Do-it-Yourself Checklist

Do-it-Yourself Checklist

Use this list to assess the most important places in your neighborhood.

Access

yes	no	
□	□	Is the entrance visible from a distance?
□	□	Is it easy to identify what is going on in the place?
□	□	Is the primary use or mission of the tenant agencies easily identifiable? That is, are there signs or other visual cues that convey information about it?
□	□	Is there adequate directional signage, maps and location information?
□	□	Can people easily get there (e.g. they don't have to dart through traffic)?
□	□	Do sidewalks, paths, or roads match up with the directions in which people wish to go?
□	□	Can people use a variety of transportation options (bus, train, car, bicycle) to get to the place?
□	□	Does the place function for people with special needs (is it ADA-compliant)?
□	□	Do vehicles dominate pedestrian use of the space or prevent them from getting to it?

Comfort & Image

yes	no	
□	□	Does the place make a good first impression, both from afar and upon entering?
□	□	Are there more women present than men?
□	□	Is there a choice of places to sit (for example, either in the sun or shade)?
□	□	Is there appropriate weather protection (umbrellas, shelters, etc.)?
□	□	Is the space clean and free of litter?
□	□	Does the space and surrounding area feel safe?
□	□	Does the place meet the needs of the people using it?

Do-it-Yourself Checklist

Uses & Activities

yes	no	
□	□	Are people present?
□	□	Is the place used by a range of ages and types of people?
□	□	Do people tend to use the space alone, or do they cluster in groups?
□	□	Do several types of activities occur – for example, walking, eating, relaxing, reading, socializing, meetings, etc.?
□	□	Are many or most parts of the space used?
□	□	Are there obvious choices of things to do – that is, evidence of events and activities that take place (e.g. a schedule, a stage)? Is there information about who is responsible for events?
□	□	Does the place's design relate to and support events that take place there?
□	□	Is there a management presence or other evidence that someone is in charge of the place?
□	□	Do the uses and activities benefit building visitors and employees?

Sociability

yes	no	
□	□	Would you choose to meet your friends in this place?
□	□	Are people talking with each other?
□	□	Are they smiling?
□	□	Do people seem to know each other by face or name?
□	□	Do they bring visitors to this place?
□	□	Do strangers make eye contact with each other?
□	□	Is there a mix of ages and ethnic groups that generally reflects the community at large?
□	□	Do people tend to pick up litter when they see it?
□	□	Do building employees volunteer to help program or maintain the place?

PPS
PROJECT for
PUBLIC SPACES

METROPOLITAN PLANNING COUNCIL