

Advisory Design Panel Submission Request Form

The City of Maple Ridge Advisory Design Panel (ADP) meets monthly. Refer to the attached schedules for submission deadline dates and for the minimum submission requirements. Before making your submission, contact your File Manager to establish what constitutes a complete ADP submission package for your project. Forward your complete submission package for the ADP through your File Manager well in advance of the deadline date.

Application Information:

Name of Applicant _____

File number _____

Address of site _____

Current Zone _____ Proposed Zone _____

Seeking to appear before the ADP on this date _____

Architect Information:

Submission will be presented to ADP by:

Architect _____

Landscape Architect _____

Other Professional (State Name & Role) _____

Note.: The Architects are required to prepare plans and to attend and to present all developments to the ADP that are in the Major Occupancy categories cited in the Table below taken from AIBC Bulletin 31 Buildings Requiring the Services of an Architect. For the entire bulletin, click [here](#).

Major Occupancy per the current building codes	Use	Types of Building or Parts of Building requiring the services of an architect under section 60 of the Architects Act.
Group A (Part 3)	Public Assembly	<ul style="list-style-type: none"> - any one-storey building with an unsupported span exceeding 9 m or gross area exceeding 275 m²; - any building of more than one storey with gross area exceeding 235 m²; and - all schools, any size
Group B (Part 3)	Hospital, Sanatorium, or Home for the Aged Institutional	<ul style="list-style-type: none"> - any building (excluding veterinary hospital) with a capacity exceeding 12 beds - any building with gross area exceeding 470 m²
Group C Residential	Hotel or similar occupancy	<ul style="list-style-type: none"> - any building containing 5 or more dwelling units - any building containing 11 or more guest rooms
Group D & E	Commercial	<ul style="list-style-type: none"> - any building with gross area exceeding 470 m²
Group F (F1: Part 3)	Industrial	<ul style="list-style-type: none"> - any building with gross area exceeding 470 m²



City of Maple Ridge
Advisory Design Panel

2023 APPLICANT SCHEDULE

Meeting Date	Applicant Deadline to be Considered for the Agenda by Noon	Completed Electronic Package Submission by Noon
January 18, 2023	December 15, 2022	December 28, 2022
February 15, 2023	January 18, 2023	January 25, 2023
March 22, 2023	February 15, 2023	March 1, 2023
April 12, 2023	March 22, 2023	March 29, 2023
May 17, 2023	April 12, 2023	April 26, 2023
June 21, 2023	May 17, 2023	May 31, 2023
July 19, 2023	June 21, 2023	June 28, 2023
No August Meeting		
September 20, 2023	August 16, 2023	August 23, 2023
October 18, 2023	September 20, 2023	September 27, 2023
November 15, 2023	October 18, 2023 ,	October 25, 2023
NO DECEMBER MEETING		