

*PHASE 1 / POON McKenzie*



## **DESIGN GUIDELINES**

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# 1. Introduction

## Speargrass Ranch Guidelines

The Speargrass Design Guidelines are intended to assist you in realizing your new home. They are written to achieve a balance between common architectural elements and the range of innovative details, which will ultimately define Speargrass as a new golf course community.

## 2. Design Review Process

### 1: Speargrass / Alberta

The Community of Speargrass is characteristic of the heritage of rural Alberta and a people oriented community.

### 2: Select your Builder and your Site

Speargrass builders are among the best builders in Southern Alberta. Select one of these builders to work with you to build your home, then visit the different lots available and chose your place in the neighborhood.

### 3: Design Review

Once you are satisfied your home's floor plan, and exterior detailing, your builder will submit your home plans to the Speargrass representatives for Architectural design and grade slip review. Section 6 outlines the submission requirements and initial lot inspection process.

### 4: Building Permit

Once the design has been approved, your builder will apply for a building permit. Officials at Permit Pro, representatives for the Municipal District of Wheatland will check for compliance with the Alberta Building Code and all municipal regulations.

### 5: Build Your Home

Coordinate visits to the site with your builder. During construction, a Speargrass representative will make a visit to check for compliance with the approved specifications and construction regulations.

### 6: Final Inspection

Upon completion, a final inspection will be made to ensure that the house has been built according to the approved specifications. Section 6 outlines the final inspection process.

### 3. Site Design Criteria

The basic criteria which will govern allowable development on all sites are as follows:

#### Site Specifics

- |                             |   |
|-----------------------------|---|
| 1. Minimum Parcel Area:     | Interior Parcels 398 m <sup>2</sup> (4,290 sq. ft.) |
| (Villa Lots)                | Corner Parcels 471 m <sup>2</sup> (5,070 sq. ft.)   |
| 2. Minimum Front Yard:      | 6 m (20 ft.) maximum offset of 2'                   |
| 3. Minimum Side Yard:       | 1.2 m (4 ft) @ 33' and 40' lots                     |
|                             | 1.5 m (5ft) @ 55' lots                              |
|                             | 3.0 m @ corner lots                                 |
| 4. Minimum Rear Yard:       | 7.5 m. (25 ft.) includes deck                       |
| 5. Maximum Parcel Coverage: | 50% Accessory Building 5%                           |
| 6. Minimum Floor Area:      | see controls  |
| 7. Landscape Area:          | Site Specific Review                                |
| 8. Maximum Building Height: | 8.5 m (27.89ft.)                                    |

#### Access, Parking, and Garages

Each lot is permitted to have only one driveway entrance. Entrances will be sited back to back on lots. The bottom of the garage eave line to the top of the garage door should not exceed 450 mm (18 inches) maximum when establishing the driveway slope.

#### Grading and Drainage

Maintain the natural landforms and drainage patterns of the site. In all cases if the grades around the house have been set according to the building plan and the specific lot type indicated, retaining walls would not be required. All grading, drainage and required retaining walls are the sole responsibility of the builder. Lot grading is to be consistent with the subdivision-grading plan. Final grading and loaming of lots must be completed before final inspection.

#### Lot Signage

Builders are responsible for lot signage. Signs are to be the "sandwich variety" 2' 6" x 2' 6" in size identifying the builder and contact numbers for sales.

## 4. Architectural Design Guidelines

### Minimum Sizes

Homes should be designed based on the following minimum sizes:

Bungalows, Bi-Levels, Split-Levels	- 1000 sqft on 40' lots
Bungalows only	- 1200 sqft on 55' lots
Bungalows only	- 1000 sqft on 33' lots
2 Storey houses 40' lots only	- 1600 square feet. (900 sqft min. on main level)

### Variety

Repetition of similar houses in a particular neighborhood is discouraged. Differing floor plans and elevations present a rich diversity, which is more inviting. Low level designs are encouraged.

### Roofs

Appropriate roof slopes for houses are minimum 5:12.

Soffits should be 24" minimum and fascia boards a minimum of 6".

Steeper roofs should transition down to porch roofs to maintain the ranch esthetic in all cases.

Roof material must be minimum 25-year warranty textured asphalt shingles. (i.e. IKO Renaissance XL or GAF Timberline or equivalent)

### Porches

Front and rear porches are strongly encouraged for all homes. They add a welcoming appearance, and invite socializing among neighbors. They must be a minimum of 1.8 m. (6ft.) in depth in order to be truly useful and should have a covering skirt underneath.

### Chimney Stacks

Chimney stacks must be framed in and clad in similar material to the exterior cladding of the home.

### Back of Home Finish

All homes back on the golf course therefore it is essential that the rear elevation be finished with equal quality materials to the front streetscape elevation.

## Garages

- On corner lots, where the site allows, the entry should be from the side, so as to hide the garage doors. Additional detailing on doors, which face the street is strongly encouraged.
- If more than two garage spaces are needed, the doors must be set back on a different plane. (staggered)
- Garage doors must be sectional, and should have details compatible with those of the house (frame-and-panel or other construction, windows as appropriate).
- Gabled garage roofs must be articulated with a dutch gable end or returned gable ends.

## Materials

The selection of material and finishes is critical to the proper house and site.

## Siding Materials

Wood, Vinyl or composite board siding is the cladding material of choice. Siding is available in a wide variety of profiles and sizes. Siding tones must be natural earth tone colours. i.e.:

### Supplier

Mitten

Kaycan

Genesis Collection by Royal

James Hardie Building Products

### Colours

Clay, Sandalwood, Beige

Prestige Beige, Bisque, Terra

Verde, Flagstone

Sage, Wheat, Tan, Estate Grey,

Sand, Clay, Aspen, Storm

Colonial Grey, Khaki Brown, Navajo

White, Monterey Grey, Sky Grey

Minimum 4" trim boards are required around all window and door openings. Smartboard, vinyl or aluminum clad trims are acceptable

Cultured or real stone offers a warm, earthen quality. Stone accents are encouraged to help create variety in the elevation.

## Colours

Colours should be drawn from the site itself – earth, rock, trees, and water, enlivened by the brighter colours of autumn.

Natural earth tone colours are encouraged throughout.

# 5. Landscaping

## Landscape Minimums

All lots must be landscaped with a minimum of one large tree (Deciduous or Coniferous) in the front yard. All front yards to 10' back of the house face must be sodded. All landscaping must be completed within one year of completion and occupancy.

## Tree Species

Elm  
Green Ash  
Laurel Leaf Willow  
Manitoba Maple  
May Day  
Pine  
Schubert Cherry  
Flowering Crabapple  
White Spruce

## Shrub Species

Blue Fox Willow  
Burning Bush  
Caragana  
Cinquefoil – Polentilla  
Junipers  
Prickly Wild Rose  
Red Osier Dogwood  
Saskatoon Berry

## Fencing

Rear: Existing  
Front: None allowed  
Side: From back of house to back of lot: Post and Rail Doweled  
Side Between Homes: Good Neighbour fence, maximum 5' high. This is also the only designated place for a dog run to be placed.  
Remember pet are not allowed on golf course property at anytime.



## 6. Design Submission Requirements

In addition to the Design Guidelines all buildings must comply with the Wheatland Municipal District Land Use Bylaw and Building Regulations. The following is required by Speargrass for the completion of the house plan approval and issuance of the grade slip.

### 1. Procedure

The builder must submit the following:

- Two (2) complete sets of house plans (1/4" = 1' – 0 " scale)
- Two (2) complete Plot Plans
- One (1) completed application for house plan approval indicating colours, materials, and other specific information as requested by the form. Colour chips may also be required to clarify colour schemes. ( See back of guideline for House Application form))
- Signed Plot Plan Requirement Form. (See back of the guideline for the attached Plot Plan Requirement form)
- Architectural review fee payable to Goodbrand International Ltd. (\$250)

The completed plot plans shall be drawn to 1:200 scale metric and shall include the following information:

- All corner lot grades.
- Proposed landscape grades at all corners of the house and garage.
- Proposed actual top of footing (ATF) and sub floor elevations.
- Drainage pattern of lot.
- R.O.W.'s (Right of Ways) and easements located and labeled.
- Location of all surface appurtenances that exist or are planned, i.e. lamp standards, bus stops, and electrical pedestals.
- Front grade elevation of the corner lot, then also a side elevation at 1:200. This grade elevation is to be accurate.

Building grade plans, and legal plans can be obtained from Speargrass at the time of lot purchase.

Incomplete submissions will not be reviewed or approved until they have been completed. Faxed plans or plot plans are not acceptable.

*Speargrass Golf Community on the Banks of the Bow River*

The Architectural Project Manager will make every effort to supply the Builder with a grade slip and approval for the house plans within seven working days from the date of receipt of a complete and acceptable submission.

The Builder is responsible for reviewing the returned approval before applying for a building permit and constructing the home. The Builder shall be responsible for the adherence to and compliance with the Building Codes, Land Use Bylaws, Restrictive Covenants, Caveats and such other Local Municipal, Provincial, or Federal rules, regulations or guidelines affecting the development of the property. Upon approval and release of the grade slip, the Builder can make submissions to "Permit Pro" for Wheatland Municipal District for a building permit.

After architectural and grading approval has been granted, any revisions to the approved drawings colour selections, and site grading will be subject to an additional \$250 fee chargeable to the Builder. The fee is to be prepaid before the written request is considered. ALL REQUESTS FOR CHANGES MUST BE SUBMITTED IN WRITING.

A letter of credit due at the time of application in the amount of \$2,000 will be held by the developer insuring that Architectural Guidelines are met and damages are covered.

From the date of the final architectural approval, the Builder has 120 days to begin construction and 12 months to complete or forfeit all approvals. The builder is responsible for daily cleanup and liability insurance during construction. At that time a new submission must be reviewed and approved by the Architectural Manager. The Architectural Manager will carry out periodic on-site inspections during construction to ensure compliance with approved plans. Modifications may be requested by the Builder in writing to accommodate changes related to actual site conditions.

Acceptance of any design, the interpretation of any of the enclosed Architectural Guidelines or amendments to the Architectural Guidelines will be at the sole discretion of the Architectural Project Manager whose decisions will be final. Requests for the exceptions will not be granted at the expense of quality but may be justified in circumstances of alternate, similar, or better quality. It is recommended that Builders submit preliminary drawings for discussion purposes to avoid rejection of completed drawings. This is especially important when working with clients on custom homes or for homes situated on lots with unique or

unusual configurations, as well as visual, topographic, or orientation features.

## 2. Initial Lot Inspection:

(See attached request form)

The Builders are responsible for a complete inspection of the building site prior to construction (initial builder lot inspection). Written notice must be received by the Architectural Project Manager of the site condition including any damages to concrete curb, sidewalks, curb stops, or any other damage to the site prior to construction. Any damages not previously notified will be assumed to be the builder's responsibility and they will be invoiced accordingly. Please advise your sales representatives and site personnel of the above noted requirements.

## 3. Final Inspection Process

The Builders must ensure that the following is completed prior to final inspection:

- Curb stop is raised to grade and fully operational.
- All exterior house features, as approved through the initial architectural approval, are completed.
- Walks and driveways are poured.
- The lot is final grade, front yard sodded with one large tree, rear yard loamed and free of weeds for planting.

In an effort to keep up-to-date information on the current status of construction in Speargrass, the Architectural Project Manager will be completing a monthly inspection of the subdivision. Final architectural inspections will be conducted during these site visits or as notified by the Builder. A minimum of two weeks notice will be expected to complete a final inspection.

## APPLICATION FOR HOUSE PLAN APPROVALS (1 of 2)

Phase \_\_\_\_\_  
Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

Civic Address \_\_\_\_\_

### APPLICANT

Builder: \_\_\_\_\_ Phone: \_\_\_\_\_

Fax: \_\_\_\_\_ Email \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Housing Type: \_\_\_\_\_

Job. No. \_\_\_\_\_

Ground Floor Area: \_\_\_\_\_

Total Developed Floor Area: \_\_\_\_\_

Roof Style: \_\_\_\_\_ Roof Slope: \_\_\_\_\_

### SETBACKS AND GRADE INFORMATION

Front: \_\_\_\_\_ Rear: \_\_\_\_\_

Left Side: \_\_\_\_\_ Right Side: \_\_\_\_\_

Height \_\_\_\_\_

GRADES	FRONT	REAR
Left Side		
Right Side		
Entrance Grades		

Finished Landscapes Grades at house Corners (left and right as viewed from street)

Actual Top of Footing \_\_\_\_\_

Lowest Top of Footing \_\_\_\_\_

Top of Main Floor Joist \_\_\_\_\_

Front of Garage \_\_\_\_\_

## PLOT PLAN REQUIREMENT

Lot # \_\_\_\_\_ Block # \_\_\_\_\_  
Phase \_\_\_\_\_ Civic \_\_\_\_\_

The completed plot plan shall be drawn to 1:200 scale metric and shall include the following information. The builder is responsible to confirm on the site that the information and reviewed matches the actual site conditions before starting construction.

### **PLOT PLAN REQUIREMENTS:**

- a) Dimensions of lot
- b) Dimensions of building
- c) Dimensions of property lines
- d) Location of driveway and slope of driveway
- e) Indicate all easements
- f) Indicate locations retaining walls
- g) Location of drainage swales and drainage patterns
- h) Location of underground water lines, sanitary and storm lines
- i) Proposed elevations at each corner of the house, garage slab, top of footing and top of joists
- j) Indicate all roads, lanes, sidewalks and gutters adjacent to property, as well as all hydrants, light poles, power poles, transformers, telephone pedestals, etc. on or adjacent to the property

### **USE OF HOUSE PLAN APPROVAL SERVICES**

The applicant acknowledges that the house plan approval is provided as a service and that Speargrass and its Project Manager assumes no responsibility for the accuracy of the information provided, or for any losses or damages resulting from use thereof.

The applicant further acknowledges that he will hold Speargrass and their approving Project Manager harmless from action resulting from the use of this information.

Date \_\_\_\_\_ Builder \_\_\_\_\_

Signature of Applicant

\_\_\_\_\_

## INSPECTION REQUEST FORM

DATE: \_\_\_\_\_

BUILDER: \_\_\_\_\_

### RE: INITIAL LOT INSPECTION

Initial Inspection of Lot \_\_\_\_\_

Block \_\_\_\_\_

Plan \_\_\_\_\_

Municipal Address \_\_\_\_\_

Damages to the curb, gutter, water value or fencing, as well as any excess excavation material and garbage as listed below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### RE: FINAL INSPECTION

Final Inspection of Lot \_\_\_\_\_

Block \_\_\_\_\_

Plan \_\_\_\_\_

Municipal Address \_\_\_\_\_

Compliance with the house approval authorization or any damages to the site as listed below.

Speargrass will invoice the builder for necessary repairs or refund the lot security deposit if applicable.

As of this date \_\_\_\_\_ any known damage is listed below:

\_\_\_\_\_  
\_\_\_\_\_

If you have any questions or concerns, please contact

\_\_\_\_\_

phone number \_\_\_\_\_  
(Official Speargrass Representative)



wastewater  
contact

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