**\*\*This template is intended to help development teams organize their responses. Please use the information here to complete the online form when the checklist is ready for submission.\*\***

|  |  |
| --- | --- |
| **Date Submitted:** |  |
| **Submitted by:** |  |

**Background**

The Smart Utilities Checklist will facilitate the Boston Smart Utilities Steering Committee's review of:

a) compliance with the Smart Utilities Policy for Article 80 Development Review, which calls for the integration of five (5) Smart Utility Technologies (SUTs) into Article 80 developments

b) integration of the Smart Utility Standards

More information about the Boston Smart Utilities Vision project, including the Smart Utilities Policy and Smart Utility Standards, is available at: [www.http://bostonplans.org/smart-utilities](about:blank)

Note: Any documents submitted via email to [manuel.esquivel@boston.gov](mailto:manuel.esquivel@boston.gov) will not be attached to the pdf form generated after submission, but are available upon request.

**Part 1 - General Project Information**

|  |  |
| --- | --- |
| **1.1 Project Name** |  |
|  |  |
| **1.2 Project Address** |  |
|  |  |
| **1.3 Building Size (square feet)** |  |
| *\*For a multi-building development, enter total development size (square feet)* |  |
|  |  |
| **1.4 Filing Stage** |  |
|  |  |
| **1.5 Filing Contact Information** |  |
| 1.5a Name |  |
| 1.5b Company |  |
| 1.5c E-mail |  |
| 1.5d Phone Number |  |
|  |  |
| **1.6 Project Team** |  |
| 1.6a Project Owner/Developer |  |
| 1.6b Architect |  |
| 1.6c Permitting |  |
| 1.6d Construction Management |  |

**Part 2 - District Energy Microgrids**

Fill out this section if the proposed project’s total development size is equal to or greater than 1.5 million square feet.

Note on submission requirements timeline:

Feasibility Assessment Part A should be submitted with PNF or any other initial filing.

Feasibility Assessment Part B should be submitted with any major filing during the Development Review stage (i.e., DPIR)

District Energy Microgrid Master Plan Part A should be submitted before submission of the Draft Board Memorandum by the BPDA Project Manager (Note: Draft Board Memorandums are due one month ahead of the BPDA Board meetings)

District Energy Microgrid Master Plan Part B should be submitted before applying for a Building Permit

Please email submission to [manuel.esquivel@boston.gov](mailto:manuel.esquivel@boston.gov)

|  |  |
| --- | --- |
| **2.1 Consultant Assessing/Designing District Energy Microgrid (if applicable)** |  |
|  |  |
| **2.2 Latest document submitted** |  |
|  |  |
| **2.3 Date of latest submission** |  |
|  |  |
| **2.4 Which of the following have you had engagement/review meetings with regarding District Energy Microgrids? (select all that apply)** |  |
|  |  |
| **2.5 What engagement meetings have you had with utilities and/or other agencies (i.e., MA DOER, MassCEC) regarding District Energy Microgrids? (Optional: include dates)** |  |
| **2.6 Additional Information** |  |

**Part 3 - Telecommunications Utilidor**

Fill out this section if the proposed project’s total development size is equal to or greater than 1.5 million square feet OR if the project will include the construction of roadways equal to or greater than 0.5 miles in length.

Please submit a map/diagram highlighting the sections of the roads on the development area where a Telecom Utilidor will be installed, including access points to the Telcom Utilidor (i.e., manholes)

Please email submission to [manuel.esquivel@boston.gov](mailto:manuel.esquivel@boston.gov)

|  |  |
| --- | --- |
| **3.1 Consultant Assessing/Designing Telecom Utilidor (if applicable)** |  |
|  |  |
| **3.2 Date Telecom Utilidor Map/Diagram was submitted** |  |
|  |  |
| **3.3 Dimensions of Telecom Utilidor (include units)** |  |
| 3.3a Cross-section (i.e., diameter, width X height) |  |
| 3.3b Length |  |
|  |  |
| **3.4 Capacity of Telecom Utilidor (i.e., number of interducts, 2 inch (ID) pipes, etc.)** |  |
|  |  |
| **3.5 Which of the following have you had engagement/review meetings with regarding the Telecom Utilidor? (select all that apply)** |  |
| **3.6 What engagement meetings have you had with utilities and/or other agencies (i.e., State agencies) regarding the Telecom Utilidor? (Optional: include dates)** |  |
| **3.7 Additional Information** |  |

**Part 4 - Green Infrastructure**

Fill out this section if the proposed project’s total development size is equal to or greater than 100,000 square feet.

Please submit a map/diagram highlighting where on the development Green Infrastructure will be installed.

Please email submission to [manuel.esquivel@boston.gov](mailto:manuel.esquivel@boston.gov)

|  |  |
| --- | --- |
| **4.1 Consultant Assessing/Designing Green Infrastructure (if applicable)** |  |
|  |  |
| **4.2 Date Green Infrastructure Map/Diagram was submitted** |  |
|  |  |
| **4.3 Types of Green Infrastructure included in the project (select all that apply)** |  |
|  |  |
| **4.4 Total impervious area of the development (in square inches)** |  |
|  |  |
| **4.5 Volume of stormwater that will be retained (in cubic inches)\*** |  |
| *\*Note: Should equal to at least "Total impervious area (entered in section 4.4)" times "1.25 inches"* |  |
|  |  |
| **4.6 Which of the following have you had engagement/review meetings with regarding Green Infrastructure? (select all that apply)** |  |
|  |  |
| **4.7 What engagement meetings have you had with utilities and/or other agencies (i.e., State agencies) regarding Green Infrastructure? (Optional: include dates)** |  |
| **4.8 Additional Information** |  |

**Part 5 - Adaptive Signal Technology (AST)**

Fill out this section if as part of your project BTD will require you to install new traffic signals or make significant improvements to the existing signal system.

Please submit a map/diagram highlighting the context of AST around the proposed development area, as well as any areas within the development where new traffic signals will be installed or where significant improvements to traffic signals will be made.

Please email submission to [manuel.esquivel@boston.gov](mailto:manuel.esquivel@boston.gov)

|  |  |
| --- | --- |
| **5.1 Consultant Assessing/Designing Adaptive Signal Technology (if applicable)** |  |
|  |  |
| **5.2 Date AST Map/Diagram was submitted** |  |
|  |  |
| **5.3 Describe how the AST system will benefit/impact the following transportation modes** |  |
| 5.3a Pedestrians |  |
| 5.3b Bicycles |  |
| 5.3c Buses and other Public Transportation |  |
| 5.3d Other Motorized Vehicles |  |
|  |  |
| **5.4 Describe the components of the AST system (including system design and components)** |  |
|  |  |
| **5.5 Which of the following have you had engagement/review meetings with regarding AST? (select all that apply)** |  |
|  |  |
| **5.6 What engagement meetings have you had with utilities and/or other agencies (i.e., State agencies) regarding AST? (Optional: include dates)** |  |
| **5.7 Additional Information** |  |

**Part 6 - Smart Street Lights**

Fill out this section if as part of your project PWD and PIC will require you to install new street lights or make significant improvements to the existing street light system.

Please submit a map/diagram highlighting where new street lights will be installed or where improvements to street lights will be made.

Please email submission to [manuel.esquivel@boston.gov](mailto:manuel.esquivel@boston.gov)

|  |  |
| --- | --- |
| **6.1 Consultant Assessing/Designing Smart Street Lights (if applicable)** |  |
|  |  |
| **6.2 Date Smart Street Lights Map/Diagram was submitted** |  |
|  |  |
| **6.3 Which of the following have you had engagement/review meetings with regarding Smart Street Lights? (select all that apply)** |  |
|  |  |
| **6.4 What engagement meetings have you had with utilities and/or other agencies (i.e., State agencies) regarding Smart Street Lights? (Optional: include dates)** |  |
| **6.5 Additional Information** |  |

**Part 7 - Smart Utility Standards**

The Smart Utility Standards set forth guidelines for planning and integration of SUTs with existing utility infrastructure in existing or new streets, including cross-section, lateral, and intersection diagrams. The Smart Utility Standards are intended to serve as guidelines for developers, architects, engineers, and utility providers for planning, designing, and locating utilities. The Smart Utility Standards will serve as the baseline for discussions on any deviations from the standards needed/proposed for any given utility infrastructure.

Please submit typical below and above grade cross section diagrams of all utility infrastructure in the proposed development area (including infrastructure related to the applicable SUTs).

Please submit typical below and above grade lateral diagrams of all utility infrastructure in the proposed development area (including infrastructure related to the applicable SUTs).

Please email submission to [manuel.esquivel@boston.gov](mailto:manuel.esquivel@boston.gov)

|  |  |
| --- | --- |
| **7.1 Date Cross Section Diagram(s) was submitted** |  |
|  |  |
| **7.2 Date Lateral Diagram(s) was submitted** |  |
| **7.3 Additional Information** |  |