

# Architectural Guidelines



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## Introduction

Sherwood Park Golf Course Estates will exemplify a pronounced sense of style and is designed to provide a quality estate community that projects a distinctive ambience. To ensure a statement of strength and thoughtful proportions, specific features and elements will be consistently applied to all styles.

Descriptions of building details and form as well as materials and colors associated with each style will create the integrity of the streetscapes. Elements such as roof pitch, weight of detailing and a sense of arrival to each home will create proportions that balance function and form in equal measure with the scale and character of the setting.

The architectural styles in Sherwood Park Golf Course Estates will be diverse. These guidelines include detailed descriptions for Contemporary, Prairie, Craftsman, Heritage, California, Colonial, Georgian, Tudor, French Country, and Victorian styles.

The detailed descriptions for each style will direct successful interpretation and discourage generic presentation.

All architectural styles will be considered on the basis of the following criteria:

- scale and proportion
- appropriate image and style
- relationship with neighboring dwellings
- appropriate finishes and colors

It shall be the responsibility of the applicant to demonstrate the characteristics and merits of an architectural period style; acceptability of such designs rest solely with the Developer.

## Site Design

Siting should reflect careful consideration of lot characteristics, relationship and orientation. Building form and height will be proportionate to the architectural style represented and relate logically to adjacent dwellings. Massing, style and setback may be adjusted on a lot-by-lot basis to enhance the streetscape. With respect to building height, setbacks and site coverage, Strathcona County RE Land Use Bylaw applies to all lots.

Although the styles of Sherwood Park Golf Course Estates will be diverse, the successful interpretation of each period style will reinforce the image of quality estate living and reinforce the character of the neighborhood.

## Municipal Land Use Bylaw

Formal standards for development will be those established in the Strathcona County Land Use Bylaw for RE (Residential Estate) zoning. Under no circumstances shall conformance to these Guidelines supersede the process or requirements of Strathcona County's approval process.

## Dwelling Unit Size

Houses are to have a consistency of apparent volume. As such, house widths and sizes must relate logically and proportionately to the lot and adjacent houses. A maximum square footage may be restricted to ensure complimentary streetscape with adjacent homes.

## Corner Lots

Houses on corner lots require special design consideration because of their high visibility. Corner lots shall be either bungalows or side split houses or 1 ½ storey houses. In the latter case, the flanking must be designed to present the look of a single story and the following features will be required;

- roof planes to wrap around exposed building faces
- principal roof plans must slope toward both street frontages
- both facades must be designed as front elevations
- retaining walls should be avoided adjacent to street frontages
- windows to be incorporated on side elevations
- wrap-around decks will be encouraged

Other model types will be considered if it can be demonstrated that the merits of the design meet the objectives of these guidelines on the basis of their unique suitability to these locations.

## High Visibility, Special Considerations

The rear elevations of homes backing onto the internal pathways and trail system, street adjacencies and the golf course require special design consideration. Elevations at these locations must incorporate attention to detailing, stylistic definition and proportions consistent with the front elevations.

Lots designated 'W' (walk out) or 'P' (partial walk out) on the lot plan will require the siting of a walk out basement model. On lots designated high visibility, these designs must present an integrated building form incorporating a combination of architectural measures to address proportion and towering appearance. Graduated roof lines, dormers, detailing and a minimum of two wall planes with a substantial roof line within 20' of grade will be some of the architectural measures applied to these highly visible settings. Decks for walk out basement designs must be constructed concurrently with the home.

## Repetition

To encourage originality, similar elevations may not be repeated within two lots of each other or directly across the street (XOAX). Repetitive use of elevations will be monitored to ensure interesting streetscapes. Modifications to elevation treatments may be required accordingly.

## Lot Grading

Lot grading must be in strict conformance with the approved grading plan. Dramatic contrast in elevation will necessitate design solutions to absorb such variations within the building mass. Entry

steps should be a maximum of three risers per set. Where site conditions or design dictate more than three steps, the run must be split with the additional risers integrated into the landscape and sidewalk. Exception to this requirement may be granted in consideration of unique design and/or topography.

All plot plans and stakeouts must be done by the designated surveyor to provide consistency in establishing building elevation throughout the subdivision. An approved rough grading certificate is a prerequisite for the final inspection and release of security deposit.

All concrete swales installed by the Developer must be maintained in the manner that they were installed. They may not be covered or altered in any manner.

## Exterior Finishes and Colours

Special attention should be given to exterior finishes and detailing that will be compatible or characteristic of the style of the dwelling. False fronts will not be allowed. The dominant material of the front elevation must be carried through all remaining elevations and accessory buildings. Detailing must also be carried through all remaining elevations and accessory buildings.

### *Finishes*

- A maximum of two (2) predominant materials are recommended on all exterior facades.
- Maximum height of parging on front elevations shall be 1' above grade and 2' above grade on all remaining elevations.
- Vinyl siding will not be permitted.
- Siding material will be placed horizontal and with a maximum 5" exposed profile.
- Stucco may be used but only with a sand float finish and only in combination with sufficient contrasting details.
- Vertical wood siding and battens are permitted
- Minimum of 300 sq. ft. of brick or stone is required on all sided homes.
- Minimum of 200 sq. ft. of brick or stone is required on all stucco homes.
- Multi-coloured stone work or extensive use of stone jumpers will not be permitted.
- Cedar shingles will have a maximum exposure of 6" and the application of decorative shingles must be characteristic of the style of the home.
- The front application of brick or stone must be carried a minimum of 6' around the side of the building unless there is a logical stop line.
- Other materials may be approved at the sole discretion of the developer or their consultant on an individual basis.

### *Colours*

- Guidelines for colours are towards the natural expression of materials (i.e. stone, brick, wood).
- Pastel colours will not be permitted.
- Accent colours must be complimentary to the house.

- Overhead doors will be painted to match the wall cladding or, if suited, the trim colour.
- All color schemes must be approved and will be reviewed on their individual merit.

## Exterior Elements and Features

Entrance treatments will be a focal point of the front elevation treatment and should project an inviting and distinguished image. The main entrance should be accentuated with architectural features such as arched or fan windows, porches, archways, etc. Traditional window types should be used and their proportions and styles should suit the overall theme of the home. Window lintels and sills should be designated to create visual interest through the use of keystone masonry accents or borders.

### *Roofs and Massing*

Roof slopes and overhangs will be consistent with the architectural style of the home. Roof materials may be:

- Decra (metal) - Shake Profile – Compatible colours will be reviewed on an individual basis
- Decra (metal) - Shingle – Muted earth tones (Fawn, Grey, Slate)
- Wood Shakes – Cedar only
- Concrete Tiles (Unicrete) - Shake Profile – Compatible colours will be reviewed on an individual basis

Special attention is given to roof overhangs and roof drainage in relation to the style of the house. They can be concealed or exposed. Exposed eaves troughs are to be mounted to a minimum 10" deep fascia board. Rainwater leaders and eaves troughs should match the fascia colour and be painted to match the background surface.

Flat roof designs and materials may be reviewed on an individual basis.

All furnace and fireplace chimneys must be contained within a corbelled chase, consistent with the architectural style of the home.

Exposed stainless steel flues will not be allowed on any façade. Exposed direct-venting flues will not be allowed on the front façade. All roof stacks, flashing, etc. are to be painted to match the roofing material.

### *Retaining Walls*

Retaining walls are the responsibility of the property owner and must not compromise the grading design and drainage of the lot. Natural elements such as rock and wood are preferred for construction of retaining structures. Allan Block can also be utilized and concrete is acceptable if appropriately finished to view. Retaining structures over 1.2m in height must be stepped to reduce the visual mass.

### *Decks*

All decks will have the same attention to detail as the rest of the house and relate specifically to the style of the home. Rear decks on high visibility elevations must incorporate appropriate

column design at posts and railing design. The underside of all above grade decks must be appropriately finished or soffited. Second floor decks must be setback from the deck beneath.

#### *Garages, Driveways, Walkways*

All homes must be provided with, at minimum, a double attached garage, constructed concurrently with the home and located in accordance with the garage location plan. Any garage face visible from the street will require articulation. Blank or long uninterrupted wall planes will not be permitted. Triple garages will have the doors installed so that no door is wider than a double garage door width.

The desirable driveway slope is 8% or less. All driveways are to be curved or arched with provision for landscaping to balance the hard surface in the front yard. Driveways and walkways may be constructed of the following materials:

- exposed aggregate (maximum aggregate size ¾")
- stamped and colored concrete
- coloured concrete pavers

In all cases, the colour of concrete or pavers must be approved prior to installation.

The Builder/Purchaser is responsible to ensure there are no obstructions or hindrances in the case of side-driveways and minimum clearances are maintained to the satisfaction of local approving authorities. The Builder/Purchaser is also responsible for the relocation and hardiness of any boulevard tree(s) that are in conflict with the driveway configuration.

#### *Accessory Buildings*

Accessory buildings must be consistent in style, finish and colour with the house. Placement of these buildings should be carefully considered and their impact minimized. Any applications, permits or fees required by Stathcona County will be the responsibility of the builder/purchaser.

#### *Recreation Vehicles/Commercial Vehicles/Satellite Dishes*

Recreation vehicles, satellite dishes, and commercial vehicles in excess of a ¾ ton capacity shall not be stored on the property unless properly screened from view.

### **Architectural Style, Materials and Finishes**

The following detailed descriptions list the architectural elements and characteristics that comprise and reinforce each period style.

#### **CONTEMPORARY**

##### ***Overall Building Massing***

Bungalow and 2 storey models are permitted. Roofs may be moderate to high pitch, dominating the façade. Flat roof designs will be considered on an individual basis with consideration for the overall streetscape. Roof overhangs are wide on moderate pitch roofs and shallow on high pitch roofs. The Contemporary style eschews much of the traditional form and detail. In Sherwood

Park Golf Course Estates, the style will borrow from the California and Prairie styles with simple elegant lines rather than the colliding geometric shapes characteristic of the post-modern style.

### ***Roof Styles***

Permitted roof styles include cottage and gables, side to side and front to back combinations. Flat roof designs will be considered on an individual basis with consideration for the overall streetscape.

### ***Window Styles and Placement***

A large number of windows in unusual shapes and placements are typical. Trims are simple and definite rather than ornamental. ***Stone or Brick Profiles***

Brick in a tone on tone applications or tyndal/ledge stone in a contrast are well suited. Brick/stone is applied in a substantial panel effect, often with a contrasting soldier course or molding to accentuate the horizontal.

### ***Exterior Cladding***

A variety of finish materials are suitable with smooth stucco being the most common. Acrylic, smooth and knock down stucco are permitted.

### ***Colours***

Colours as finishes are natural and subtle. The flamboyant colours and bold detailing of the post-modern style are not appropriate.

### ***Defining Details and Entrance Treatment***

Detailing is simple rather than ornamental. Definition is often achieved by weight and difference in planes. Cut lines may also be used. Entries are generally recessed and enclosed at the first level.

### ***PRAIRIE***

#### ***Overall Building Massing***

Two storey or bungalow style will be permitted. The footprint is often L shaped. Roof slopes are to be low, 5/12 or less with wide overhangs and deep fascias.

#### ***Roof Styles***

Characterized by a simple hip or side gable roof.

#### ***Window Styles and Placement***

Windows are large, organized and consistent in shape, often incorporating transoms. Windows are uncluttered by omission of grid patterns.

### ***Stone or Brick Profiles***

Brick is the most desired material for this style. Ledge stone is permitted. Both brick and stone are applied in panel effect. Brick is smooth, often applied with a rock face soldier course to emphasize the horizontal.

### ***Exterior Cladding***

Prairie style homes may be finished in smooth stucco or flat brick, often outlined with wood trim. Horizontal siding may also be used. Vinyl siding is not permitted. Hardi Plank siding may be suitable.

### ***Colours***

Colours suited to the Prairie style are mid to dark earth tones with monochromatic or darker contrasting trims.

### ***Defining Details and Entrance Treatment***

Defining details are the horizontal presentation and simplified forms. The entry is typically recessed with side lights and is defined by approach. Entry doors are plain and may be oversized.

## ***CRAFTSMAN***

### ***Overall Building Massing***

The Craftsman or Arts and Crafts style includes bungalows, 1 ½ storey and two storey designs with low pitched roofs. Roof overhangs are 1'6" minimum and 2'0" preferred. Verandas are integral and dormers emphasize the styling.

### ***Roof Styles***

Permitted roof styles include cottage and gable roofs either side by side or front to back combinations. Roof pitches are 5/12 or greater than 8/12 with front facing inset gables.

### ***Window Styles and Placement***

Windows have a vertical orientation - double hung or divided panes with grills in the upper sash while the lower sash is plain. Window surrounds are simple and should be ganged in pairs at minimum.

### ***Stone or Brick Profiles***

Brick, ledge stone and river rock are permitted and should be used on this style. Stone and brick may be applied at fireplace chases, columns, verandas and garages. Application in panel effect is discouraged. Stone tile is not an acceptable finish for this style.

### ***Exterior Cladding***

Craftsman style homes may be finished in smooth stucco, brick, Hardi Plank siding or shakes. More than one dominant finish is used on each elevation, applied horizontally and separated by a wide trim board. Trims are generally painted, stained or metal clad. Stucco clad trims may not be suited. ***Colours***

Colours suited to the Craftsman style include deep earth tones accented by heavy white trims. Colours may also be tone on tone.

### ***Defining Details and Entrance Treatment***

Partial and full width verandas are a major element of the Craftsman style. Verandas often have a gable roof consistent in pitch and detailing with the main roof and typically supported by massive tapered columns. The columns may be full height or half height resting on the veranda deck or extending from roof to ground. The base will be larger than the post and likely tapered in stone, shakes or a painted finish. Dormers and inset gables are finished in shakes, exposed beams or angle braces. Entry doors are simple in styling and include small glass panes.

### ***HERITAGE***

#### ***Overall Building Massing***

All model types are included with an emphasis on grounded proportions where the eye is drawn to the surface. Roof slopes are moderate to high at 7/12 or greater. Roof overhangs are minimum 1'6" at moderate pitch and minimum 12" at higher pitch.

#### ***Roof Styles***

Permitted roof styles include hip or side to side and front to back gables. Front facing gables are clad in siding or shakes and are defined by shadow bands at the eaves.

#### ***Window Styles and Placement***

Windows have a vertical orientation and may include rectangular or elliptical transoms. Grills are installed in the entire pane or upper third. Heavy wood surrounds frame all openings.

#### ***Stone or Brick Profiles***

Stone and brick are applied in a panel effect or as a substantial accent. When applied as an accent the top edge is finished with a soldier course or heavy step trim. Stone details should include base of columns and verandas. River rock is well suited. Stone tile is not appropriate.

### ***Exterior Cladding***

May be finished in smooth stucco, brick/stone, Hardi Plank siding or shakes. A combination of finishes is commonly used. Trim and surrounds on stucco clad models are painted and not stucco clad. All siding profiles must be lap board style.

### ***Colours***

Colours suited to the Heritage style include deep earth tones accented by contrasting heavy trims. White and light cladding colors are not suitable.

### ***Defining Details and Entrance Treatment***

Entrances are covered at a level that encloses and protects the space, at the first level or at a proportionate height. The style, width and detailing of the entranceway creates a sense of arrival. Verandas are common. Columns are solid and substantial with wide base of step detail top and bottom. Glass lights in traditional styling are commonly included at the overhead door. Entry doors are simple and often include square glass panes. Style definition borrows heavily from the Craftsman style with shakes, shutters and gable braces.

## ***CALIFORNIA***

### ***Overall Building Massing***

The California style includes all model types. Roof slopes are moderate at 6/12 to 8/12 with overhangs of up to 24".

### ***Roof Styles***

Permitted roof styles include cottage and side gables. Inset front facing gables are unadorned.

### ***Window Styles and Placement***

Windows are variable sizes and a high ratio to wall surface. Windows often include definite transoms in rectangular or elliptical shape. Circle head or round top windows are not suited. Windows may be plain or include simple grill pattern.

### ***Stone or Brick Profiles***

Stacked tyndal stone, ledge stone and stone tile may be applied in substantial form and subtle colours.

### ***Exterior Cladding***

California style homes are finished in smooth stucco.

### ***Colours***

Colours suited to this style include light to medium neutrals with very subtle differences at detailing and cut lines. Pastel colours are not suitable.

### ***Defining Details and Entrance Treatment***

Detailing on the California style is defined by subtle differences in stucco planes and shallow arch details. Recessed stucco channels may be appropriate for definition however, raised stucco bands are not appropriate. The entry is wide and enclosed at the first level or a proportionate height and is often recessed.

### ***COLONIAL***

#### ***Overall Building Massing***

The Colonial style includes 1 ½ storey, 2 storey and bungalow models designed with a simple rectangular foot print. Roof slopes are 7/12 or greater with eave overhangs of 12" to 18". Dormers and/or front facing gables clad in the same material as the walls add interest and reinforce the styling.

#### ***Roof Styles***

Permitted roof styles include a hip roof and gables sloping either side to side or front to back. Style is further defined by entrance treatment. Roof pitch is 7/12 or greater. Dormers and/or front facing gables are common.

#### ***Window Styles and Placement***

Windows are aligned, symmetrically balanced and are strictly vertical in orientation. They may be ganged in pairs. Both top and bottom sash should have a grid pattern of 6 to 12 panes per sash.

#### ***Stone or Brick Profiles***

Brick and ledge stone are used in panel effect and in addition often adorn fireplace chases and chimneys. Full brick/stone fronts are encouraged in this style.

#### ***Exterior Cladding***

The Colonial style home is commonly clad in brick or horizontal Hardi Plank siding. Decorative moldings are typically installed at the eave line for emphasis. Acrylic or smooth stucco may be used in combination with brick, stone or shake finishes.

#### ***Colours***

Colours suited to the Colonial style are light neutrals (white and cream) for siding with red or darker tones for brick exteriors. Colours must be contrasting in tone. Trim and window colours are usually white. A dark accent colour such as black, dark red or forest green is common.

### ***Defining Details and Entrance Treatment***

Entrances may feature a full veranda, gable entry porch or pediment supported by pilasters. Shutters are characteristic of this style. Decorative moldings, gable trims and dormers reinforce the styling.

#### ***GEORGIAN***

### ***Overall Building Massing***

The Georgian house is generally a simple 2 storey box. A moderate roof pitch of 8/12 is detailed with detailed gable ends. Roof overhangs extend to a maximum of 1' and often include decorative moldings to emphasize the shallow depth. Narrow dormers are well suited to the Georgian style.

### ***Roof Styles***

Georgian homes have moderate roof pitch and are usually a high hip or gable roof style.

### ***Window Styles and Placement***

Windows are aligned horizontally and vertically in symmetric rows. Windows may be paired but not grouped together. Singular window presentation is preferable. Both the top and bottom sash should have a grid pattern of 6 to 12 panes per sash.

### ***Stone or Brick Profiles***

Brick is the most desirable finish for this style. Brick must be utilized in full elevation treatment and is not suited as an accent unless used as a foundation cladding. Stone tile may be considered. Cultured stone and review rock are not suitable.

### ***Colours***

Brick colours are red, dark and rich. Siding or stucco colours are white or light neutrals with a dark contracting fascia and trim color.

### ***Defining Details and Entrance Treatment***

The entry must incorporate a small portico roof or decorative crown and pilaster treatment at the front door. A gable roof and pilasters may also be suited. The door detailing is a simple panel design often crowned with a rectangular, elliptical or round top transom. Shutters, quoining, dormers and decorative moldings reinforce the styling.

#### ***TUDOR***

### ***Overall Building Massing***

Tudor style homes are typically 2 storey models asymmetrical in elevations. Roof slopes are steep with front facing gable at a pitch much higher than the main roof. Feature gables may include a dramatic seeping fascia line tied into a covered entry. Overhangs are shallow.

### ***Roof Styles***

Roof styles may include cottage, and gables with either side/side or back/front orientation. Side gables and cottage roofs are dominated by one or more front facing gables that intersect. Homes often have more than one front gable with the pitch at this roof much steeper than the main roof.

### ***Window Styles and Placement***

Windows are vertical casements or double hung sash with divided panels and grids in rectangular or diamond patterns. Windows should be paired or ganged. Windows in an octagon shape may be featured.

### ***Stone or Brick Profiles***

Brick and ledge stone are permitted and must be a component of this style. Brick and stone are to be applied in a panel effect and quoining and soldier course details common. Full brick fireplace chases and chimneys are prominent features.

### ***Exterior Cladding***

Acrylic, smooth and knock down stucco, hardboard siding and Hardi Plank siding are permitted for the Tudor style.

### ***Colours***

Colour combinations are contrasting. Cladding colors are of lighter earth tones and white and off-white with dark brown or black fascia and wood trims. Brick/stone colors are earth tones and reds.

### ***Defining Details and Entrance Treatment***

A centered or extended steep front gable often emphasizes the front entry, which is recessed. Extensive battens in steep sloping gable ends with shallow overhangs are defining characteristics. Shutters, window grills and foundations clad in brick/stone are typical.

### ***FRENCH COUNTRY***

#### ***Overall Building Massing***

Bungalow and 2 storey designs are permitted. Roof slopes are steep a 9/12 or greater, often a combination pitch with 12/12 or 14/12 at side slopes. Roof overhangs of 12" to 18".

#### ***Roof Styles***

The main roof is typically a hip with front facing gables. Narrow dormers and front facing gables are finished in the same material as the walls and add interest.

### ***Window Styles and Placement***

Windows have a vertical orientation and may be ganged together. Bay and bow windows may be features, often with a curved roof. Both top and bottom sash should have grid pattern of 4 to 10 panes per sash.

### ***Stone or Brick Profiles***

Brick or stone is applied in a panel effect. Cobblefield and limestone are best suited. Stone tile in a panel effect is also suitable.

### ***Exterior Cladding***

The main body of the house is commonly clad in stucco, stone or brick. Siding is not permitted.

### ***Colours***

Characterized by a European flavor, a wide array of colours with a contrast in trim is appropriate. Pastel colours do not lend themselves to the stately styling.

### ***Defining Details and Entrance Treatment***

Entrances are generally recessed and framed by a roof above. A pillared portico roof may also define the entry. Decorative moldings are typically installed at crown and sill of windows, often combined with shutters. Quoining and dormers add definition.

## **Landscaping**

It is the responsibility of the Homeowner to landscape the front yard and *on high visibility lots* the rear yard must also be landscaped. In the case of corner lots, the front yard shall include the flanking side yard to the sidewalk. A *Landscape Plan* shall be submitted to the Architectural Consultant for approval either with the Approval application or prior to beginning landscaping construction.

Landscaping will include:

- Sod from the fence tie-backs to front curb or mono-walk
- Two trees (minimum). Deciduous trees shall be a minimum 2 ½ "caliper and coniferous trees a minimum of 8' in height
- One or more prepared shrub beds containing at least 16 shrubs. Shrubs shall be a minimum of 18" in height
- Rear lots require a minimum of sod and 1 tree

Developer installed trees may not be relocated and do not satisfy the requirement for landscaping as set out above.

All landscaping must be completed in accordance with the requirements, within one year of occupancy. Extensions may be considered and are at the sole discretion of the Developer.

Alternate landscaping materials will be considered on an individual basis if it can be demonstrated that the alternate plan meets the objective of these guidelines, to achieve greenery and a mature presentation in all front yards within the neighborhood. The use of hard surface landscaping rather than sod will require the planting of additional trees and extensive shrubbery, to visually soften the hard surface and achieve greenery. Alternative landscaping plans should use a minimum of 50% sod.

### Fencing and Masonry Columns

Fencing on all lots will be consistent in design and colour with the fencing established for the community. Illustration and details are attached.

None of the custom project fencing and masonry columns proved by the developer for the area shall be removed or changed from its original design or colour and the owner from time to time shall preserve the original design, colour, and maintain in good condition that portion of the project fence located on their lot. In the event of removal or replacement, such fence and columns shall be rebuilt to its original design and colour. Any new fencing constructed in the project shall be consistent in design, color and quality with the existing project fencing and columns.

A restrictive covenant will be placed on all lots in this community to ensure fencing and columns as provided by the Developer is not tampered with, altered or allowed to all into disrepair.

### Subdivision Appearance

#### *Construction Activity*

Each Builder must inspect the condition of curb, sidewalks, street furniture, services, etc. on and in front of the lots. A lot inspection report is to be submitted to the Developer on or prior to the possession date. ***The Builder/Purchaser is responsible for damages and the general appearance of the lot from the date of possession, regardless of when construction begins.***

Builders must ensure all excavation material is kept within the confines of their lot. Any spillage on a road, sidewalk, neighbouring lots or other lands must be removed immediately.

The Builder is required to maintain the lot in a clean and orderly fashion during construction. Supply of construction waste bins by the Builder and/or Purchaser is mandatory. The dumping or storage of materials on other lots or Developer lands is prohibited.

Should the Developer incur any costs related to damages or clean-up on the lot the Builder/Purchaser will be invoiced for the expenses including administration fees. Any general clean-up of the subdivision, required due to construction issues, will be implemented by the Developer and can be charged pro-rata to all Builders.

#### *Signage*

All signage will be supplied by the Developer, i.e.: direction signs and general information signs. Builders shall be allowed to display one (1) "For Sale" sign per lot provided said sign is erected on a suitable stand and not affixed to the house in any manner either during constructions or

upon completion of same. Builders will also be allowed additional signage as required to comply with any safety standards.

All "For Sale" signs must display the Builder's name, corporate logo (if applicable) and telephone number as a minimum standard. The "For Sale" sign must not be larger than 32" x 48" prior to being affixed to the stand. The sign must be upright and in good repair at all times. Excessive use of signage, including sandwich boards, may necessitate removal of all Builder and Realtor signage.

Sub-trade and supplier signage will not be permitted to be displayed on the lot or the house in any manner whatsoever. There will be no exceptions granted in this regard.

### Approval Process

To achieve the objectives of the guidelines all plans must be approved for compliance by Windward Landtec Inc. before applying to Strathcona County for a development permit. Applications should be submitted a minimum of seven working days in advance of desired approval date and must include the following information:

- completed application form
- two complete sets of house plans 1/4 " :1 or 3/16:1 scale
- two copies of plot plan, prepared by designated Surveyor at 1:300 scale, showing lot house grades, drainage pattern, floor and garage elevations
- colour product samples if required

The application will be reviewed in its entirety and designated approved, approved subject to conditions, or not approved.

**It is not the purpose of this process to check for compliance with applicable governing statutes and requirements.** Incomplete submissions may be returned without review. The application and plans will be reviewed for adherence to the guidelines. Modifications may be requested. The original plan and forms will be retained on file. A copy of the approved house exterior and approved application form will be returned to the applicant. Any changes to approved plans must be approved in writing prior to implementation.

### Final Inspection: Security Deposit Return

To initiate the inspection, the following must be done:

- exterior completed in accordance with these guidelines and as per the house plan approval
- landscaping completed in accordance with these guidelines
- rough or final grading certificate and municipal approval of same
- sidewalks, streets, gutters and curbs in clean condition
- water valve exposed and marked
- inspection request made to Windward Landtec Inc.

- approved rough grade certificate must be submitted to Windward Landtec (final grading is the responsibility of the homeowner)
- a copy of the final inspection report will be forwarded to both the Developer and the Applicant
- deficiencies, if any, will be given a timeline in which to have rectified. Applicant will then need to request a follow up inspection. Applicant may be responsible for additional inspection fees if incurred

The security deposit is held until the Municipality and the Engineering Consultant assess the lot for infrastructure damages. This process will take a minimum of two years from the original date of road construction. The *Final Acceptance Certificate* (FAC) inspection report outlines the damages deemed “Builder Damages”. Builder damages are damages that occur to infrastructure after the lot was purchased (purchaser is responsible at possession date, not the date they begin construction). These damages include, but are not limited to:

- cracked/gouged/chipped curb
- cracked/gouged/chipped sidewalk panels
- broken/bent/buried water cc valve
- damaged street furniture ie. light posts, servicing boxes, fire hydrants, etc.
- damaged developer fencing or entrance features
- drainage or grading swales

It is the responsibility of the builder/owner to ensure the lot is free of infrastructure damages at possession date. Any infrastructure damages that occur after the possession date are the responsibility of the builder/owner. This is outlined in the standard terms and conditions that accompanied your Purchase Sale Agreement. Once the final FAC report is processed by our Engineering Consultant, any Builder Damage costs incurred, if any, on your lot will be deducted from your security deposit, and the balance can then be refunded assuming all other inspection requirements have been met.

***No sale is to be presented as final to a prospective purchaser until the final approval until the plans, elevations, lot siting and color scheme has been given by the Developer and their designated Consultant. The builder shall be fully and solely responsible for such representations.***

***The information contained herein is intended as a guide. Neither the Developer nor its designated Consultant shall have any liability whatsoever for any defect or lack of suitability in any of the materials or products suggested by or required by these guidelines. The Developer and its designated Consultant make no representation or warranties as to the accuracy or completeness of this information. The enforcement of these guidelines and interpretation of same shall be at the sole discretion of the Developer who reserves the right to revise these guidelines without notice.***

## **DIRECTORY**

- Developer:** Landrex Inc.  
#220, 190 Boudreau Road  
St. Albert, Alberta T8N 6B9  
Phone: (780) 459-5263  
Fax: (780) 459-1220
- Engineering Consultant:** Al-Terra Engineering Ltd.  
5303 – 47 Street NW  
Edmonton, Alberta T6B 3T4  
Phone: (780) 440-4411  
Fax: (780) 440-2585
- Architectural Applications:** Windward Landtec Inc.  
12128 – 121 A Street  
Edmonton, Alberta T5L 0A4  
Phone: (780) 454-6799  
Fax: (780) 454-6896  
Website: [www.windwardlandtec.com](http://www.windwardlandtec.com)
- Surveyor:** Pals Geomatics Corp.  
10704 – 176 Street NW  
Edmonton, Alberta T5S 1G7  
Phone: (780) 455-3177  
Fax: (780) 451-2047
- Geotechnical Consultant:** J.R. Paine & Associates Ltd.  
17505 – 106 Avenue NW  
Edmonton, Alberta T5S 1E7  
Phone: (780) 489-0700  
Fax: (780) 489-0800
- Solicitor:** Garry G. Wetsch  
#220, 190 Boudreau Road  
St. Albert, Albert T8N 6B9  
Phone: (780) 459-5263  
Fax: (780) 459-1220

