Multi-Family Development Permit Area Guidelines

Pursuant with Section 8.7 of the Official Community Plan, multi-family developments will be assessed against the following form and character guidelines.

This checklist is intended to aid in the review of multi-family development permits and is to be completed by the architect of record for the project. It is noted that the project will also be reviewed for consistency with the guidelines by the Planning Department staff and the Advisory Design Panel.

Key Guideline Concepts	**Consistent** **Yes**	**No**	**If No, provide justification for inconsistency**
1. New development into established areas should respect private spaces, and incorporate local neighbourhood elements in building form, height, architectural features and massing.			
2. Transitional development should be used to bridge areas of low and high densities, through means such as stepped building heights, or low rise ground oriented housing located to the periphery of a higher density developments.			
3. Large scale developments should be clustered and given architectural separation to foster a sense of community, and improve visual attractiveness.			
4. Pedestrian circulation should be encouraged with attractive streetscapes attained through landscaping, architectural details, appropriate lighting and by directing parking underground where possible or away from public view through screened parking structures or surface parking located to the rear of the property.			

Guidelines	**Consistent** **Yes**	**No**	**If No, provide justification for inconsistency**
A. Building Design, Massing, and Siting 1. Design and siting of buildings should take advantage of natural features or views and should enhance privacy and livability.			
2. Residential buildings should front or appear to front onto public roads through the use of appropriate treatment of exteriors, through direct pedestrian access to individual units from the public street/sidewalk, or through the provision of pedestrian walkways linked to the street. Street frontages should be emphasized by incorporating			

differentiated front, side and rear oriented facades, with a minimum two storey facade on the fronting street to foster a human scale. Buildings that are designed with an end wall or unit adjacent to a public street should design the end unit with the pedestrian entry facing the street. At significant intersections, the definition of corners should be reinforced by buildings that front on both streets and incorporate corner cuts.			
3. Higher density dwellings should be sited adjacent to major streets in order to minimize access problems and to provide a transition to lower density uses.			
4. Multi-family developments adjacent to lower density or single detached residential dwellings should: a) be consistent in form and massing with the surrounding area; b) be sited adjacent to major streets to provide a transition to lower density uses; c) concentrate density to the centre of the development or towards a non-residential boundary and locate lower density components adjacent to lower density residential uses; d) create a transition in building mass and form towards the setbacks of the adjacent neighbourhood; e) minimize access conflicts; f) be designed to maximize privacy and minimize views onto adjoining sites, particularly for portions of the development abutting the side yards of adjacent single detached residential uses.			
5. Larger buildings, roof forms and building frontages should include design elements and features to: a) provide variation in the facades to help reduce the visual length of individual buildings; b) have the appearance of a series of smaller buildings, or as identifiable parts of a larger concept; and c) incorporate components that express strong unit identity and incorporate direct access to grade for ground-floor units.			
6. New multi-family developments should use design themes, architectural features and elements of the surrounding neighbourhood by incorporating common elements such as form, scale, massing and proportion into the design as a means to reinforce neighbourhood stability. Examples include: a) the articulation of facades, using where appropriate, elements such as porches, chimneys, projections, recesses, and balconies;			

b) the placement, size, shape and number of doors and windows; c) the location and visual appearance of garages and/or parking facilities; d) the selection of appropriate and compatible roof forms; and e) the design of hard and soft landscaping.			
7. The exposed undersides of balconies and porches that are visible from a street or public walkway should be covered with exterior finishes to provide a finished appearance to public view.			
8. Developments are encouraged to use the Leadership in Energy and Environmental Design (LEEDS) standards in the design of buildings. Techniques such as rain gardens, vegetated swales, separation of impervious surfaces, installing below surface infiltration beds and tree box filters, and redirecting water from drain pipes into vegetated areas are encouraged.			
9. Variation in individual unit designs is encouraged to provide visual interest and avoid significant repetition either within a row of townhouses, or between adjacent rows of units.			
10. Garage doors should not face public streets. Where front facing garage doors are unavoidable, the impact of garage doors on the public realm should be mitigated by: a) designing residential units with enough width to include attractive entrances and windows between garages; b) recessing garage doors behind the main building facade; c) keeping a sufficient width in residential units to allow the creation of attractive entrances and fenestration between garages. d) grouping garage doors in pairs between adjacent units to allow building entrances and facades more prominence on the street; e) providing interior spaces that overlook the street; f) separating and orienting unit entrances to the street; g) providing individual pedestrian walkways linked to the street; h) including design details such as transom windows or glazing in garage doors; i) a comprehensive landscape plan that identifies how the visual impact of garage doors from the street will be mitigated.			
11. Landscaping of rooftops is encouraged where possible, to provide shared or private outdoor space			

for residents and to provide attractive views for residents and passersby.			
B. Vehicle Access, Parking and Circulation 1. Parking and servicing should be located underground or to the rear of buildings, with access from lanes wherever possible. Where lane access is not possible, access should be from streets via narrow driveways to minimize the impact on streetscape appearance and disruption to pedestrian movement.			
2. Parking structures should be adequately screened and architecturally compatible with the rest of the building. Large surface parking areas should be divided into smaller sections to avoid a monotonous appearance with landscaping strips, trees, building edges, pedestrian pathways, and pavement treatment to enhance their visual appearance.			
3. Developments with large parking areas should provide a direct pedestrian pathway system through the parking area to facilitate convenient and safe pedestrian access between building entrances, parked cars, and sidewalks of adjoining streets. Features such as special landscaping with trees and benches, overhead weather protection and distinct paving should be incorporated where appropriate. Pedestrian movement should be designed to avoid any obstruction by parked vehicles.			
4. Shared vehicle access between adjoining sites should be considered where access for parking at the rear of the property is limited. Joint or shared access should also be considered between adjoining developments to minimize disruption of pedestrian sidewalks and to maximize landscaping and permeable surfaces. Integration of driving aisles and pedestrian walkways between adjacent sites is also strongly encouraged.			
5. Locate parking spaces allocated for people with disabilities as close as possible to the main entrance to a building.			
6. Crime Prevention through Environmental Design (CPTED) principles should be incorporated into the design of all parking facilities with convenient, safe, identifiable and universally accessible access routes to building entrances, lobbies or other principal areas of buildings, and to grade level from any underground or above ground parking structures.			
7. To increase safety, consider using electronic security devices and monitoring systems as a			

supplement to natural surveillance opportunities in parking structures and parking areas.			
8. The amount of asphalt surfaces in parking areas should be minimized by integrating a variety of paving materials such as concrete, decorative pavers, etc. or by using alternate surface treatments.			
9. Road grades, streets, lanes, and driveways should conform to the existing grades as closely as possible to ensure minimal disruption of slopes and vegetation. On steep terrain, roads should be aligned, wherever possible, to run parallel rather than counter to, natural contours and existing grades.			
C. Landscaping and Open Space 1. Landscaping both within and outside the development should: a) provide definition for pedestrian corridors; b) delineate private and semi private space from public space; c) provide adequate screening between private outdoor spaces; d) present a pleasing street image; e) provide suitable buffering between public road and privacy areas; f) soften the transition between adjacent land uses; g) provide a buffer between residential and non-residential land uses; h) create interesting views and focal points into and out of the site; i) reinforce design continuity with neighbouring properties, the scale and massing of buildings, and the streetscape by providing consistency in street trees, plant materials, and other landscaping elements.			
2. Landscape drawings for development applications should include, but are not limited to, the following information: a) the location of mature and existing trees to be retained or removed, b) the location of all protective tree fencing; c) a grading plan or cross section indicating finished grade; and d) a drainage plan for the site.			
3. Street trees will be a required component of all development. Incorporate deciduous tree species into streetfront landscaping to define site boundaries, to enhance public space, and to permit light penetration in winter.			

4. Energy efficiency and conservation should be considered in the design of landscaped areas and in the selection of plant material. This can be accomplished through: a) using native and/or drought-resistant species; b) designing the landscaping to moderate the effect of wind; c) providing shade in summer; d) allowing natural drainage to occur throughout the site; e) allowing daylight into buildings; and f) redirecting water from rooftop runoff and downspouts into vegetated areas or rain barrels for later irrigation use. g) Maintain continuous landscaping along abutting streets and minimize the number of interruptions such as driveways and parking entrances. Continue the sidewalk pavement across driveways and parking entrances.			
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6. Create visual landmarks on significant street corners and at locations of high visibility. Provide landscaping and consider incorporating features such as flag poles, banners, visual art, ornamental trees, fountains, architectural elements, and landscape structures.			
7. Any portion of a building site left vacant for future development should be landscaped consistent with the landscape plan for the overall site. The minimum ground surface treatment should be lawn. Where possible, the natural state should be retained for those portions of a property not being developed.			
8. Identify, preserve and incorporate stands of mature trees into the overall site landscaping design. Retain unique tree species, significant vegetation, natural landscape features and nesting areas on a site wherever possible. To attain this objective, prior to the design of a project, a detailed survey prepared by a qualified professional indicating the location and condition of existing trees and vegetation on a site should be conducted and provided to the District as part of the development application process.			
9. Existing vegetation should be enhanced with new planting wherever construction activity has destroyed vegetation. Replanting with indigenous			

or native species is encouraged.			
10. Consider incorporating rain gardens and vegetated swales into parking lot landscaping to increase the natural absorption of rainwater runoff from paved areas into the ground.			
11. The height and location of a landscape screen should ensure that: a) privacy to adjacent properties is adequately protected; b) driving site lines are maintained from adjacent roads, manoeuvring aisles, parking lots; and c) the quality of the streetscape and outdoor living spaces is enhanced.			
12. Maximize the amount of landscaped areas and minimize the amount of impervious paved surfaces to increase the natural absorption of rainwater on a site.			
D. Universally Accessible Design 1. All non-vehicular routes should be fully accessible. Sidewalks and pathways should be wide enough for wheelchair/scooters and should include a tactile strip for the visually impaired. Curb-cuts and curb let-downs should be provided in appropriate locations to facilitate safe, convenient, and direct access from parking spaces to buildings for people with disabilities.			
2. Building entries should be: a) clearly addressed with large numbers visible from the street; b) directly accessed from the street without stairs; c) provided with level areas measuring a minimum of 1.5m x 1.5m (4.9 ft. x 4.9 ft.) both inside and outside of doorways; and d) provided with weather protection, exterior lighting, and power-assisted door openers.			
E. Refuse, Recycling and Service Areas 1. Integrate vents, mechanical rooms, mechanical equipment, and elevator penthouses into the roof design or screen with materials and finishes compatible with the overall architectural design.			
2. The design of a roof, placement of mechanical units and satellite dishes, etc. should take into account views of the roof from adjacent buildings.			
3. Garbage containers and recycling bins must be: a) easily accessible;			

b) appropriately sized for the building occupants; c) contained within roofed/walled enclosures; d) incorporated into the overall design of the development; or e) screened from public view and weatherproof and animal-resistant within the boundaries of each site.			
4. Service areas should be internalized within the development. For developments with multiple buildings, common refuse, recycling and service areas are to be provided. Storage areas should be located to be convenient and readily accessible from most buildings or units on the site. Avoid direct exposure from public streets and allow for adequate manoeuvring space for removal vehicles.			
5. Enclose or screen all exterior mechanical units or equipment, including roof top units, equipment, and satellite dishes within upper floors or structures that from part of the overall design of a development.			
6. Locate building ventilation systems away from pedestrian areas, residential units, and outdoor spaces to minimize noise and exhaust in these areas and locate less sensitive land uses closer to sources of noise.			
7. Buildings should be designed and constructed maximize sound attenuation: a) between units; b) between public roads and units; and c) between adjacent land uses and units.			
F. Signage and Lighting 1. All signage must conform to the *Maple Ridge Sign Bylaw*. In the event of a conflict between the *Maple Ridge Sign Bylaw* and these guidelines, the latter shall take precedent.			
2. Signage design, materials and message should be integrated and complement the scale and architectural detail of the building.			
3. Pedestrian level lighting is encouraged along all pedestrian routes and pedestrian plazas. The lighting should be pedestrian focused.			
4. Lighting should be designed so as to have no direct source of light visible from the public right-of-way or adjacent residential land. Care should be taken to ensure that lighting glare does not pose a nuisance to adjacent residences, pedestrians, or motorists.			

G. Bicycle Parking and Storage 1. Short term and long term bicycle parking facilities should be considered for all developments. Short term bicycle parking should be in well-lit locations and clearly visible from a main building entrance and/or public roads with bicycle racks made of sturdy, theft-resistant material that is securely anchored to the floor or ground. Longer term bicycle storage areas provided as part of a parking structure should be located close to elevators and access points.			

Date:_____

Architect Name/Company _____

Municipal File No. _____

Plan Description: _____

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Project No. _____

Signature _____