South Harris Business Park
Design Guidelines

Prepared for the City of Pitt Meadows
by IBI Group
October 2016

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1 Introduction

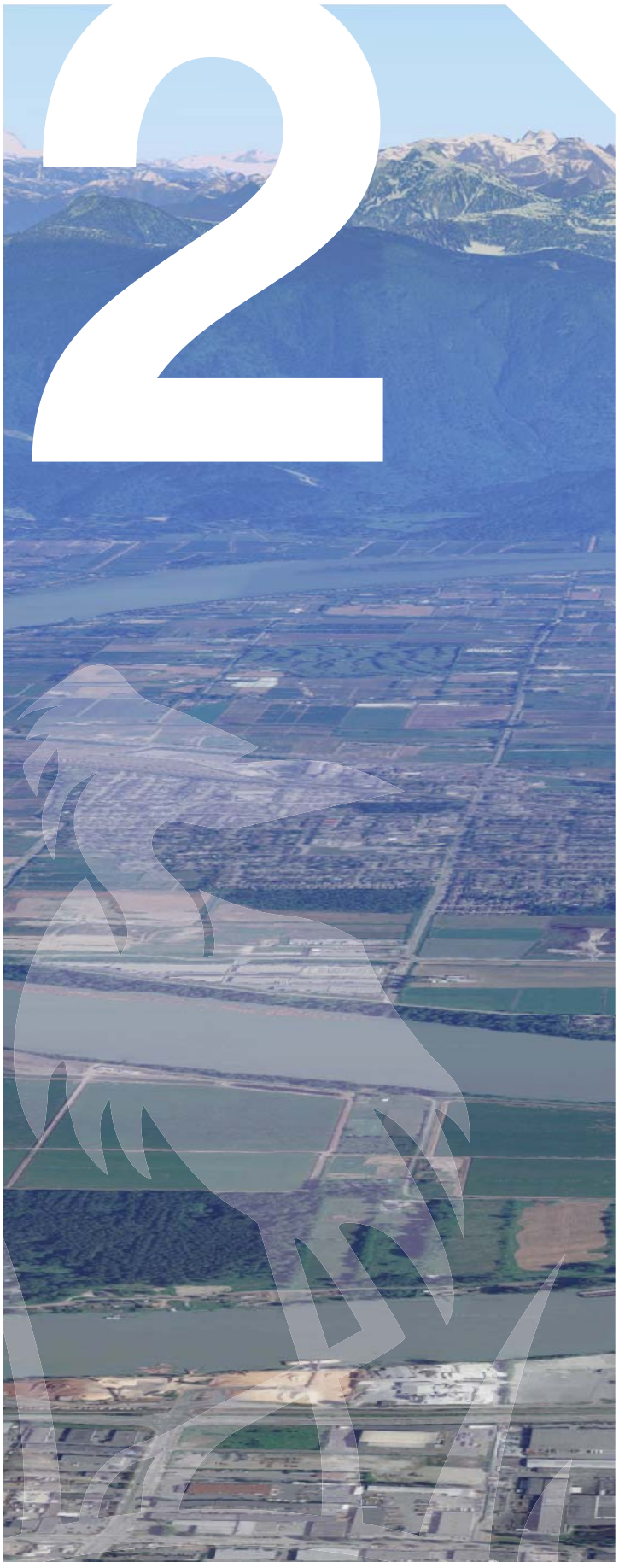
The following guidelines are intended to supplement the policy directions in the City of Pitt Meadows Official Community Plan (OCP) and the guidelines of Development Permit Area No. 4 – Business Park. Recognizing that the first two phases of the Business Park are underway, these guidelines refer to future phases of the business park as indicated on the Location Map on page 3.

Context

The undeveloped portions of the business park lands are located in the South Harris/South Bonson community of Pitt Meadows. The area is bounded by Harris Road to the west, Fraser Way to the south and is bisected by Airport Way, a municipal truck route that provides access to the Golden Ears Bridge. West of Harris Road are the Pitt Meadows Airport lands, the City's Public Works Yard and phases 1 and 2 of the Golden Ears Business Park. Residential neighbourhoods frame the site on the north and southeast edge, while the Pitt Meadows Athletic Parks frames the northeast edge. South of the site, residential development and a linear park with access to the Trans Canada Trail hug the Fraser River.

With this combination of adjacent uses and transportation routes, the site becomes a transitional area with a range of conditions, connectivity opportunities, and the need to create appropriate interfaces on all sides.

SOUTH HARRIS BUSINESS PARK
Location Map



2 Design Intent & Objectives

The purpose of these design guidelines is to articulate a sense of design continuity for the future development of the business park. As such, these guidelines provide recommendations for the form and character of the business park in terms of:

- Streetscape
- Greenway
- Buildings
- Landscape
- Employee & Community Amenity
- Lighting
- Signage
- Parking, Loading & Storage

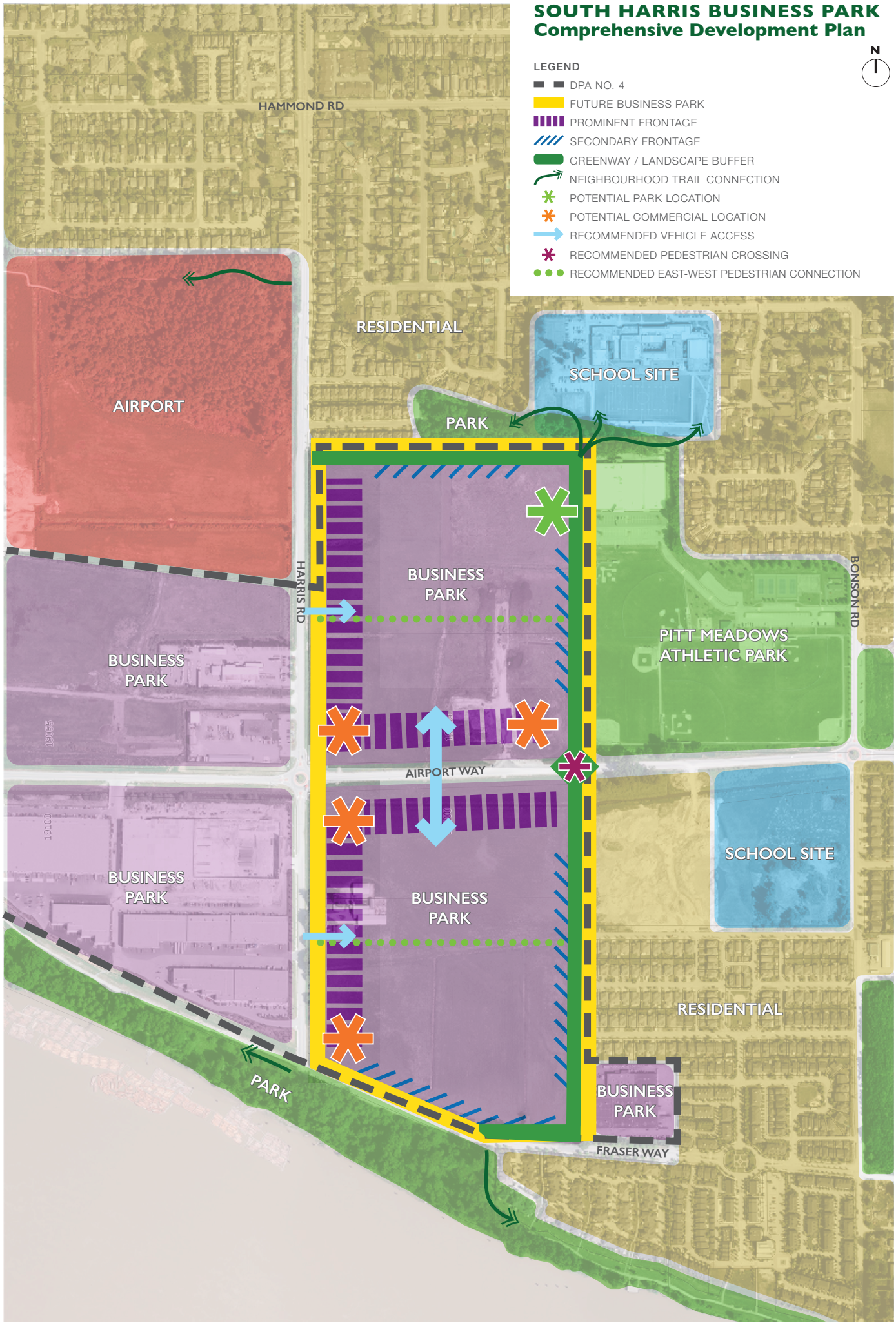
Together, these elements are intended to ensure a high quality industrial/business park development that has a distinct identity and is well integrated into the surrounding community context. The landscape and buildings express and reinforce a cohesive character that reflects the nature of the building uses, responds to the regional context and climate, and contributes to a safe and attractive environment.

The Comprehensive Development Plan (Comprehensive Plan) on Page 5 notes the surrounding land use context and highlights key design principles described in the guidelines.

A developer will be required to provide plans and other supporting information to demonstrate that the layout, landscape and architecture of the buildings are aligned with these guidelines, as well as Development Permit Area No. 4, applicable zoning requirements, and other relevant policies and bylaws.

Design Objectives

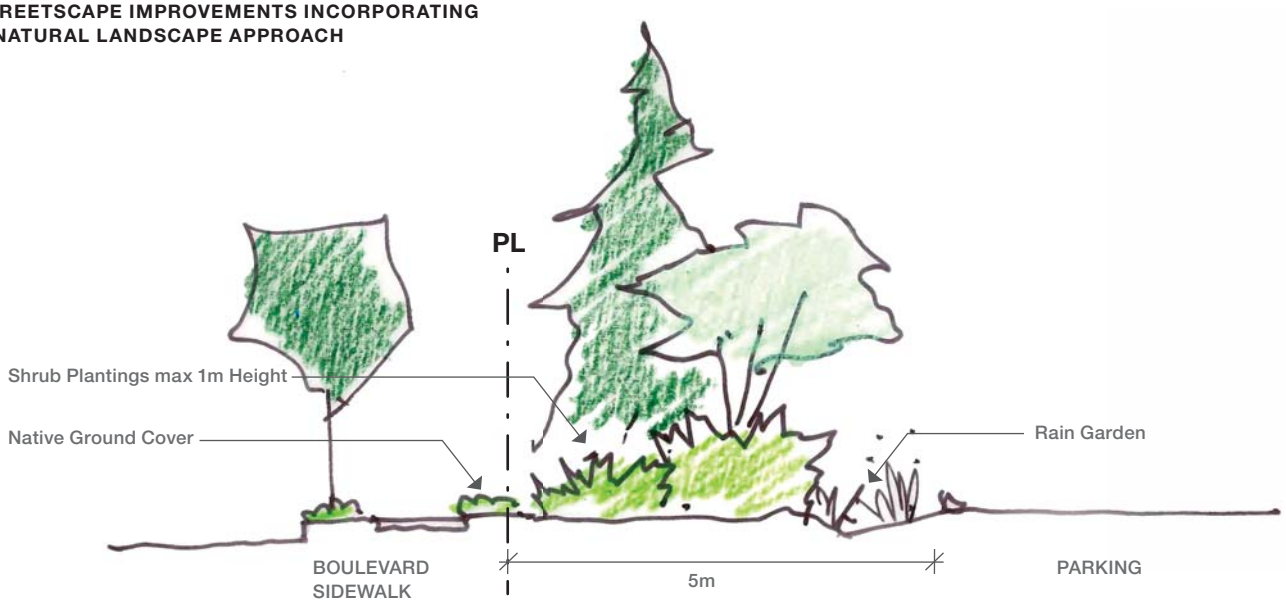
- To create an aesthetically pleasing development, that is well-integrated into the surrounding community context;
- To establish a strong visual identity that contributes to a ‘sense of place’ through high quality landscape and building design;
- To provide a safe and comfortable pedestrian experience; and
- To emphasize sustainability in building and landscape design.

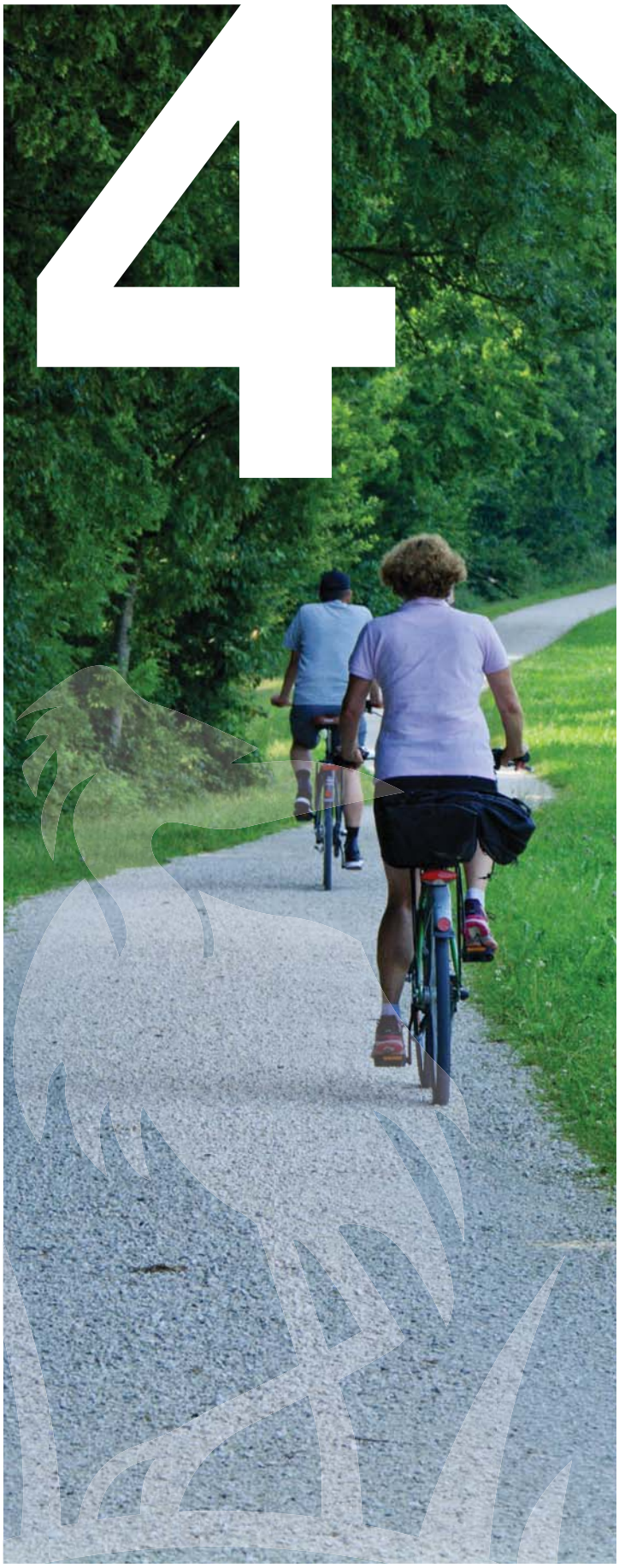

SOUTH HARRIS BUSINESS PARK
Comprehensive Development Plan
N
LEGEND
DPA NO. 4
FUTURE BUSINESS PARK
PROMINENT FRONTAGE
SECONDARY FRONTAGE
GREENWAY / LANDSCAPE BUFFER
NEIGHBOURHOOD TRAIL CONNECTION
POTENTIAL PARK LOCATION
POTENTIAL COMMERCIAL LOCATION
RECOMMENDED VEHICLE ACCESS
RECOMMENDED PEDESTRIAN CROSSING
RECOMMENDED EAST-WEST PEDESTRIAN CONNECTION
HAMMOND RD
RESIDENTIAL
SCHOOL SITE
AIRPORT
PARK
HARRIS RD
BUSINESS PARK
BUSINESS PARK
BONSON RD
PITT MEADOWS ATHLETIC PARK
19055
AIRPORT WAY
19100
BUSINESS PARK
BUSINESS PARK
SCHOOL SITE
RESIDENTIAL
PARK
BUSINESS PARK
FRASER WAY

3 Streetscape

- To create a lush landscaped edge around the business park, streetscape improvements should be provided within a minimum five metre setback along public streets. Within the setback a rural or natural landscape approach may be used, incorporating trees that provide a full canopy with a well-articulated supporting understory.
- Along Harris Road and Airport way, more formal urban streetscape elements and planting patterns may be incorporated on corners and at entry points.
- Careful attention should be given to the interface between the business park and Katzie Slough, which runs along Airport Way, to ensure the landscape and drainage plans for the site contribute to the enhancement of this sensitive riparian area. A landscaped buffer with appropriate plantings to intercept and filter surface run off should be a defining feature of the Airport Way frontage on the south side.
- Pedestrian and cyclist connections into the business park should be compatible with the external streetscape and provide a seamless transition to the internal circulation network. Well-defined walkways should link with sidewalks to ensure pedestrians can safely travel from sidewalks to internal destinations, and where entrances are located on a bike route, adequate space should be provided to allow for vehicles and cyclists to enter and exit the business park at the same time.
- Where the greenway meets adjacent streets (refer to the Comprehensive Plan on page 5), a transitional area should be provided between the end of the greenway and the streetscape. Bollards (formal or natural, e.g. boulders or wooden fencing) should mark the transition between the greenway and the upcoming street to encourage cyclists to slow down or dismount. The transition from the greenway to the street should be fully accessible, and integrated with sidewalks and the bike lane along Airport Way.
- Streets and walkways should be appropriately lit to ensure the safety of vehicles, cyclists and pedestrians and landscape elements should comply with CPTED provisions for natural surveillance.

STREETSCAPE IMPROVEMENTS INCORPORATING A NATURAL LANDSCAPE APPROACH

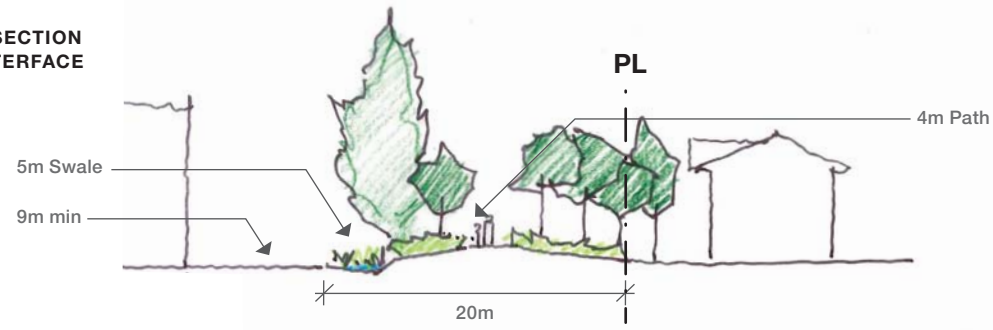




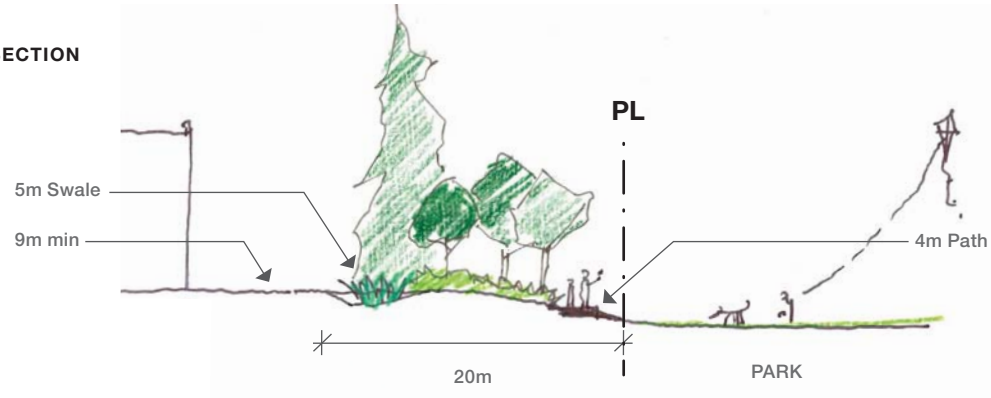
4 Greenway

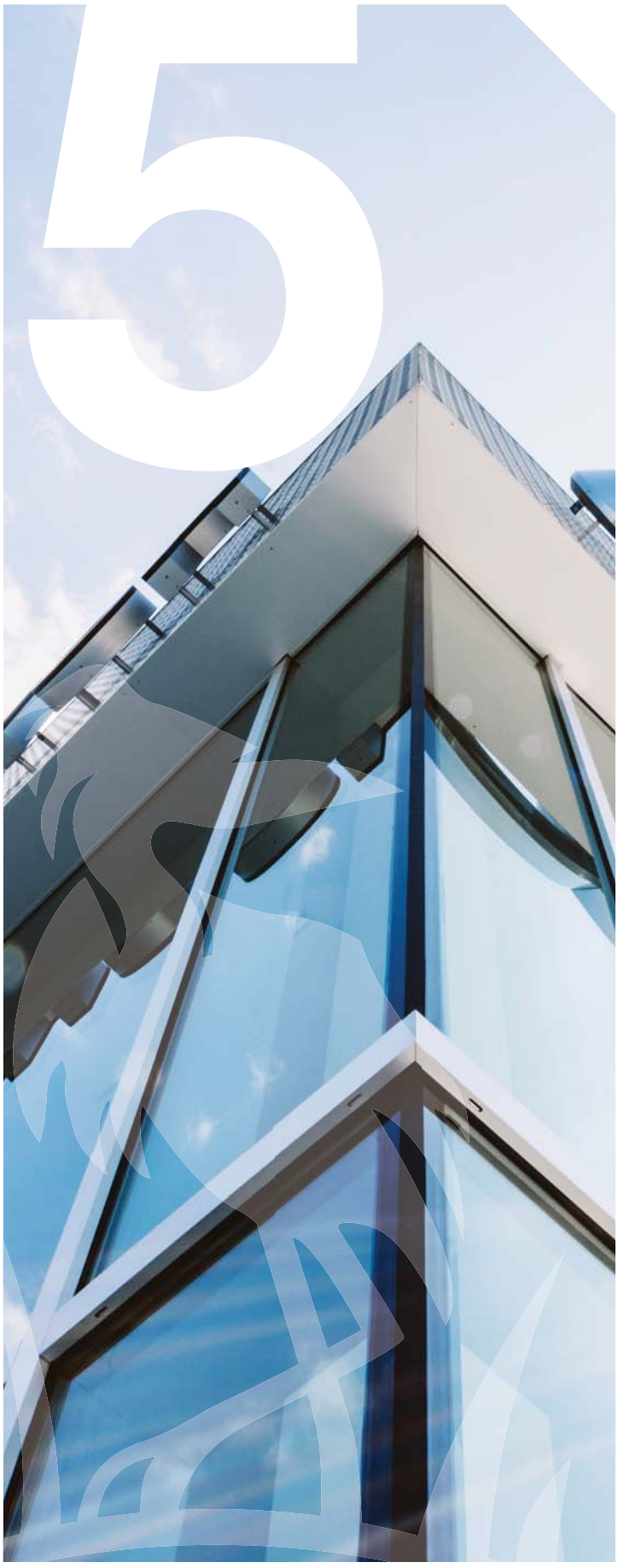
- The greenway should provide a landscape buffer between business park uses and adjoining residential neighborhoods and establish an off-street pathway link to/from the Central Business District, Fraser River, Athletic Park, and the South Harris/Bonson community.
- The greenway corridor should be a minimum of 20 metres wide, with a publicly accessible pathway, as indicated on the Comprehensive Plan, incorporating the cross-sections shown below.
- Within the greenway, a four metre wide multiuse pathway should be accessible by cyclists, pedestrians and people with mobility challenges. Two-thirds of this meandering path should be located along the property line adjacent to the existing park to maximize the effectiveness of the buffer and to activate the park edge. Should a park be developed in the northeast corner, the continuous pathway connection must be maintained.
- The greenway corridor should incorporate a pathway design consistent with the standards of the Pedestrian and Cycling Master Plan, mature landscaping, wayfinding signage, site furniture, pedestrian scale lighting designed to allow safe use at night, and special attention to safety considerations where the greenway meets Airport Way, as shown on the Comprehensive Plan.
- The greenway corridor should be accessible from all sides in order to encourage use by both the public and business park users. Where conditions such as swales or grade changes may restrict access, footbridges or steps should be provided where logical connections between the internal network of the business park and community emerge (e.g. at the Athletic Park and Sutton Ave).
- Where possible avoid the use of fences to reduce the hard edge interface between the business park and the greenway corridor.
- Where possible, consider integrating storm water management features such as bioswales and permeable surfaces into the greenway corridor.
- The planting design should carefully balance the need for passive surveillance and screening with creation of a meaningful separation. Consider the use of lower level native planting as an understory to deciduous and evergreen trees that can be standardized in accordance with CPTED principles to provide natural surveillance.
- Seating opportunities should be located to provide resting places along the greenway at key points of interest, while minimizing opportunities for unobserved loitering.

TYPICAL CROSS SECTION RESIDENTIAL INTERFACE



TYPICAL CROSS SECTION PARK INTERFACE





5 Buildings

- A coordinating architect shall be engaged to administer and monitor implementation of the design guidelines.
- Strong architectural expression is required along Harris Road and Airport Way frontages, as indicated on the Comprehensive Plan. Signature buildings and/or significant architectural features should be focused at the intersection of Harris Road and Airport Way, and at main entrances to the business park. On corners, architectural details should wrap around to address abutting streets and all sides of a building should be visually appealing.
- Architectural expression may vary between buildings, but should incorporate complimentary palette of colours, materials, composition and massing.
- Buildings should be oriented to address public streets and main internal circulation streets, with primary public functions such as offices, showrooms, restaurants or other on-site services located at the front of buildings.
- Office and public entrances should be highlighted with higher quality finishes, lighting, weather protection, and significant glazing. Ground floor glazing should be provided for a minimum of 50% of the façade length where facing a public street.
- Loading bays should be architecturally expressed through simple recessing and reveals, and with glazing, lighting, or focal elements to enhance visual appearance.
- Along secondary frontages and where not facing a public street or punctuated by loading bays, walls should be of a high quality material that provides a pattern as part of the finish, or changes in colour, secondary material, or glazing; or a focal element should be added to provide a change in composition. Other strategies may be used to modulate the massing of the façades at the discretion of the approving authority.
- In order to modulate the visual impact of long façades, a combination of the following strategies should be employed:
  - Create articulated steps in plan of approximately 60cm or more;
  - Vary heights at the roof line;
  - Add focal elements by way of changes in form, materials or colour.

Architecturally distinct corner feature

Office function expressed with ample glazing and modulated massing

- In order to modulate the visual impact of building heights, a combination of the following strategies should be employed:
  - Create articulated bays extended or recessed approximately 60cm or more from the façade;
  - Incorporate cornice and/or base features;
  - Introduce changes in materiality along horizontal planes, such as clerestory glazing; and
  - Set back or cantilever out upper portions of the building, where internal function permits.
- Buildings should use high quality, durable materials such as composite metal panel, architectural insulated metal panel, glass (vision or translucent), or precast concrete. Corrugated metal, wood, natural stone, brick or masonry elements, and other high quality materials may be used for design accents. Stucco and vinyl are not permitted. Other high quality materials may also be permitted at the discretion of the approving authority. Primary materials should be graffiti resistant.
- Incorporation of sustainable building technologies to improve the environmental performance and employee comfort of buildings is encouraged and may include:
  - green roofs to enhance stormwater interception;
  - reflective white roofing to reduce the heat island effect;
  - smart sustainable building materials and systems, passive heating/cooling, opening windows, and natural daylighting to reduce energy consumption and improve employee comfort;
  - use of alternative energy sources;
  - water conservation and re-use.
- Where sustainability elements such as green roofs, solar panels or similar technology are visible, they should be incorporated into the building design and not detract from the building's appearance.

Using materiality and glazing to modulate wall forms

Loading bay defined by a recessed wall plane and glazing

Sustainability element integrated into building design

6 Landscape

- A coordinating landscape architect shall be engaged to oversee all landscape elements, including the greenway and streetscape design, site layout, parking, loading, pedestrian routes, lighting and signage.
- The landscape design should create an attractive, human-scaled environment for visitors and employees. The character of the landscape should combine a well-defined lush edge comprised of a healthy community of native plants punctuated with formal planting arrangements at each site entry. The on-site landscape should be more formal in character and provide ample shading of hard surfaces and buildings in the summer.
- To establish the intended landscape character, trees at entries, in parking areas, and adjacent to buildings should meet minimum city street tree size requirements and be relatively mature at the time of planting. Wherever possible, existing mature vegetation should be retained.
- Landscape elements should reinforce the character of the site, which ranges along a continuum from “urban” at high traffic intersections to “rural” or “natural” along the site edges and rear yards. Urban areas should incorporate a more formal and geometric arrangement of soft and hard materials; rural treatments should use agricultural patterns of hedge rows and wind breaks; while natural areas should use more organically shaped arrangements and materials referencing the Fraser River, Katzie Slough and regional environments.
- Site and building entries should be reinforced with signage and formal landscape elements. This could include incorporating cultural landscape tree planting patterns such as allees or groves of trees to create a tie to the agricultural history of Pitt Meadows, contribute to a meaningful sense of place, and provide a comfortable human environment.

Naturalized swale enhancing infiltration

Landscaping referencing a rural windbreak and softening a building edge

- East-west pedestrian routes should be established to allow for comfortable internal circulation and provide connections between the business park and community at logical points (e.g. at Sutton Ave and the Athletic Park). Trees and landscaped boulevards should be used to define these routes, separate walkways from vehicles, and provide shade.
- Where building facades are adjacent to parking areas, landscape elements should be incorporated into the site design to break up the building mass, soften the transition, and provide a human scale condition.
- Landscape design should enhance the natural landscape and promote the use of native, drought tolerant and low maintenance plant materials. All planting and plant material conform to the latest edition of BCSLA (BC Society of Landscape Architects) and BCNLA (BC Nursery and Landscape Association) Standards.
- To ensure the long-term health and viability of trees, a minimum of 15 cubic meters of growing medium should be provided for each tree. Additionally, all landscape materials should be irrigated. Once plants are fully established, irrigation systems should be automated to respond to conditions and conserve water.
- Landscape treatments and plantings should encourage water harvesting and include water conserving practices and techniques.
- A complimentary family of site furnishings and appointments such as benches, tables, bicycle racks, refuse/recycling/organic containers, paving material, lighting, plant materials, and signage should be selected to reinforce a unifying site character.
- Site furnishings and appointments should be selected for durability, maintainability and appearance. They should incorporate recycled and 'green' material standards, while maintaining a high visual quality.
- Landscape elements should support CPTED principles by maintaining sight lines and allowing for natural surveillance, particularly for parking areas, the greenway, and amenity spaces.

Landscape elements and architectural details defining a building entrance

Landscaping separating parking and pathways

Provide a unified family of site furnishings

7 Employee & Community Amenity

- Indoor and outdoor amenity spaces should be provided within the business park and should be designed and located to enhance the experience of employees and visitors to the site and individual buildings.
- The amount of outdoor amenity space provided should accommodate the number of employees generated on-site as well as potential use by the public. As a general metric, 20-30% of employees should be able to utilize outdoor spaces at any one time, and each user should be provided with 20-30 square feet of space. The distribution of amenity space may vary across the site but an amenity space should be located within a five minute walk of each building.
- Where adjacent to features such as the Trans-Canada trail along the Fraser River, Pitt Meadows Athletic Park, bike routes and trail connections, amenity spaces should be designed to enhance visual and physical access to and from these locations for business park users and the general public.
- Amenity spaces intended primarily for employees should be located throughout the business park in locations that are easy to access quickly: directly outside main entrances and office spaces; in close proximity to secondary/staff entrances; or on upper floors where balconies or rooftop patios can take advantage of views and sunlight exposure.
- The design of outdoor amenity spaces should seek to:
    - achieve a diversity of shaded and sunny spaces through all seasons;
    - provide a variety of seating arrangements for groups and individuals;
    - incorporate high quality landscape materials and site furnishings;
    - offer weather protection; and
    - accommodate a range of activities, from passive to active.
- As suggested in the OCP, a significant amenity such as a park or sports field may be located in the northeast corner adjacent to the Athletic Park, as generally indicated on the Comprehensive Plan.

Outdoor seating areas

On-site amenity accessible to the community

Well-defined gathering place

8 Lighting

- A comprehensive lighting plan with a unified family of lighting fixtures should be established for streets, buildings, pedestrian walkways, building entries and parking areas.
- As much as possible, lighting should be designed to provide safe and functional levels of light in the business park, while minimizing sky glow, light trespass, and glare that may impact surrounding residents.
- Lighting fixtures, including those in parking and loading areas, should be dark-sky certified or equivalent to shield the light source, minimize glare and light trespass, and provide better vision at night.
- Entrances to buildings should be illuminated to enhance their prominence.
- Where mounted lighting is proposed on the exterior of a building, it should be integrated with the architectural design of the building.
- Any exterior building lighting should be oriented downwards to illuminate intended areas and limit glare.
- In parking areas, freestanding light poles should be located within landscaped islands.
- Along the greenway, bollard lighting should be provided to enhance visibility and safety at night.
- Low height and bollard lighting in public areas should be tamper-proof to prevent vandalism, particularly along the greenway.
- LED lighting should be used wherever possible.

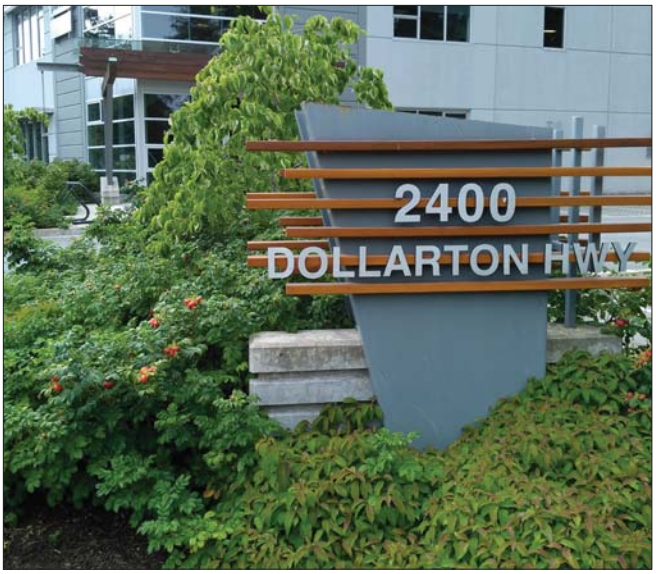
Unified family of lighting fixtures

Unobtrusive bollard lighting

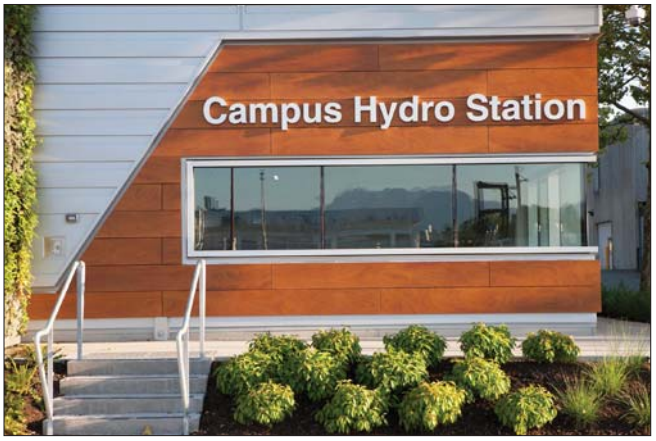
"National Theatre / signage" by George Rex, under license CC BY SA 2.0, from https://www.flickr.com/photos/rogersg/17811443470

9 Signage

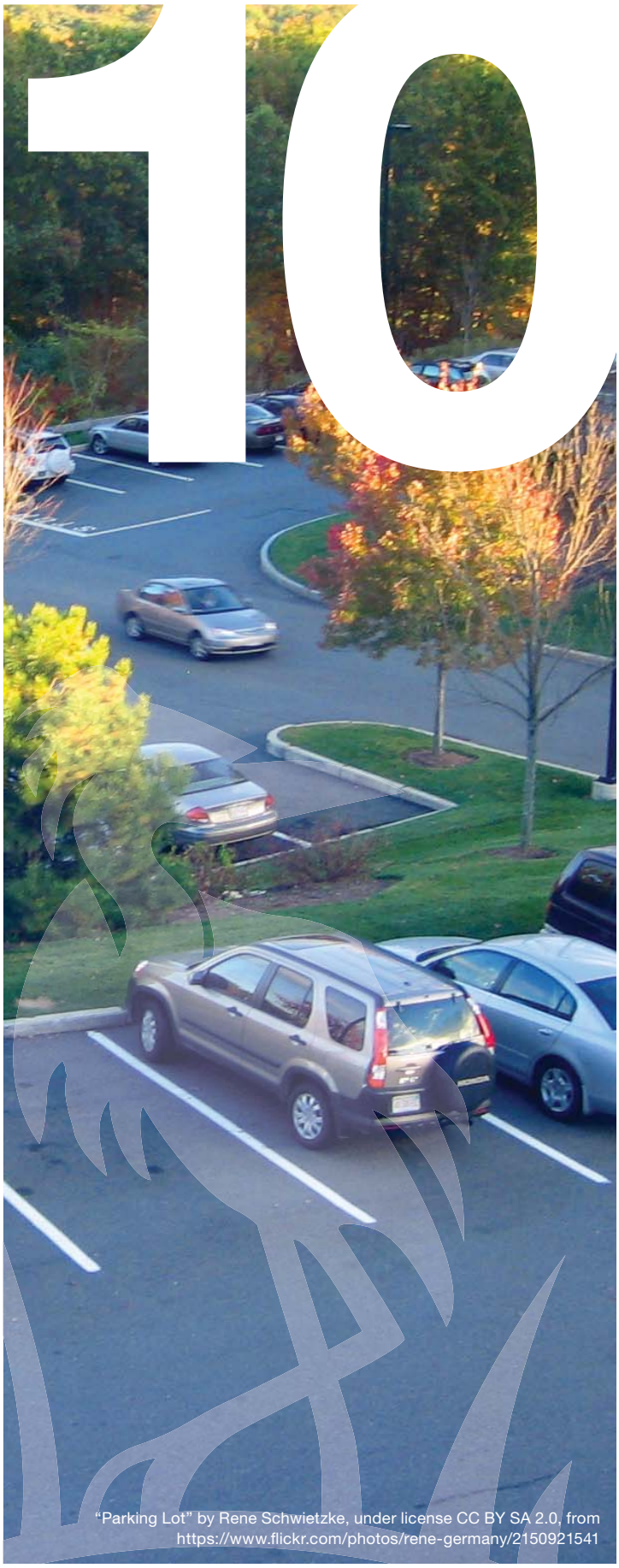
- A comprehensive signage plan with a unified design that reflects the building and landscape character of the site and sets out a consistent hierarchy should be established for all site, building, and wayfinding signage.
- A significant gateway feature/monument sign at the corner of Harris Road and Airport Way should incorporate elements consistent with the building and landscape character of the business park.
- Corporate signage should be of a high quality, and should be architecturally integrated with the building design.
- Signage adjacent to streets should be less than 3 metres in height.



Example – site signage



Example – building signage



"Parking Lot" by Rene Schwietzke, under license CC BY SA 2.0, from https://www.flickr.com/photos/rene-germany/2150921541

10 Parking, Loading & Storage

- Site design should seek to separate vehicle parking from loading areas.
- All parking areas located along the outer edges of the business park should be well landscaped to provide visual screening in combination with streetscape improvements.
- Parking areas should be broken into small sections, with landscape strips approximately every 6 stalls at least three metres in width, planted with shade trees, shrubs and ground covers.
- Surface water should be directed to planted areas in parking lots to facilitate infiltration and reduce pollutants with appropriate plant materials in bioswales or raingardens.
- Concrete wheel stops are discouraged in favour of parking stalls designed to allow for vehicles to overhang landscaped areas or sidewalks by 0.6 metres. The required length of the stall may include the overhang.
- Pedestrian routes to building entrances or other key destinations through parking lots should be clearly marked and preferably separated from vehicle traffic with landscaping.
- Loading areas should be located in the rear of buildings and oriented to the interior of the site. Loading bays are not permitted along prominent or secondary frontages.
- Refuse, recycling, organic containers and utility kiosks should be located in rear yards and screened from view with a combination of architectural elements, landscape, and fencing. Containers should be secure and not attract wildlife, pests, or generate odour.
- Fencing should be avoided unless required for specific screening, security or safety reasons. Any fencing should be transparent and of high quality (e.g. lattice or wrought iron).
- Doors and windows should provide natural surveillance of parking and loading areas and lighting at a variety of scales should illuminate areas that will be accessed at night.

Planted island allowing surface water infiltration

Landscaped pedestrian circulation through parking lot

Incorporating architectural elements to screen refuse area

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