



# CITY OF ST. ALBERT CITY COUNCIL POLICY

NUMBER	TITLE
<b>C-P&amp;E-12</b>	<b>Sustainable Buildings</b>
ORIGINAL APPROVAL DATE	DATE LAST REVISED
April 3, 2017	

## Purpose

To establish guidelines for the sustainable management of City Buildings and framework for the planning, construction, renovation, and operations of Community Buildings, Corporate Buildings, and Utility Buildings.

## Policy Statement

The City recognizes the impact the built environment has on the environmental, economic, and social sustainability of the community. The City strives to build and/or utilize buildings that are environmentally responsible, resource efficient, and accessible for all members of the community.

The City is committed to demonstrating leadership in the development of the built environment through the construction and operation of sustainable civic buildings.

The City strives for continuous improvement in the operations and management practices of its buildings.

## Definitions

“Alternative Transportation” means modes of transportation that are used for commuting other than driving a car alone.

“City” means the Corporation of the City of St. Albert.

“City Building” means a Community Building, Corporate Building, or Utility Building owned or leased by the City of St. Albert that is greater than 500 m<sup>2</sup> in size.

“Community Building” means a City Building whose primary purpose is to provide services for residents.

“Corporate Building” means a City Building whose primary purpose is to provide office space or other types of facilities for the operations of the Corporation.

“Corporation” means the administrative and governance entities of the City of St. Albert.

“Environment” means the living and non-living things including the natural world and human constructed elements and their interactions located in the vicinity of a City Building.

“Heritage Building” means an existing City Building identified by the City as being historically significant.

“Leased Building” means a building planned on being leased by the City for a period of 6 years or more.

“Major Renovation” means a renovation of an existing City Building where the renovation is estimated to cost more than \$1,000,000 at present day value.

“Operations” means the day-to-day activities, processes, and management of departments, services, and programs of the City.

“Sustainable Return On Investment” means that, based on a principle-based method of measurement, the economic, social, cultural, and environmental benefits attained by the City over time, will meet or exceed the expenses required to build or renovate a City building.

“Sustainable Buildings Policy” means City Council Policy C-P&E-12, Sustainable Buildings Policy.

“Universal Accessibility” means design elements in a building to ensure accessibility for older people, people with disabilities, and people without disabilities.

“Utility Building” means a City Building whose primary purpose is to provide space for utility infrastructure including, but not limited to, reservoirs, lift stations, and pumphouses.

## **Responsibilities**

### 1. City Council shall:

- a. Adhere to Sustainable Buildings Policy when considering bylaws, policies, community long-term plans, and Capital and Operational Budgets;
- b. Ensure that capital project charters and operating business cases related to the construction, renovation, and operations of City Buildings are, to the greatest degree possible or practical, aligned with the Sustainable Buildings Policy; and,
- c. Ensure the ongoing implementation of this policy by approving sufficient resources in approved Capital and Operational Budgets.

### 2. City Manager or delegate shall:

- a. Identify and request the resources required to implement the Sustainable Buildings Policy;
- b. Have in place goals, targets, and initiatives in long term plans and associated City Manager Directives, administrative projects, procedures, and practices in line with this policy;
- c. Present to Council business cases or project charters in support of this policy;
- d. Manage sustainable building projects and monitor sustainable building performance on an ongoing basis to promote continuous improvement of City design, construction, and operational practices;
- e. When acquiring leased space, where possible, seek out Leased Building space that meets the expectations of the Sustainable Buildings Policy.
- f. Require non-City owned buildings that receive City funding for construction or renovation to comply with the Sustainable Buildings Policy if City funding contributes 33% or greater of the construction cost.
- g. Select the industry recognized standard third-party verified green rating certification to apply to a particular construction or renovation project. This selection may be made generally, by type of project, or on a case-by-case basis.
- h. Select the standards for indoor air quality and optimal acoustics to apply to a particular construction or renovation project. This selection may be made generally, by type of project, or on a case-by-case basis.

### **Service Standards/ Expectations**

1. The City shall be required to use an industry recognized standard third-party verified green rating certification, as approved by the City Manager, for all new City Buildings and for City Buildings undergoing Major Renovation.
  - a. Heritage Buildings, where it may not be possible to both preserve the historically relevant characteristics of a City Building and renovate to a sufficient environmental standard to achieve a green rating certification, will be exempt from seeking third-party verified green rating certification.
2. City Buildings shall ideally be located on sites that:
  - a. Protect and restore habitat and natural areas,
  - b. Maximize open space,
  - c. Embrace efficient land use planning,
  - d. Create greater connections with community, and
  - e. Allow for multiple stories and the integration of multiple uses.
3. City Buildings shall encourage the use of Alternative Transportation by providing access to transit services and active transportation amenities. Utility Buildings may be excluded unless integrated with a Community Building

or Corporate Building.

4. City Buildings shall be designed to optimize energy performance and limit green house gas emissions, with an evaluation of on-site renewable energy, and measured and verified to ensure ongoing operational and fiscal excellence.
5. City Buildings shall, where possible, be designed to maximize the resourceful use of water within and outside buildings by minimizing water waste where possible and embracing high efficiency water devices.
6. City Buildings shall, where possible, be constructed, renovated and operated to incorporate the utilization of environmentally sustainable and recycled resources, and to limit solid waste.
7. City Buildings shall maximize natural light, and adhere to standards approved by the City Manager for indoor air quality and acoustics.
8. City Buildings shall, where possible, incorporate Universal Accessibility to ensure City buildings are accessible for of all members of the community.
9. Community Buildings and Corporate Buildings shall be designed to include community gathering places for people to utilize. Utility Buildings may be excluded unless integrated with a Community Building or Corporate Building.
10. City Buildings shall include features that provide opportunities for education through signage, visualizing sustainable building features, real-time performance dashboards, or through other means to be included in the project scope.
11. City Buildings shall be built with a Sustainable Return On Investment that ensures fiscal spending with a view toward long-term economic sustainability in operations and maintenance.
12. City Buildings shall incorporate technology that supports resource efficiency, enables automation and centralized control, assists with performance monitoring and communication, and supports the transfer of data.
13. Design of City Buildings shall reflect the City's brand where possible.

### **Cross References**

*City of St. Albert Municipal Development Plan Bylaw 15/2007*

*Council Policy C-CG-11 Community Vision and Pillars of Sustainability*

*Council Policy C-CG-02 City of St. Albert Strategic Plan*

*Council Policy C-EUS-01 Environmental Sustainability*

*Council Policy C-P&E-02 Capital Project Management*

Council Policy C-P&E-07 Asset Management  
 Council Policy C-HR-03 Inclusive Hiring  
 Council Policy C-CAO-17 City of St. Albert Community Brand  
 Council Policy C-CS-04 Public Art  
 Environmental Master Plan (2014)  
 Utilities Master Plan (2014)  
 Transportation Master Plan (2015)  
 Downtown Area Redevelopment Plan (2010)  
 Recreation Master Plan (2012)  
 Cultural Master Plan (2012)  
 Social Master Plan (2013),  
 Economic Development Master Plan (2004)  
 Heritage Management Plan (2013)  
 Smart City Master Plan (2016)  
 Environmental Advisory Committee (Bylaw 29/2005)

REVIEW	REVISION
<b>REVIEW DATES</b>	