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## **Commercial Development Permit Guidelines**



## Area

Commercial development within the Urban Development Boundary and not within a Mixed Use Centre, is subject to these Form and Character Development Permit Guidelines.

## Justification

As the hub of the Fraser Valley, the city is increasingly attracting Commercial development that strives to serve a broader, more regional population. It will be important for these developments to be compatible with adjacent neighbourhoods and be safe environments for residents and visitors alike while accommodating the particular needs of these more car oriented commercial areas.

## Objectives

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2721-2018

The following guidelines are intended to encourage the construction of walkable, safe and convenient Commercial development. New Commercial development should seek to provide a welcoming environment for people walking, biking and taking transit. Crime Prevention Through Environmental Design (CPTED) principles have been incorporated directly into many of these guidelines, but does not preclude additional specific CPTED analysis as required.

## Exemptions

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1. Subdivision
2. Interior Renovations
3. Façade renovations limited to repainting or recladding without changing the roofline, footprint or number of openings into the building
4. Signage copy change
5. Minor landscaping improvements that do not reduce or remove amenity space
6. Building additions to a maximum of 50m<sup>2</sup> not abutting a street
7. Airside development in the Airport land use designation (groundside development is not exempt)
8. Emergency circumstances to remove any immediate danger
9. Buildings that have been destroyed by fire and/or natural disaster less than 75%, as determined by the building inspector provided the building massing, siting and general appearance are as prior to destruction and the use conforms to the City's *Zoning Bylaw, 2014*
10. Unless otherwise stated in a Neighbourhood Plan

## Guidelines

The following guidelines may be applied when setting Development Permit conditions.

## SITE CONTEXT

To guide the design of development sites that fit within the broader context of neighbourhoods and are compatible with adjacent properties.

### **CO1 Neighbourhood Connectivity**

Enhance the pedestrian, bicycle and vehicle connections in the area.

### **CO2 Climate and Comfort**

Maximize the benefits of sun exposure to shops, workspaces, and indoor and outdoor amenity areas.

## SITE PLANNING

To guide the design of development sites with efficient circulation, safety and positive interfaces with public streets.

### **CO3 Passive Solar Design**

Lay out development sites to optimize solar gain for each building.

### **CO4 Defined Streetscape**

Orient buildings so they are facing public streets.

### **CO5 Façade Continuity**

Align buildings in large format outlet developments along a continuous streetlike façade.

### **CO6 Hierarchy of Spaces**

Define the spaces that are public from those that are private with elements such as: grade changes, fencing, landscaping, etc.

### **CO7 Walking Connections**

Connect main entrances and unit entrances to public sidewalks, trails, parking areas and adjacent residential and commercial sites (existing and future).

### **CO8 Pathway Design**

Ensure a minimum width of 2.0 metres for pathways throughout a site. Include raised crosswalks, distinct paving treatments and curb bulges to prioritize the mobility of those walking. Line pathways with bollards or curb stops to help impede vehicles from encroaching into this space.

### **CO9 Access to Transit**

Design buildings to provide direct access and clear sightlines to bus stops.

### **CO10 Bike Parking**

Provide bike racks near a building entrance, in a highly visible location. Use inverted U or circular hoop racks that allow users to lock both a bike's frame and wheel. For larger commercial developments consider secured, weather protected bike parking.

### CO11 Site Furnishings

Provide benches, weather protection and other amenities near main entrances and in public amenity spaces.

### CO12 Site Grading

Avoid the use of retaining walls. Step buildings along the length of a sloping street. When retaining walls are required, limit them to a height of 1.2 metres and, terrace and landscape them. Lock block style retaining walls are not permitted.

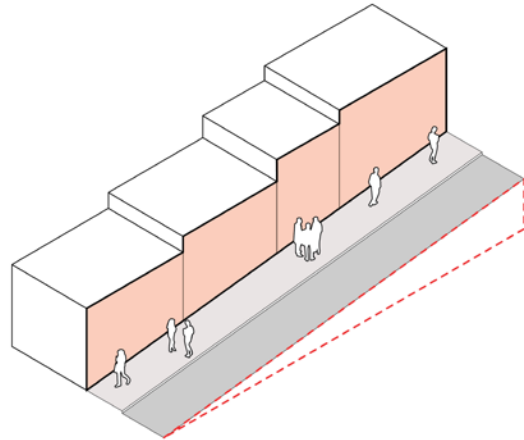


Figure CO12: Site Grading

### CO13 Parking Design

Visually deemphasize parking areas with screening elements such as buildings, landscaping, trellises or other appropriate means.

### CO14 Shared Parking and Access

Reduce the amount of curb-cuts with shared parking facilities and shared access points.

### CO15 Drive Thru Facilities

Locate drive thru facilities internally and not between building faces and public streets.

### CO16 Storage, Garbage and Recycling

Locate storage, garbage, composting and recycling areas behind buildings and not between any building and abutting streets. Permanently screen these areas with attractive, high quality materials and architectural treatments that are complementary with the associated building(s).

### CO17 Loading Areas

Make loading areas and facilities accessible to service vehicles without interfering with pedestrian circulation and screen them with landscaping and fencing.

## BUILDING DESIGN

To guide the design of buildings that are people focused, attractive and functional with the streets on which they will front.

### CO18 Building Entrances and Location

Locate building entrances at grade and along building faces that front streets. Ensure entrances are easily identifiable and architecturally distinct.

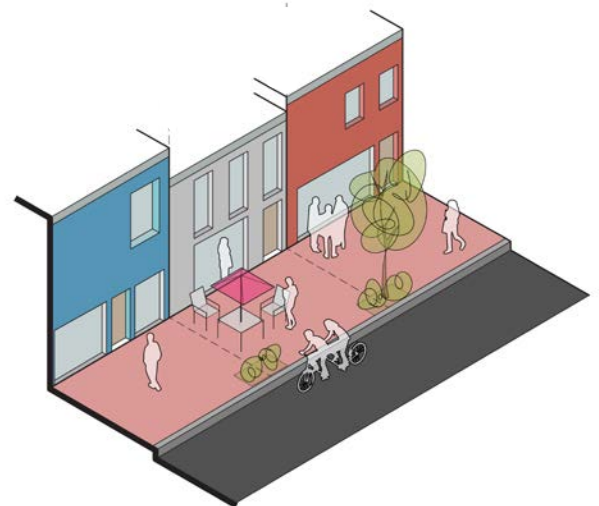


Figure CO19: Active Ground Floors and Storefronts

### CO19 Active Ground Floors and Storefronts

Design commercial buildings with active ground floors that incorporate narrow, individual storefronts. When facing a street, wrap large format outlets with smaller outlets that incorporate their own entries and identity.

**CO20 Transparent Fronts**

Design ground level storefronts and lobbies to promote visibility with large amounts of transparent glazing. Do not obscure ground level façades with reflective glazing or excessive window signage.

**CO21 Architectural Interest**

Vary building materials, colours, rooflines and other architectural elements. Establish a rhythm to the streetscape by integrating vertical elements and breaks in the façade of a building. Large expanses of singular materials, such as vinyl siding and stucco, and blank walls are not permitted.

**CO22 Grade Transition**

On sloping sites, step ground floor slabs to ensure a level transition between the sidewalk and the building/storefront entrances. Similarly, design the roofline to follow the slope of the site.

**CO23 Accessibility**

Design buildings to address the functional needs of persons with disabilities including those who are mobility, visually and hearing impaired, and/or have reduced strength or dexterity.

**CO24 Integrated Signage**

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Directly integrate signage into building façades. Design signage to be architecturally consistent with associated buildings. Single or double pole mounted signs are discouraged and backlit box signs are not permitted.

**LANDSCAPE**

To guide the design of landscaping for a development's natural beauty, legibility, and ecological sustainability.

**CO25 Visual Interest**

Define pedestrian areas and screen unsightly areas such as parking lots, blank walls, loading bays and storage areas with the use of landscaping elements.

**CO26 Public Realm**

Design the spaces between buildings and street curbs as safe, convenient and interesting people places. Enliven the public realm with attractive amenities such as seating, plantings, transit shelters, public art and water features.

**CO27 Climate and Comfort**

Strategically plant trees, shrubs and other vegetation to protect from high winds and excessive heat.

**CO28 Tree Retention**

Preserve mature trees and significant specimens and integrate them with new landscaping and buildings.

**CO29 Tree Canopies**

Where sightlines are required, use trees that allow for a canopy at least 2.0 metres in height.

**CO30 Tall Hedges**

Avoid using tall, visually concealing hedges along public sidewalks and streets.

### **CO31 Native Species**

Where appropriate, use native and drought tolerant plant and tree species.

### **CO32 Fence Height and Design**

Keep fences below 1.5 metres along public streets. Use wrought iron or other similar high quality materials which provide adequate visibility. Chainlink fences are not permitted along public streets.

### **CO33 Stormwater Infiltration**

Incorporate bio-swales and rain gardens into landscaped areas. Consider the use of permeable pavement for parking lots and other paved surfaces.

## **LIGHTING**

To guide the design of lighting for the protection of neighbourhoods from light pollution and for a development's security.

### **CO34 Light Pollution**

Avoid light pollution by directing lighting downwards and using full cut off fixtures with horizontally aligned flush mounted (nonprotruding) lens.

### **CO35 Pole Mounted Lighting Height**

Place lighting fixtures no higher than 6.0 metres from the ground.

### **CO36 Pole Mounted Lighting Orientation**

Direct lighting fixtures on the perimeter of a site 45 degrees downwards away from adjacent rural or residential properties with a side-to-side horizontal aiming tolerance of no more than 22.5 degrees. Lighting fixtures located inside the perimeter may be lit at 90 degrees from the pole.

### **CO37 Uplighting**

Use uplighting sparingly and only for accenting architectural elements or landscape features.

### **CO38 Sensor Activated Lighting**

Use sensor activated lighting for security lighting.

### **CO39 Even Wash**

Create an even wash of light across surfaces desired to be lit that are not adjacent to rural and residential uses.

### **CO40 Nighttime Use**

Do not light areas not intended for nighttime use. Focus lighting on popular pathways that provide key connections between destinations that people desire to use at night.