



Stage 1

by MLC Group

ARCHITECTURAL AND
DESIGN GUIDELINES

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1.0 OBJECTIVE

The objective of these architectural guidelines is to ensure the very highest standard of visual appeal and image; ensuring compatibility among homes and integration of the community into the natural landscape. Outlining the opportunities and constraints of building, these guidelines will assist builders, designers and home buyers in achieving problem free construction.

2.0 STREETSCAPE

Care must be taken to integrate the unique values of each home with special attention to the relationship with neighboring properties. Relative massing, siting and style will be of utmost importance in assuring each home compliments it's' neighbor and the subdivision. Building massing, siting and style may be adjusted and/or alternate treatments requested to reinforce the streetscape. Entranceways will be covered at a level that encloses and protects the space. The style, width, height and detailing of entranceways will together create a sense of arrival.

3.0 HOUSE SIZE

Houses are to have a consistency of mass and volume within the streetscape. As such, house widths and sizes must relate proportionately and logically to the lot width and neighboring houses.

Homes will be reviewed on their individual merits of design, massing, proportion, and compatibility.

4.0 SITE PLANNING AND GRADING

Site planning and grading must accommodate the natural slope of the land with variations in grade absorbed within the building mass as much as possible. Lot grading must be in strict conformance with the approved grading plan for the subdivision.

Special attention is to be given the treatment of exposed concrete foundation walls. A maximum of 2'6" of parged concrete will be permitted on the front and corner elevations. Variation in grade and basement design may require cladding material be lowered or extended to within 2'6" of ground level accordingly.

Homes will be reviewed on their individual merits of design, massing, proportion and compatibility and, where the Architectural Consultant considers the plan to be exceptional, and, provided that the house conforms with the general trend of the neighborhood, exceptions may be considered.

5.0 GARAGE/DRIVEWAY/WALKWAY

All homes must be provided with a double attached garage, constructed with the home and located in accordance with the garage location plan. Homes should be designed to integrate the garage and minimize its appearance while enhancing the mass of the house itself. Some of the architectural measures that can achieve this are proportionate development of the second floor above the garage and an emphasis on entrance treatments. Overhead doors shall be finished in the same color as the wall cladding. The height between the overhead door and eave line should be kept to 2'0". Where the design exceed 2'0", special treatment is required. Front driveways and walkways may be constructed of concrete, including plain, stamped and colored concrete, colored concrete pavers and exposed or washed concrete. Where colored concrete or pavers are utilized, the color must be expressly approved. The front walkway must be a minimum of poured concrete in broom finish. Individual patio blocks will not be permitted.

6.0 IDENTICAL ELEVATIONS

Similar or approximately identical elevations must not be repeated on adjacent lots or directly across the street (XOAX). To be considered different, an alternate elevation must reflect substantial modifications. Repetitive use of elevations, this includes front elevations as well as high visibility rear elevations will be monitored to ensure interesting streetscapes.

7.0 EXTERIOR COLORS

Colors will be approved on a lot by lot basis without repetition on adjacent lots. The use of a third accent color is encouraged.

The overhead garage door must be painted to match the wall cladding.

8.0 CORNER LOTS

Corner elevations must be designed to suit the high visibility of these locations. Appropriate wall heights, window placement and detail treatments will be consistent with the front elevation. All model types will be considered on the basis of their suitability to these locations.

9.0 WALKOUT LOTS

Lots Affected: Lots 41 to 45, Block 4 and Lots 13 to 15, Block 9

The rear elevation of these homes require special design consideration and must avoid large expanses of blank wall space as well as a three story towering appearance. The architectural devices that will best achieve the desired elevation are a combination of various wall planes, downhill sloping roofs in combination with dormers, decks and balconies. The distance from grade to the first eave line should not be more than 20'.

Also see 10.0 for detailing requirements.

10.0 HIGH VISIBILITY LOTS

Lots 41 to 44, Block 4 have high visibility and require special design consideration. These elevations must incorporate attention to detailing consistent with the front elevation and the overall design.

11.0 ROOFING

Roof slopes will be a minimum 6/12. Eave overhangs are to be proportionate to the design of the home. Cantilevers and boxouts on visible elevations (front, corner and perimeter lots) must include their own roofline and overhang.

All roofs are to be a standard asphalt shingle in the color of Sandstone in the BP product or Driftwood in the IKO product.

All furnace and fireplace chimneys must be contained in a corbeled chase.

12.0 EXTERIOR FINISHES

The use of window and door surrounds and/or a combination of battens, trim boards, louvers and brick or stone will be a feature on all homes. It is the intent of this clause to ensure all openings visible from the front street will be detailed with appropriate trim.

Permitted cladding materials include vinyl siding and wood siding in horizontal application, brick/stone in stacked application, stucco, and Stonetile.

All trim and masonry details must be returned 24" around corners.

Parging not to exceed 2'6" on front and corner elevations.

An emphasis on entrance treatments is a requirement. Such treatment may include the use of verandahs, courtyards, and covered entries. Where the design does not lend itself to this concept, the use of alternate detailing and feature windows will be considered.

13.0 FENCING

On Lots 41 to 44 in Block 4, backing onto the lake and green space, fencing will be coated chain link (with out inserts). Wood screen fencing will not be permitted on these lots.

Wood fencing is acceptable on all other lots and as outlined in the foregoing shall be consistent in design and color with the fencing style established for the community, an illustration of which is attached.

13.1 LANDSCAPING

It is the responsibility of the homeowner to landscape the front yard. In the case of corner lots the front yard shall include the flanking sideyard to the sidewalk, curb or boulevard and to the rear corner of the house. Landscaping must be completed within one year.

The minimum landscape standard shall consist of sod, one tree and a prepared shrub bed containing at least six shrubs. Deciduous trees shall be 2" minimum caliper, coniferous trees a minimum 6' tall, and shrubs shall be a minimum of 18" in height.

To ensure the compliance with the landscaping requirements, a \$1,000.00 security deposit must be paid by the Purchaser, to be refunded by the Builder upon confirmation of satisfactory completion of the landscaping.

14.0 ANCILLARY BUILDINGS / GARDEN SHEDS

The side wall elevations of all ancillary buildings and garden sheds shall not extend higher than adjacent fencing. Where such structures are visible from public adjacencies (i.e. all perimeter lots, corner lots and lots backing onto the lake), exterior wall finishes, style and color shall compliment those used on the house. Roof style and materials are to match the materials used on the roof of the house.

15.0 INTERPRETATION

The enforcement, administration and interpretation of these guidelines shall be at the discretion of MLC Group or it's designated consultant. The unfettered application of these guidelines shall be without notice or precedent.

16.0 SITING

16.1 Consultant

Check with the Architectural Consultant and Surveyor for all applicable drawings, and any special conditions.

16.2 City Regulations

Ensure that city regulations are met and note relevant plans regarding utilities and rights of way.

16.3 Plot Plans

A designated surveyor shall prepare all plot plans and perform all stakeouts in the subdivision to facilitate establishing building elevations that are consistent and appropriate.

17.0 SUBDIVISION APPEARANCE

17.1 Signage

In order to maintain cohesiveness for signage within the subdivision, all signage will be supplied by the Developer, i.e. all model signs, directional signs and general information signs. The only signage to be supplied by the Builders Group will be on lots owned or sold by that Builder. Excessive abuse of signage, including sandwich boards may necessitate removal of ALL Builder and Realtor signs.

17.2 Excavation Material

Builders must ensure that all excavation is kept within the confines of their lot. Any spillage on a road, land, sidewalk or neighboring lot must be removed immediately or the Developer will arrange for its removal and invoice for expenses.

17.3 Clean Up

Builders should encourage timely removal by all subtrades of litter on building sites. Failure to comply will result in a clean-up bill being charged to the lot. Supply of bins by the Builder is recommended. Any general clean-up of the subdivision implemented by the Developer can and will be charged pro-rata to all builders.

17.4 Construction Activity

Each Builder is responsible for inspecting the condition of curbs, sidewalks, street lights, services, etc. on his lot and must submit written notice of any damages to the Developer

prior to commencing construction, otherwise costs for repairing any damages becomes the sole responsibility of the Purchaser/Builder.

18.0 APPROVAL PROCESS

Prior to application the Builder has inspected the lot and all services. All discrepancies or damage are to be reported in writing to the Developer.

Before applying to the City for a development permit, the applicant shall submit plans for approval of WINDWARD LANDTEC INC. Application shall include the following:

- a) One complete set of house plans; 1/4" or 3/16" = 1'
- b) Two Copies of the Plot plan, prepared by Stantec Geomatics, 1:300, showing lot house grades and drainage pattern, floor and garage elevations; and
- c) Completed application form.
- d) Material and color samples, as required.

Incomplete submissions may be returned without review. WINDWARD LANDTEC INC. will review the plan and recommend approval, modification, or rejection of the application based on the adherence of the plans to these guidelines. Should disputes arise, the Developer shall make the final decision on the acceptability of plans. Once approved, WINDWARD LANDTEC INC. will send a copy of the application indicating any changes to the applicant. After approval, the plans may not be altered without prior written approval of WINDWARD LANDTEC INC. WINDWARD LANDTEC INC. will keep an up-to-date record of plans showing house types, color, roof lines and grades, to advise the applicants of how their proposed house will best fit into the existing situation.

Approval of any and all house plans will be at the sole and unfettered discretion of the Developer.

No stake-out will proceed until architectural approval is granted.

19.0 DAMAGE DEPOSITS

The Builder shall supply a damage deposit or Letter of Credit in the amount of \$5,000.00 (regardless of the number of lots) is due prior to house plan and grade approval to cover:

1. Contravention of architectural objectives.
2. Possible damage to:
 - (a) Curb stop - water valve

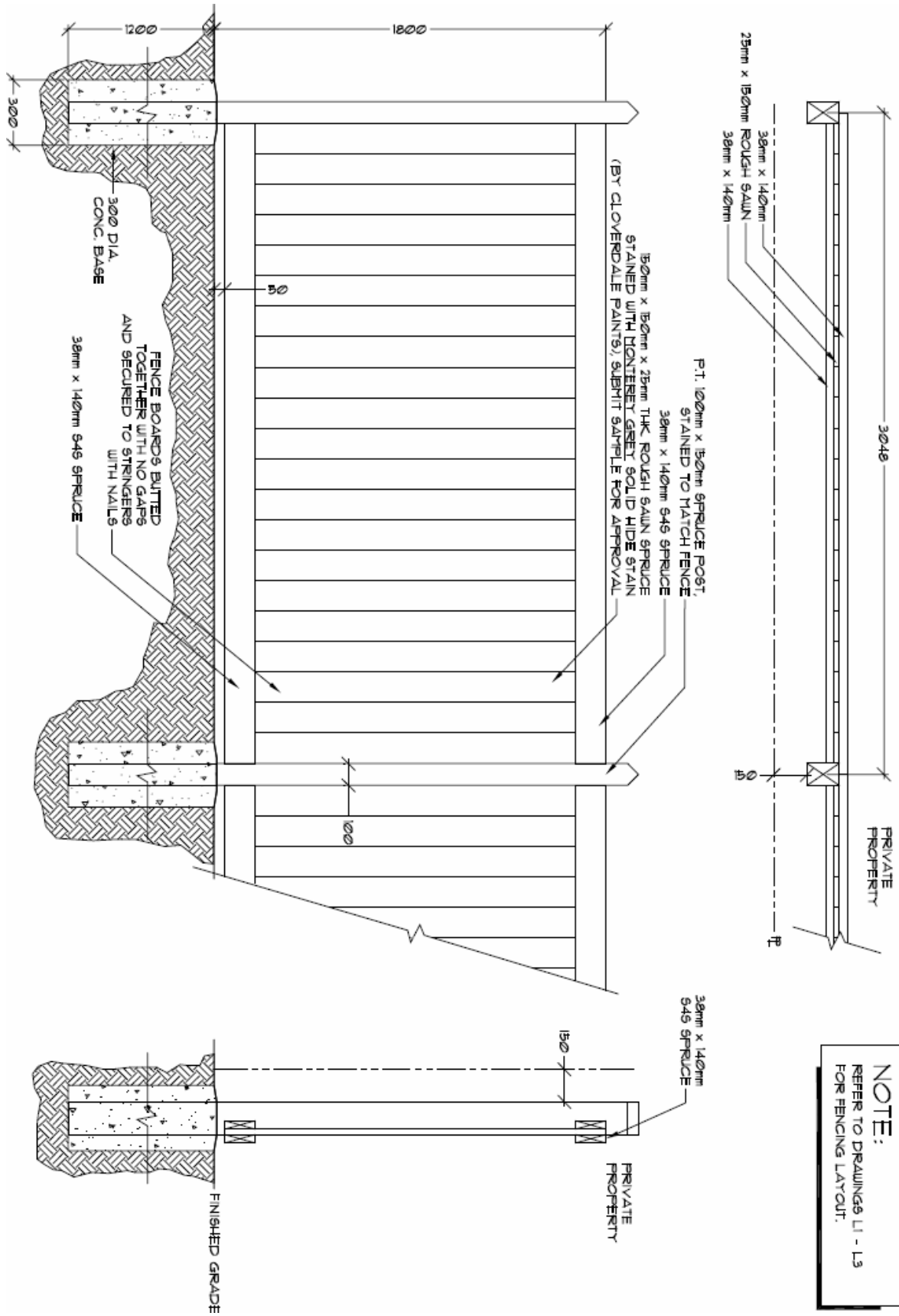
- (b) Sidewalks, curbs and gutters
- (c) Driveway aprons and asphalt
- (d) Boulevard landscaping and trees
- (e) Rear gutters and walkways
- (f) Light standards
- (g) Fire hydrants
- (h) Cathodic Protection points
- (i) Grading and drainage swales
- (j) Fencing

19.1 Deposit Return Procedure

Upon completion of construction, site works and landscaping, a final inspection is done to ensure compliance with the architectural guidelines and to check for any damages to municipal improvements. The following items must be completed prior to a request for final inspection:

- * Home constructed in compliance with the Guidelines and the approved plan
- * Construction complete including seasonal work on exterior, site cleared of all debris, sidewalks and curbs cleaned, cc marked and exposed
- * Landscaping completed in accordance with guideline requirements
- * Grading certificate for rough grade is provided with City approval

To initiate the final inspection, the **Builder** must forward to Windward Landtec Inc. a request form accompanied by the approved grading certificate.



NOTE:
REFER TO DRAWINGS L1 - L3 FOR FENCING LAYOUT.



Subdivision _____
 Lot Block Plan _____
 Homeowner _____
 Municipal Address _____



APPLICANT INFORMATION

Name _____
 Address _____
 City PC Tel Fax _____
 Job No _____



HOUSING DESIGN

Type Bungalow Bi -Level Split Level Two Storey Other

Area Main Floor Second Floor Total Floor Sq.Ft. _____

Form Roof Style Roof Pitch/Slope Fascia Size _____

Exterior Detail	Manufacturer	Material	Colour
Roof	_____	_____	_____
Wall	_____	_____	_____
Brick / Stone	_____	_____	_____
Trim	_____	_____	_____
Soffit, Fascia	_____	_____	_____
Window	_____	_____	_____
Front Door	_____	_____	_____
Garage Door	_____	_____	_____
Chimney	_____	_____	_____
Driveway	_____	_____	_____
Driveway Border	_____	_____	_____
Verandah	_____	_____	_____

NOTE:
 Colour - Please specify Manufacturer's name, reference number and colour: Example, Olympic 704 Brown
 Siting and grades as per surveyors plot plan.
 Conformance to setback and lot grading requirements are the responsibility of purchaser and /or builder.

USE OF HOUSE PLAN APPROVAL SERVICES
 The Applicant acknowledges that the house plan approval is provided as a service and that the developer and its designated consultants assume no responsibility for the accuracy of the information provided, or for any losses or damages resulting from use thereof. The applicant further acknowledges that they will hold the developer and its designated consultants harmless from any action resulting from the use of this information.

Date _____ Signature _____

APPLICATION FOR HOUSE PLAN APPROVAL