



Architectural Design Guidelines

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**Windsor Stage 7
Plan 152 4017**

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1.0 OBJECTIVE

The following Architectural Guidelines have been compiled to assist you in problem free construction. We have taken steps to ensure that this information and engineering plan cover all aspects of design and construction in an effort to minimize problems prior to construction. The objective of these architectural directives is to achieve the highest possible standard of VISUAL APPEAL in this subdivision for the immediate and long-term benefit to you the Purchaser.

2.0 CONCEPT

Each home should predominately attempt to integrate into the overall look of the subdivision. It is very important that the relative height, massing and style of each home compliment its neighbour and the theme of the subdivision. The Architectural Guidelines are designed to provide visual control for the building massing, siting, style and colour, and to obtain the best possible streetscape appearance. Alternate exterior treatments may be requested to reinforce the streetscape. Emphasis will be concentrated on trying to create a strong "CURB APPEAL" to each home through attention to detail on the front elevation.

3.0 HOUSING DESIGN

Because of a wide variety and individual taste in house types in any development, care must be taken to incorporate these unique values into our development, giving special attention to each home's relationship with neighbouring properties. Relative heights, massing, style and attention to detail will be of utmost importance in assuring each home compliments its neighbour and the subdivision.

To achieve the highest possible standard of visual appeal, a requirement for architectural detailing and continuity will apply to all homes. These elements may include strong entrance treatments; the use of window grills and trim boards, shutters, built-up banding details, dormers, feature windows and brick. The use of traditional design elements is required, but all plans will be reviewed on their own merits. Stucco exteriors will be considered on an individual basis with consideration for the appropriate detailing and style to the intended theme of the subdivision.

3.1 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 neighbouring houses. Minimum house width on all lots shall be within two feet of the building pocket with the exception of pie shaped lots where discretion may be used for the massing requirements. Homes incorporating a garage offset of more than 4'-0" will be reviewed for their acceptance. Minimum house sizes shall be in accordance with the attached schedule. Individual homes will be reviewed on their own merits of design, massing, proportion and compatibility.

Sizes (Single Family Homes)

Type	Minimum Sq. Ft.
Bungalow and Bi-Level	1100 (main floor)
1 ½ Storey & Split	1100 (two levels)
Two-Storey	1450

3.2 REPETITION

Identical front elevations may not be duplicated within one lot or directly across the street, (XOX) unless significant changes have been made to the house style, roof pitch and exterior materials to the satisfaction of the Architectural Consultant.

3.3 CORNER LOTS

Houses on corner lots require special design consideration. Flanking side elevations should carry details consistent with the front elevation, and avoid large expanses of blank wall space. House should have rooflines predominately sloped towards

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both streets. Bungalows and side splits are recommended, however, all model types will be considered within the foregoing criteria.

3.4 HIGH PROFILE LOTS

Houses on high profile lots require special design consideration. Back elevations should avoid large expanses of blank wall space and have trim elements and roof lines to match the front elevation.

4.0 EXTERIOR FINISHES

4.1 **Primary Finish**

Finish materials are to be vinyl/aluminum siding, double 4/5 in horizontal application; brick in a panel form, or stucco of sand float finish.

4.2 **Trim Materials**

Muntin bars must be used on all windows facing the street including side windows of bays and any window within 3 feet of front corner.

The following items are mandatory on all homes

- * Column details and railing details on front porches or decks
- * trim accents / battens on front windows and doors
- * shadow boards on front gables – minimum 4"

In addition detailing on all homes must incorporate two of the following:

- | | |
|------------------|-----------------------|
| * columns | * porches/verandahs |
| * louvers | * keystones |
| * brick or stone | * bay or boxed window |
| * scales | * dentils |
| * Rafters | * fan windows |

Brick if used, shall return a minimum of 24" around corners. Brick or stonework is to be quiet and even tone and applied in a panel form.

No false fronts shall be permitted.

All flues must be contained in a corbelled chase with the same finish and detailing as the house.

4.3 **Parging**

Maximum height of parging on all elevations shall be 2'0" above grade. This requirement will be reduced to 1'-0" for the front of Bi-Level Homes.

4.4 **Exterior Colours**

All colours will be approved on a lot-by-lot basis without repetition on adjacent lots. In order to avoid repetition, identical primary and trim colours may not be duplicated on adjacent lots or directly across the street. The use of a third accent colour is strongly encouraged. In keeping with the neighborhood and in consideration of blended streetscapes, pastel and bright colours are discouraged.

4.5 **Roofing**

Roof materials are to be wood shakes/shingles or asphalt shingles. The selected roof material is IKO Marathon 25, IKO Marathon Ultra OR IKO Cambridge 30 in Driftwood Colour only. Alternative IKO shingles in the Driftwood colour as approved by the consultant.

In addition, other roof finishes will be considered if it can be shown by the applicant that they are in keeping with the overall objectives of the area. Minimum roof overhangs are to be 18". The rooflines on any house must be consistent or complimentary to the total house design. Roof pitches are to be a minimum of 5/12. The roof pitch on a bungalow design may be required to be increased to a higher pitch to ensure an acceptable streetscape.

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4.6 Windows / Doors

Front entry doors are recommended to have a glass lite (window in the door) and be sensitive to the Traditional theme. All front-facing windows should have trims or other acceptable detail.

4.7 Garage / Driveway / Walkway

Driveways are to be located in accordance to the approved driveway location plan. Attached double front garages are required. The maximum distance between the top of the garage door and the garage eave line should not be more than 2'0". Where the design exceeds this requirement the use of additional architectural feature to reduce the impact is required. The use of a Stockton or similar window panel (traditional style) is recommended for the garage doors. Driveways are to be concrete or paver stones. The front walkway must be a minimum of poured concrete in broom finish. Individual patio blocks will not be permitted.

5.0 LANDSCAPING

5.1 Landscaping Requirements

It is the responsibility of the Purchaser to landscape the front yard of their lot and it will include a MINIMUM of ONE TREE AND FULL SOD ON FRONT YARD, AND TO THE CURB on the roadway. The tree shall be at least 3.8 cm (1 1/2") caliper for deciduous trees and at least 1.82m (6 ft.) in height for evergreens trees. Eight shrubs a minimum of 18" high or spread may be installed in lieu of the tree. The landscaping must be completed within 180 days of the home being substantially completed. Seasonal deficiencies will be accepted if late fall or winter construction occupancy occurs.

Completion of the landscaping forms part of the final acceptance requirements by the Developer.

5.2 Fencing

Fencing shall be consistent in design and color with the fencing style established for the subdivision. A copy of which is attached. All Developer installed fencing will become the responsibility of the homeowner upon the expiry of the Developer's two year maintenance period.

6.0 INTERPRETATION

The enforcement, administration and interpretation of these guidelines shall be at the discretion of the Developer or its designated consultant. The unfettered application of these guidelines shall be without notice or precedent.

7.0 SITING

7.1 Consultant

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

7.2 City Regulations

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

7.3 Grading

Check Building Grade Plans and conform to them. Do not grade to existing vacant lots or unfinished lanes, but to elevations provided.

7.4 Plot Plans

Plot plans must include the following:

- * Scale 1:300 metric.
- * North arrow.
- * Municipal address.
- * Legal description of property.
- * All property lines designated and dimensioned.
- * Size and location of proposed building(s) dimensioned to property lines, existing building and other structure where applicable.
- * All cantilevers (including floor, bay windows, fireplaces, eaves, etc.).
- * Abutting streets, avenues, reserves, etc. Easements and utility right-of-way labeled and dimensioned, accurately figured, explicit and complete.
- * Spot elevations around building and drainage directions.

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* Dimensions from property line to sidewalk and face of curbs.

8.0 SUBDIVISION APPEARANCE

8.1 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 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's signs.

8.2 Excavation Material

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

8.3 Clean Up

Builders should encourage timely removal by all subtrades of litter on building sites. Builders will be provided with a 48-hour notice period; 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.

8.4 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 at time of purchase/possession of the lot; otherwise costs for repairing any damages become the sole responsibility of the Purchaser.

9.0 APPROVAL PROCESS

At possession, the Builder inspects the lot and all services. All discrepancies and damages are to be reported in writing with the application and a copy forwarded to the Developer.

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

- a) One complete set of house plans, 1/4" or 3/16" to 1: scale;
- b) Two copies of the Plot plan, prepared by **Pals Geomatics Corp.**;
- c) Completed application form ;
- d) Material and color samples as required.

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. This decision should be made within three days of submission. 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 approval of **WINDWARD LANDTEC INC.** **WINDWARD LANDTEC INC.** will keep an up-to-date record of plans showing house types, color, rooflines 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 stakeout will be granted until approved by Windward Landtec Inc.

The applicant is responsible for notifying **WINDWARD LANDTEC INC.** that the house is complete and ready for inspection. This notice must be in writing and contain a lot-grading certificate, signed by an A.L.S., certifying that the lot has been graded as per approved lot grading plan. Construction will be inspected once completed to ensure compliance with these guidelines. If construction complies, landscaping complies and if the lot-grading certificate is in order, the Damage Deposit will be refunded in full. (See Builder Damage Deposits below)

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

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No stakeout will be granted until approved by WINDWARD LANDTEC INC.

10.0 BUILDER DAMAGE DEPOSITS

An architectural adherence deposit of \$5,000.00 per lot 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

10.1 Damage Deposit Return Procedure

The damage deposit shall be released to the Owner upon satisfactory completion of the house as per the architectural approvals as detailed below:

1. Exterior completed in accordance with these guidelines and as approved by the architectural consultant;
2. Landscaping satisfactorily completed as per requirements;
3. Rough Grade or Final Grade Certificate provided;
4. Grading Inspection Report from the City of Ft. Saskatchewan Drainage Branch. (if available)
5. Water valve exposed and marked;
6. Sidewalks, street, lanes, gutters and curbs cleaned; and
7. Applications made in writing to WINDWARD LANDTEC INC.
8. No refunds for house conformance will be completed until the Developer receives Acceptance from the Municipality for the construction of municipal services.
9. **Any deficiencies or damages as listed in 10.0 (2) above will be deducted from the damage deposit.**