

BC Multiplex Parcel Screen Workbook

A source-led, pre-design evidence file for screening a potential small-scale multi-unit housing project in North Vancouver, Vancouver, Burnaby, Richmond, Coquitlam, Surrey, Maple Ridge, or Abbotsford.

Use this before pricing land, assuming a unit count, commissioning a concept, or treating a listing description as development entitlement.	It does not provide a permit, zoning confirmation, legal opinion, survey, appraisal, construction estimate, lender approval, or investment recommendation.
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How to use it

Complete this workbook from current primary sources. Save the zone map, adopted bylaw text, municipal page, survey, title material, and source date beside every answer. If a critical item is unknown, do not turn the preliminary density signal into a land-price or project-value assumption.

The online Multiplex Playbook creates a city-specific CSV checklist and a dated markdown evidence file from the details you enter. This printable version is the working reference for a physical or shared project folder.

Official starting point: Province of British Columbia Small-Scale Multi-Unit Housing framework and the municipality responsible for the parcel. Rules can change after this review date.

1. Parcel identification and public record

Enter the source, date, and document used. A marketing description is never the controlling zoning record.

WORKSTREAM	CHECK	STATUS
Parcel address / PID		[]
Municipality / jurisdiction		[]
Current zone / adopted bylaw		[]
Lot area / dimensions / frontage		[]
Transit / TOA / frequent-service check		[]
Overlays / heritage / floodplain / hazard		[]
Legal plan / title / charges		[]
Source links and date checked		[]

2. Buildability before project yield

An allowed housing form is not the same thing as a buildable envelope. Assign each unknown to the right professional and record the response.

WORKSTREAM	CHECK	STATUS
Survey and site	Current survey, grade, access, lane, easements, and existing structures reviewed.	[]
Trees and drainage	Protected trees, rainwater, drainage, and landscape requirements screened.	[]
Utilities	Water, sewer, storm, electrical, and utility-capacity questions scoped.	[]
Technical	Geotechnical, floodplain, contamination, archaeological, and structural questions identified.	[]
Municipal process	Development, building, demolition, trade, and road-use permit sequence identified.	[]
Existing occupants	Tenancy, demolition, possession, notice, insurance, and timeline risks separately reviewed.	[]

3. Economics: preserve the inputs, not a headline return

Do not begin with a profit target. Build a dated assumption ledger and test a downside case before relying on a residual land value or projected exit.

WORKSTREAM	CHECK	STATUS
Acquisition	Price, due diligence, legal, financing, carrying, closing, and tax assumptions separately recorded.	[]
Hard costs	Demolition, site works, servicing, construction, contingency, warranty, and escalation assumptions sourced.	[]
Soft costs	Survey, design, engineering, energy, permits, municipal charges, insurance, legal, accounting, and marketing scoped.	[]
Financing	Equity, construction loan, interest, fees, lender conditions, draws, and completion risk modeled.	[]
Tenure and exit	Strata, rental, co-ownership, sale, pre-sale, hold, and property-management assumptions separated.	[]
Downside	Lower sale value or rent, cost increase, delay, funding gap, and unresolved technical-risk cases tested.	[]

4. Consultant and municipal handoff

A good pre-application file is concise: parcel facts, source links, open questions, a concept only where justified, and a list of decisions requested. It should not ask the municipality to certify a third-party feasibility conclusion.

WORKSTREAM	CHECK	STATUS
Municipality	Confirm current zoning, permit path, application requirements, fees, and unresolved interpretation questions.	[]
Surveyor	Confirm legal boundaries, dimensions, encroachments, grades, and registered plan consistency.	[]
Design / architecture	Translate verified zoning and constraints into a testable massing or unit configuration.	[]
Engineers	Scope civil, structural, mechanical, electrical, geotechnical, and servicing questions only where relevant.	[]
Lawyer / notary / tax	Review title, tenure, contracts, ownership, GST, tax, and transaction-specific risks.	[]
Lender / insurer / builder	Test financeability, insurance requirements, budget, procurement, schedule, and contingency assumptions.	[]

5. City-specific first-screen checklist

Use the correct municipality. North Vancouver is split between the City and District, and an address or listing name is not enough to establish jurisdiction.

North Vancouver Confirm City rather than District jurisdiction; pull the adopted zone and bylaw text; screen heritage character, servicing, geometry, and cost-charge constraints. []	Vancouver Confirm eligible zone and district schedule; check dimensions, protected trees, rainwater, servicing, development-permit path, and intended tenure/configuration. []
Burnaby Confirm current R1 small-scale rules; verify zoning before using design-library concepts; record setbacks, access, trees, parking, servicing, and permits. []	Richmond Confirm small-scale zone, frontage, and lane condition; screen floodplain, elevation, drainage, servicing, access, energy, and permit path. []
Coquitlam Confirm mapped zone and allowed form; complete the City pre-application checklist; record tree, drainage, parking, engineering, and development-permit questions. []	Surrey Use COSMOS and the current bylaw; confirm replacement zone, transit area, lot size, exclusions, and legal restrictions; separate subdivision and servicing questions. []
Maple Ridge Run the Urban Infill Residential Unit Locator; compare it with zoning and constraints; use design catalogue concepts only after permit and cost checks. []	Abbotsford Confirm Urban Development Boundary, ALR, zone, and lot area; check heritage, hazards, transit-area status, exclusions, and suite rules. []

6. Evidence ledger and final gate

Do not move from a screening signal to a project claim until the evidence file can show the source, date, parcel, person responsible for each unresolved item, and the downside effect if the assumption fails.

WORKSTREAM	CHECK	STATUS
Municipal source	URL / bylaw / map / date / screenshot or saved PDF	[]
Parcel source	Title, legal plan, survey, map, lot dimensions, and date	[]
Technical question	Question, assigned consultant, expected output, and decision affected	[]
Cost source	Supplier, builder, consultant, fee schedule, assumption date, and exclusions	[]
Finance / tax / tenure	Owner, lender, legal, tax, insurance, and exit assumptions	[]
Decision gate	Proceed, pause, revise, or seek written municipal / professional confirmation	[]

Final reminder

This workbook is educational decision support published by Parcel & Key. It is not a substitute for municipal confirmation or advice from a qualified planner, surveyor, architect, engineer, lawyer, tax adviser, lender, insurer, builder, or other professional. Keep all source links and dates with the completed file.

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