the site's peak watering month.	On-site vegetation is native and maintained without irrigation
Sustainable Sites		
(7) Pervious Site Surfaces	Provides vegetated and/or pervious open space that is 30% or greater of the site's Open Area, as defined by the zoning code. Vegetated and/or green roofs can be included in this calculation.	Project provides 35% open area and green roofs
(8) Rainwater Management	Conform to the stormwater requirements of the Philadelphia Water Department(PWD) and either: A) Develop a green street and donate it to PWD, designed and constructed in accordance with the PWD Green Streets Design Manual, OR B) Manage additional runoff from adjacent streets on the development site, designed and constructed in accordance with specifications of the PWD Stormwater Management Regulations	Project conforms
(9) Heat Island Reduction (excluding roofs)	Reduce the heat island effect through either of the following strategies for 50% or more of all on-site hardscapes: A) Hardscapes that have a high reflectance, an SRI>29. B) Shading by trees, structures, or solar panels.	Hardscapes will have high reflectance
Energy and Atmosphere		
(10) Energy Commissioning and Energy Performance - Adherence to the New Building Code	PCPC notes that as of April 1, 2019 new energy conservation standards are required in the Philadelphia Building Code, based on recent updates of the International Energy Conservation Code (IECC) and the option to use ASHRAE 90.01-2016. PCPC staff asks the applicant to state which path they are taking for compliance, including their choice of code and any options being pursued under the 2018 IECC. <sup>ii</sup>	Project will take IECC prescriptive path and verify compliance through COMcheck
(11) Energy Commissioning and Energy Performance - Going beyond the code	Will the project pursue energy performance measures beyond what is required in the Philadelphia code by meeting any of these benchmarks? <sup>iii</sup> <ul style="list-style-type: none"> <li>•Reduce energy consumption by achieving 10% energy savings or more from an established baseline using</li> </ul>	N/A

	ASHRAE standard 90.1-2016 (LEED v4.1 metric). <ul style="list-style-type: none"> <li>●Achieve certification in Energy Star for Multifamily New Construction (MFNC).</li> <li>●Achieve Passive House Certification</li> </ul>	
(12) Indoor Air Quality and Transportation	Any sites within 1000 feet of an interstate highway, state highway, or freeway will provide air filters for all regularly occupied spaces that have a Minimum Efficiency Reporting Value (MERV) of 13. Filters shall be installed prior to occupancy. <sup>iv</sup>	N/A
(13) On-Site Renewable Energy	Produce renewable energy on-site that will provide at least 3% of the project's anticipated energy usage.	N/A
<b>Innovation</b>		
(14) Innovation	Any other sustainable measures that could positively impact the public realm.	N/A

<sup>i</sup> Railway Association of Canada (RAC)'s "Guidelines for New Development in Proximity to Railway Operations. Exterior Sound transmission standard from LEED v4, BD+C, Acoustic Performance Credit.

<sup>ii</sup> Title 4 The Philadelphia Building Construction and Occupancy Code  
 See also, "The Commercial Energy Code Compliance" information sheet:  
<https://www.phila.gov/li/Documents/Commercial%20Energy%20Code%20Compliance%20Fact%20Sheet--Final.pdf>

and the "What Code Do I Use" information sheet:  
<https://www.phila.gov/li/Documents/What%20Code%20Do%20I%20Use.pdf>

<sup>iii</sup> LEED 4.1, Optimize Energy Performance in LEED v4.1

For Energy Star: [www.Energystar.gov](http://www.Energystar.gov)

For Passive House, see [www.phius.org](http://www.phius.org)

<sup>iv</sup> Section 99.04.504.6 "Filters" of the City of Los Angeles Municipal Code, from a 2016 Los Angeles Ordinance requiring enhanced air filters in homes near freeways





## Civic Design Review Notification to Philadelphia City Planning Commission

This form must be completed by the L&I plans examiner to notify PCPC that an application under review requires Civic Design Review (CDR).

The L&I plans examiner must forward this completed form to the applicant, the Community Group Notification ([RCO@Phila.gov](mailto:RCO@Phila.gov)), and the Civic Design Review ([CDR@Phila.Gov](mailto:CDR@Phila.Gov)) and must also upload a copy to eCLIPSE.

### Application Details

Identify the permit number, location of work and name of applicant.

If a specific location applies or the project involves multiple parcels, please note additional details or address information in the space provided.

1

ZP-2 0 | | | | | | | | | | | | | | | | | | | | | |

Address \_\_\_\_\_

Specific Location or Additional Parcels \_\_\_\_\_

Applicant Name \_\_\_\_\_

Applicant's Relationship to property:

Property Owner  Tenant  Equitable Owner  Licensed Professional or Tradesperson

Date of Notification to PCPC: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

### Plans Examiner

Provide the name and contact information of the plans examiner reviewing the application.

2

Name \_\_\_\_\_

Email Address \_\_\_\_\_ Phone Number \_\_\_\_\_

### CDR Triggers

Provide applicable application details related to the CDR determination.

See §14-304(5) and Table 14-304.2 for additional details.

3

Zoning District(s): \_\_\_\_\_

Affects property in a residential district, as defined by §14-304(5)(b)(.2)  Yes  No

Application includes new construction or an expansion that creates \_\_\_\_\_ square footage of new GFA.

Application includes new construction or an expansion that creates \_\_\_\_\_ additional dwelling units.

### Plan Review Results

Provide details regarding the outcome of the plan review

4

Will the application result in a by-right permit?  Yes  No

If **yes**, skip the questions below.

If **no**, has the applicant been issued a refusal / referral prior to completing CDR?  Yes  No

If **yes**, include the refusal / referral with this Notification and forward to the email addresses listed below.

If **no**, use the space below to outline the refusals / referrals that are anticipated:

Code Section(s):	Reason for Refusal / Referral:



**Plan Review Results  
(cont'd)**

Provide details regarding the outcome of the plan review

4

Code Section(s):	Reason for Refusal / Referral:

**Note to Applicant:** Plans that are submitted to L&I are considered final. Any changes made to the plans must be a result of the CDR process. If any changes are proposed, the [Civic Design Review Revision Form](#) must be submitted with the revised plans. Any changes that are not a result of the CDR process may require the submission of a new application.