

KAIAPOI COMMUNITY HUB

DESIGN GUIDELINES



WAIMAKARIRI
DISTRICT COUNCIL



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INTENTIONS OF THIS DESIGN GUIDE

This guide provides support and direction for crafting high-quality, functional, and purpose-driven buildings and environments tailored to the needs of our Kaiapoi community. It also aids in illustrating the importance of development seamlessly integrating with its surroundings, becoming an integral component of the urban landscape.

Furthermore, it fosters connections with complementary resources, including Design Quality, Maintenance, Urban Design, and Sustainability. The primary aim of this guide is to clearly show the role of development as an integral element within Kaiapoi and to ensure the consistent achievement of excellent results by adhering to our design principles.

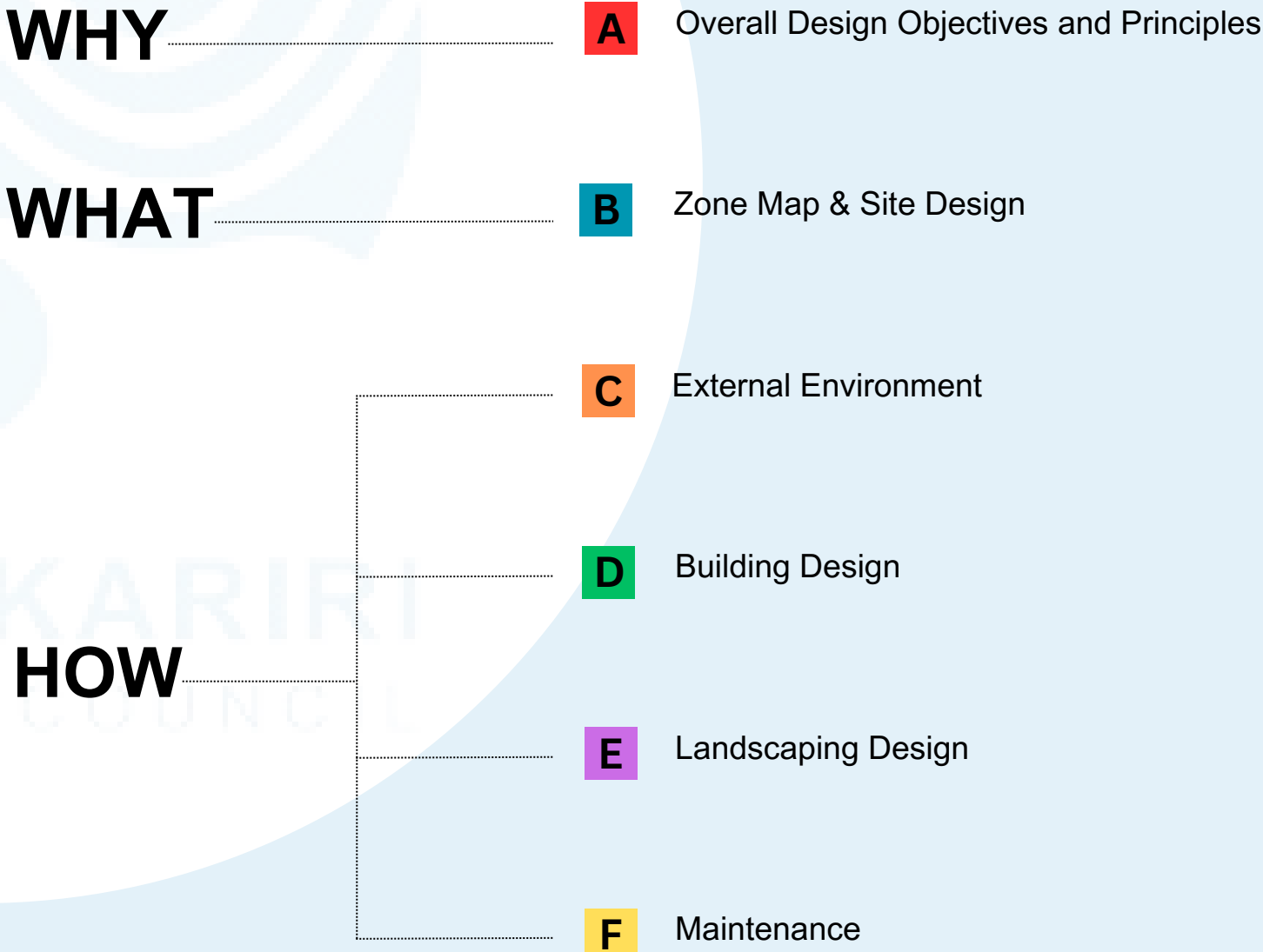
It serves various roles, functioning as:

- An instructive document for design consultants and development partners, communicating our expectations for site design across all delivery programs.
- A reference manual portraying the expected level of detail and the standard of design quality throughout the entirety of the process.



HOW TO READ THIS DESIGN GUIDE

This design guide should always be used alongside the latest version of the Waimakariri District Plan. It is structured into six color-coded sections, organized alphabetically as illustrated in the diagram below.





OVERALL DESIGN OBJECTIVES

Elevating Aesthetic Connectivity for Community Buildings

In order to create a sense of connectivity and harmony within the community hub while raising its visual aesthetic from mere sheds to community landmarks, we propose the following underlying design principles:

1. *Contextual Synergy: Seamlessly blend the design with the surroundings, ensuring the building complements the environment, neighbouring structures, and cultural context.*
2. *Aesthetic Consistency: Establish a cohesive design language throughout the community hub, enhancing its visual identity.*
3. *Functional Aesthetics: Ensure aesthetics enhance functionality rather than hinder it, striking a perfect balance between form and purpose.*
4. *Community-Centric: Involve the community in the design process, incorporating their values and aspirations to foster a sense of connection and ownership.*
5. *Sustainability and Innovation: Emphasize sustainability and innovation in design while remaining budget-conscious by integrating eco-friendly practices, cutting-edge materials, and technologies that align with visual excellence within cost constraints.*

By embracing these design principles, we transform everyday structures into community landmarks that aspire to inspire, reflect culture, and serve as enduring symbols of unity and aesthetic brilliance. We encourage an aspirational approach, always mindful of community preferences, ensuring alignment with Council promises and incorporating feedback to make these transformations not only visionary but also palatable to the community.



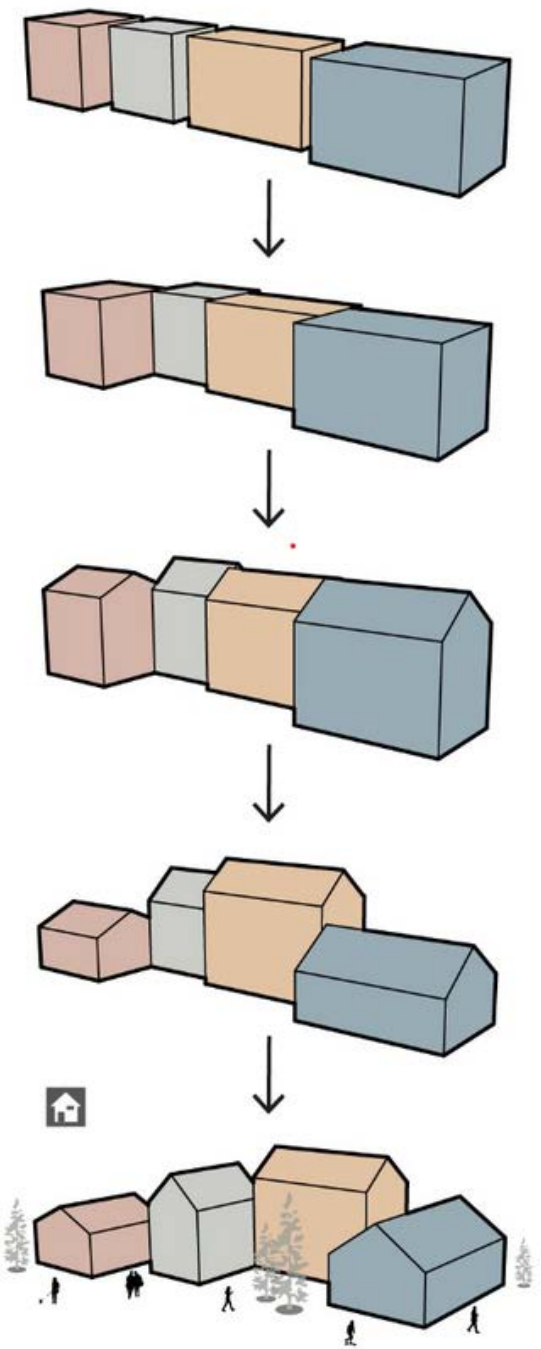
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External Environment



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Shape and Form
Murals
Posters
Signage
External Storage Requirements
Fencing Allowances
External Lighting Requirements



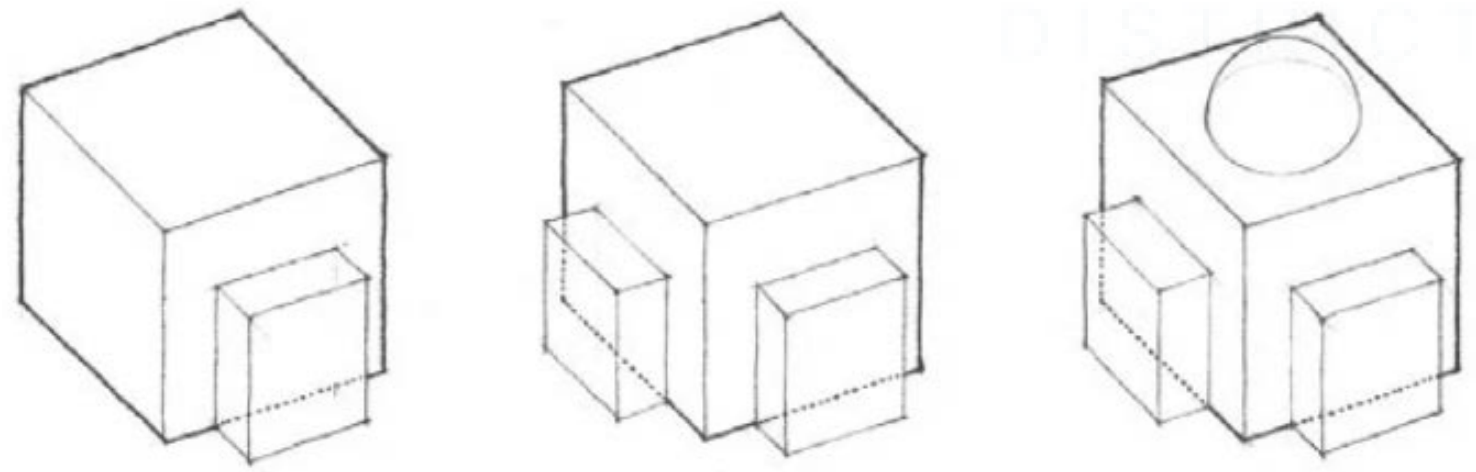
SHAPE AND FORM

Our architectural approach places a strong emphasis on the utilization of simple shapes and forms in building design with all buildings being single story.

Using simple shapes and forms helps create buildings that not only provide visual clarity and harmony but also enhance structural stability and ease of construction. The elegance of simplicity extends beyond aesthetics; it also plays a crucial role in optimizing the functionality and sustainability of our architectural designs.

Key Principles:

- Simple geometrical shapes
- Straight lines
- Single story
- Clean & simple roof lines



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MURALS, POSTERS AND SIGNAGE

All signs, murals and posters must adhere to a consistent theme, both in terms of color and storytelling.

Additionally, careful consideration needs to be taken for the size and placement of these elements, ensuring they integrate harmoniously with the surroundings, avoiding any potential eyesores or cluttered spaces.

Each sign, poster, or mural must add intrinsic value to the space, either by providing information, sparking inspiration, or simply adding aesthetic appeal.

Key Principles:

- Follow the colour pallet
- Consistent theme for murals
- Consideration on size & placement
- Not become an eyesore or obstruction
- Must add value to the space

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EXTERNAL STORAGE REQUIREMENTS

The location of these storage areas is carefully considered to prevent any interference with external spaces and to ensure accessibility for essential services such as rubbish trucks.

We prioritize their proximity to each building, striking a balance between convenience and minimizing visual disruption to the surroundings. To maintain visual harmony, the size and appearance of these storage areas are designed to blend effortlessly with the overall environment, preventing them from becoming an eyesore.

The fencing surrounding any external storage areas is intended to maintain a discreet presence while effectively concealing unsightly bins or any other visual distractions. To achieve this, the materials chosen for the fencing are carefully selected to harmonize with the surrounding buildings, ensuring they seamlessly blend into the architectural landscape.

Key Principles:

- Plan locations to not interfere with outdoor areas
- Consider where rubbish trucks can access easily
- Fencing to be inline with fencing requirements
- Size to be taken into accordance to not be an eyesore



FENCING ALLOWANCES

It's imperative that fences do not obstruct visibility, except when serving the purpose of concealing objects like bins that might otherwise detract from the ambiance. To maintain an atmosphere of openness and accessibility, we have established height restrictions for fences, preventing them from overwhelming the surrounding environment.

Our principle dictates that fencing is to be deployed only where it is essential, avoiding unnecessary barriers that might disrupt the natural flow of the space.

Key Principles:

- Fencing only where required for bin storage etc
- To be discreet and not an eyesore
- Blend into the overall environment
- Follow to colour pallet and selected materials
- Trellis is an acceptable fencing type
- Height restriction of 1.8m max.

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EXTERNAL LIGHTING REQUIREMENTS

The external lighting requirements within our community hub are not only essential for aesthetics but also play a critical role in ensuring security and safety.

We prioritize the strategic placement of lighting fixtures throughout the hub to create a well-lit environment that deters potential security threats and promotes a sense of safety among residents and visitors. To achieve this, we consider factors such as walkways, parking areas, and entrances, where adequate illumination is crucial.

Additionally, floodlights are strategically positioned to provide extensive coverage in open spaces, ensuring that no corner remains in the shadows.

Key Principles:

- Lighting placed to be aesthetic and practical
- Enhancing security and safety
- Ensure to cover key areas such as walkways, parking, entrances etc.
- Floodlights positioned to cover open spaces

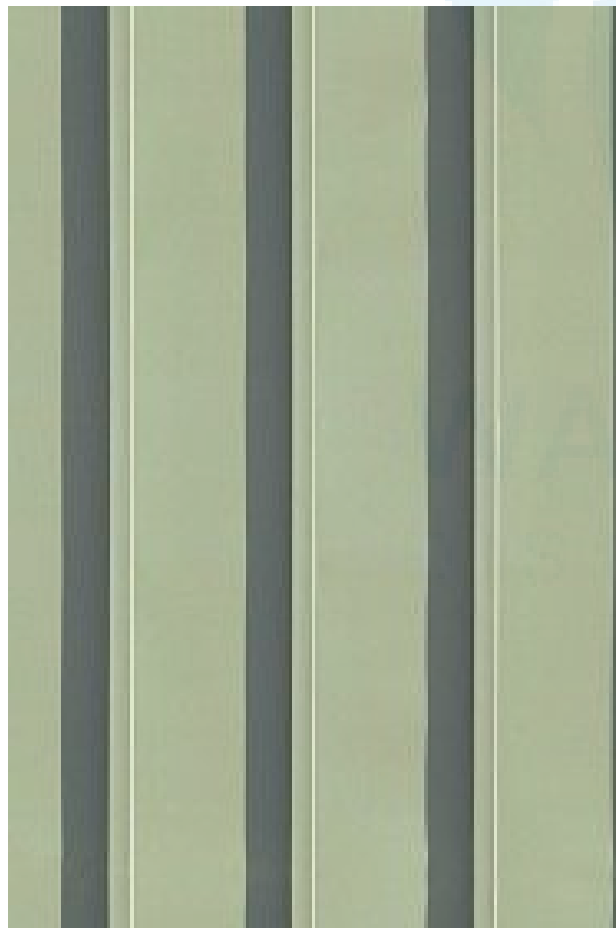
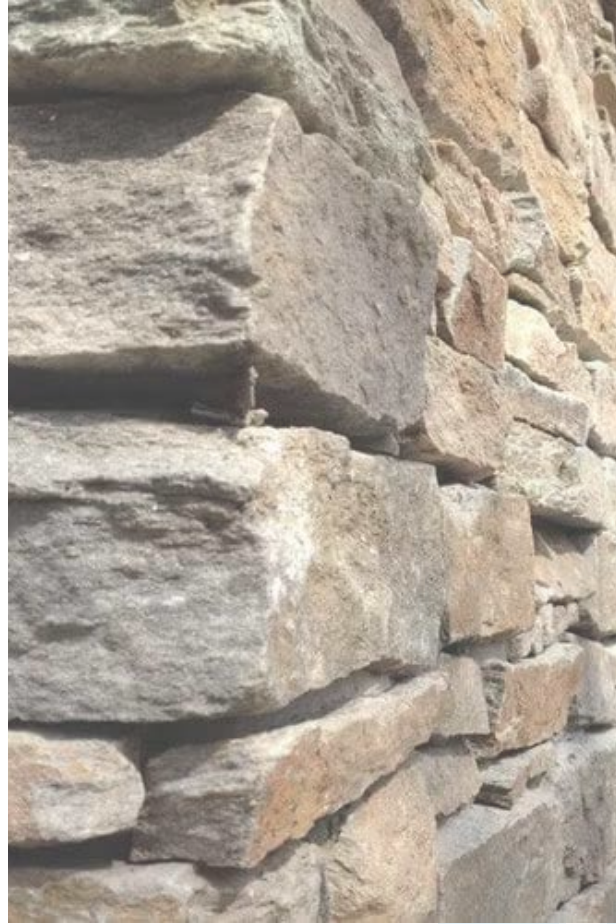
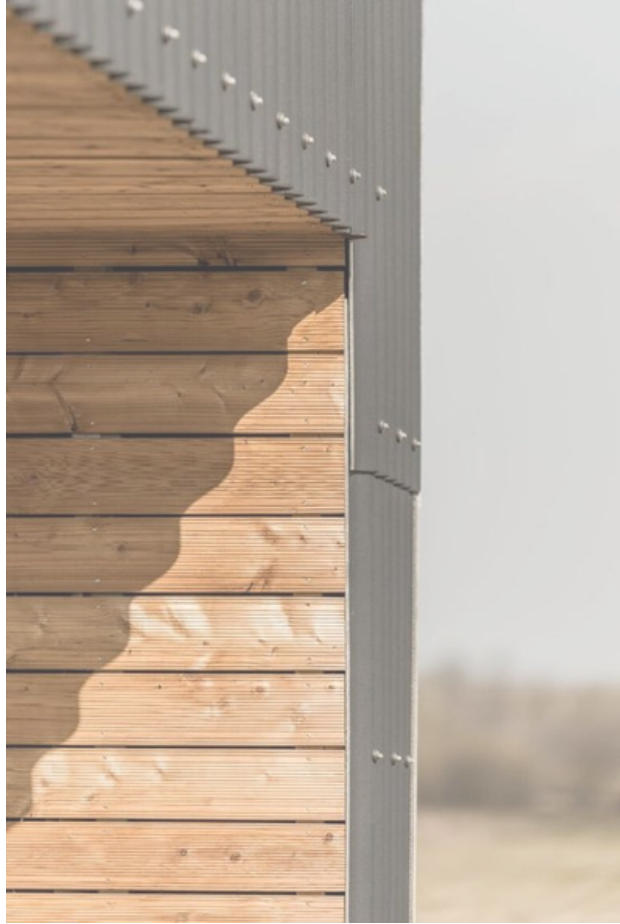
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D

Building Design



- Materials
- Colour Pallete
- Orientation of Buildings
- Window Requirements
- Door Requirements
- Roofing Requirements
- District Plan Influence on Design
- Accessibility Requirements
- Services Requirements
- Noise Control From Equipment
- Sustainability
- Security
- Vermin Proofing



MATERIALS

Allowed

- Wood or timber cladding and structural elements
- Metal cladding - Must be powder coated or painted
- Steel structural elements - Must be powder coated or painted
- Concrete
- Stone

Not Allowed

- Galvanized steel - Unpainted
- Fibre cement cladding
- Aluminium
- Asbestos
- Lead
- Mercury
- Polychlorinated biphenyls (PCB)
- Chlorofluorocarbons
- Materials from radioactive sources

Second-hand materials can be deemed acceptable and even highly desirable in architectural design when they fulfill specific criteria. These materials should not only be in a 'like-new' condition and have a life expectancy of over 20 years but also contribute to enhancing the sustainability of the project.

Each building's façade must feature a minimum of two distinct materials, with the condition that no single material covers more than 85% of the exterior. Consideration should be taken with how the cladding of each building complements one another, ensuring a harmonious balance without an excessive concentration of a single cladding material when adjacent to each other.



COLOUR PALLETE

The building colors must align with the designated color palette for the community hub to maintain a cohesive and visually appealing aesthetic across the site.

This selection should be considered not only for individual structures but also with regard to how these colors interact and complement each other when applied both internally and externally.

This comprehensive approach ensures that the color scheme enhances not just the individual building's appearance but also contributes to the overall harmony and coherence of the entire architectural environment, creating a welcoming and aesthetically pleasing atmosphere for all who interact with it.

The doors that face and open toward the internal lawn should be painted in Resene Wild Thing.

In the planning of signage and murals, it is essential to consider how their colors will seamlessly integrate with the designated color palette and ensure they complement it effectively.



ORIENTATION OF BUILDINGS

To promote an active and engaging environment, the frontages of the buildings should open up towards the internal lawn, encouraging interaction, and providing a vibrant facade that reflects the vitality within. Each building's primary entrance should be oriented towards the internal lawn, while secondary entrances should be designed in a way that doesn't compromise the main facade.

Consideration should be taken into the connection between structures to create a warm and welcoming atmosphere between the various buildings, emphasizing a sense of community and cohesion within the hub. Consider existing designs and geotechnical reports as valuable resources to inform and guide the orientation of new buildings.

These orientation principles collectively aim to create a harmonious and people-centric architectural layout, enhancing both aesthetics and functionality.

Key Principles:

- Consider connection between the building and the internal lawn
- Position for sun exposure
- Connection between structures
- Main entrances to be off the internal lawn
- Positioning of service areas for easy access
- Service entrance to not compromise main facade

WINDOW REQUIREMENTS

We prioritize the strategic placement of windows to harness natural light and solar heat gain, fostering energy efficiency and creating well-lit, comfortable interiors. Furthermore, we maintain a consistent style, shape, and size of windows throughout our community buildings.

It reinforces a sense of unity within the community and contributes to the timeless and elegant appeal of our buildings, creating spaces that are both pleasing to the eye and thoughtfully designed to maximize the benefits of natural light and warmth.

Frontages that directly face the internal lawn are required to incorporate a minimum of 10% glazing in their architectural design approach. This emphasis on ample glazing not only allows for an abundant inflow of natural light but also fosters a strong visual connection between indoor spaces and the vibrant, green surroundings of the internal lawn.

Key principles:

- 10% glazing on main facade facing internal lawn
- Placement to optimize light and ventilation into internal spaces
- Consistent style, shape and size throughout all buildings



DOOR REQUIREMENTS

We prioritize situating main entrance doors facing the serene internal lawn, fostering a warm and inclusive atmosphere within our community buildings.

This arrangement not only encourages a seamless flow between indoor and outdoor spaces but also serves as a focal point for community gatherings and connections.

Meanwhile, service doors and large roller doors, where required, are thoughtfully positioned away from the primary communal areas whenever feasible. This strategic placement ensures that practical functions, like deliveries and maintenance, don't disrupt the central hub of community life.

Frontages that directly face the internal lawn are required to incorporate a minimum of 10% glazing in their architectural design approach. This emphasis on ample glazing not only allows for an abundant inflow of natural light but also fosters a strong visual connection between indoor spaces and the vibrant, green surroundings of the internal lawn.

Key Principles:

- Main doors off the internal lawn taking existing designs into consideration.
- Service and roller doors positioned away from primary communal areas whilst still being functional for the building.
- 10% glazing on main facade facing internal lawn
- Consistent style, shape and size throughout all buildings

ROOFING REQUIREMENTS

We prioritize the use of monopitch roofs, with a deliberate pitch away from the internal courtyard or entrance whenever feasible. This design approach not only contributes to a sleek and contemporary aesthetic but also directs rainwater away from communal areas, ensuring a more pleasant experience for all.

Additionally, our consideration extends to downpipes, which are strategically positioned to minimize disruption to the main facade and to seamlessly blend with the building's exterior.

We keep projections to a minimum, particularly away from the front face of the buildings, aligning with both our architectural vision and the guidelines outlined in the district plan to create a unified and aesthetically pleasing environment for our community members to enjoy.

Roofing materials and downpipes are carefully selected to adhere to the designated color palette as outlined on page 14, ensuring a cohesive and visually pleasing aesthetic throughout our community hub

Key Principles:

- Monopitch roofs prioritized with pitch away from the internal lawn
- Down pipes placed to not disrupt facade
- Projections kept to a minimum and away from front face
- Materials of roof and down pipes to adhere to approved colour pallet and materials



DISTRICT PLAN INFLUENCE ON DESIGN

https://www.waimakariri.govt.nz/_data/assets/pdf_file/0033/98268/29.-SPZ-KAIAPOI-REGENERATION-S32-REPORT-DPR-2021.pdf

The site is situated within Kaiapoi's recently rezoned Special Purpose Zone (SPZ), designated as part of the Waimakariri Residential Red Zone Recovery Plan (WRRZRP). You can find comprehensive details about this plan by following the link provided above.

In relation to restrictions on height, position and size of buildings we refer to chapter 17 of the Waimakariri district plan for Residential Zones. All buildings are also to be designed and constructed to comply with relevant sections of the New Zealand Building Code.

Key Principles:

- Height restriction is to be max 8m
- Site Coverage 50% of site total
- Recession planes to be taken 2.5m from FGL and follow the waimakariri Recession Planes fact sheet
- Setbacks to be 2m from a local road
- FFL to be +225, cladding to ground clearances in accordance with E2/AS1 and any manufacturers requirements



ACCESSIBILITY REQUIREMENTS

All buildings shall comply with the accessibility requirements in D1/AS1 and NZS4121:2001

All buildings should be designed and constructed with accessibility in mind, promoting inclusivity and equal access for all members of the community.

Compliance with D1/AS1 and NZS 4121:2011 is essential for creating accessible and welcoming community buildings within this hub. These standards help by contributing to the creation of functional and inclusive spaces that accommodate a diverse range of needs.

Key Principles:

- Accessible Entrances
- Accessible Facilities
- Parking
- Signage
- Door and Window Hardware
- Ramps and Stairs
- Lighting and Visibility
- Seating and Spaces
- Egress Routes
- Communication Access

ROOF RUN OFF REQUIREMENTS

Each tenant in the building is individually responsible for managing the stormwater runoff from their respective units, there are two options below.

They can opt to pipe the stormwater runoff and connect it to the existing stormwater management system. This approach ensures that excess rainwater is channeled away from the property efficiently, contributing to overall flood prevention and reduced strain on municipal stormwater infrastructure.

Alternatively, building owners may explore the utilization of raingardens and storage tanks to capture and reuse stormwater. This eco-friendly approach not only helps alleviate the burden on public drainage systems but also promotes sustainability by allowing collected rainwater to be repurposed for irrigation, landscaping, or other non-potable water needs.

Key Principles:

- Responsibility of the tenant
- Can connect into the existing SW system
- Can utilize collecting and reusing SW



NOISE CONTROL FROM EQUIPMENT

Noise control stemming from equipment within our community hub is a paramount consideration in our design and operational strategies.

By adhering to these principles, we aim to strike a harmonious balance between the functionality of essential equipment and the comfort of our community members. Our commitment to noise control not only enhances the overall quality of the environment but also fosters a serene and welcoming atmosphere for all who visit and reside within our community hub.

Key Principles:

- **Strategic Positioning:** Equipment is thoughtfully positioned to minimize its impact on outdoor areas whilst not negatively impacting the function of the building. This includes locating noisy machinery away from tranquil spaces and residential areas to preserve a peaceful environment for community members.
- **Soundproofing Materials:** Where feasible, we employ soundproofing materials to reduce noise emissions. This includes acoustic insulation and barriers that effectively contain and absorb sound, preventing it from radiating into areas where it may cause disruption.
- **Aesthetics:** While addressing noise control, we also emphasize that equipment should not be an eyesore. We integrate aesthetically pleasing enclosures and camouflage techniques to ensure that the visual appeal of the community hub is preserved.



SUSTAINABILITY

As part of our commitment to sustainability, we consider the use of second-hand materials when they meet specific criteria. These materials should be in excellent condition, with a lifespan of over 20 years, and contribute significantly to enhancing the project's overall sustainability.

By reusing and repurposing materials that meet these criteria, we reduce waste and minimize our environmental impact, aligning our community hub with principles of resource efficiency and long-term sustainability.

We prioritize sustainability in our building practices, integrating energy-efficient technologies and renewable energy sources to reduce carbon emissions and operational costs.

Water-saving measures, eco-friendly materials, and waste reduction strategies further minimize our environmental footprint. Our buildings are designed for resilience, considering climate change and extreme weather events to ensure long-term functionality and safety.

Key Principles:

- Use of second hand materials if they fit criteria
- Integrate energy efficient technology into buildings where possible
- Use renewable energy where possible
- Try to minimize our environmental footprint
- Design buildings to last long-term



SECURITY

www.cpted.net

Security through Crime Prevention Through Environmental Design (CPTED) is a fundamental principle that underpins our approach to community safety.

CPTED focuses on the design and layout of our community hub to deter criminal activity and enhance overall security. By strategically arranging spaces, ensuring good visibility, and incorporating natural surveillance elements like well-placed lighting and clear sightlines, we create an environment that is not only aesthetically pleasing but also inherently secure.

This proactive design approach encourages community members to feel safe and confident while using the space, fostering a sense of ownership and responsibility for its well-being.

The responsibility for surveillance on private buildings lies with the building owner.

Key Principles:

- Follow CPTED
- Design with security in mind
- Keeping visibility a priority
- Incorporating natural surveillance
- Well placed lighting
- Private surveillance is up to building owners



VERMIN PROOFING

By focusing on vermin proofing and control, we aim to create a community hub that is not only aesthetically pleasing but also safe, clean, and conducive to the well-being of all residents and visitors. Our commitment to these measures reflects our dedication to maintaining a high-quality environment for everyone in our community.

Key Principles:

- Building Design: From the initial design phase, we incorporate features that discourage vermin entry. This includes sealing gaps and cracks, using durable materials that resist pest infestations, and designing trash disposal areas to minimize attractants.
- Integrated Pest Management (IPM): We employ IPM strategies, which emphasize prevention over chemical treatments. This includes maintaining a clean and clutter-free environment, proper food storage, and waste management practices that reduce vermin attractants.
- Seamless Waste Management: We implement efficient waste management systems that include secure and pest-resistant containers for both indoor and outdoor areas. Regular waste removal schedules are established to prevent vermin from being drawn to the area.
- Safe Pest Control Measures: In cases where pest control measures are necessary, we prioritize safe and environmentally friendly options. We work with qualified pest control professionals who employ methods that minimize risks to human health and the environment.

E

Landscaping Design



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PLANTING REQUIREMENTS

Within our community hub, we place a strong emphasis on landscaping that goes beyond mere aesthetics – the goal is to ensure that every plant and green element adds intrinsic value to the space. Ensure planting requirements are selected to enhance the overall appeal of the environment, creating a space that is both visually captivating and functional.

To achieve this, we are committed to selecting plant species that seamlessly integrate with the natural surroundings. These choices are made with great care, taking into account the local climate, soil conditions, and ecosystem dynamics. By aligning our plant selections with the native environment, we not only conserve the region's biodiversity but also ensure the long-term vitality and resilience of our landscape.

Landscaping design needs to consider sightlines, ensuring that the placement of plants and greenery does not hinder visibility or disrupt the ease of navigation. This creates a harmonious and safe environment where community members can fully appreciate the beauty of the landscape while moving freely and comfortably throughout the space.

Vegetation Management: Landscaping and green spaces should be designed and maintained to minimize vermin habitats. This includes regular trimming, removal of overgrown vegetation, and selecting plants that are less attractive to pests.

F

Maintenance



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MAINTENANCE REQUIREMENTS

Maintenance is a fundamental aspect of our commitment to the well-being and longevity of our community hub. We take great pride in upholding the highest standards of upkeep to ensure that the space remains safe, attractive, and fully functional for all who use it.

Our maintenance efforts encompass a wide range of responsibilities, including regular inspections, landscaping care, cleaning, and equipment servicing.

We believe that a well-maintained community hub not only enhances its overall appeal but also fosters a sense of pride and ownership among community members.

Through diligent and proactive maintenance practices, we aim to create a welcoming and vibrant environment where everyone can enjoy the full benefits of our shared community space.

Each tenant is encouraged to take pride in the maintenance of their own buildings, ensuring their proper upkeep. This personal responsibility contributes to the overall cleanliness and aesthetics of the hub.

Meanwhile, the council assumes the role of preserving shared spaces and common areas within the community hub.



APPROVAL PROCESS

You are required to submit the following information to the design committee prior to submitting plans to the Waimakariri District Council for building consent.

Full contact details

Building plans, which should include:

- Site plan (location of buildings on the site)
- Floor plan (with dimensions)
- All elevations

Exterior colours and finishes, including:

- External walls
- Roof

If the information is complete and it meets the design guide requirements it is then processed for approval

Approval is granted generally within 1 week

The stamped approval plans will be posted to you to the address provided at submission

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IMPORTANT THINGS TO REMEMBER

When designing in accordance with our guidelines, several important factors come to the forefront.

Firstly, thorough comprehension of the guide is paramount; ensuring that every detail and requirement is comprehensively understood is the foundation of a successful design.

Equally vital is ensuring that the design adheres to the core design principles we've established, focusing on aesthetics, functionality, and community well-being.

Moreover, designing with both the district plan and the New Zealand Building Code in mind is imperative, guaranteeing compliance with legal and regulatory standards.

By embracing these considerations, we create spaces that not only meet practical needs but also contribute to a vibrant and harmonious community environment.

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