The Driehaus Form-Based Code Award

Sponsored by the Form-Based Codes Institute
with the Generous Support of the Richard H. Driehaus Charitable Lead Trust

ABOUT THE FORM-BASED CODES INSTITUTE

The Form-Based Codes Institute is a program of Smart Growth America. Its mission is to advance the knowledge and use of Form-Based Codes as a means to achieve walkable, mixed-use, sustainable communities, based on time-tested forms of urbanism. We provide training and technical assistance, share best practices, conduct research and serve as a forum for the exploration of form-based codes.

INSTRUCTIONS

This packet includes the instructions and all necessary forms to submit a form-based code to be considered for the Driehaus Form-Based Code Award. **To be eligible, entries must have been adopted into law by a unit of local government.** Although recently adopted codes will be considered, the jury may give preference to codes that have been implemented for some time. Submission of codes that can show built results and provide "lessons learned" is strongly encouraged. Please provide the requested information and submit your entry as indicated below. *Do not include these instruction pages in your submission.*

Each submittal must include:

- Two (2) duplicate flash drives, each containing the following information:
  - Completed Entry Form
  - A print-quality (300dpi) PDF of the code document(s)
- One (1) hard copy of the completed Entry Form
- One (1) hard copy of the code document(s)

Note: Codes from non-United States jurisdictions are eligible. All submission materials must be in English.

There is no entry fee to participate in The Driehaus Form-Based Code Award program.

Submission Deadline and Mailing Address
Send your entries to:

> Smart Growth America
> Attn: Tyler Quinn-Smith
> 1152 15th Street NW, Suite #450
> Washington, DC 20005
> Phone: (202) 868-4106

Submissions to FBCI must be received by **5:00 p.m. Eastern Time on Friday, April 5, 2019**. It is recommended that entrants use a mailing service that guarantees delivery date.

FBCI will email a confirmation after your submission materials have been received. Please make sure that the email address listed on the Entry Form is correct. Most correspondence regarding this program will be conducted via email.

All submitted materials will be retained by FBCI for use as exemplars of form-based codes in publications (online or hard copy), programs and exhibits.

Questions
Questions may be submitted to:

Tyler Quinn-Smith
FBCI Program Associate
 (202) 868-4106
tquinn-smith@smartgrowthamerica.org

Notification and Recognition of Winner(s)
Winner(s) will be notified by Friday, May 10, 2019. Award winners will be recognized at the Congress for the New Urbanism's 27th Annual Congress in Louisville, KY, June 12-15, 2019. Winning entries will also be featured on the FBCI and Smart Growth America websites and social media platforms.

Acknowledgement
FBCI acknowledges and thanks the Richard H. Driehaus Charitable Lead Trust for its support of The Driehaus Form-Based Code Award.

ENTRY FORM

Form-Based Code Official Name	Jurisdiction/Government Agency

Form-Based Code Common Name	Location

Submission Contact Person	Title

Company/Agency

Mailing Address

City	State	Zip Code

Telephone Number	Email Address

To be eligible for consideration, codes must be adopted into law.

Date of adoption: _____

How did you hear about the Driehaus Form-Based Code Award?

___ Mail   ___ Email   ___ FBCI website   ___ Other: _____

Release Statement
By submitting this application, I certify that the information contained on the Entry Form is correct and complete, and that I will hold harmless the Form-Based Codes Institute (FBCI) and Smart Growth America (SGA) for any and all damage arising out of its use of the information on this sheet and in this submittal. I certify that permission has been obtained from the owner of any enclosed copyrighted materials, including photographs, to publish the materials. I release and authorize FBCI and SGA to use all such materials.

Signature: _____

Printed Name: _____

Date: _____

Team Members

Form-based code writing is an interdisciplinary effort. Please identify the primary team members that contributed to the creation, adoption, and implementation of this code. (Include as many copies of this page as necessary).

Company/Agency	Contact Person

Mailing Address

City	State	Zip Code

Telephone	Email Address

Company/Agency	Contact Person

Mailing Address

City	State	Zip Code

Telephone	Email Address

Company/Agency	Contact Person

Mailing Address

City	State	Zip Code

Telephone	Email Address

FBC Name_____

Project Overview
Please check all options that apply.

Scale:

___ Region   ___ Corridor

___ District   ___ Neighborhood

___ City/Town   ___ Other: _____

Approximate acreage: _____

Context:

___ Greenfield   ___ Brownfield/Greyfield

___ Infill/Redevelopment   ___ Other: _____

Code Administration:

___ City/County Planning Staff

___ Town Architect

___ Other: _____

Plan Implementation (please use the Project Description below to elaborate)
This code implements:

___ a specific physical vision or master plan

___ a planning process

___ other

Project Overview *(continued)*
Please check all options that apply.

Method of Implementation:

___ Mandatory: Any and all development within the code's defined plan area must abide by the regulations in the code.

___ Optional/Parallel: In a defined area, developer has the option to choose to use the pre-existing development code or this submitted form-based code to build under. However, once one or the other is chosen, development must abide by the chosen code.

___ Other: _____

Code Basis:

___Building Type Based   ___Frontage Type Based

___ Street Type Based   ___ None of the Above

___ Smart-Code Based

___ Transect Based

Special Policy Issues:

___ Historic preservation   ___ Public space

___ Environmental conditions   ___ Other: _____

___ Transit   ___ None

___ Affordable housing

___ Displacement Mitigation

Has new development begun under this Code?

___ No

___ Submitted for Code Review   Approx. Number of Projects: _____

___ Approved   Approx. Number of Projects: _____

___ Broken Ground   Approx. Number of Projects: _____

___ Completed   Approx. Number of Projects: _____

Code Description *(one page maximum)*

Please describe the code based on the following characteristics:

- Overall physical, historical, and political context in which the code was written and adopted.
- How it was initiated.
- Its purpose and goals.
- Any unique social, environmental or economic issues present.
- How does the code foster built results consistent with a master plan and/or advance the field of form-based code writing?

Use descriptive language to help the jury to understanding the context and purpose for which the Code was written and how it advances the field of form-based code writing. If new development has been approved under this code, please include a brief status/overview of the built results.

Response to FBCI Definition and Checklist *(one page maximum not including checklist below and on the next page)*

In brief, FBCI defines a form-based code as follows:

> **Form-Based Code:** A method of regulating development to achieve a specific urban form. Form-Based Codes create a predictable public realm by controlling physical form primarily, and land uses secondarily, through city or county regulations.

An exemplary code will meet the brief definition above and effecitvely answer the questions included in the checklist that follows below. Briefly describe how the code fulfills the definition and the checklist. Further discuss how it responds to the standards for identifying and evaluating form-based codes provided in the checklist. It would be helpful for the Jury if the applicant can identify where within the code, by sighting a reference, those aspects can be demonstrated.

For a more detailed definition of a form-based code, go to the FBCI website, http://formbasedcodes.org/definition/.

Checklist for Identifying and Evaluating Form-Based Codes
(This is provided for reference only; a response to each point is not necessary, but these are questions that the Awards Jury may use to evaluate the submissions. Do not include this actual list in the submittal.)

Is it a Form-Based Code?

- Is the code's focus primarily on regulating urban form and less on land use?
- Is the code regulatory rather than advisory?
- Does the code emphasize standards and parameters for form with predictable physical outcomes (build-to lines, frontage type requirements, etc.) rather than relying on numerical parameters (FAR, density, etc.) whose outcomes are impossible to predict?
- Does the code require private buildings to shape public space through the use of building form standards with specific requirements for building placement?
- Does the code promote and/or conserve an interconnected street network and pedestrian-scaled blocks?
- Are regulations and standards keyed to specific locations on a regulating plan?
- Are the diagrams in the code unambiguous, clearly labeled, and accurate in their presentation of spatial configurations?

Evaluating Form-Based Codes

Does the code follow (and match with) a community vision or master plan?
- Is the code based on a sufficiently detailed physical plan and/or other clear community vision that directs development and aids implementation?

Is the code enforceable?
- Has it been adopted and used by a municipality?
- Is the form-based code effectively coordinated with other applicable policies and regulations that control development on the same property?
- Is the code designed, intended, and programmed to be regularly updated?
- Does the code format lend itself to convenient public distribution and use?

Does the code promote good urbanism?
- Does the code yield typical New Urban practices?
- Will the code shape the public realm to invite pedestrian use and social interaction?
- Will the code produce walkable, identifiable neighborhoods that provide for daily needs?
- Are parking requirements compatible with pedestrian-scaled urbanism?

Is the code easy to use?
- In its organization/layout:
  - Is it easy to understand the layout in the first few pages or by flipping through it?
  - Can users easily find what is pertinent to their interest?
  - Are the procedures for code administration clearly described?
- With efficiency in the number of steps:
  - Does it have just the right number of steps in the decision tree to define the development opportunity, while still offering options and flexibility?
- With brevity:
  - No more pages than necessary for the scale of the codified area?
- With graphics as good communication tools:
  - Are the graphics tidy, concise, and offer a new approach to conveying information?
- With an easy to understand and speedy approval process?
- With technical terms used in the code that are defined in a clear and understandable manner?

Is the code written to allow for predictable results without sacrificing variety in the size and shape of urban spaces and the design of buildings?
- Can users readily understand and execute the physical form intended by the code?
- Are the intentions of each regulation clearly described and apparent even to planning staff and citizens who did not participate in its preparation?

Does the code offer features that advance the practice, state of the art?
- Does the code have any new and unique mechanisms, perhaps not seen before?
- Does the code serve as a good role model for other places with a similar context or existing conditions?

Lessons Learned *(one page maximum)*

Please provide details on lessons learned or expertise gained during planning, writing, adoption, and implementation of this code. Explain what makes it serve as an example for other communities. Cite particular ways in which the code breaks new ground, overcomes common barriers in the land development regulatory process, or has produced quality urbanism.

Supporting Graphics and Photos *(20 pages maximum not including photos)*
Please submit supporting illustrations and diagrams. These will further describe your code, the plan or vision upon which it is based, or the process of documentation and analysis that was completed as a basis for the code (or to test the code). These images can simply be extracts from a master plan document or single images. **Please remember that regulatory graphics – including the regulating plan – should be included in the body of the code that you submit.** They need not be reproduced here.

Built Results Photographs *(10 image maximum)*
If the code has guided built results, you are strongly encouraged to include photographic images of the new buildings, streets or spaces, clearly providing the context of the project. Before-and-after images (not computer simulated) may be submitted if relevant.

All images should be saved into a single PDF document and included on the submittal flash drives. The file should be labeled:

Driehaus2019_Images_(CodeName), with the name of the code substituted for "(CodeName)" in each file.

Captions (if not included on images directly):

1.

2.

3.

4.

5.

Original Code — Optional

If the legally adopted version of the code was substantially modified in form or in content from the originally designed version, you may include a copy of the original version of the code. Please be sure to explain why the code was changed in the Project Description or Lessons Learned sections of this Entry Form.