Christchurch Urban Design Panel

DESIGN REVIEW GUIDANCE AND INFORMATION

Christchurch City Council

Christchurch Urban Design Panel Design Review Process

Scheduling a design review

To schedule a design review date, please email the following development proposal information to **UrbanDesignPanel@ccc.govt.nz** or directly to the Council Urban Designer involved in your pre-application discussions:

- Site address
- Names and email addresses of the owner, agent and architect/designer
- Project details (a brief two- to three-sentence summary – e.g. "A mixed-use, three-storey development…")
- Names of Council staff already involved in proposal discussions or pre-application meetings.

Documents needed before a design review

To confirm the design review, please provide an electronic copy of the development proposal documents 10 working days in advance of the scheduled date.

Please refer to the checklists (over page) outlining the information needed for the Panel to provide a comprehensive review. Guidance and examples illustrating how this information might be presented can be found from page 4.

Ensure the information provided focuses on the key **design matters** for the Panel's consideration, and that the **level of information** reflects the:

- stage the proposal is at in the design process
- scale and complexity of the proposal
- key design matters the applicant is seeking advice on (e.g. breaches of the District Plan rules).

Tips for preparing and presenting your proposal for design review:

You will have 10 to 15 minutes at the start of the review to outline your proposal. The Panel will have reviewed the documents provided beforehand, so please keep the outline brief:

- Start with the **big-picture context**, which may include what was there before, geotechnical conditions, the key site opportunities and constraints, as well as what is nearby in terms of transport networks, land uses, public amenities and neighbouring sites.
- Identify the **top three design matters** you would like to discuss with the Panel.
- Illustrate the **design rationale**, including key design drivers and how these have informed the overarching site layout, building and landscape design.
- Outline the **relationships between the built form**, including elevations and floor plans, access and movement, landscape, and servicing and storage in the overall site layout.
- Outline the approach to **architectural features**, amenity, materials and integrated sustainable design.
- Keep your presentation **succinct and to-the-point**.

These checklists are a guide for preparing proposal documentation for design review. Different proposals need different levels of information.

If you wish to discuss the level of information needed for your design review, please contact the Council's Urban Design staff well before the 10-working-day deadline.

1. Context analysis

Illustrate the site's context and setting to provide an understanding of how this has informed the design proposal.

Context analysis should include:

- [ ] Aerial photograph (1:1000 minimum scale, identify site)
- [ ] Surrounding land uses and zoning (including related to the site)
- [ ] Nearby key facilities, such as schools, hospitals, retail or recreation
- [ ] Road networks and proximity to public transport and cycle routes (e.g. nearby bus stops)
- [ ] Neighbourhood character (landform, streetscape, architectural)
- [ ] Any local places of heritage or cultural significance
- [ ] Neighbouring buildings, including their scale and aspect, and any nuisance effects.

2. Site analysis

Identify the opportunities and constraints of the site that have informed the design proposal, including:

- [ ] Key views towards and from the site
- [ ] Vegetation (existing and to be retained)
- [ ] Existing buildings to be retained (position, number of storeys, access, services)
- [ ] Boundary treatment (fencing materials and heights, vegetation)
- [ ] Locations of existing vehicle crossings and any on-site parking
- [ ] Predominant winds, topography.

3. Design rationale

Outline the design rationale for the proposal, including:

- [ ] The vision for the proposal / why it has been designed in a certain way
- [ ] How the site, buildings and proposed activities function together
- [ ] How the proposal relates to the street and surrounds
- [ ] The key design principles in relation to the:
  - Building scale and composition
  - Modulation and façade articulation
  - Setback pattern with neighbouring buildings
  - Landscape/open space approach.

4. Proposal

Provide a level of information to allow the Panel to understand how the design will work. This should reflect the stage of design the proposal is at.

Focus on how the proposal delivers good urban design and whether the Panel can support relevant planning non-compliances (e.g. building height, recession plane breaches, etc).

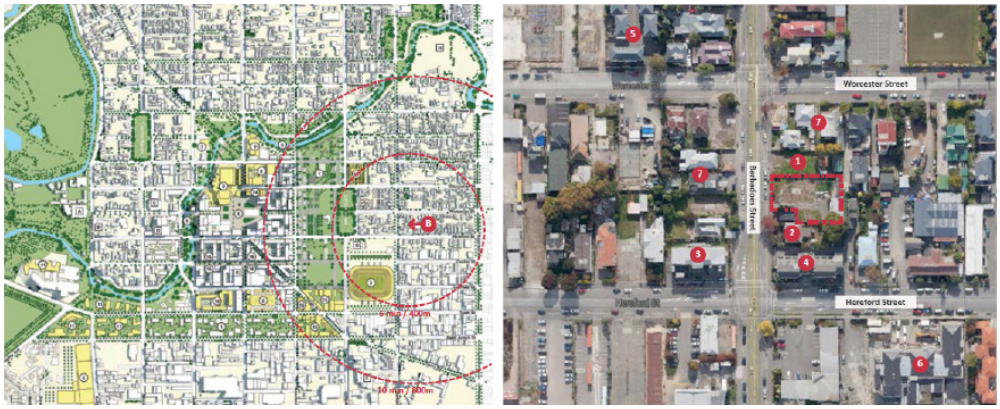
Information provided should include (where possible):

- [ ] Site plans illustrating:
  - Building setbacks from boundaries
  - Access, circulation, service areas and any vehicle/cycle parking
  - Indicative landscape (hard and soft elements), including existing trees which may be retained
  - Building floor-plans, including reduced levels
- [ ] Elevations showing:
  - proposed building heights
  - recession plane overlays
  - suggested signage
  - the front façade alongside neighbouring buildings (if appropriate)
- [ ] Massing studies illustrating the relationship to on-site and neighbouring built form
- [ ] Building cladding materials, noting the colours and textures proposed
- [ ] Shadow diagrams illustrating how the proposal impacts the site and neighbouring sites, streets and spaces
- [ ] Sustainability initiatives.

The following examples illustrate how information can be presented for design review.

Context Analysis

Simple diagrams overlaying aerial photographs and/or maps should draw out key messages and illustrate context features which impact and influence the design. The following examples illustrate how key aspects of a site's context can be presented.

<table>
<tr>
<td>Site shown within the wider context.</td>
<td> 
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- Land use
- Transport and movement
- Environmental conditions, including sunlight and prevailing wind
- Heritage values

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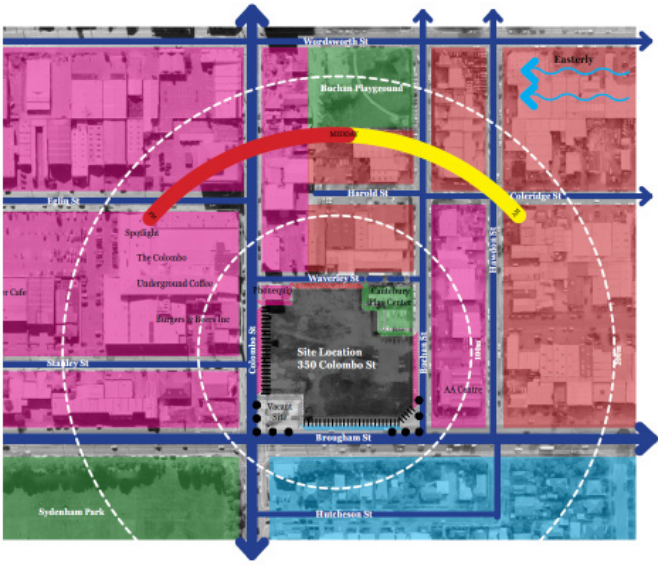
<td> 
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- Zoning
- Amenities
- Transport links

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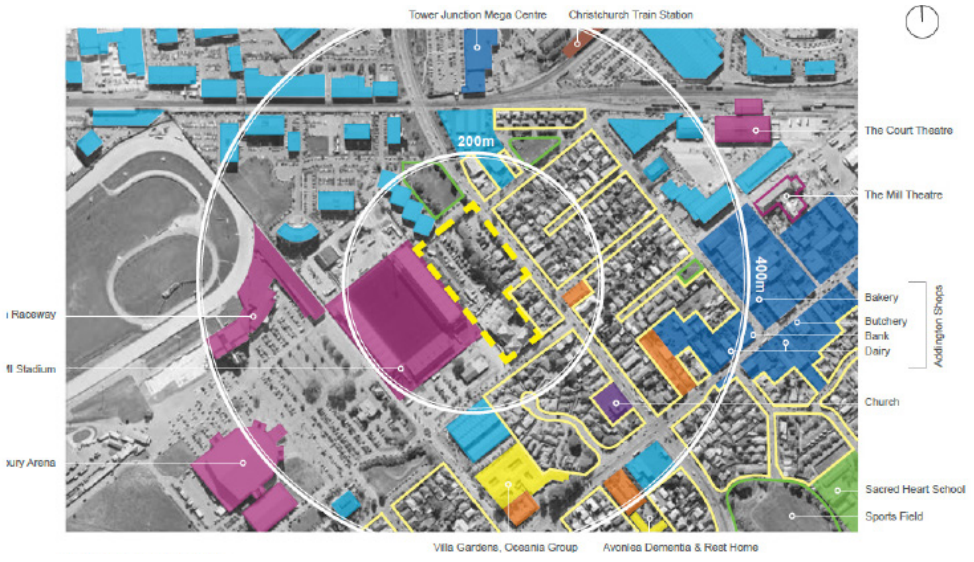
<td> 
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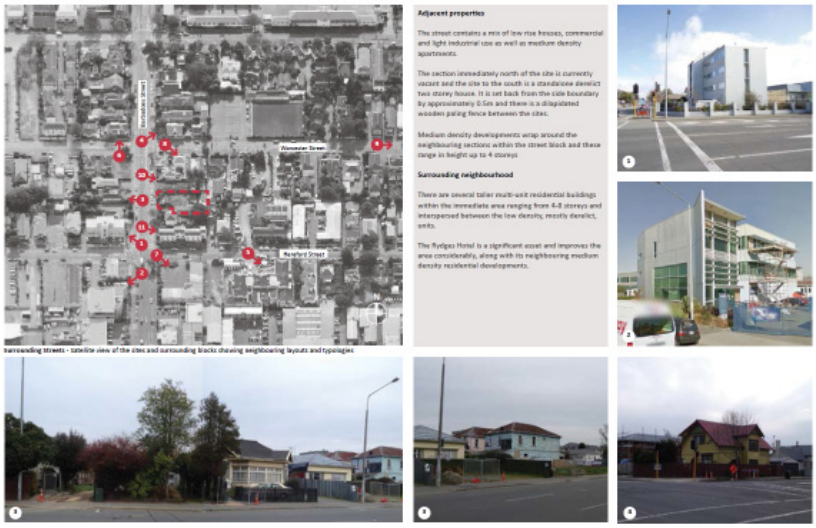
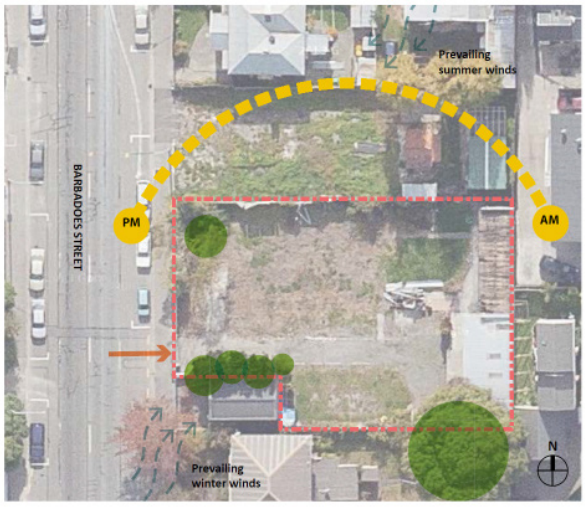
Examples (top to bottom): 1) 272 Barbadoes Street 2) 350 Colombo Street 3) 35 Whiteleigh Avenue (Christchurch)

Site Analysis

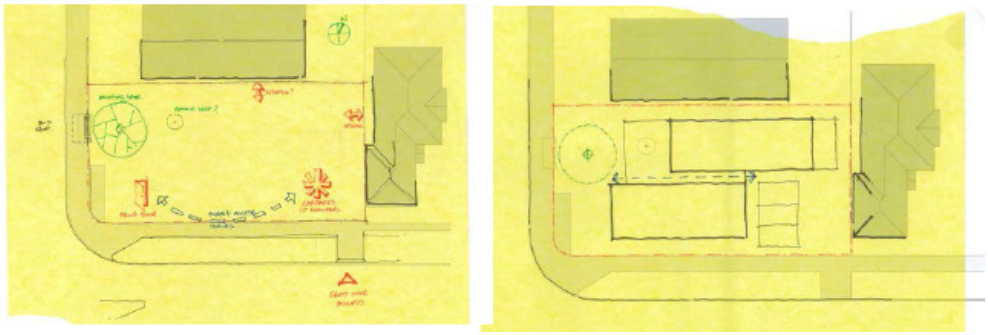
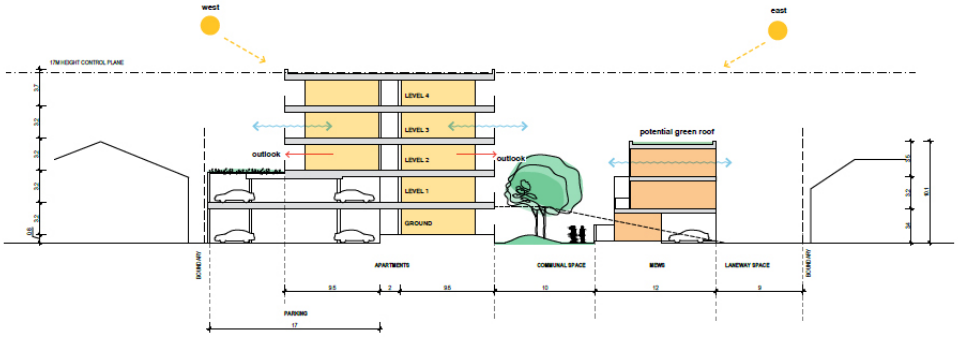
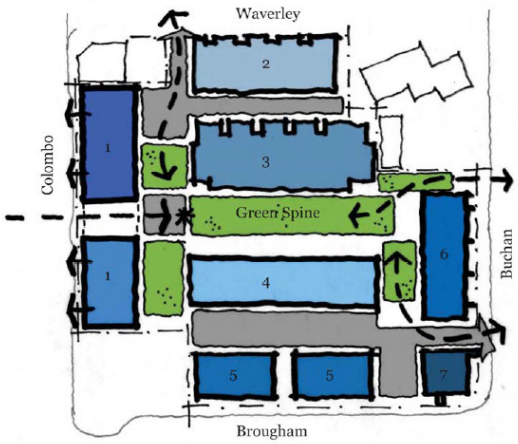
Photographs and diagrams (including over maps) should identify the key site opportunities and constraints that have informed the design development. The following examples illustrate how analysis of the site can be presented and key matters clearly articulated.

Site and immediate context. Viewpoints clearly noted on site plan.	
Streetscape and context. Viewpoints clearly noted on aerial.	
Existing on-site vegetation and vegetation on adjacent sites that influences the devlopment location, existing site access and bus stop location.	

Examples (top to bottom): 1) 350 Colombo Street 2) 272 Barbadoes Street 3) 272 Barbadoes Street (Christchurch)

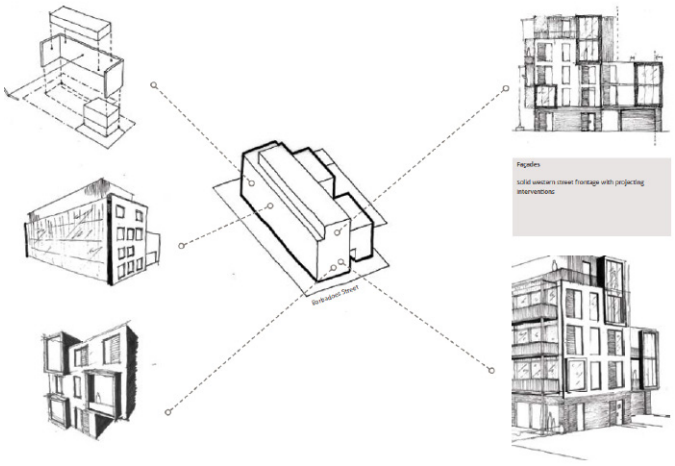
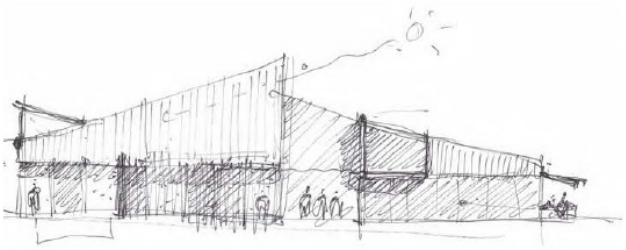
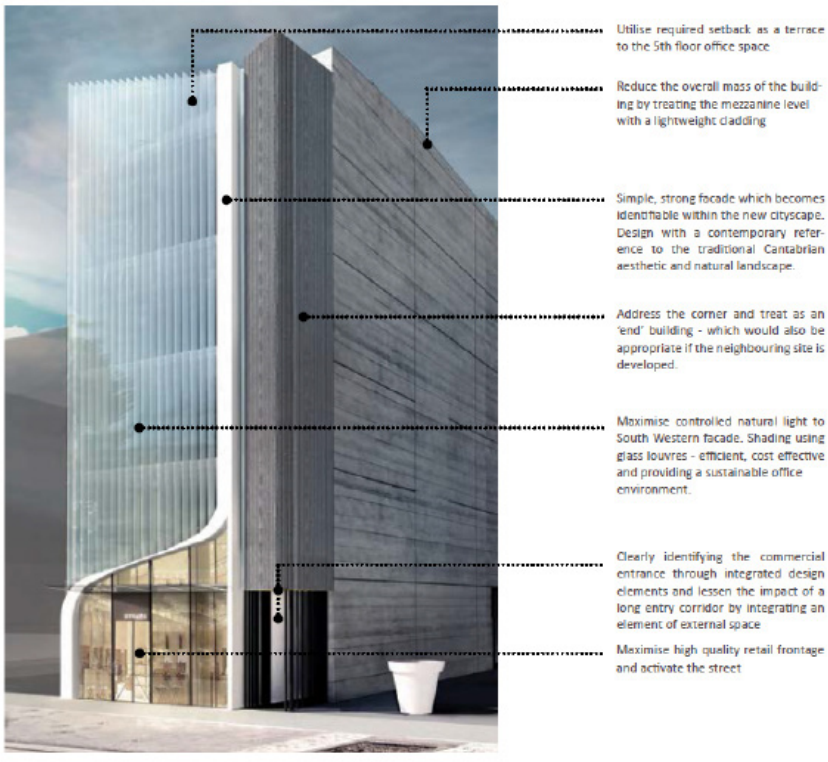
Design rationale

Preliminary or schematic designs should illustrate how the design rationale has responded to, and been informed by, key site features, context and other design drivers. Refer to examples of simple diagrams using site plans, elevations and perspectives, with notations as required.

Neighbouring built form, existing vegetation and proposed site use built form layout (community centre).	
Environmental considerations and access/movement requirements (retirement village).	
Environmental conditions (sunlight access), neighbouring buildings, access and building typology requirements.	
Site context, character and scale and; the desire for permeability (access).	

Examples (top to bottom): 1) 3 Wades Avenue 2) 35 Whiteleigh Avenue 3) 36 Welles Street 4) 350 Colombo Street (Christchurch)

Design rationale (cont.)

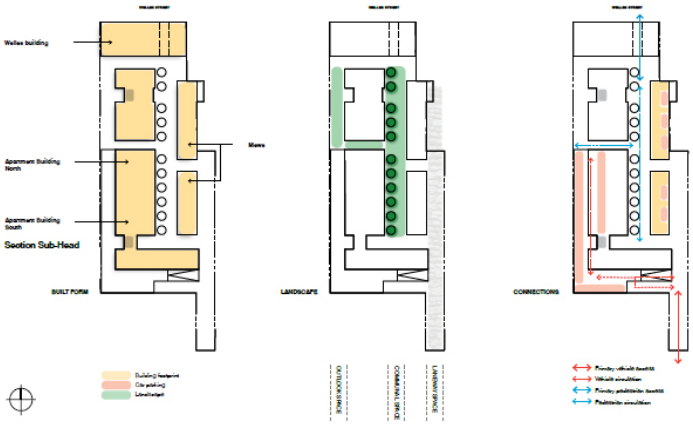
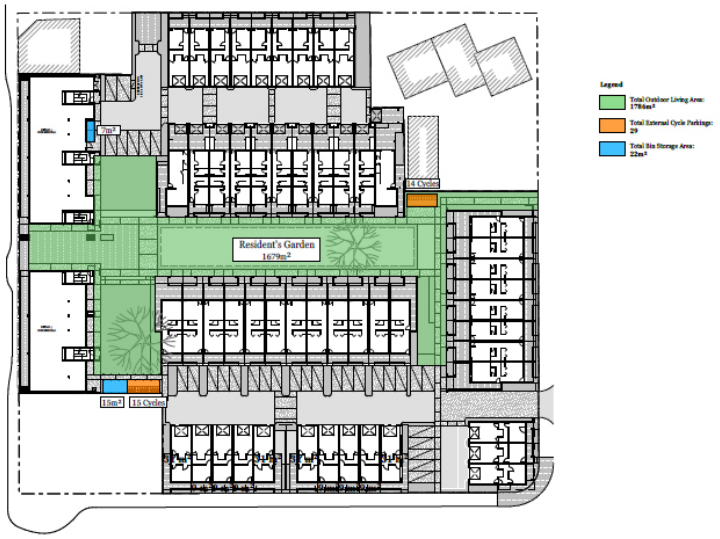
Proposed building articulation (level of architecural detail) to address the street.	
Environmental conditions (solar gain and sunlight access).	
Interface with the street, surrounding buildings and wider context. (Note: Design concept can be notated on a simple sketch or a 3D render perspective.)	

Examples (top to bottom): 1) 272 Barbadoes Street 2) 35 Whiteleigh Avenue 3) 230 High Street (Christchurch)

Proposal

Site plans

The relationship between the built form, access and movement and the landscape should be expressed clearly. Site plans including, or accompanied by, floor plans, landscape plans, access arrangements – including pedestrian and vehicle entry points and circulation – and service and storage areas, should illustrate how the site layout works as a 'sum of parts' in context. Use of digrams and/or comprehensive site plans can be used to illustrate the site layout.

Simple diagrams illustrate: • building footprint • landscape • movement. (Note: include adjacent streets and boundaries to provide context.)	
Comprehensive site plan illustrates: • ground level floor plan • landscaped areas • vehicle movement and access • surrounding uses, streets and site boundaries.	
Comprehensive site plan illustrates: • ground level floor plan • landscaped areas • cycle parking • rubbish bin storage.	

Examples (top to bottom): 1) 36 Welles Street 2) 35 Whiteleigh Avenue 3) 350 Colombo Street (Christchurch)

Proposal (cont.)

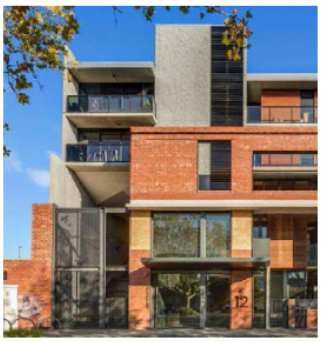
Elevations

Elevations should indicate building heights and relevant recession planes, highlighting any breaches or proposed signage, and include adjacent buildings or features. Elevations and notations should also illustrate the key architectural features, such as key design cues, use of materials and colour, and sustainble design interventions. It is important elevations provide a clear undestanding of the 'look and feel' of the elevations from the street and other key locations.

- Heights indicated
- Materials and architectural features noted
- Adjacent buildings included.

Architectural features illustrated with supporting precedents.

Building 1 - East Elevation



Broken down and articulated built form

Simple and identifiable roof forms to express the housing typology

Heights and recession planes, including breaches, clearly shown.

Examples (top to bottom): 1) 350 Colombo Street 2) 350 Colombo Street 3) 272 Barbadoes Street (Christchurch)

Proposal (cont.)

Massing studies

Massing studies play a critical role in identifying and understanding the relationship between buildings on, and adacent to, the site. Massing studies should indicate relevant recession planes, noting any breaches, and present key views which enable a clear understanding of the relationship and impact of the proposed built form.

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- 3D massing model
- Good use of colour to provide clarity
- Recession plane included.

Note: including adjacent buildings would provide context.

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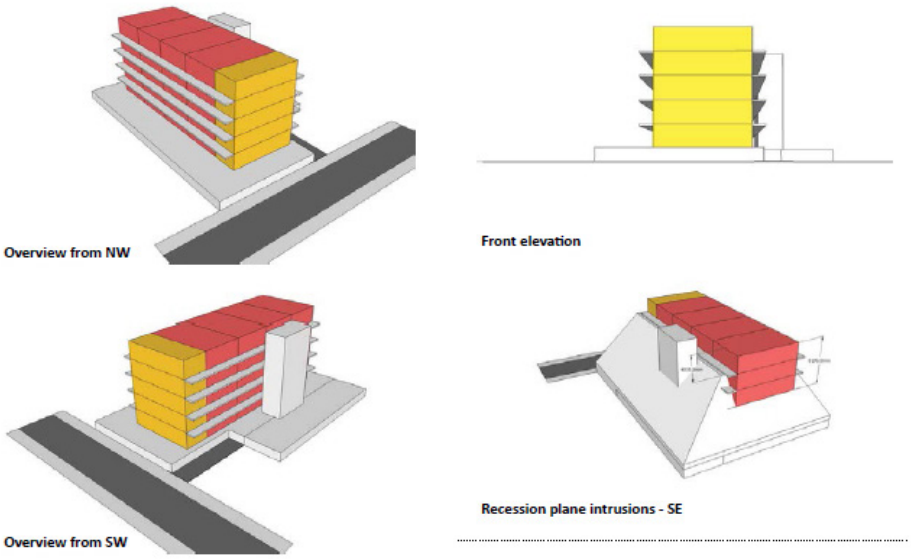

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- 3D massing model
- illustrates recession plane breach.

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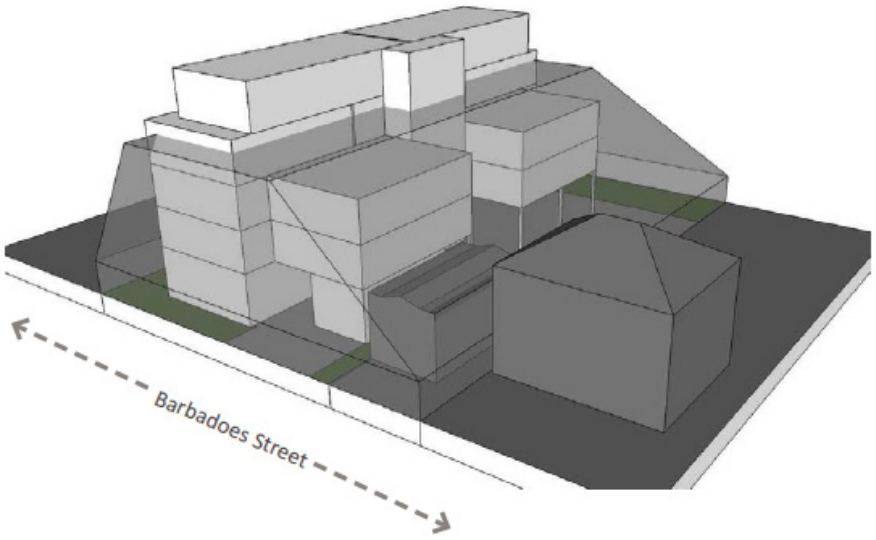

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<tr>
<td>3D massing model used to illustrate proposal in context (bird’s eye view) and a key view within the site.</td>
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Examples (top to bottom): 1) 272 Barbadoes Street 2) 272 Barbadoes Street 3) 36 Welles Street (Christchurch)

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