PORT MOODY
CITY OF THE ARTS

A Guide to SSMUH
(Small-Scale Multi-Unit Housing) Development

Version 1.0, July 4, 2025

INTRODUCTION

In December 2023, the Province enacted new legislation, Bill 44: Housing Statutes Amendment Act to amend the Local Government Act with the goal of increasing housing supply. Bill 44 is intended to enable Small-Scale, Multi-Unit Housing (SSMUH) by allowing additional density and dwelling units on single-family and duplex zoned lots. These housing forms create opportunities for more diverse unit types than larger multi-family housing projects, more affordability than single-family dwellings, and can provide the following benefits:

- Increased housing stock;
- Increased housing diversity;
- More ground-oriented dwelling units for young people, seniors and families.

SSMUH is a significant change to the permitted density, number of dwelling units and form of development in Port Moody's existing single-family and duplex neighbourhoods. The density permitted under SSMUH was not considered when these neighbourhoods were originally built and there will be challenges in the retrofit to this new purpose. Implementation of SSMUH will be an ongoing process as issues are encountered and understood. Applicants and those working on SSMUH projects will need to proceed with diligence, working creatively and collaboratively with the various parties involved.

Purpose and intent

The City of Port Moody Zoning Bylaw, 2018, No. 2937 was amended in June 2024 per the deadline mandated by the Provincial Housing Statutes to allow SSMUH developments in the City of Port Moody. The purpose of this document is to provide information related to SSMUH including eligibility, development potential, important considerations, the approvals process, design guidelines, and other useful resources.

The preparation of this document has been informed by both Bill 44 and the Provincial Small-Scale, Multi-Unit Housing Policy Manual. It is intended to assist applicants, it is neither an authoritative nor complete statement of the law. Applicants are responsible for compliance with all applicable bylaws. A resources section is included at the end of this guide for further reference. The City of Port Moody accepts no responsibility to persons relying solely on this guide.

Is my property eligible? What is the development potential?

In Port Moody, lots zoned RS1, RS1-S, RS2, RS3, RS5, RS6, RS7, RS8, RS9, and RT that are identified as SSMUH entitled in the City of Port Moody Small-Scale Multi-Unit Housing Areas Map are eligible for SSMUH. The maximum number of permitted dwelling units each property is entitled to is based on lot size and proximity to prescribed bus stops as shown in the following table:

lot size	dwelling units / lot	zoning bylaw
280 m^2 (~3,015 ft^2) or less in size in SSMUH areas	three dwelling units	section 5.5.2
greater than 280 m^2 (~3,015 ft^2) but do not exceed 4,050 m^2 (~43,600 ft^2) that are outside the prescribed bus stop 400 m radius	four dwelling units	section 5.5.3
greater than 280 m^2 (~3,015 ft^2) but do not exceed 4,050 m^2 (~43,600 ft^2) that are within the prescribed bus stop 400 m radius	six dwelling units	section 5.5.4

Lots that are greater than 4,050 m^2 (~43,600 ft^2) in area are not eligible for SSMUH. Lots that are within designated Transit Oriented Development Areas are also not eligible for SSMUH. Refer to the City of Port Moody Transit Oriented Areas (TOAs) webpage for information on development of properties within TOAs.

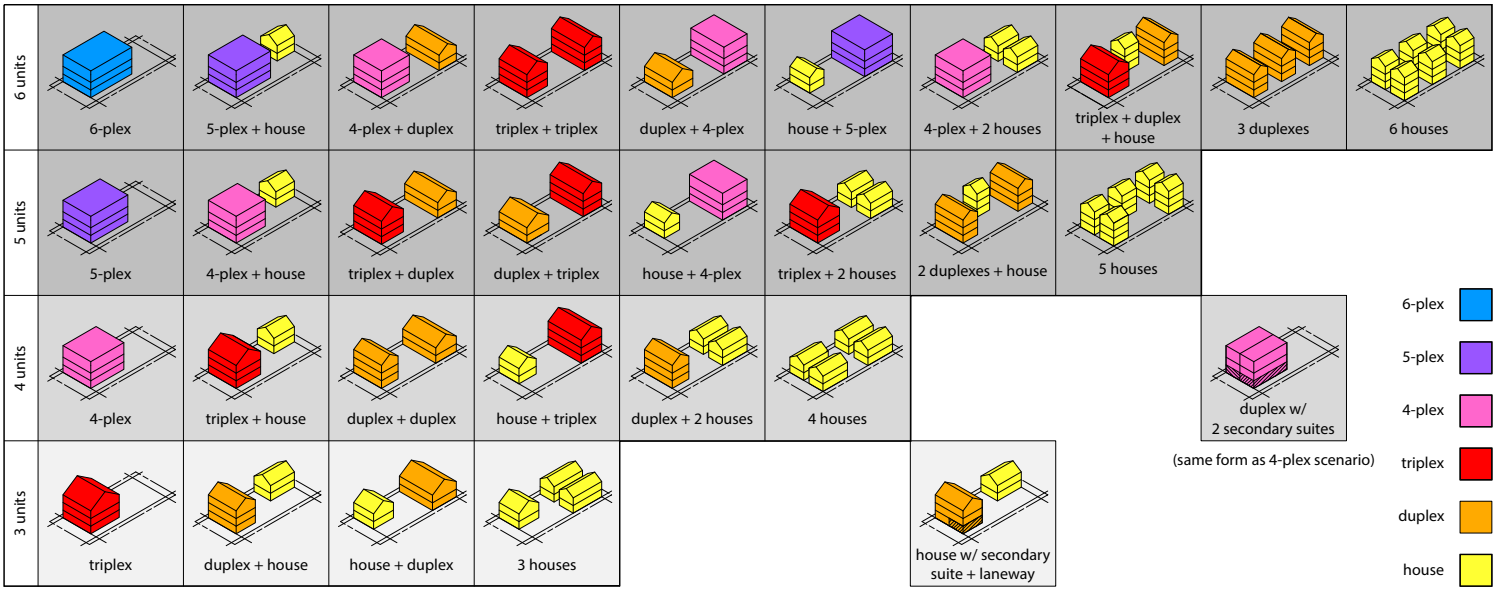


fig 1: examples of development scenarios

There are a large number of development scenarios possible with SSMUH (fig 1) which may include one or more buildings and may include buildings with one or more units. The specific characteristics and context of each lot will ultimately determine the development potential and scenario(s) that may be possible or most appropriate for each property. The following points identify aspects that may affect SSMUH development potential and/or attributes. These should be reviewed to identify issues early on and manage expectations regarding challenges and/or opportunities.

SUBDIVISION

Lots within SSMUH areas may be eligible for subdivision depending upon the parcel size, proposed subdivision plan, and applicable City bylaws and policies. However, if a subdivision is proposed on a lot zoned as Single Detached Residential – Small Lot (RS1-S), a restrictive covenant will be required to be registered on the property title prior to subdivision approval, limiting development to a maximum of three dwelling units per lot, in accordance with the City of Port Moody Interim RS1-S Rezoning Policy.

HERITAGE

Lots that are protected under either s. 12.1 (2) of the Heritage Conservation Act, designated as protected under section 611 [heritage designation protection], or subject to a Heritage Revitalization Agreement (HRA) as defined in section 586 of the Local Government Act (as of November 2023 when SSMUH legislation came into force) are exempt from SSMUH. For other identified heritage properties or potential heritage properties that are SSMUH entitled, an HRA approach to achieve density in excess of what is permitted for SSMUH may be considered for heritage retention.

BUILDING SCHEMES

Lots subject to building schemes may not be eligible for SSMUH. A building scheme is a covenant registered on a property title that stipulates restrictions or conditions of use. Often dating back to the 1950s or 1960s, building schemes were generally enacted by original land developers and are binding upon and enforceable by all subsequent property owners. Restrictions or requirements of building schemes typically deal with building size, style, finish, or colour, but they can also restrict the use of buildings or limit the number of dwelling units. When the Province enacted Bill 44: Housing Statutes Amendment Act, it was acknowledged that registered building schemes would take precedence over SSMUH entitlements. As local governments are not party to registered building schemes, the City has no authority to address this issue and is unable to process development applications for SSMUH projects on properties subject to this type of covenant.

If a property owner has a restrictive building scheme registered on the title of their property, they are advised to hold-off preparing and submitting a development application for a SSMUH project, and seek legal advice. Under the British Columbia Property Law Act, a property owner can challenge a building scheme in court on a number of grounds. Should a property owner pursue and receive a court order discharging a building scheme from the title of their property, they can proceed in submitting a development application for a SSMUH project to the City of Port Moody for review and processing.

DEVELOPMENT PERMIT AREAS

SSMUH applications will be subject to a Development Permit process for Form and Character as further discussed below. Depending on the location of a proposed SSMUH project, other Development Permits (e.g. Environmentally Sensitive Areas or Hazardous Lands and Steep Slopes) may also be required.

STRATA VS NON-STRATA

Dwelling units in SSMUH developments may be stratified or non-stratified. Projects with two or more primary dwelling units are eligible for stratification. Stratified units each have a property title and may be individually sold, while non-stratified units remain under a single property title, unable to be sold individually, and are typically used as rentals. If stratification of existing units or buildings is proposed, building upgrades will be required to ensure all strata units comply with the current BC Building Code. Approval from the City of Port Moody is also required for stratification of any existing building prior to filing a strata plan at the Land Title Office.

SECONDARY SUITES

Dwelling units may be provided as secondary suites in SSMUH developments and are counted the same as primary units toward the total number of dwelling units permitted on a lot. Only one secondary suite per primary unit is allowed and it cannot be stratified as it is considered to be contained within its associated primary dwelling unit. For more information on secondary suites refer to A Guide to Secondary Suites in Port Moody.

My property is eligible – where do I start?

SSMUH developments can be complex projects requiring professional design and engineering expertise. Property owners should consult with qualified professionals to review their property, the requirements of the City of Port Moody Zoning Bylaw, 2018, No. 2937, the Development Permit Area 6 Design Guidelines (currently under preparation for Council consideration Fall 2025) or other applicable Development Permits for Environmentally Sensitive Areas and Hazardous Lands and Steep Slopes as set out in the City of Port Moody Official Community Plan Bylaw No.2955 (currently being updated for Council consideration Fall 2025) to understand the effects of these parameters for a proposed SSMUH development. It is strongly recommended that applicants consult with Port Moody Community Development Department staff at the outset of any project to discuss general feasibility and to identify any issues early in the process.

What do I need to consider?

There are many factors that must be considered, coordinated and accounted for in the design of a SSMUH development. The following points identify common lot characteristics and contexts that can affect SSMUH development. These should be reviewed to identify issues early on and manage expectations regarding challenges and/or opportunities.

LOT SIZE

Both the area of a lot and its dimensions are important factors in SSMUH developments. Lot area directly determines the amount

of floor area that can be built, while lot dimensions can influence the size, number and dimensions of buildings, as well as the driveway and/or parking configuration. Very small sites may not be able to achieve the maximum number of units (as units become too small to be feasible) or accommodate forms of development with multiple buildings, while large and/or deep lots may encounter difficulty meeting emergency access requirements (qualified professionals should be consulted early on to understand and address this issue).

Flexibility will be given to facilitate development on various sized lots, and relaxation of the regulations in the City of Port Moody Zoning Bylaw, 2018, No. 2937 may be possible on a case-by-case basis. Port Moody Community Development Department staff should be consulted early on to discuss challenging situations and potential solutions.

SLOPE

The presence, direction, and degree of slope on a lot can affect the feasibility of a SSMUH development and/or impact various aspects of site planning and building design. Steep slopes create conditions that can limit form of development, building design and/or height, parking characteristics (access, configuration, and location) and other aspects.

Flexibility will be given to facilitate development on steeper lots, and relaxation of the regulations in the City of Port Moody Zoning Bylaw, 2018, No. 2937 may be possible on a case-by-case basis, when supported by professional geotechnical analysis and recommendations. Port Moody Community Development Department staff should be consulted early on to discuss challenging situations and potential solutions.

Sloped lots (and flat lots near slopes) may require a Development Permit. Refer to Development Permit Area 5: Protection of Development from Hazardous Conditions Design Guidelines in the City of Port Moody Official Community Plan Bylaw No.2955 (currently being updated for Council consideration Fall 2025) for more information.

ACCESS

Access to a lot via the number and classification of adjoining streets, the absence or presence of a lane, and the frontage length of streets and lanes affects the potential design and operation of SSMUH developments. Access is necessary for pedestrian entry to dwelling units, firefighter emergency response, driveways and/or parking, waste collection, utility connections, and utility infrastructure (electrical pad-mounted transformer).

Wide lots, lots with lane access, and lots with access from more than one street may have fewer challenges accommodating access requirements, which can simplify site planning and increase the forms of development possible. Narrow lots and cul-de-sac lots may encounter difficulty accommodating the necessary access requirements, and may require unique design solutions.

Flexibility will be given to facilitate development on narrow lots, and relaxation of the regulations in the City of Port Moody Zoning Bylaw, 2018, No. 2937 may be possible on a case-by-case basis. Port Moody Community Development Department staff should be consulted early on to discuss challenging situations and potential solutions.

UTILITIES AND SITE SERVICING

SSMUH developments require updated site servicing as described in the City of Port Moody Subdivision and Development Servicing Bylaw, 2010, No. 2831, which may include off-site work to civil infrastructure, water service, fire flow, sanitary sewer, storm sewer, and/or electrical service. Applicants are strongly advised to retain a civil engineering consultant to determine and address servicing requirements early on, as the associated costs may affect the feasibility of development.

Off-site civil infrastructure work for SSMUH developments may require upgrade or re-construction of road frontages including underground infrastructure, curbs and gutters, boulevards, sidewalks, street lighting, and road paving.

Adequate available fire flow and the capacity of fire hydrants within 90 m of a site must be confirmed for SSMUH developments. In consultation with engineering staff, the applicant's civil engineering consultant will need to confirm that the existing hydrant capacity, based on the City of Port Moody Existing Available Fire Flows and Location of Fire Flow Deficiencies Map, is adequate to achieve the fire flow requirements determined using the Fire Underwriter Survey. For proposed SSMUH development sites where fire flow and hydrant capacity are inadequate, alternative measures may be necessary, which can include off-site work to increase hydrant flow (upsizing and looping water mains) or system pressure, or on-site measures such as sprinklering, reduced floor area, non-combustible materials, increased setbacks, landscaping, etc. that reflect the available hydrant capacity. These measures can have a significant impact on the cost and/or form of a SSMUH development and should be understood early on.

Water service, sanitary sewer, and storm sewer utilities are typically each provided as single service connections to a lot, then distributed to individual dwelling units within the lot. The size of these utilities needs to be appropriate for the density and other characteristics of each SSMUH development.

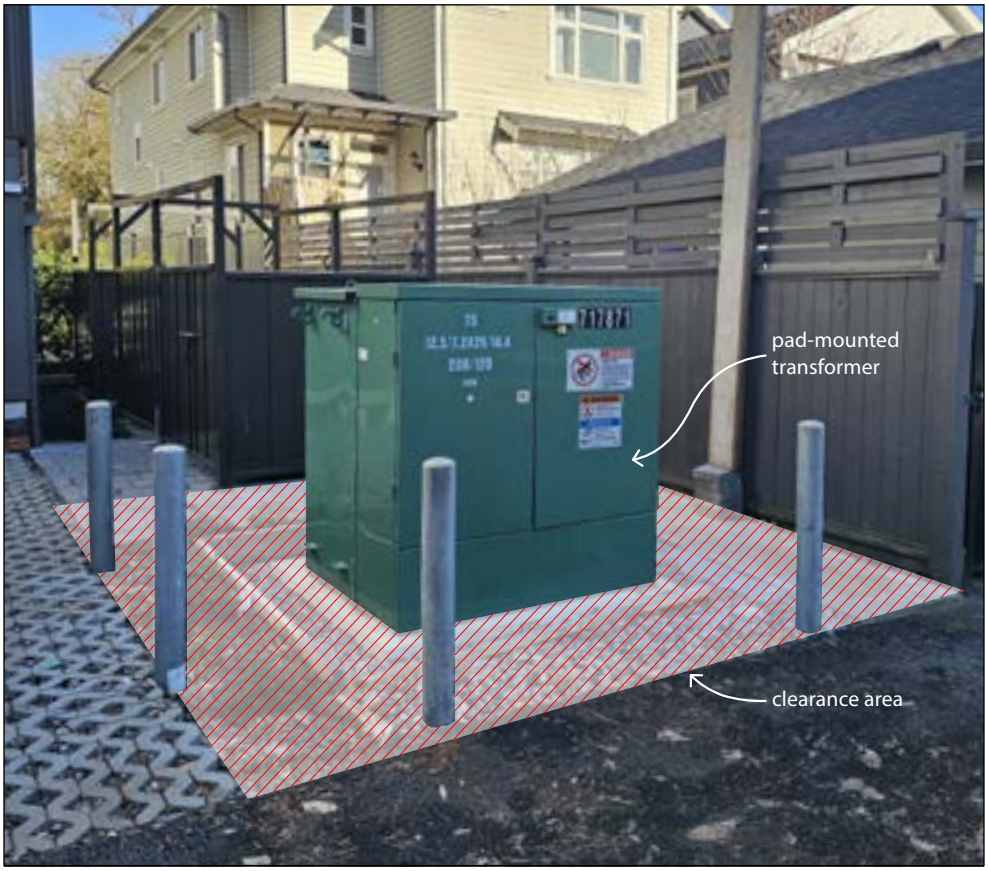


fig 2: example of electrical pad-mounted transformer (PMT) and associated clearance

Electrical servicing of SSMUH developments requires coordination with BC Hydro. If BC Hydro determines that increased electrical service capacity is required to account for the additional demand of greater density and/or number of dwelling units in a SSMUH project, then upgrades may be required. Upgrades may include installation of an electrical pad-mounted transformer (PMT) (fig 2) either on-site or within the adjoining road allowance with specific clearances, location criteria, and electrical closet requirements (an electrical closet is a small room with exterior access for electrical equipment within a building). An electrical engineer can assist in determining the appropriate size and location.

The requirement to provide a PMT can impact a number of aspects of a SSMUH project, and can be especially challenging to accommodate on lots with narrow frontage or access to just one street. BC Hydro should be contacted early on to determine any necessary upgrades and confirm all requirements. An electrical engineering consultant may be required depending on the complexity of a project and BC Hydro's requirements.

Existing overhead power lines or pole-mounted transformers adjacent to a lot may impact the size and form of development, refer to BC Hydro's guide to utility clearance requirements and/or consult with a qualified professional to understand this issue.

Utility providers for gas, communications and any other services should also be contacted early on to determine any upgrades and confirm all requirements for SSMUH developments.

EXISTING TREES

Existing on and off-site trees can have a significant impact on various aspects of site planning and building design in SSMUH developments depending on size, number, and location. On lots subject to development, the intent of the City of Port Moody Tree Protection Bylaw, 2025 No. 3507 (currently being considered by Council for adoption) is retention of mature trees on-site, and retention of any off-site City trees (typically on the fronting street). An Arborist should be consulted early on to identify trees that can be retained, and determine any areas within a lot that should not be built on or otherwise disturbed, to facilitate this retention.

Relaxation of the regulations in the City of Port Moody Zoning Bylaw, 2018, No. 2937 may be possible on a case-by-case basis to facilitate meaningful tree retention by way of the Development Permit or Development Variance Permit processes. Port Moody Community Development Department staff should be consulted early on to discuss challenging situations and potential flexibility to achieve tree retention. Removal of existing mature trees for SSMUH development will be contemplated where modification of the development, including variances to building setbacks and height, parking reduction and other factors to maximize the retention of mature trees on the site have been explored and deemed unfeasible. Removal of existing trees, per an approved tree removal permit, will require on-site replanting and/or a cash-in-lieu contribution.

ENVIRONMENTALLY SENSITIVE AREAS

Lots entitled to SSMUH may be located partly or even wholly within Environmentally Sensitive Areas (ESAs) which will affect the feasibility of SSMUH development and/or impact various aspects of site planning and building design. Refer to City of Port Moody Environmentally Sensitive Areas Map (OCP map 13) (currently being updated) for locations of ESAs.

ESAs are lands that have been municipally designated for the protection of the natural environment and for which there may also be overlapping provincial and/or federal regulatory requirements. SSMUH developments within ESAs must comply with existing municipal requirements for these areas, as well as all provincial and federal regulations that may apply. This may prevent some lots from realizing their otherwise full SSMUH development potential.

Flexibility will be given to facilitate development on lots in ESAs, and relaxation of the regulations in the City of Port Moody Zoning Bylaw, 2018, No. 2937 may be possible on a case-by-case basis. Port Moody Community Development Department staff should be consulted very early on, especially for properties partially or wholly within an ESA, to discuss development potential.

Lots located partly or wholly within an ESA may require a Development Permit, refer to Development Permit Area 4: Environmentally Sensitive Areas Design Guidelines in the City of Port Moody Official Community Plan Bylaw No. 2955 (currently being updated).

OTHER SITE CONSIDERATIONS

Though the likelihood of contaminated sites is somewhat low among lots eligible for SSMUH development, decommissioned oil tanks and septic fields may be present on lots with older houses. Contaminants of this nature will require evaluation by qualified professionals for clean up and remediation for SSMUH developments.

What is the City's process for approving SSMUH development?

In the City of Port Moody, SSMUH development is a conditional use and requires a Development Permit for Form and Character prior to issuance of a Building Permit. A Development Permit can allow a degree of reasonable flexibility in the application of the City of Port Moody Zoning Bylaw, 2018, No. 2937, to facilitate SSMUH developments on lots with various challenges. As noted above, other Development Permits for ESAs or hazardous or steep slopes may also be required depending on the SSMUH property location. It is recommended that applicants consult with Port Moody Community Development Department staff to discuss the general feasibility and tentative site planning of their lots early on.

PERMIT PROCESS

The permit process for SSMUH developments involves both a Development Permit and a Building Permit, each with distinct submission requirements and review timelines.

Once a complete Development Permit submission is received, Port Moody Community Development Department staff and other departments will conduct a review of the application and provide their initial comments in a preliminary comments letter outlining any revisions or additional information required. The applicant can resubmit a set of updated plans and documents responding to the initial comments for further review. Pending confirmation that all comments have been adequately addressed and no further issues have emerged, staff may issue the Development Permit. Review and approval by external agencies (BC Hydro, etc.) may also be required as part of the Development Permit process.

Concurrent to the Development Permit process, the applicant and their civil engineering consultant work with Port Moody Engineering Department staff to identify the frontage and servicing requirements for the development. During the Building Permit process, a detailed engineering design addressing the identified frontage and servicing requirements is submitted and reviewed. Prior to Building Permit approval, the applicant must enter into a servicing agreement which includes engineering fees, construction bonding cost, construction insurance, and any applicable permits.

An application for Building Permit is typically submitted when the applicant has been advised that the design proposed in the Development Permit will not require further revision and is likely to receive approval.

TIMELINE

The timeline for the permit process and approval of SSMUH developments is dependent on many factors and various parties, including applicants, consultants, municipal staff, and external agencies (BC Hydro, etc.). For this reason, definitive timelines cannot be given or guaranteed. However, accurate and fully complete permit submissions for SSMUH developments, on uncomplicated sites, can anticipate initial comments on a Development Permit submission in four to six weeks, and initial comments on Building Permit submission in eight weeks. Timelines for approval will vary depending on the complexity of the application, the quality of the submission, and the volume of other applications being processed by Port Moody staff.

CONSULTANTS REQUIRED

There are a number of professional consultants typically required for SSMUH Development Permit (DP) and Building Permit (BP) submissions as listed below. Their involvement varies by discipline and depends on the size and characteristics of a development. Not all of the consultants listed may be required for every SSMUH application.

- Civil Engineer (necessary for DP and BP)
- Architect (necessary for DP and BP for buildings ≥ 600 m^2 (6,458 ft^2) in building area, > 3 storeys, or that contain ≥ 5 units)
- Structural Engineer (necessary for BP)

• Geotechnical Engineer (necessary for BP and DP for hazardous lands and steep slopes)

• Certified Energy Advisor for (necessary for BP)

• Arborist (necessary for DP)

• Qualified Environmental Professional (necessary for DP for sites within ESAs, sites with ditches, or contaminated sites)

• Landscape Architect or Designer (necessary for DP to produce landscape plan)

FEES AND CHARGES

There are various municipal and metro area fees associated with SSMUH development including permit fees and development cost charges.

Development cost charges help cover the costs related to the infrastructure upgrades required to support a SSMUH development, including municipal sanitary and storm sewer system upgrades, and transportation infrastructure upgrades to account for increased vehicle traffic. An Amenity Cost Charge (ACC) system is currently being prepared and SSMUH applications will be subject to ACCs when that program is implemented. SSMUH developments may be required to post securities to cover the costs of necessary site servicing, frontage improvements, and/or on and off-site landscaping.

School District #43 also collects charges from new development to assist in the acquisition of new school sites to support growth in the community.

Refer to City of Port Moody Fees Bylaw, 2024 No. 3492, City of Port Moody Development Cost Charges Bylaw, 2019, No. 3054, Metro Vancouver Water, Liquid Waste and New Parkland Acquisition Development Cost Charges (DCCs), and School District #43 School Site Acquisition Charges, and TransLink Regional Transportation Development Cost Charges.

Form and character of development

A) BUILDING CONFIGURATION

The number of buildings and their arrangement should take advantage of lot size, slope, access, shape, solar exposure, and views to produce sensible building forms that are suitable to their context, efficient to construct, and livable.

Single large buildings should ensure access to daylight and fresh air for all dwelling units is provided and that acoustic privacy can be maintained within the building, while courtyard arrangements of two or more small buildings should ensure outdoor space for all dwelling units is provided and that visual privacy can be maintained between the buildings.

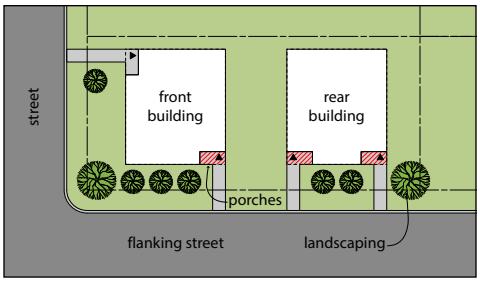


fig 3: example of corner lot development

SSMUH developments on corner lots (lots with a flanking street) are encouraged to take advantage of the frontage on both streets. The design of buildings should account for and respond to the flanking street in a meaningful way. Rear buildings may establish a flanking street as their primary frontage by locating entries with porches, access pathways and landscaping features oriented toward it (fig 3). If buildings are configured with side facades facing a flanking street, it is expected that these facades be designed with the same level of effort and attention as front facades.

Fire sprinklers may be required for buildings located behind other buildings or at the rear of a property. This will be determined through review of a proposed design by Port Moody Fire Rescue and Port Moody Building Division staff. If fire sprinklers are determined to be required, it may be necessary to provide a small room with exterior access for sprinkler equipment within a building. A fire sprinkler engineer can assist in determining the appropriate size and location.

B) SITE TOPOGRAPHY

The form and configuration of development on a lot should be derived from, and integrated with the existing natural topography. Floor levels of individual buildings may need to be stepped and/or multiple buildings may need to be located at different elevations to accommodate the slope of the site.

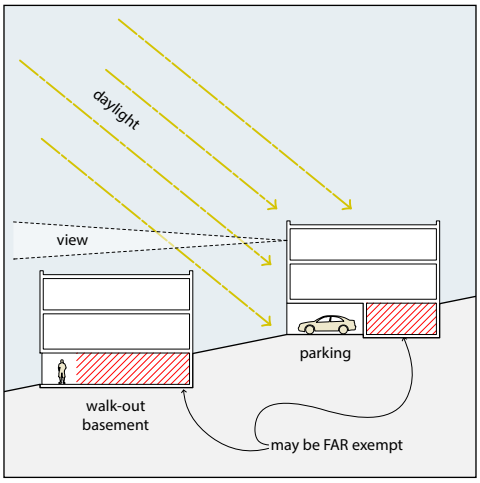


fig 4: example of sloped site strategies

Development should take advantage of the unique potential that a sloped site affords for unobstructed views and access to daylight for multiple dwelling units. Buildings should be recessed into the slope and, where possible, locate parking or walk-out basements in the resulting partially below-ground space to avoid blank foundation walls approaching one storey in height (floor areas partly below grade may be excluded from floor area ratio (FAR) calculations, refer to City of Port Moody Zoning Bylaw, 2018, No. 2937 (fig 4). Creative solutions for optimizing development on sloping sites are strongly encouraged.

Care should be taken in understanding the regulation of building height on sloped sites. The City of Port Moody Zoning Bylaw, 2018, No. 2937 and the BC Building Code have distinctly different methods for calculating building height, both of which a

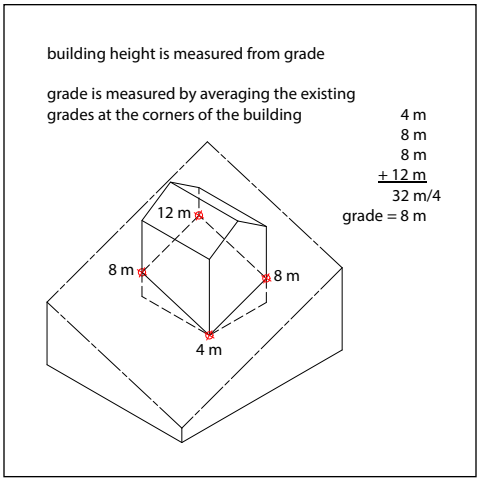


fig 5: example of zoning height calculation

building must demonstrate compliance with. Refer to the definitions and general regulations sections of the City of Port Moody Zoning Bylaw, 2018, No. 2937 for the calculation of zoning height (fig 5), and refer to the definitions section of the BC Building Code for the calculation of building height.

Existing natural topography should be maintained wherever possible. Where manipulation of the existing grade is required for development, retaining walls should be used. Steep slopes should be gradually terraced with a number of short retaining walls rather than fewer tall retaining walls. Refer to section 5.2.11 of the City of Port Moody Zoning Bylaw, 2018, No. 2937 for retaining wall requirements.

Fire Sprinklers may be required for buildings located on a slopes where access does not meet emergency requirements. This will be determined through review of a proposed design by Port Moody Fire Rescue and Port Moody Building Division staff. If fire sprinklers are determined to be required, it may be necessary to provide a small closet with exterior access for sprinkler equipment within a building. A fire sprinkler engineer can assist in determining the appropriate size and location.

C) PARKING

There are many possible parking configurations for SSMUH developments. The specific characteristics and context of each lot in conjunction with the form of development will ultimately determine the parking configuration(s) that may be possible or most appropriate for the situation (fig 6).

Refer to section 6.3 of the City of Port Moody Zoning Bylaw, 2018, No. 2937 for the parking requirements pertaining to SSMUH development. Parking stall requirements are based on the number of units proposed, the subject property location relative to the prescribed bus stops 400m radius and the road classification from which the property is accessed. The illustrative figures included in this guide are based on an assumed one parking stall per SSMUH unit.

Parking areas will always be accessed from a lane, where a lane is present. On lots that do not have a lane, access to parking may be provided from the street via a driveway, with parking areas setback and/or enclosed to reduce their visual impact. Only in cases of extreme hardship will parking areas accessed directly from a street (without a driveway) be considered.

On corner lots that have a lane, parking access is encouraged along the interior side property line. For corner lots with no lane, access to parking should be provided from the street with a lower classification. Parking should be configured and located on a lot to avoid overly long on-site driveways or excessive manipulation of grade. The configuration and location of parking areas may be affected by the degree and/or direction of slope on a lot.

Unenclosed parking should be considered where it would create a more spacious and visually open ground plane within a development, or provide better visibility

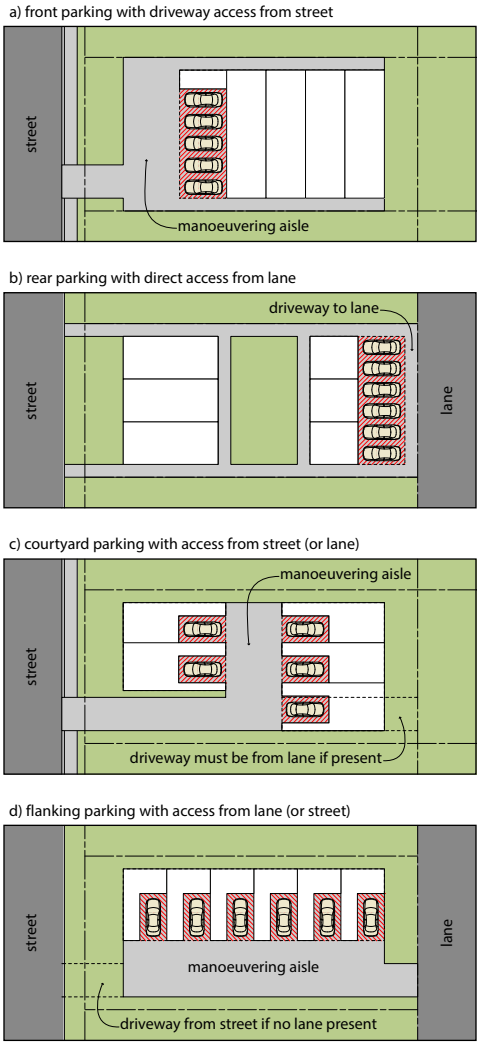


fig 6: examples of parking configurations

fig 7: example of massing overhang for entry

fig 8: example of massing articulation for unit differentiation

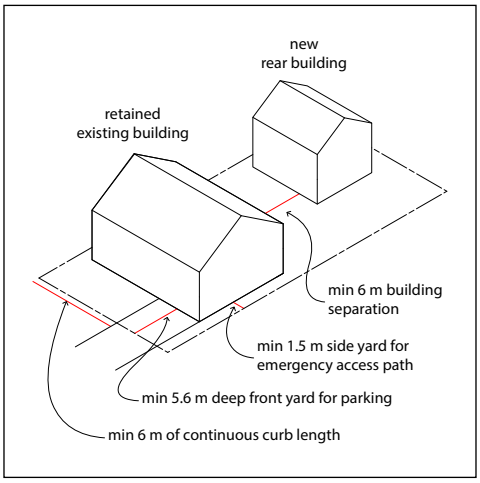


fig 9: clearances for retained existing buildings

and identification of individual unit entries. The sides and front of unenclosed parking spaces should be screened with landscaping or fencing where not adjacent to building walls to avoid glare from vehicle headlights. Unenclosed parking spaces should be surfaced with all-weather durable materials that can be adequately maintained (i.e. facilitate snow removal). Pervious materials are encouraged to increase permeability.

D) BUILDING MASSING

Building massing should be simple and avoid complications that do not enhance the efficiency or livability of a building.

Shifts in massing should be carefully considered and employed to respond to site conditions (i.e. to navigate slope, access daylight, or retain trees), or to create/improve occupied space (i.e. recess to create courtyards for private outdoor space and/or to create spaces for larger windows, overhang to create shelter for entries (fig 7), or articulate to create differentiation of units (fig 8)).

Roof forms should be simple, dormers on sloped roofs should only be used when necessary to create or enhance interior space.

E) RETAINED EXISTING BUILDINGS

Retention of existing buildings is possible and encouraged for recently constructed buildings and heritage buildings. Buildings proposed for retention should be reviewed to ensure their existing form and location meet the current spatial requirements for emergency access and parking (fig 9). The form and location of some existing buildings may prohibit development or require significant modification to permit retention. Any retained existing building is required to meet all current applicable regulations in the City of Port Moody Zoning Bylaw, 2018, No. 2937, though Heritage buildings may be eligible for certain relaxations.

Retained existing buildings also require upgrading to meet the regulations of the BC Building Code. The extent of upgrading is determined by the proposed form of development (infill vs. addition), the proposed tenure of development (strata vs. no-strata), and the type of construction (combustible vs. non-combustible). Developments that involve additions to existing buildings may require more intense upgrading of the existing buildings than developments that only involve new infill buildings that are separate from any existing buildings.

Stratification of a development requires that all buildings meet current BC Building Code regulations, whereas retained existing buildings in non-strata developments may not be required to meet all current regulations.

For projects involving retained existing buildings, upgrades may be necessary to protect and maintain emergency access, ensuring compliance with current BC Building Code and Port Moody Fire Rescue requirements. These considerations are crucial to ensuring effective fire department response in these developments.

Utilities and site servicing for developments that retain existing buildings require upgrading to new single service connections for water, sanitary sewer, and storm sewer utilities, for the whole development. New services for retained buildings can be more complicated and costly than for new buildings.

F) UNIT CONFIGURATION

There are many possible unit configurations for SSMUH developments. The specific characteristics and context of each lot in conjunction with the form of development will ultimately determine the unit configuration(s) that may be possible or most appropriate for the situation (fig 10).

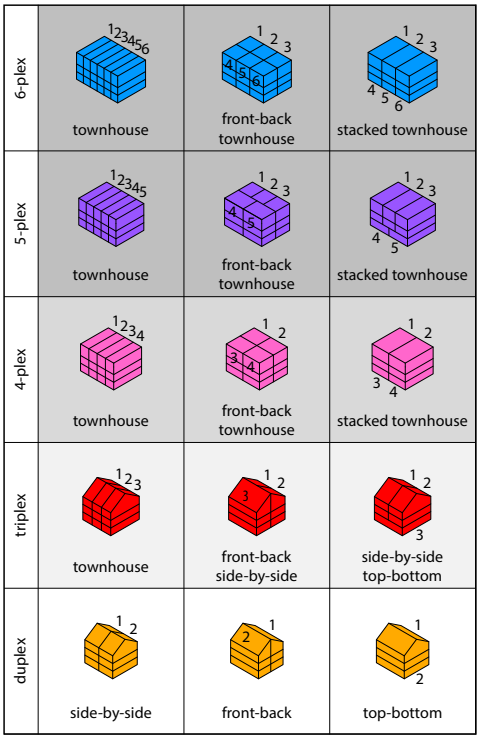


fig 10: examples of unit configurations

Dwellings units should be configured in such a way that they provide functional layouts, privacy, private outdoor space, and access to daylight and fresh air. Primary living spaces should generally face a front or rear property line, or central courtyard between buildings, though they can face an interior property line if an enhanced setback of 5.5 m (18.0') is provided.

Site characteristics such as size, slope, and shape will to some extent dictate which unit configurations are possible on a lot. The minimum required width of each dwelling unit is 15.5' (center of wall to center of wall).

G) ACCESSIBILITY

Where possible, dwelling units are encouraged to follow the provisions in subsection 3.8.5. of the BC Building Code for adaptable dwelling units, to meet the current and future needs of all residents, and to encourage aging in place. The provisions for adaptable dwelling units in the BC Building Code include aspects related to the accessibility of common exterior and interior paths, clearances at unit entries, sizes of doors and hallways, clearances within bedrooms, clearances within bathrooms, clearances within kitchens, kitchen layout, and plumbing to accommodate future modifications for accessibility. Refer to the BC Building Code for the specific requirements of these provisions.

Depending on the form of development or configuration of units (apartment-style buildings, buildings with public corridors and/or common spaces, etc.), compliance with adaptable dwelling unit and/or accessibility regulations in the BC Building Code may be a requirement.

H) BUILDING CHARACTER

Building character, including configuration, siting, massing, and height should be sensitive to adjacent neighbouring properties. Thoughtful exterior design and use of materials in keeping with the existing context are expected. Cladding materials, other architectural elements, and detailing should be continuous and consistent around all sides of buildings.

The composition of building facades should be derived from, and be an expression of, the uses contained within. Buildings with two side-by-side dwelling units should

fig 11: example of individuating dwelling units

individuate between the two as much as possible, expressing each unit as a unique part of the larger building (fig 11). Strategies to achieve this may include staggering facades, varying heights, differing window/door compositions, different architectural styles and/or using distinct layouts for each unit. 'Mirror image' facades should typically be avoided unless they are thoughtfully considered and part of a high-quality architectural design.

Buildings with more than two side-by-side dwelling units are encouraged to embrace the repetition of multiple unit fronts as a device for facade composition.

Buildings with front-back units should offset the unit massing to provide visibility to and from the fronting street to the rear unit and create opportunities for private outdoor space.

A clear strategy of similarity among or marked difference between buildings within a development should be thoughtfully considered regarding massing, style, color to create either cohesion or purposeful distinction.

I) SOLID WASTE AND RECYCLING

Planning for solid waste and recycling storage and collection in a SSMUH development should be carefully considered, and integrated into a design early on.

Municipal collection of solid waste and recycling will be provided for SSMUH developments. Collection by private contractors may be permitted, if municipal collection is not possible, and as allowed by City of Port Moody Solid Waste Bylaw, No. 3058. However, every possible effort to design for City provided waste collection should be made to avoid intermittent and multiple hauler collections along City waste routes.

SSMUH developments must provide space for on-site storage of solid waste and recycling, confirm there is an adequate set-out space available for collection, and facilitate efficient on-site manoeuvring of collection carts between storage and set-out locations. The specific characteristics and context of each lot in conjunction with the form of development will ultimately determine the storage, set-out, and manoeuvering configurations that may be possible or most appropriate for each situation (fig 12).

Convenience and practicality should be top priorities for design and location, to ensure adoption and use, as intended.

Every unit should have its own storage enclosure for its collection carts. Enclosures should be designed to be wildlife-resistant, as described in the Bear-Resistant Design Guidelines for Solid Waste, Organics and Recycling Enclosures & Containers, and should ensure carts are hidden from view and that associated smells do not impact adjacent dwelling units. The minimum dimensions of an enclosure are 2.7 m (8.9') wide x 0.9 m (3.0') deep x 1.8 m (5.9') high with access doors located along the long side. Enclosures can either be grouped together in a single location or be dispersed

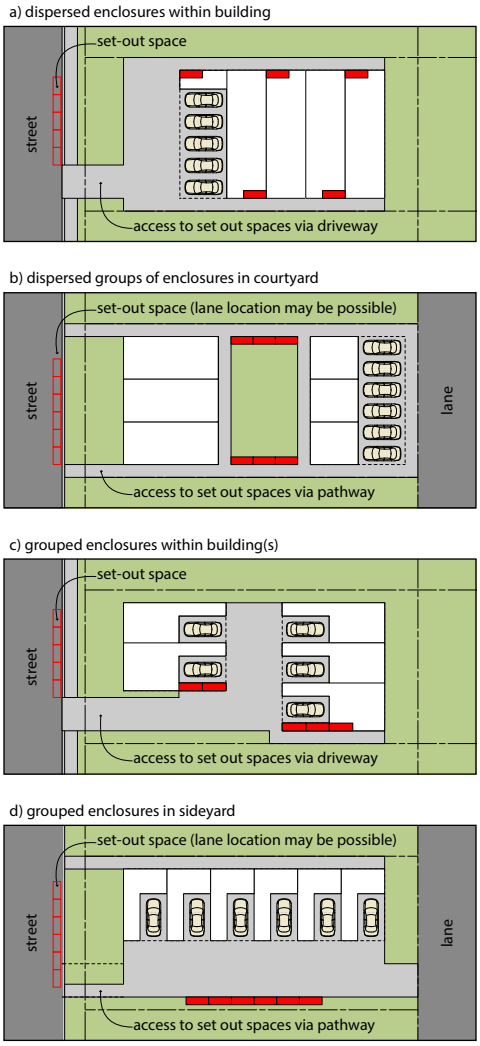


fig 12: examples of waste storage enclosure locations

individually; and can either be in private garages or carports, within buildings, or in courtyards, side yards, or rear yards.

Set-out space should be identified in the design of SSMUH developments. A minimum curbside length of 1.6 m (5.3') for every unit is required, though 2.1 m (6.9') is preferred, to facilitate collection. It should be noted that on-street parking cannot impede curbside collection areas and No Parking on collection days signage is not feasible as collection days and hours are not static.

An access pathway must also be provided from every storage enclosure to the set-out space. This pathway should be as short as possible and use materials with an overall smooth surface to facilitate manoeuvring collection carts with ease.

Refer to the City of Port Moody Solid Waste Bylaw, No. 3058.

fig 13: example of centralized mailboxes

J) MAIL DELIVERY

Depending on the existing method of mail delivery in each neighbourhood, some SSMUH developments may need to provide centralized mailboxes that meet Canada Post requirements for security and location (fig 13). Refer to Canada Post's Delivery Planning Standards Manual for Builders and Developers and have development plans reviewed by a Canada Post delivery planner early on.

K) BIRD FRIENDLY DESIGN

Encourage integration of features to provide habitat for native bird species and reduce bird collisions. This can be accomplished through visual markers on glass, features that block glass reflections, ensuring open pipes ventilation grates and drains are inaccessible to birds, and landscaping that incorporates a diversity of native plants that provide food options for birds throughout the year including ground cover, shrubs, understorey and canopy layers. For a comprehensive listing of bird friendly design guidelines, refer to City of Toronto Green Development Standard, Bird Friendly Design Guidelines, March 2007.

L) INCORPORATING NATURAL SYSTEMS

Where possible, buildings should be designed to operate passively by using natural systems that reduce reliance on mechanical equipment. Solar exposure and wind patterns should be taken advantage of for illumination and ventilation to reduce energy consumption, and existing vegetation or new landscape features should be incorporated in a way that moderates temperature extremes and maintains or enhances natural drainage patterns.

fig 14: example of planted area highlighting entry

Landscaping

A) CONSERVATION OF MATURE VEGETATION

For lots subject to SSMUH development, retention of healthy, mature vegetation on site (shrubs and plants) is encouraged where possible, and retention of existing

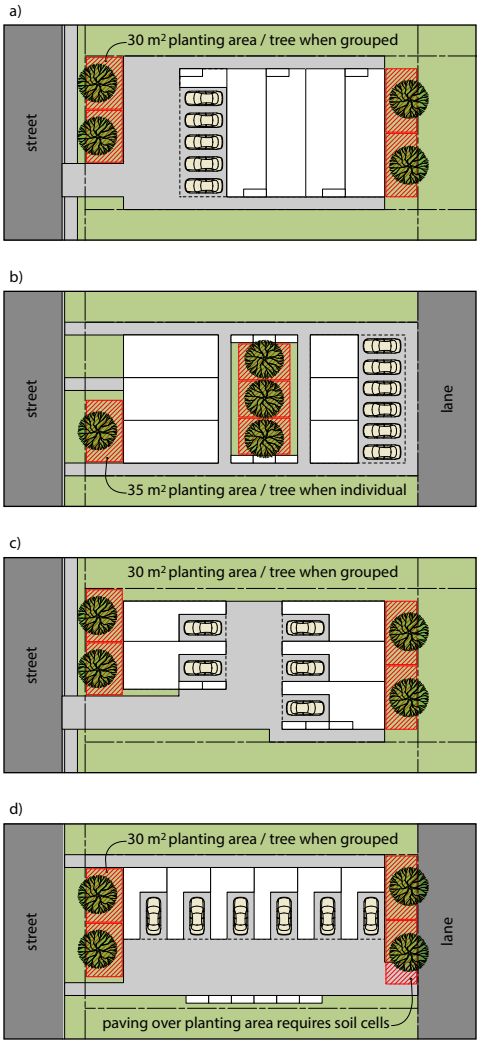


fig 15: examples of on-site tree locations (diagrams do not show full-growth tree canopy cover)

mature trees in good condition is expected. Relaxation of the regulations in the City of Port Moody Zoning Bylaw, 2018, No. 2937 may be possible on a case-by-case basis to facilitate meaningful tree retention. Removal of existing mature trees for SSMUH development will only be contemplated when modification of development, as described in the City of Port Moody Tree Protection Bylaw, 2025 No. 3507 (currently being considered by Council for adoption), still does not allow retention. Removal of existing trees, per an approved tree removal permit, will require on-site replanting and/or a cash-in-lieu contribution.

B) TREES AND PLANTED AREAS

Trees and planted areas are an integral part of site design and should be located and configured to provide privacy, shade, and enhance the functionality and aesthetics of the building and site design. All areas of a lot not occupied by buildings, access pathways, driveways, or manoeuvring aisles should be landscaped with trees and/or planted areas designed to highlight entry to the site, unit entries and other important site elements (fig 14).

Tree planting is to be prioritized in the front and rear yard setbacks as well as courtyard spaces in SSMUH development.

Landscaping should include a bio-diverse variety of species appropriate to their setting, including a balanced mix of coniferous and deciduous trees, ground covers, shrubs and similar plantings; with priority given to native plants. Adherence to the City of Port Moody's Naturescape Policy is strongly encouraged. Other acceptable landscaping materials include sod, river rock, wood chips and bark mulch. The use of artificial turf is strongly discouraged.

The specific characteristics and context of each lot in conjunction with the form of development will ultimately determine the tree locations that may be possible or most appropriate for each SSMUH development (fig 15). Tree placement should be carefully considered to ensure adequate space for root and canopy growth to maturity, while preventing damage to both buildings and trees. Recommended minimum setbacks between trees and buildings or structures are 3 m (9.8') for large trees, and 2 m (6.6') for medium trees.

In accordance with the City's Urban Forest Management Strategy and Tree Protection Bylaw, 2025 No. 3507 now being prepared, the number of trees planted on-site as part of a SSMUH development should be 55 trees/hectare (22 trees/acre or 4 trees per standard 60' X 120' lot) of lot area, and these trees need to provide a canopy cover of at least 35% of lot area. Per tree, large trees provide 125 m^2 (1,345 ft^2) of canopy cover (Douglas Fir, Deodor Cedar, Red Oak), medium trees provide 50 m^2 (540 ft^2) of canopy cover (Evergreen Magnolia, Honey Locust), and small trees provide 25 m^2 (270 ft^2) of canopy cover (Japanese Maple, Giant Dogwood). As canopy cover is dependent on size/species, the number of trees provided to meet the canopy cover requirement may exceed the number required to meet the density requirement.

No more than 25% of trees should be small and no less than 50% of trees should be large. When calculation of the number of trees results in a fraction, 0.5 or less may be disregarded, and any fraction greater than 0.5 shall require one additional tree. Existing trees that are retained on-site can be counted toward the tree density and canopy cover requirements.

Each tree requires a consolidated planting area of 35 m^2 (375 ft^2), which can be reduced to 30 m^2 (325 ft^2) where planting areas for multiple trees are shared and connected. For large and medium trees the smallest dimension of the planting area should be at least 3 m (9.8'), for small trees it may be less than 3 m (9.8'). A minimum soil volume of 30 m^3 (39 yd^3) must also be provided for each tree.

Consolidated planting areas for trees must be permeable. Where encroachment of impermeable surfaces into planting areas is unavoidable, the use of engineered solutions (i.e. soil cells, structural soil) to achieve soil volume under the impermeable surface, may be required.

fig 16: example of screening strategy

If it is not feasible to plant the required trees as part of a SSMUH development, a cash-in-lieu contribution for some trees may be an option.

Refer to the City of Port Moody Tree Protection Bylaw, 2025 No. 3507.

C) SCREENING

Adequate screening should be located to define the transition from common to individual spaces, provide privacy between dwelling units within developments and to neighbouring lots, and create usable outdoor spaces. Screening should be designed to prevent visual intrusion and glare from vehicle headlights into exterior and interior spaces of dwelling units.

Screening can be provided by landscape structures (pergolas, sheds, fences, etc.) or by coniferous planting material of sufficient dimension and substance (fig 16). Fencing should be wood, brick, metal, or a combination of these materials. Chain-link fencing is not acceptable. Refer to the City of Port Moody Zoning Bylaw, 2018, No. 2937 for other fencing requirements.

fig 17: example of wheel paths

D) LANDSCAPE WALLS AND RETAINING WALLS

The need for landscape walls or retaining walls should be minimized as far as possible through the design of buildings and the site. Where necessary, the height of these walls should be no more than 0.9 m (3.0'). Allan Block is the preferred material for landscape walls and retaining walls. Where wood is used, squared timber ties with a minimum dimension of 100mm (4") should be used. Landscaping should be provided directly in front of walls where possible, to mitigate their visual impact.

Refer to the City of Port Moody Zoning Bylaw, 2018, No. 2937 for height, spacing, and setback regulations for landscape walls and retaining walls.

fig 18: example of pervious paving stones

fig 19: example of green roof

fig 20: example of entry porch

E) STORMWATER MANAGEMENT

Stormwater must be managed on each lot using strategies to minimize runoff through retention and adequate infiltration.

The area of impermeable surfaces on each lot should occupy no more than 75% of the lot area. Impermeable surfaces include the footprint of buildings and all other structures or materials installed on or above the ground that are capable of blocking water. The area of impermeable surfaces can be controlled by minimizing building footprints, reducing the area of impermeable surfaces (i.e. using wheel paths surrounded by ground cover planting or gravel instead of full driveways (fig 17)), and/or using surface materials that are permeable (i.e. pervious concrete, pervious paving stones (fig 18) or grasscrete.

Design features to maximize rainfall retention are encouraged, including green roofs (fig 19), rain barrels, and permeable landscaped rain gardens that can collect run-off water from impermeable driveways and patios. Landscaped areas should be provided with absorbent growing medium: 300mm (12") for lawn, 600mm (24") for shrubs, and 30 m^3 (39 yd^3) for each tree to maximize stormwater retention.

Where road frontage upgrades are not required, all existing ditches should remain open.

Refer to Chines Integrated Stormwater Management Plan, Moody Centre Stormwater Management Servicing Plan, Integrated Stormwater Management Strategy for Stoney Creek Watershed, and the forthcoming North Shore Integrated Stormwater Management Plans.

Livability

A) SITING

Buildings should be located and configured to maximize daylighting of dwelling unit interiors, minimize shadowing of exterior spaces within developments and on neighbouring lots, create or maintain view corridors where opportunity exists, and provide adequate separation to maintain privacy between dwelling units on site and on adjacent sites.

B) DAYLIGHT AND NATURAL VENTILATION

Every dwelling unit should have at least two exterior walls, preferably opposite each other, to allow natural cross ventilation and access to daylight throughout. All living spaces and bedrooms must be served by at least one window that can open. Ideally, primary living rooms should be provided with two opening windows on two exterior walls. Whenever possible, bathrooms should also be provided with a small opening window.

fig 21: example of entry wayfinding elements

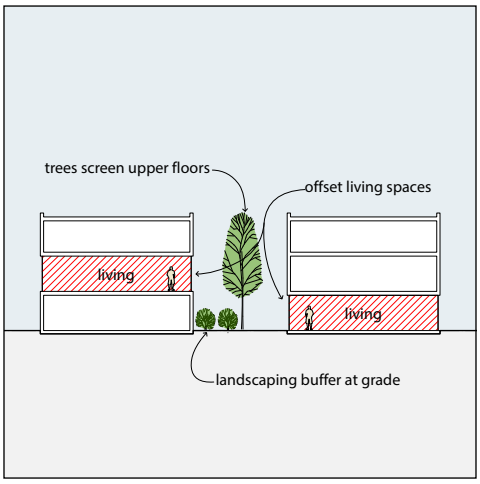


fig 22: example of courtyard privacy strategies

fig 23: example of terraced sunken patio

C) ENTRANCES

Entrances should be clearly identifiable and welcoming, facing either front or side property lines, or a central courtyard between buildings. A porch space directly outside each unit entry should be provided with a minimum dimension of 1.5 m (4.9'). Porches should be covered for weather protection and well-lit to highlight entry doors and addresses. Porches that are recessed into the building massing as a way of providing cover are encouraged (fig 20).

Access pathways to entries should be clearly marked with landscape features, address plinths or other wayfinding elements (fig 21), and individual unit entries should be screened and/or landscaped to provide privacy while still allowing sufficient visibility for security and to encourage neighbour interaction.

D) PRIVACY

Achieving adequate privacy between dwelling units, both within a development and to adjacent neighbouring properties, is an important project design objective. Visual privacy should be afforded through careful consideration of size, orientation, and location of windows and private outdoor space to avoid overlook of other windows and private outdoor space. Screening of windows, balconies, patios, and decks with architectural or landscape elements is encouraged where needed to ensure privacy. Skylights and clerestory windows are a strategy for avoiding overlook while maintaining access to daylight.

In courtyard configurations, the types of spaces that face each other across a courtyard can create privacy (i.e. offset primary living spaces in each building located on different floor levels). Trees and/or other landscape elements in courtyards, can also create privacy by providing screening at various heights between buildings (fig 22).

Acoustic privacy should be afforded by thoughtful configuration and location of private outdoor spaces, and provision of wall and floor assemblies designed to resist sound transmission between interior spaces of adjacent dwelling units.

Surface materials and landscaping are to be used in such a manner that public circulation areas are clearly differentiated from private outdoor space.

E) OUTDOOR SPACE

Provision of private outdoor space is strongly encouraged for every dwelling unit. This space should provide sufficient area for typical outdoor activities, and be at least 10 m^2 (108 ft^2) with a minimum dimension of 2.75 m (9.0') to permit use of a dining table. Where possible, private outdoor space should be adjacent and connected to interior primary living space.

Private outdoor space should be located and configured to ensure ample access to daylight and should be screened for privacy by building mass, building walls, trees, landscape structures (gazebos, pergolas, sheds, fences, etc.), substantial planting,

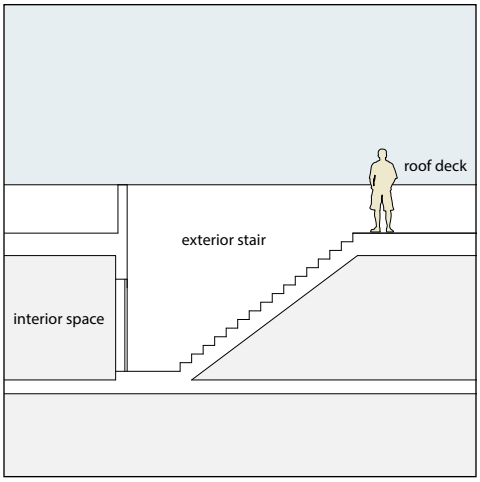


fig 24: example of exterior stair to roof deck

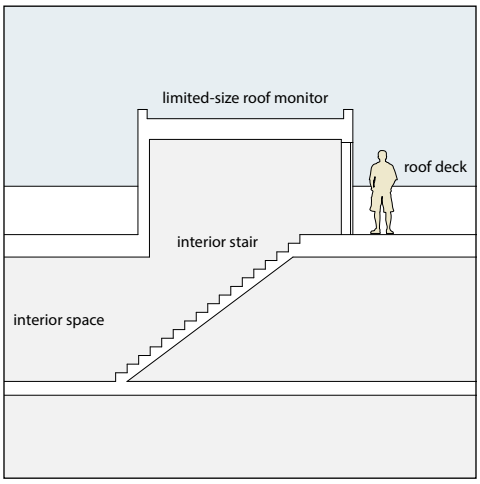


fig 25: example of roof monitor to roof deck

fig 26: example of exterior lighting

changes in grade where appropriate, or a combination thereof. Surface materials should be used in such a manner that public circulation areas are clearly differentiated from private outdoor space.

The potential for gardening should be accommodated in private outdoor space through provision of planting beds that are appropriately located and sized for this activity.

Where dwelling units are partly below grade, sunken patios can be used for private outdoor space. Sunken patios should be located and configured for adequate access to daylight despite their lower grade, and should be designed to avoid needing perimeter guards by limiting grade changes to less than 0.6 m (2.0') and by landscape terracing (fig 23). Floors that are partly or wholly below grade with sunken patios will be included in the calculation of building height. Refer to the BC Building Code for the calculation of building height.

F) ROOF DECKS

Roof decks can provide private outdoor space for dwelling units where at-grade space on a lot is limited. They should provide sufficient area for typical outdoor activities, equivalent to what would otherwise be provided at-grade.

The use of parapet walls as guards for roof decks is encouraged to create privacy to and from below, and adjacent roof decks of different dwelling units should be sufficiently separated by building mass, building walls, distance, substantial planting, elevation, or a combination thereof.

The internal planning of a dwelling unit should ensure appropriate and functional access to a roof deck and locate a roof deck in close proximity to primary living space, where possible. Access to roof decks can be provided either by an exterior stair from the floor directly below the roof deck (fig 24) or a small roof monitor that encloses the stair and top landing at the roof deck level (fig 25). A roof monitor limited to the minimum size of a stair landing required by the BC Building Code, with a maximum ceiling height of 2.1 m (6.9') can be excluded from the BC Building Code calculation of building height, and may be excluded from FAR calculations and calculation of building height as per the City of Port Moody Zoning Bylaw, 2018, No. 2937.

G) BICYCLE PARKING

Off-street bicycle parking for SSMUH developments is not required, but as reduced parking is permitted with certain SSMUH projects, the inclusion of bicycle storage is strongly encouraged. Off-Street Bicycle Parking can be provided in a secure, centralized common space or in individual private spaces. Refer to section 6.10 in the City of Port Moody Zoning Bylaw, 2018, No. 2937 for bicycle parking spaces criteria.

H) LIGHTING

Exterior lighting should be used to demarcate and illuminate individual unit entries, for ease of wayfinding from the street and to each entry at night and should be

fig 27: example of pervious material driveway

fig 28: example of multi-surface material driveway

fig 29: example of highlighting a pedestrian pathway

sufficient to provide residents and visitors with a sense of personal safety and ease. Lighting should be neighbour-friendly and avoid glare into exterior or interior spaces of units both within the development and on neighbouring lots (fig 26). Exterior lighting in building eaves should be restricted to the facade facing a lane or exterior side yard. Motion sensor lights are discouraged. Energy efficient LED, non-glare, down-cast photocells are encouraged.

Circulation and Access

A) PEDESTRIAN PATHWAYS

Pedestrian access pathways must be provided on-site for access from unit entries to the street, to vehicle and/or bicycle parking areas, and to garbage storage areas. Surface materials should be used in such a way that entry to the site, unit entries and important site elements are highlighted.

Pathways should be surfaced with all-weather durable materials that can be adequately maintained (i.e. facilitate snow removal), that are slip-resistant, and free of tripping hazards. Pervious materials are encouraged to increase permeability, though materials with an overall smooth surface should be employed where pathways will be used for wheeled items (waste collection carts, wheel chairs, strollers, etc.). Where possible, pathways providing access to dwelling units are encouraged to follow the provisions in the BC Building Code for adaptable dwelling units to meet the current and future needs of all residents and encourage aging in place.

B) DRIVEWAYS AND MANOEUVERING AISLES

The width and extent of driveways should be minimized as much as possible to maximize space for street parking in front of a lot and to maximize the area for landscaping in the front yard.

Driveways and manoeuvring aisles should be surfaced with all-weather durable materials that can be adequately maintained (i.e. facilitate snow removal). Pervious materials are encouraged to increase permeability (fig 27). Large expanses of pavement using single materials should be avoided by integrating other surface treatments such as pavers, stamped concrete, concrete bands, or areas of ground cover planting or gravel (fig 28).

Where driveways or manoeuvring aisles pass alongside buildings or side property lines, they should be setback and screened with landscaping.

In some circumstances it may be necessary for driveways and manoeuvring aisles to also provide pedestrian circulation on site. Where this occurs, care should be taken to ensure good visibility and adequate width for vehicles and pedestrians to pass each other. Pedestrian circulation within driveways and manoeuvring aisles should be highlighted and given priority by identifying pathways with distinctive pavers or some other design feature (fig 29).

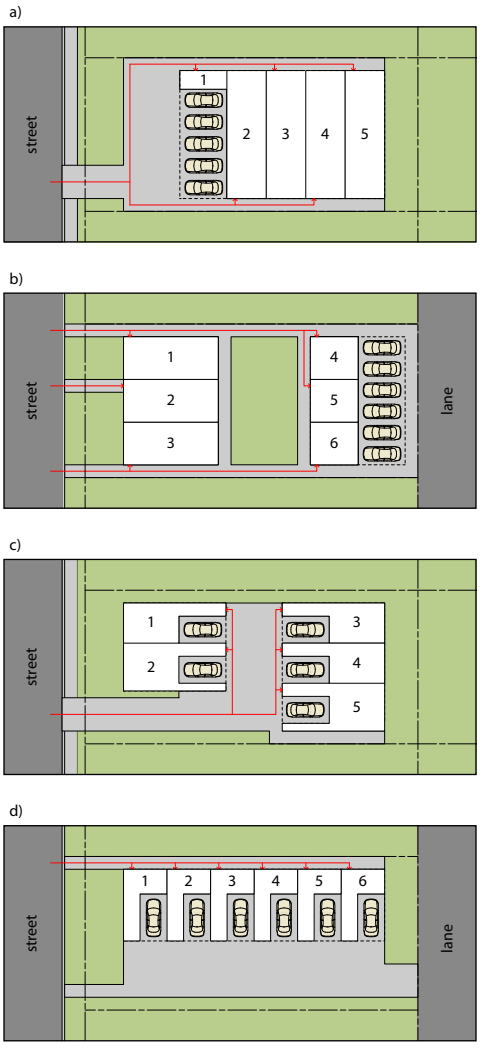


fig 30: examples of emergency access pathways

Refer to the City of Port Moody Zoning Bylaw, 2018, No. 2937 for driveway width requirements and maximum driveway areas allowed in front yards.

C) EMERGENCY ACCESS

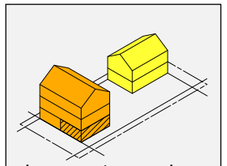
As an important function of the above described pedestrian pathways, and/or driveways and manoeuvring aisles, emergency access to all units is required. Pathways for emergency access must be provided to the principal entry of each unit so first responders can quickly respond from the fronting street (fig 30), as lanes are not considered the primary access routes for emergency response.

Pathways for emergency access must have a 1.5 m (5.0') minimum width and should be clear, level, and constructed of materials that provide stable footing. They must be free of obstacles that could cause tripping or delay such as shrubs, debris, or loose gravel, and should be configured to prevent obstructions like parked vehicles or temporary storage. Pathway design should also prevent hazards that could endanger first responders such as exposed wiring or unstable structures. Lighting should be provided to ensure first responders can see clearly at night or in low-visibility conditions.

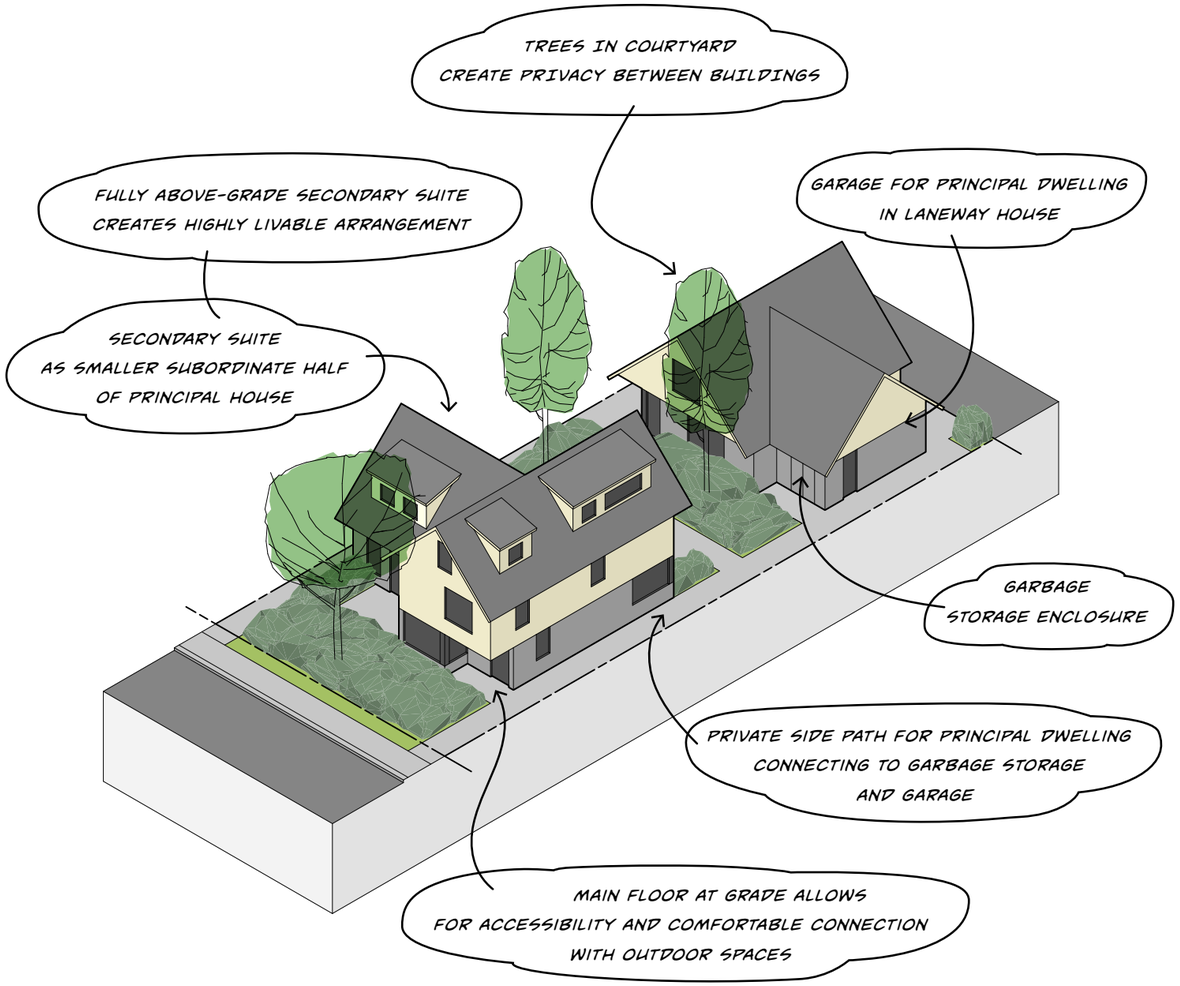
Any stairs necessary as part of an emergency access pathway must be constructed of non-combustible materials, designed to support the weight of firefighters with equipment, and meet the requirements of the BC Building Code.

Surface materials for driveways and manoeuvring aisles used for emergency access should be slip-resistant to help ensure that fire apparatus can safely and promptly access sites.

SCENARIO 1



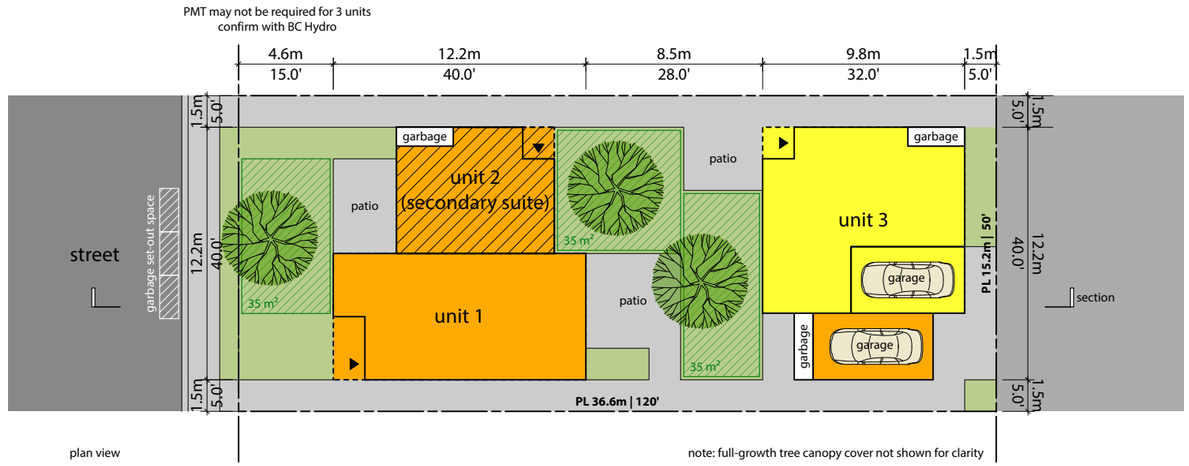
house w/ secondary suite + laneway

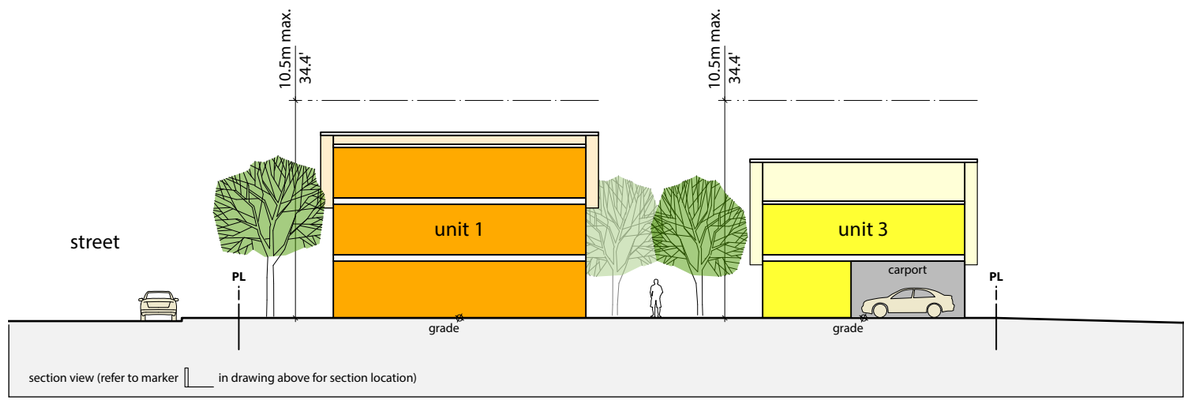


lot area	557 m² | 6,000 ft²
lot dimensions	50′ x 120′
	15.2m x 36.6m
number of units	**3**
floor area ratio	**0.7** (390 m² | 4,200 ft²)
lot coverage	41%
impermeable area	73%
required trees	3
unit 1	186 m² | 2,000 ft²
unit 2	84 m² | 900 ft²
unit 3	121 m² | 1,300 ft²

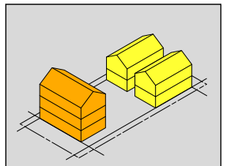
Scenario 1 illustrates a 3 unit SSMUH development on a smaller-sized rectangular lot. It is comprised of a single-family house that includes a secondary suite and a detached laneway house (i.e., an "Additional Dwelling Unit" or ADU as per the City of Port Moody Zoning Bylaw, 2018, No. 2937). The principal dwelling unit in the single-family house and the laneway unit have one garage each in the laneway house with parking access from the lane. The development creates a large principal unit with a small secondary suite and a good-sized two storey family unit in a detached laneway house. In this scenario all units are under one property title with the secondary suite and laneway as potential rental units.

This scenario may be well suited for developments in which an existing house will be retained - by adding a secondary suite to the existing house and a new laneway in the back yard. The scenario is illustrated with the secondary suite arranged as a fully above-ground unit, configured on the side of the principal dwelling unit in a subordinate form, to create a more livable arrangement for both principal and secondary units. In cases where an existing building is retained, the conventional basement location for the secondary suite may be a more natural fit.





SCENARIO 2

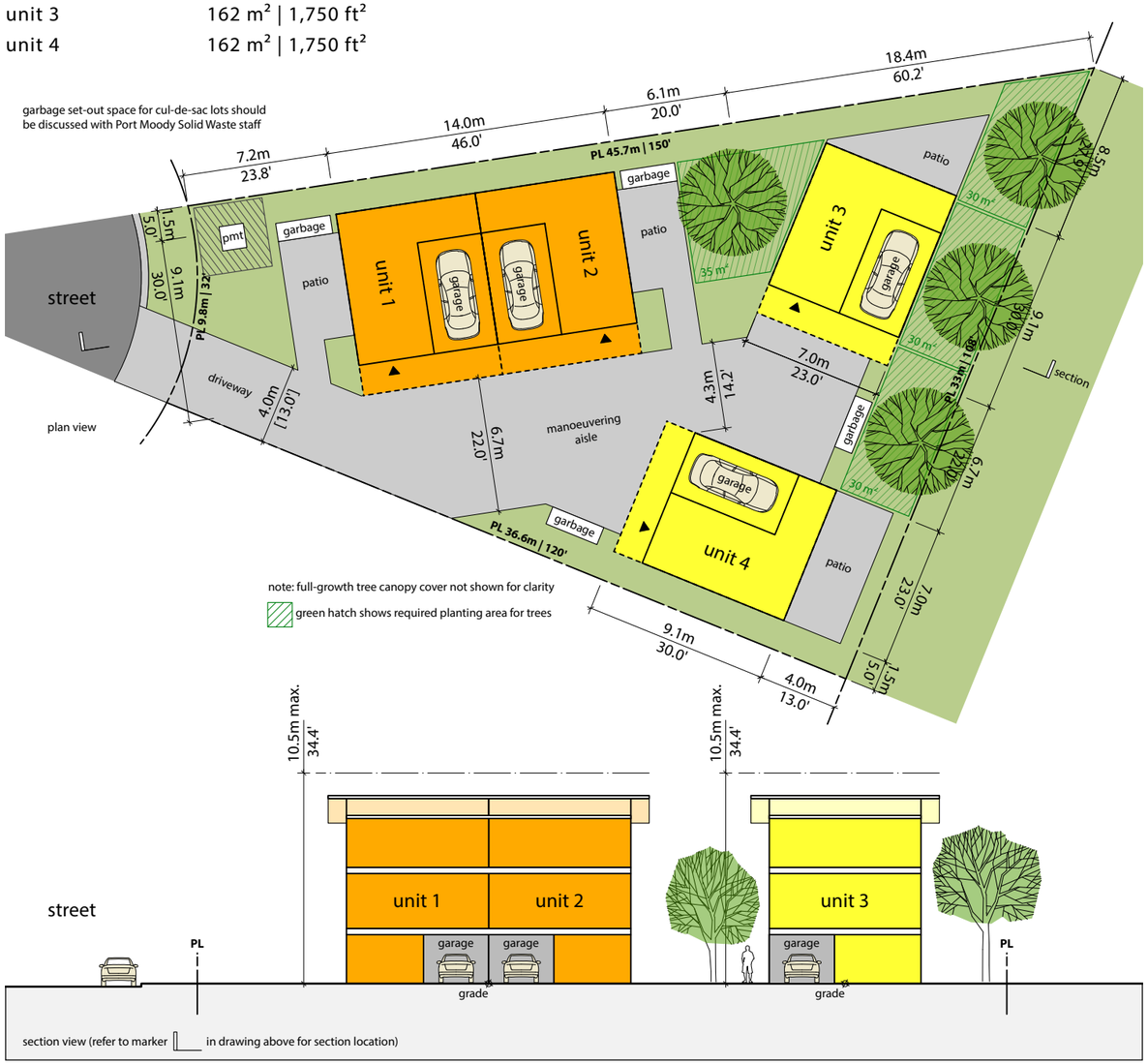


duplex + 2 houses

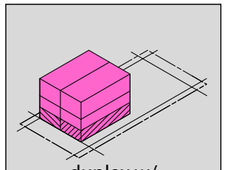
lot area	813 m² | 8,750 ft²
lot dim's	9.8m x 45.7m x 33m x 36.6m 32′ x 150′ x 108′ x 120′
number of units	**4**
floor area ratio	**0.8** (650 m² | 7,000 ft²)
lot coverage	33%
impermeable area	66%
required trees	4
unit 1	162 m² | 1,750 ft²
unit 2	162 m² | 1,750 ft²
unit 3	162 m² | 1,750 ft²
unit 4	162 m² | 1,750 ft²

Scenario 2 illustrates a 4 unit SSMUH development on a Cul-de-Sac lot. It includes one duplex at the front of the site and two houses at the rear of the site. All units include one garage with parking access from a central parking court. The development creates 4 large-sized three storey family units in simple building forms that bear a resemblance to traditional single-family homes, with private outdoor space for each unit provided at-grade in small yards.

This scenario is shown on a flat site but would also work on up, down and side-sloping sites if slopes are within what is allowable for driveways. Similar scenarios with a different mix of building types - two duplexes or even four houses - would also be possible on certain Cul-de-Sac lot shapes.



SCENARIO 3

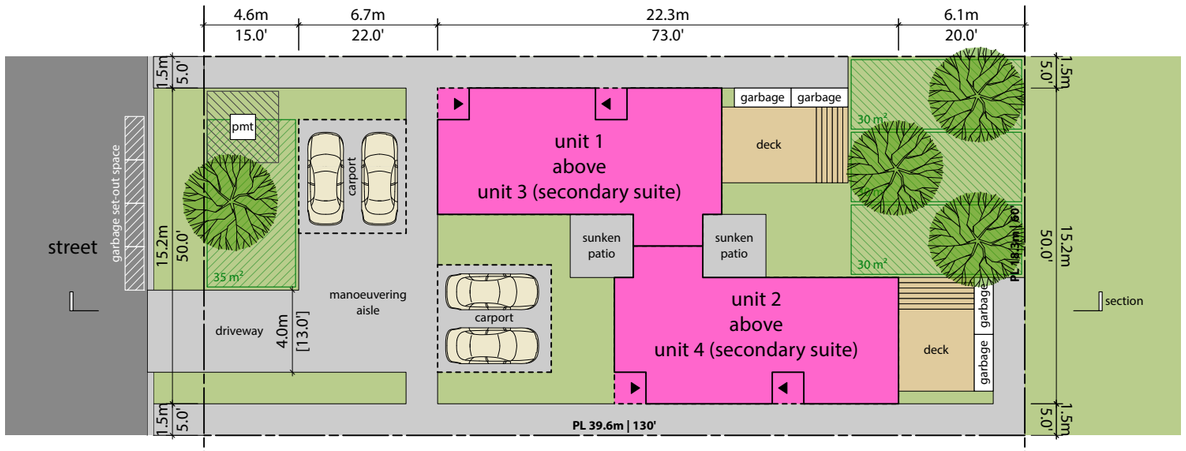


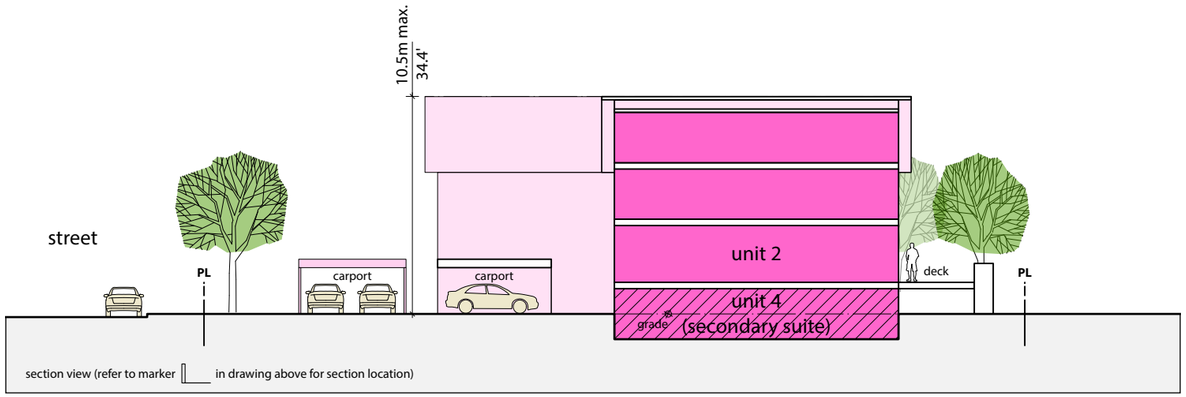
duplex w/
2 secondary suites

lot area	725 m² | 7,800 ft²
lot dimensions	15.2m x 39.6m 60′ x 130′
number of units	**4**
floor area ratio **0.8** (580 m² | 6,240 ft²)	
lot coverage	38%
impermeable area	67%
required trees	4
unit 1	215 m² | 2,320 ft²
unit 2	74 m² | 800 ft²
unit 3	215 m² | 2,320 ft²
unit 4	74 m² | 800 ft²

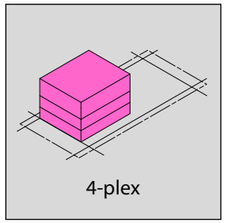
Scenario 3 illustrates a 4 unit SSMUH development on a standard-sized rectangular lot. It is comprised of a duplex in which both units include a secondary suite. All units include one carport parking space with access from a shared front parking court. The development creates 2 large-sized three storey principal family units, each with a basement-level secondary suite. In this scenario each principal unit has its own property title with its associated secondary suite as a potential rental unit. Each side of the duplex contains a principal and secondary unit. The sides are offset from each other and connected minimally to provide each half with access to natural light on all four sides, and to separate outdoor spaces for privacy. This arrangement also creates highly livable basement spaces with access to natural light on three sides and walk-out sunken patios.

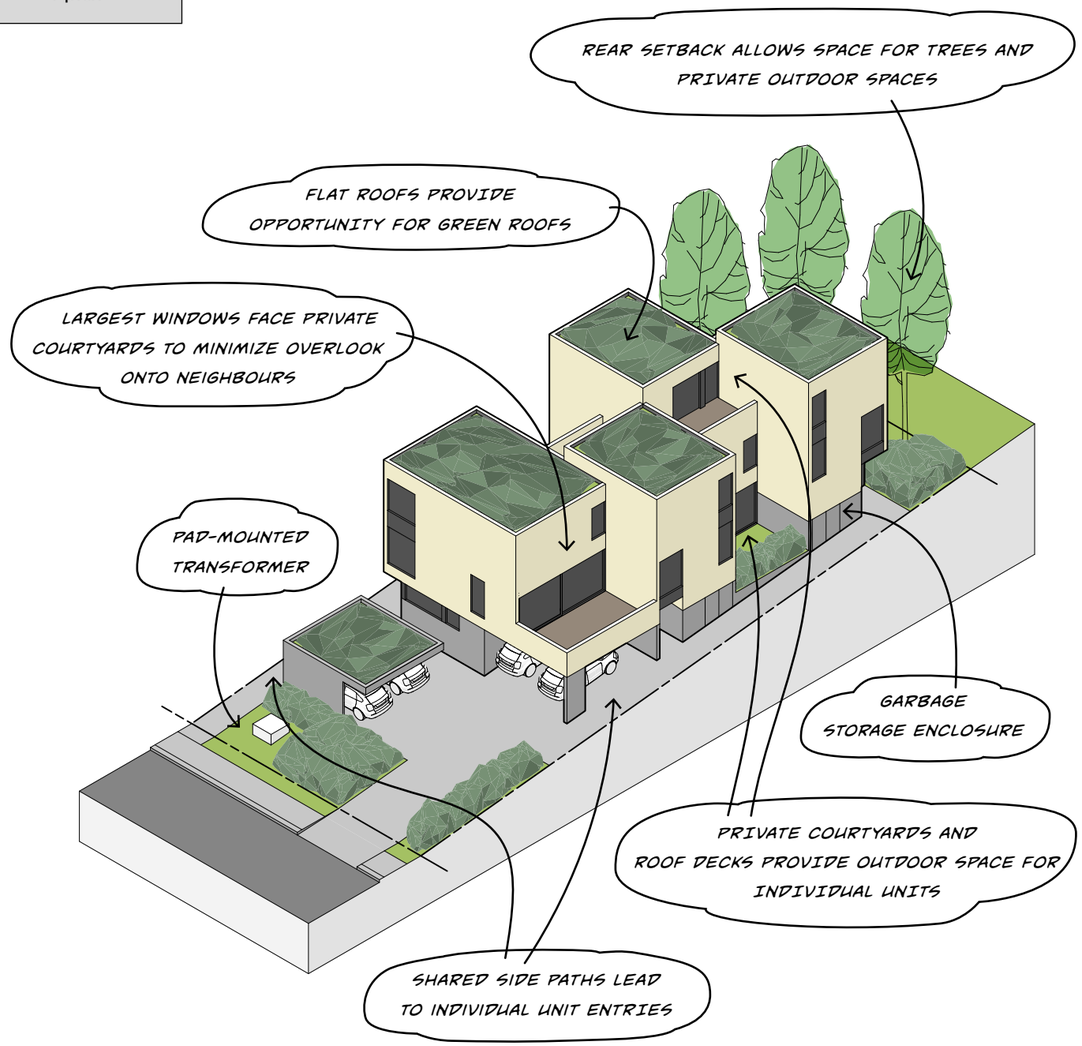
The scenario is illustrated as a duplex but could also be adapted as two individual houses that are similarly side-by-side and offset.





SCENARIO 4

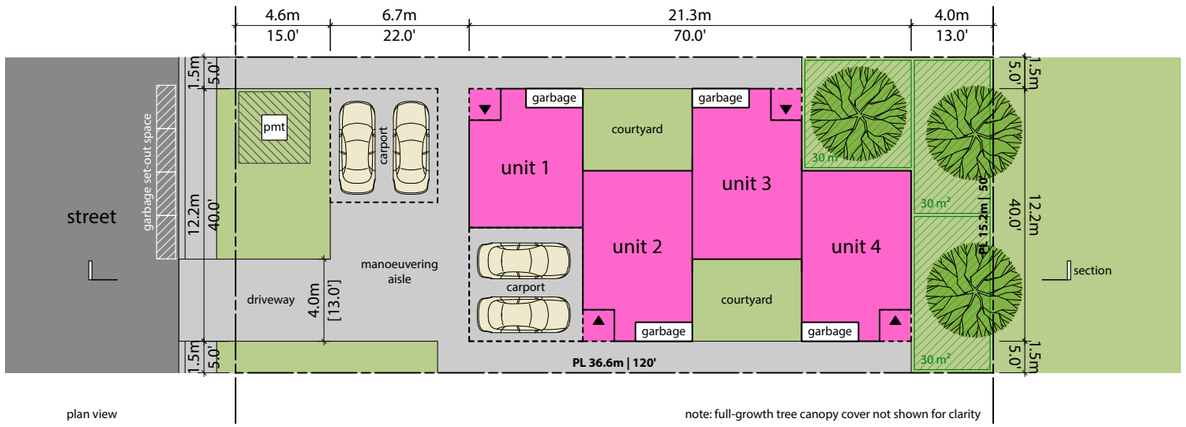


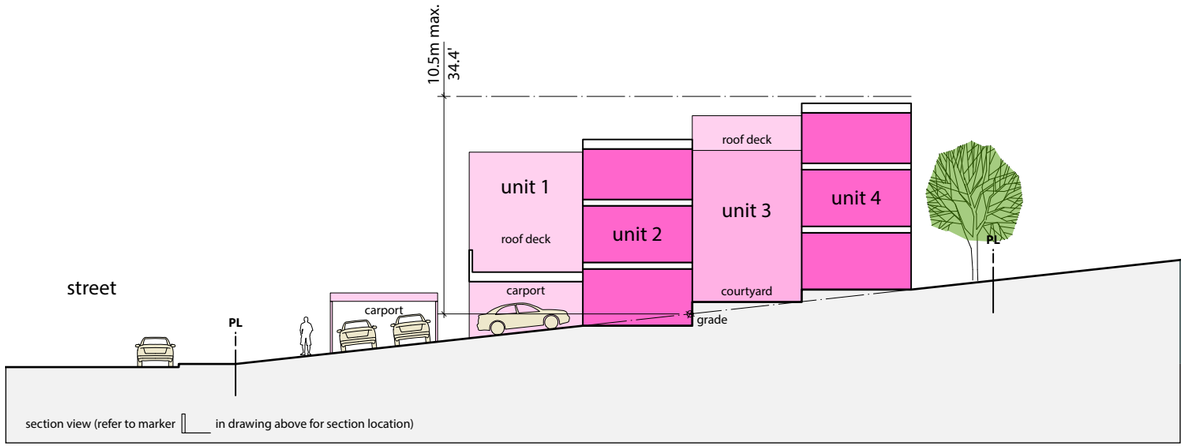


lot area	557 m² | 6,000 ft²
lot dimensions	50′ x 120′
	15.2m x 36.6m
number of units	**4**
floor area ratio	**0.8** (446 m² | 4,800 ft²)
lot coverage	41%
impermeable area	67%
required trees	3
unit 1	111 m² | 1,200 ft²
unit 2	111 m² | 1,200 ft²
unit 3	111 m² | 1,200 ft²
unit 4	111 m² | 1,200 ft²

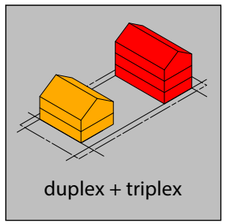
Scenario 4 illustrates a 4 unit SSMUH development on a smaller-sized rectangular lot. It is comprised of a single 4-plex building with all units having access to one carport parking space at the front of the site with access from the street. The development creates 4 small-sized three storey family units in a unique building form that has the ability to adapt to variously sloped sites and provides excellentl private outdoor spaces for each unit in courtyards and on roof decks.

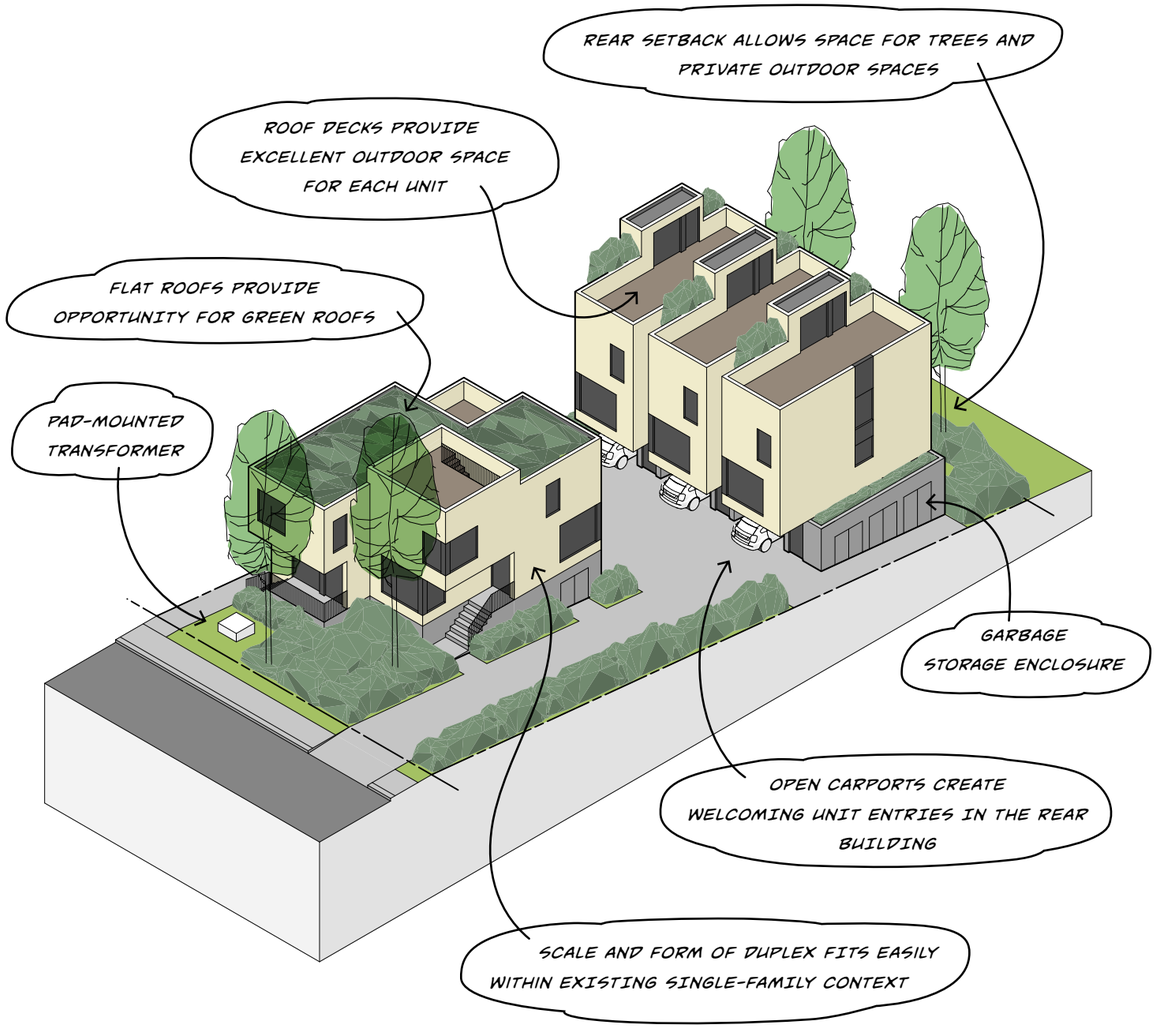
This scenario is shown on a small up-sloping site but would also work on flat, down and side-sloping sites of the same, or larger size with necessary modifications. The principles of this scenario could potentially be used as a template for developments on more steeply sloped sites as well.





SCENARIO 5

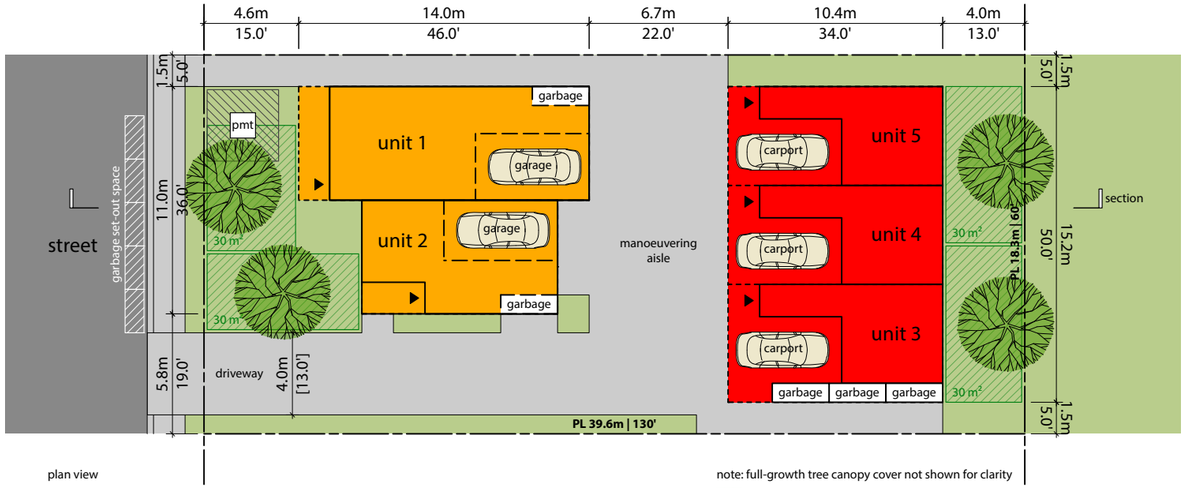




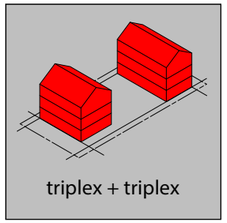
lot area	725 m² | 7,800 ft²
lot dimensions	15.2m x 39.6m 60' x 130'
number of units	**5**
floor area ratio	**0.9** (652 m² | 7,020 ft²)
lot coverage	38%
impermeable area	68%
required trees	4
unit 1	167 m² | 1,820 ft²
unit 2	121 m² | 1,300 ft²
unit 3	121 m² | 1,300 ft²
unit 4	121 m² | 1,300 ft²
unit 5	121 m² | 1,300 ft²

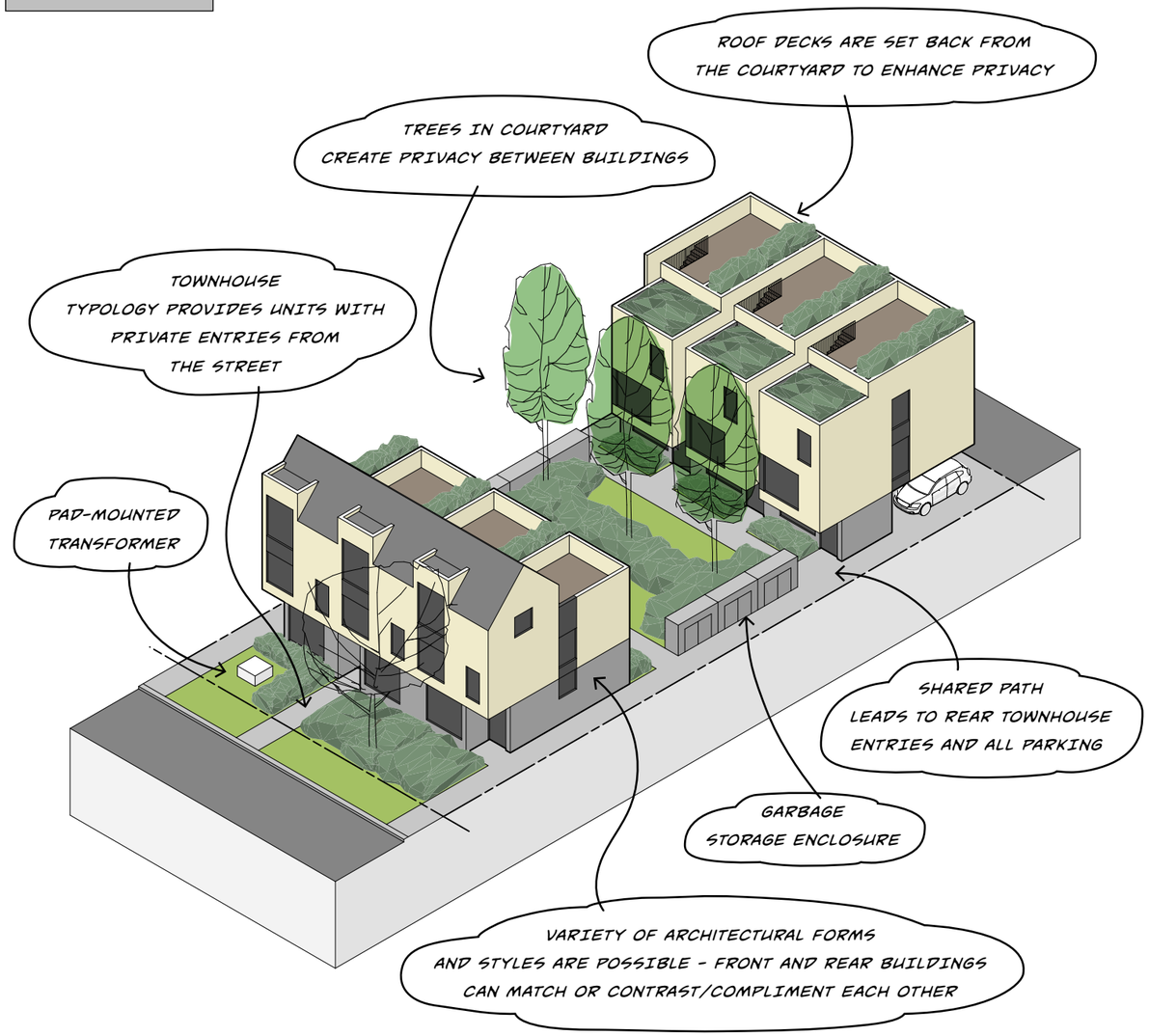
Scenario 5 illustrates a 5 unit SSMUH development on a standard-sized rectangular lot. It includes one duplex at the front of the site and one triplex at the rear of the site. All units include either one garage or carport with parking access from a central parking court. The development creates 1 larger three storey family unit and 4 good-sized three storey family units in two contemporary flat-roofed buildings, where roof decks provide private outdoor space for each unit.

This scenario is shown on a down-sloping site but would also work on flat, up and side-sloping sites if slopes are within what is allowable for driveways. Currently the front building is a duplex, as there is not the width to build a townhouse-style triplex beside the driveway, but it could be replaced by a side-by-side + back triplex.



SCENARIO 6



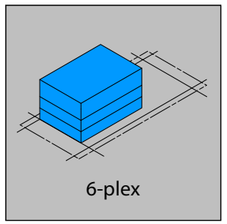


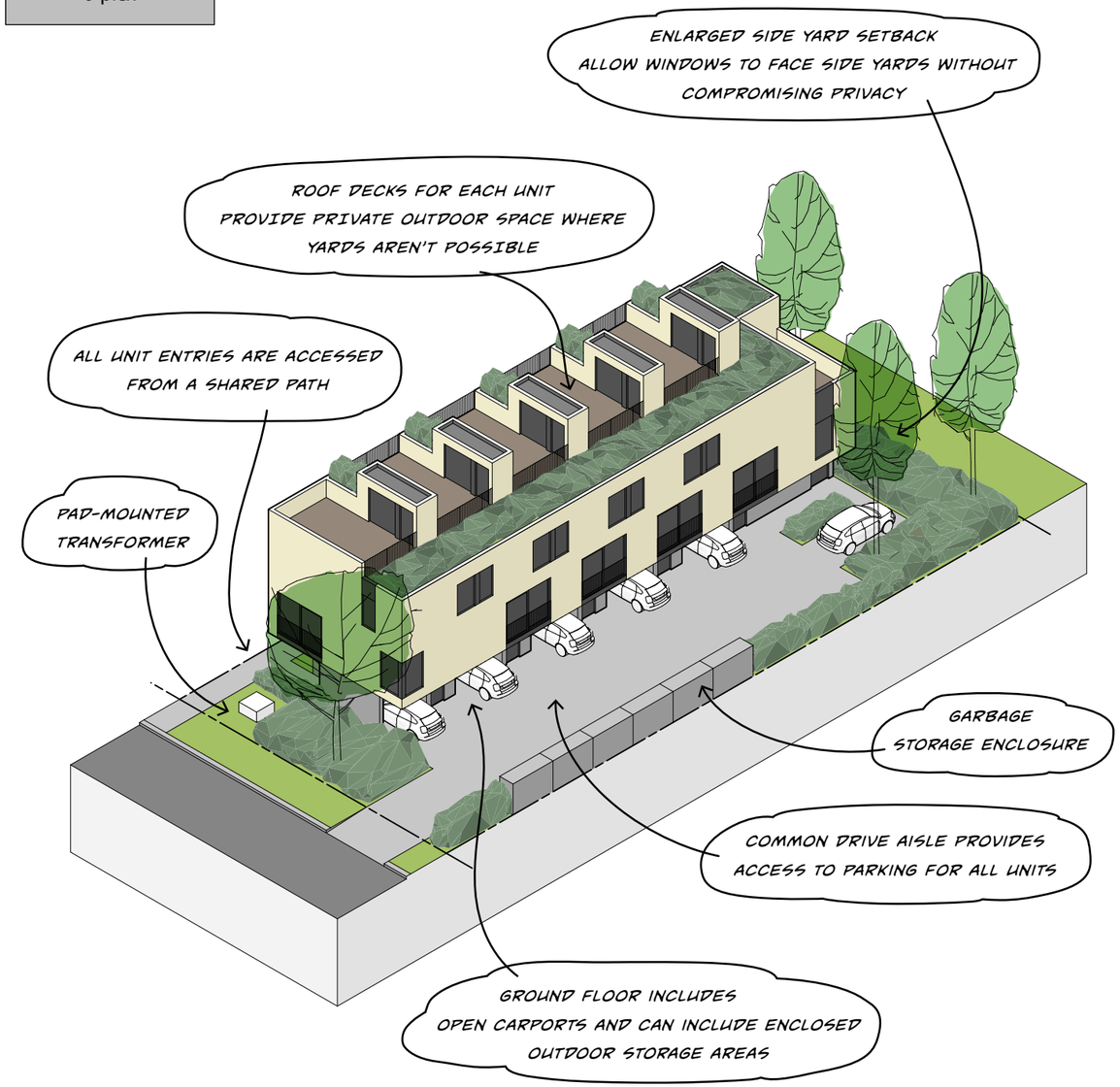
lot area	725 m² | 7,800 ft²
lot dimensions	15.2m x 39.6m 60′ x 130′
number of units	**6**
floor area ratio	**1.0** (725 m² | 7,800 ft²)
lot coverage	46%
impermeable area	75%
required trees	4
unit 1	121 m² | 1,300 ft²
unit 2	121 m² | 1,300 ft²
unit 3	121 m² | 1,300 ft²
unit 4	121 m² | 1,300 ft²
unit 5	121 m² | 1,300 ft²
unit 6	121 m² | 1,300 ft²

Scenario 6 illustrates a 6 unit SSMUH development on a standard-sized rectangular lot with lane access. It includes one triplex at the front of the site and one triplex at the rear of the site. All units have access to one carport parking space off the lane which provides parking access. The development creates 6 good-sized three storey family units in two contemporary buildings - one pitched roof and one flat roof. Private outdoor space for each unit is provided on roof decks and on at-grade patios in the courtyard between the buildings.

This scenario is shown on a flat site but would also work on up, down and side-sloping sites with necessary modifications. The principles of this scenario could also potentially be used as a template for 4 unit SSMUH developments with two duplexes instead of two triplexes.

SCENARIO 7

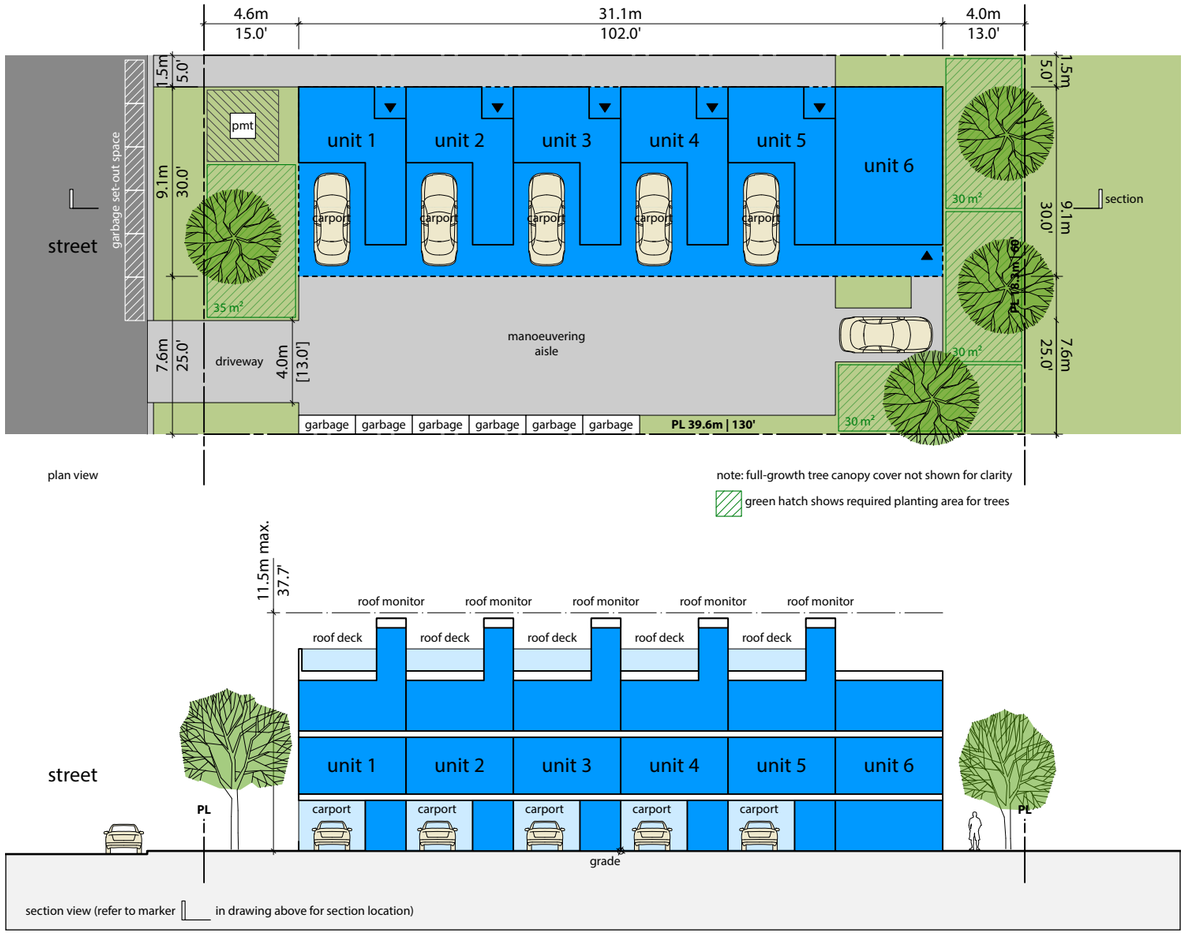




lot area	725 m² | 7,800 ft²
lot dimensions	15.2m x 39.6m 60′ x 130′
number of units	**6**
floor area ratio	**1.0** = 7,800 sq.ft.
lot coverage	41%
impermeable area	75%
required trees	4
unit 1	121 m² | 1,300 ft²
unit 2	121 m² | 1,300 ft²
unit 3	121 m² | 1,300 ft²
unit 4	121 m² | 1,300 ft²
unit 5	121 m² | 1,300 ft²
unit 6	121 m² | 1,300 ft²

Scenario 7 illustrates a 6 unit SSMUH development on a standard-sized rectangular lot. It is comprised of a single 6-plex building, and all units include one carport with parking access from a flanking manoeuvering aisle. The development creates 6 good-sized three storey family units in a large contemporary form. Private outdoor space for each unit is provided on a large roof deck with expansive views.

The scenario is shown on a flat site but would also work on up, down and side-sloping sites if slopes are within what is allowable for driveways and parking stalls. For up and down-sloping sites, the way in which the building steps in order to navigate the slope would need to be considered.



CONTACTS

Architects
Architectural Institute of British Columbia:
aibc.ca

Builders/General Contractors
Canadian Homebuilders Association BC:
chbabc.org

Building Officials
Building Officials Association of BC:
boabc.org

Developers
Urban Development Institute:
udi.org

Electricians
BC Electrical Association:
bcea.bc.ca

Engineers
Engineers and Geoscientists BC:
egbc.ca

HVAC
Thermal Environmental Comfort Association:
teca.ca

Land Surveyors
Association of BC Land Surveyors:
abcls.ca

Landscape Architects
BC Society of Landscape Architects:
bcsla.org

Lawyers
The Law Society of BC:
lawsociety.bc.ca

Planners
Planning Institute of BC:
pibc.bc.ca

Property Information
BC Assessment:
bcassessment.ca

DEFINITIONS

There are a number of technical terms used throughout this manual, the definitions of these terms are the same as used in the City of Port Moody Zoning Bylaw, 2018, No. 2937. Please refer to the definition section of the City of Port Moody Zoning Bylaw, 2018, No. 2937.

RESOURCES

Local Government Act
Property Law Act
Housing Statutes Amendment Act (Bill 44)
BC Building Code

City of Port Moody Official Community Plan Bylaw No.2955
City of Port Moody Zoning Bylaw, 2018, No. 2937
City of Port Moody Subdivision and Development Servicing Bylaw, 2010, No. 2831
City of Port Moody Collection and disposal of Solid Waste Bylaw, No. 3058
City of Port Moody Tree Protection Bylaw, 2025 No. 3507
City of Port Moody Fees Bylaw, 2024 No. 3492
City of Port Moody Development Cost Charges Bylaw, 2019, No. 3054
City of Port Moody Interim RS1-S Rezoning Policy
City of Port Moody's Naturescape Policy

Development Permit Area 4: Environmentally Sensitive Areas Design Guidelines
Development Permit Area 5: Protection of Development from Hazardous Conditions Design Guidelines
Development Permit Area 6: Small-Scale, Multi-Unit Housing
City of Port Moody Small-Scale Multi-Unit Housing Areas Map
City of Port Moody Fire Hydrant Capacity Review in SSMUH Areas map
City of Port Moody Environmentally Sensitive Areas Map (OCP map 13)
City of Port Moody Small-Scale, Multi-Unit Housing (SSMUH) webpage
City of Port Moody Transit Oriented Areas (TOAs) webpage
City of Port Moody Small-Scale, Multi-Unit Housing (SSMUH) Information and FAQs
City of Port Moody Permit Fees and Development Cost Charges
A Guide to Secondary Suites in Port Moody
Bear-Resistant Design Guidelines for Solid Waste, Organics and Recycling Enclosures & Containers
Chines Integrated Stormwater Management Plan
Moody Centre Stormwater Management Servicing Plan
Integrated Stormwater Management Strategy for Stoney Creek Watershed

Metro Vancouver Water, Liquid Waste and New Parkland Acquisition Development Cost Charges
BC Hydro's guide to utility clearance requirements
Canada Post's Delivery Planning Standards Manual for Builders and Developers
City of Toronto Green Development Standard, Bird Friendly Design Guidelines, March 2007
School District#43 School Site Acquisition Charges

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