

# Guidelines for Presentations to the Maple Ridge Advisory Design Panel

## Introduction:

The Advisory Design Panel (ADP) plays an important role in shaping the built environment of Maple Ridge. The purpose of the Panel is to encourage quality design in the community by reviewing and making recommendations to Council on all new Commercial, Industrial and Multi-Family residential projects that require a Development Permit. The Advisory Design Panel and the Planning Department make a joint effort to improve the quality of presentations at the ADP with a long-term vision of improving the quality of the projects that are approved through the Development Permit process. Council is also free to defer any other matters to the Advisory Design Panel for consideration.

All presentations to the Panel require the completion of an "Advisory Design Panel Application" (attached) together with a design rationale and all relevant material. All material for presentation to the Design Panel must be in 11" x 17" format (7 copies), and 3-hole punched.

## Guidelines for Presentation:

Presentations in the form of photographs, drawings, a rendering, or a model are made to the Panel. These presentations should contain the following information and considerations.

### 1. Design Rationale:

- *Design concept and contextual fit and compatibility with the Development Permit Guidelines.*

### 2. Project Analysis

- *Reconciliation of major elements of the plan with the DP Guidelines and Zoning requirements.*

### 3. Site and Neighbourhood Context (presented on a photo board or digitally, showing the following):

- *Overall relationship in character and massing to the surrounding structures in the area;*
- *Impact on views;*
- *Relationship to adjacent buildings;*
- *Effect of shadows, daylight and view blockages;*
- *Overlook and privacy issues;*
- *Compatibility of design and materials with the neighbourhood;*
- *Contribution to area character enhancement;*
- *Proposed lot grading plan showing lot drainage and any proposed soil retention (erosion sediment control and storm water management on site)*

### 4. Site Planning:

- *Effectiveness of building siting and open spaces;*
- *Parking access and provision;*
- *Vehicular and pedestrian circulation (soft and hard landscaping);*
- *Cross-sections showing existing and proposed contours or topographic information for sloping sites;*
- *Inventory of site features, including plants and vegetation to be retained;*

5. **Building Design:** (by means of drawings and artists' renderings or model to illustrate the following):
  - *General massing and overall articulation;*
  - *Appropriateness of form to function;*
  - *Roofscape-form and function (screening of essential services);*
  - *Façade articulation and fenestration;*
  - *Quality and detail of finishes as shown on a sample colour board;*
  - *Definition of building entry;*
  - *Interior to exterior relationship;*
  - *Unit identity;*
  - *Safety, security, and defensible spaces, CEPTD;*
  - *2006 BC building code compliance;*
  - *Signage (if applicable)*
  
6. **Streetscape:**
  - *Effectiveness of building/streets interface and transition;*
  - *Quality of space created; contribution to street as a whole;*
  - *Provision of rain and wind protection;*
  - *Hard and soft landscaping- Street interface;*
  - *Frequency of building access;*
  - *Detailing at the human scale.*
  
7. **Landscaping:** *(Some of these might overlap with the architectural requirements)*  
*Refer to the required drawings section.*
  
8. **Material Boards:** *Showing colors, samples and specifications of all materials proposed.*
  
9. **Rendering/s:** *Perspective showing contextual suitability.*

**Maple Ridge Advisory Design Panel- Required Drawings:**

*(Dimensioned in metric and readable in 11X17 formats)*

**Contextual graphics:**

- *Streetscape Elevations showing proposed development amidst adjacent buildings, Contextual existing site photos*

**Site Plan:**

- *Layout indicating proposed structures, setbacks, lot and building access points, vehicular and pedestrian circulation, at grade parking (if any), overlay of landscape information (coordinated) and indicating any proposed variances;*
- *Site sections showing proposed grades and structure (s);*

**Other Architectural drawings:**

- *Floor Plans (all proposed levels);*
- *Accessory building plans (if any);*
- *Parkade Plans (showing compliance to the Maple Ridge Parking Bylaw)*
- *Roof Plans;*
- *Unit Plans (if not shown in floor plans);*
- *Elevations (all sides) showing proposed material, textures, colors and indicating finished floor levels and roof height*

- *Typical building sections to property lines showing all proposed levels and underground parking (if applicable)*
- *Shadow analysis (showing impact on existing surrounding development, if any)*
- *Massing Model (physical or computer-generated), A colored rendering*
- *Material board with samples, specifications and colored façades of the building(s)*

***Landscape drawings:***

- *Adjacent properties context (air photo, ground photos)*
- *Annotated Site Plan (rendered), to scale with north orientation, showing paving, landscaped areas and features. It should show preservation of existing vegetation, trees, and site features if any.*
- *Grading plan - existing and proposed, addressing erosion sediment control, storm water management principles and irrigation strategy*
- *Planting plan(s) showing specifications of growing medium or plant species (botanical and common names) with proposed sizes (tree calliper, pot sizes). It should show general appropriateness of form and variety in selected plant species*
- *Concept sketches and details of proposed landscape elements such as location, size and environment of play area, seating, pedestrian connections, focal points of interest in the proposed design.*
- *Site sections, perspective drawings, to illustrate landscape design intent.*

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