**Adopting a District 17 Equitable Development Scorecard**

The CapitolRiver Council Development Review Committee has recommended that CRC adopt an Equitable Development Scorecard, modeled after the West Side Community Organization’s (**www.wsco.org**). This is a strategy for engaging community stakeholders in decisions about development projects. The process of developing the scorecard is to identify the neighborhood's priorities, goals, and values, and then to develop a scorecard that the community will use to evaluate each development proposal, to ensure that it aligns with the priorities, goals, and values.

CRC Policy Analyst Anna Lavanger is seeking input on the West Side Community Organization’s version of this scorecard. What changes should we make to create such a scorecard that would reflect the priorities of District 17 residents and stakeholders? This could include changing the language and / or adjusting the amount of points in a category to give it more or less weight overall. References to the West Side have already been changed to District 17 or CRC, and suggested changes are in green.

If anyone is interested in working with CRC staff on this project, please contact Anna Lavanger, at [anna@capitolrivercouncil.org](mailto:anna@capitolrivercouncil.org).

Instructions

Developing the Scorecard for CRC

Review the language and points available in each category.

Cross out language that you think should be deleted.

Write a question mark by language that is unclear, or that you are unsure if it should be included in the CRC scorecard. (See the glossary on the final page for additional explanation about some of the terms used in this document.)

Write notes where you think text should be added, such as another method of evaluating a proposed project.

CRC Board Members and other stakeholders will review and make comments on this document and related processes. CRC staff will work with City staff to get their feedback on how to implement the scorecard. Implementing the final version of the scorecard will require a majority vote by the CRC Board.

Using the Scorecard for CRC

Step #1: (After the scorecard is complete) CRC staff will work with City staff and the developer to fill out the Project information on the next page.

Step #2: Development Review Committee members, Board Members, and other stakeholders will be asked to assign points in each category. Not all criteria may apply to your community or project. The committee will work to modify this scorecard to be relevant. Reviewers should be encouraged to take notes in the empty spaces and add, change, or cross out items in the scale that do not apply to our community or to the project.

Step #3: Modify the Glossary section to clear up any questions of content or definition (for example, if a proposed project contains references that are likely to be unfamiliar to some reviewers, add the definition to the Glossary. Also add links to a “Bibliography” or “Other Resources” section that contains links to supporting documents.

Step #4: Discuss the project as a group, and attempt to find consensus on the score in each category.

Step #5: Add up all of the scores below for the Final Score, and you have completed the Scorecard.

Note that the CRC Board and committees are advisory, so it’s likely that some projects may go forward even if they receive low scores. However, by tracking these scores over time, that makes it possible to demonstrate CRC’s track record of doing effective engagement, and working to include District 17 stakeholders in community planning.

Project

Project/Plan Name:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Location of Project/Plan:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Is the project part of a bigger land use plan? (circle) Y/N

If yes, please identify the specific plan and relevant goals or implementation strategies

Public Investment(s):

* Public subsidy funding amount and source
* Tax abatement amount and source
* Public land sale and amount
* Zoning changes/variances
* Infrastructure improvements (sewer/water, street, sidewalk, etc)
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Developer:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Developer Contact Info:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Public Agency:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Public Agency Contact Info:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Other Stakeholders:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Description of the Project:

Community Profile (please see **mncompass.org**, and the Geographic Profile for District 17 )

Community Engagement

Equitable community engagement occurs when community members most affected are involved in the development process. In Downtown these communities may include low wealth people, people of color, indigenous people, people living with disabilities, families, senior citizens, and new immigrants. Additionally, it is important that neighborhood groups and community organizations are engaged in development projects. Impacts of effective community engagement may include community healing, reclaiming a healthy identity, reconnection with culture and spirituality, building relationships, and embracing individual and collective power.

\_\_\_\_/40 Add up scores below for Community Engagement

SCORE Give each score on a scale of 1 (low) to 5 (high)

|  |  |
| --- | --- |
| \_\_\_/5 | Project was started by the community, or developers and planners partnered with the community to develop their engagement plan before the project starts |
| \_\_\_/5 | Developers involve community members within the first 30 days of the planning process. Engagement during pre-planning process scores additional points. |
| \_\_\_/5 | Developers have completed a culture and history tour of District 17 with a CRC member. |
| \_\_\_/5 | Throughout the project, or when significant changes occur, developers and planners engage with community members and respond to community priorities. |
| \_\_\_/5 | The community’s vision for a project is created or approved by a group of residents that reflect the current population of District 17. |
| \_\_\_/5 | Development connects to, highlights, and respects community characteristics, local history, points of interest, and key features. |
| \_\_\_/5 | Development promotes qualities of a vibrant community – social connections, education, health, arts and culture, and safety. |
| \_\_\_/5 | The plan and project include the community’s goals, priorities, and criteria for growth and reinvestment. See resource: Downtown Development Strategy. |

Equitable Housing

We want to ensure that all development makes affordable housing\* a priority. Equitable housing practices are important because when individuals and families have affordable, quality, and stable housing, they can make important choices about healthy food, health care, child care, education and other economic decisions without having to sacrifice other needs that impact livability.

\_\_\_\_/35 Add up scores below for Equitable Housing

SCORE Give each score on a scale of 1 (low) to 5 (high)

|  |  |
| --- | --- |
| \_\_\_/5 | Project offers rental housing options appropriate to development site (commercial or residential), incorporating options for mixed income housing. |
| \_\_\_/5 | Development supports mixed income housing. This includes proposed projects in Downtown outside of the original plan area. Resource: Downtown Development Strategy |
| \_\_\_/5 | Project increases the number of affordable units to people at 30% of area median income.\* |
| \_\_\_/5 | Project and project materials matches the cultural landscape\* of the neighborhood. |
| \_\_\_/5 | At least 20% of the project’s units are affordable to current Downtown households at or below 50% area median income.\* |
| \_\_\_/5 | Project supports a range of households types or life stages that are dignified, safe, and designed with durable materials. |
| \_\_\_/5 | Developer Lease Agreement defines provisions for rent increases that assure the designated affordable housing units are maintained for at least 15 years (i.e. residents who are at or below 50% of the AMI are not charged more than 30% of their income) |

Environment

A key feature in our neighborhood is the Mississippi River. It creates a clear boundary, invites business, and offers recreation and opportunities to enjoy the outdoors. Development should be made with the existing community and the environment in mind. We are working towards a Downtown where development and environmental justice go hand in hand, so all of our residents benefit from a healthy and sustainable environment.

\_\_\_\_/50 Add up scores below for Environment

SCORE Give each score on a scale of 1 (low) to 5 (high)

|  |  |
| --- | --- |
| \_\_\_/5 | Development plans include cleaning or repairing any negative environmental impacts\* caused by development. Impacts include, but are not limited to, pollution of air, water, or soil; waste removal; replanting exposed soil to prevent erosion. |
| \_\_\_/5 | Development preserves public access to the river for all residents and no trail use will be restricted. Development does not disturb natural beauty of the riverfront or wetlands. Resource: Downtown Development Strategy |
| \_\_\_/5 | Development promotes or maintains access to green spaces across Downtown. Any green space disturbed by development is replaced or restored. |
| \_\_\_/5 | Project’s designed environment uses native plants and grasses, while removing and/or discouraging invasive plant species. It uses plants that are friendly to bees and butterflies, captures rainwater and prevents soil erosion. |
| \_\_\_/5 | Both new building and repair/improvement of existing structures use environmentally friendly and energy-efficient materials. Resource: Relative Energy Score and Energy Star. |
| \_\_\_/5 | Development goal is zero waste production. Recycling and composting options will be mandatory. |
| \_\_\_/5 | Project is designed to make walking, biking, and the use of public transit simple, safe, and connected to the neighborhood. Resource: Complete Streets Design\* |
| \_\_\_/5 | Management of property uses environmentally friendly practices and maintenance. |
| \_\_\_/5 | Design includes environmentally-responsible, resource-efficient materials and processes throughout the project’s life span. |
| \_\_\_/5 | Project creates opportunities for green industry\* to thrive in Downtown. |

Economic Development/Land Use

Economic development opportunities and land use in Downtown should reflect residents and small businesses of Downtown as a priority. Equitable economic development and land use positively impact livability in Downtown. Projects should create and provide job opportunities that drive long-term wealth opportunities for individual residents and the community. Upward mobility\* for the low-income residents and residents of color in Downtown is essential for economic justice\*.

\_\_\_\_/40 Add up scores below for Economic Development/Land Use

SCORE Give each score on a scale of 1 (low) to 5 (high)

|  |  |
| --- | --- |
| \_\_\_/5 | New capital and investment opportunities are created to promote local small business development, arts/cultural-based businesses, and entrepreneurial opportunities, especially for women and people of color. These opportunities include affordable rental spaces for new businesses and skill-building for residents interested in starting their own business. |
| \_\_\_/5 | A diverse array of businesses owned by people of color are created and provide job opportunities for full-time employment of diverse skill sets. |
| \_\_\_/5 | Lease agreements give priority to neighborhood business opportunities. |
| \_\_\_/5 | Developers use workforce/education programs, such as HUD Section 3\*, to connect residents to jobs and long-term employment and offers Downtown residents first chance at these opportunities. |
| \_\_\_/5 | Developers give local community preference when hiring consultants, contractors, and developers. |
| \_\_\_/5 | Public funding decisions reward applicants who ensure that workers have living wage\* jobs with benefits and the right to organize for labor agreements without fear of retaliation. |
| \_\_\_/5 | Project will ensure that there is a community-supported plan to maintain neighborhood affordability and avoid cultural and physical displacement. |
| \_\_\_/5 | Design contributes to distinct identities of local cultural heritage\* through the presence, preservation, or addition of architectural assets with a Universal Design\*. |

Transportation

Equitable transportation practices require walkable, livable, and affordable land use practices to ensure healthy living for the low-income residents and residents of color in Downtown. With its unique land patterns, traveling through the Downtown can be a challenge, regardless of transportation method. Connections to other parts of the city and access to regional transportation systems is limited due to the neighborhood’s physical location and the overall transit infrastructure. Priority must be given to creating a more connected Downtown.

\_\_\_\_/40 Add up scores below for Transportation

SCORE Give each score on a scale of 1 (low) to 5 (high)

|  |  |
| --- | --- |
| \_\_\_/5 | Project increases connections to all modes of public transit and makes walking, biking, and public transit an easy choice. |
| \_\_\_/5 | Project improves the public transportation infrastructure. Development includes transit benefits such as shade trees and other shade options, trash cans, places to sit, appropriate lighting, etc. |
| \_\_\_/5 | Promotes traffic calming and pedestrian safety. The project prioritizes the routes and paths that pedestrians and bicyclists naturally and easily use. |
| \_\_\_/5 | Development is recommended to be within a quarter mile of transit lines, promoting multi-modal access to green and other community spaces. |
| \_\_\_/5 | Parking accommodates bicycle use and storage, and does not limit access or passage to pedestrians and people with disabilities. Project encourages people to walk, bike, and/or use public transit. |
| \_\_\_/5 | Presence of GPS, other wayfinding systems, and mapping information for pedestrians, bicyclists, and transit users is provided. Transit information must be available in the predominant languages used in Downtown, with multi-language signage. |
| \_\_\_/5 | Developers commit to long term maintenance of transit stops and corners, such as snow clearance, tree trimming, clearing access to transit for people with disabilities. |
| \_\_\_/5 | Attractive, comfortable, accessible transit facilities are available or provided. |

Write the Final Score here: \_\_\_\_\_/100

1. Write the score from each section below, along with the maximum possible score for the section. (Points earned/Max Possible)

Equitable Community Engagement Practices Score \_\_\_\_ / 40

Equitable Housing Practices Score \_\_\_\_ / 35

Equitable Environmental Practices Score \_\_\_\_ / 40

Equitable Economic Development Practices Score \_\_\_\_ / 35

Equitable Land Use Practices Score \_\_\_\_ / 20

Equitable Transportation Practices Score \_\_\_\_ / 35

1. Add up all of the above scores to get a Total. \_\_\_\_ / 205 (Points Earned/Max Possible)

Turn the Total into a Final Score.

Glossary

Economic Justice: Encompasses the moral principles which guide us in designing our economic institutions. To free each person to engage creatively in the unlimited work beyond economics, that of the mind and the spirit.

Environmental Impact: Possible adverse effects caused by a development, industrial, or infrastructural project or by the release of a substance in the environment.

Equity: Just and fair inclusion where all can participate and prosper. (PolicyLink, 2015)

Equitable Development: Happens when low-income communities and communities of color participate in and benefit from investments that shape their neighborhoods and regions, creating healthy, vibrant communities of opportunity.

Green Industry: Green industry does not harm the environment and provides products or services related to renewable energy, increased energy efficiency, clean transportation and fuels, agriculture and natural (water) resource conservation, and pollution prevention or environmental cleanup. [Based on definition by Indiana Business Review]

HUD Section 3: The Section 3 program requires that recipients of certain HUD financial assistance, to the greatest extent possible, provide training, employment, contracting and other economic opportunities to low- and very low-income persons, especially recipients of government assistance for housing, and to businesses that provide economic opportunities to low- and very low-income persons.

Living Wage: The amount of income needed to provide a decent standard of living. It should pay for the cost of living in any location.

Livability: The sum of the factors that add up to an individual, family, and/or community’s quality of life - including the built and natural environments; economic prosperity; social stability; equity, and capital; educational opportunity; and cultural, entertainment and recreation possibilities. (Partners for Livable Communities, 2015).

Mixed income housing: Diverse types of housing units, such as apartments, townhomes, and/or single-family homes for a people with a range of income levels.

Universal Design: The design of buildings, products or environments to make them accessible to all people, regardless of age, disability or other factors.

Upward Mobility: The capacity or facility for rising to a higher social or economic position.