

Dave Scott



*"the community with natural advantages"*

ARCHITECTURAL  
DEVELOPMENT  
GUIDELINES

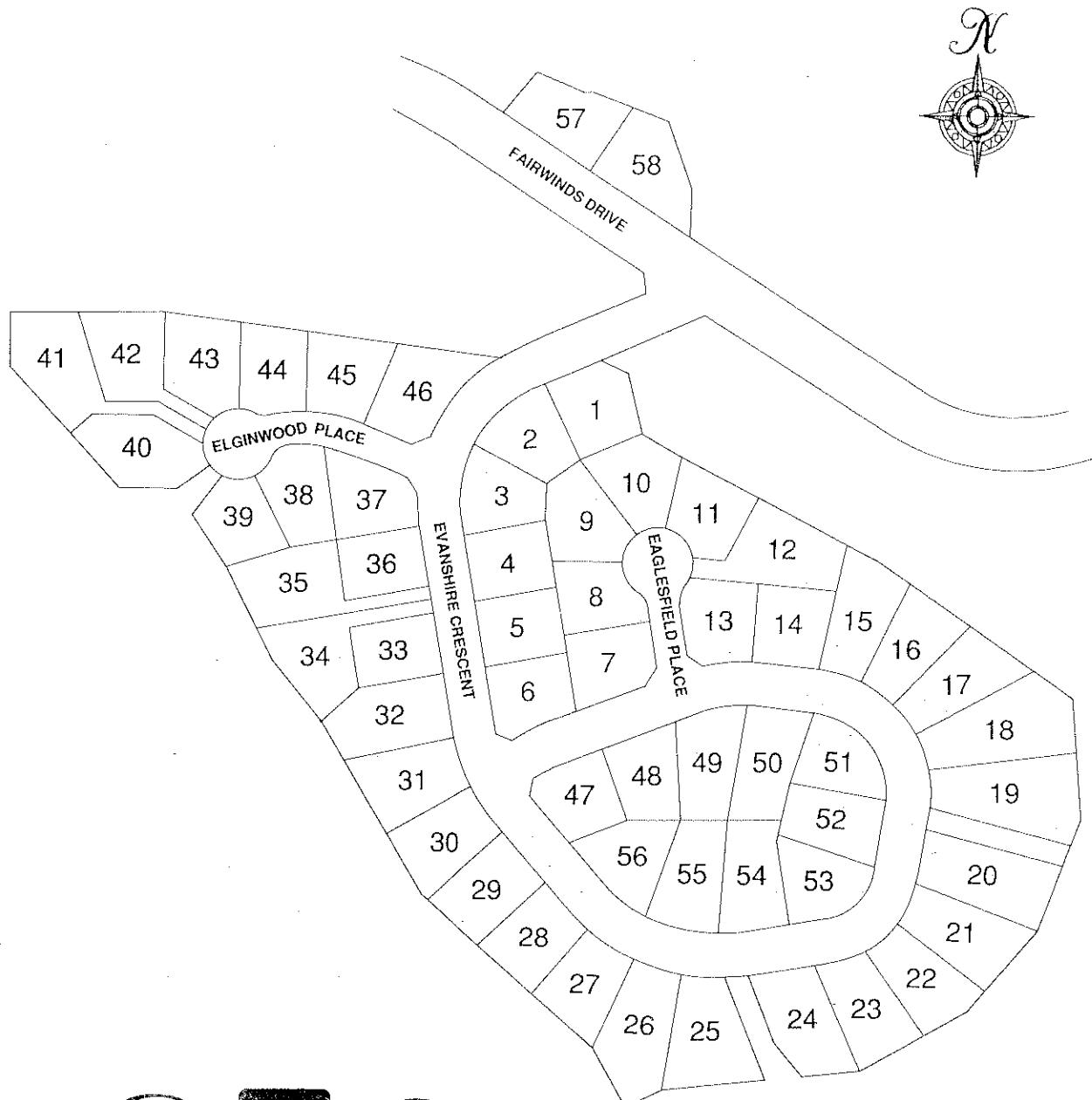
PHASE II A



## ARCHITECTURAL DEVELOPMENT GUIDELINES

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PHASE IIA

## 1.0 Introduction

Fairwinds is a 1,300 acre multi-phased residential development in Nanoose Bay on Vancouver Island, B.C., Canada, by Fairwinds Joint Venture (FWJV). This second phase of the development consists of 58 single family lots.

This document provides a series of subdivision guidelines which will direct homebuyers, designers and builders toward appropriate building forms and details. Specific modifications to the guidelines will be considered where it can be demonstrated that this is required to take advantage of unique lot characteristics.

### 1.1 Design Guideline Objectives

The Design Guidelines are the mechanism which contributes to a high level of quality design in the community.

This document must be read in conjunction with the Disclosure Statement for Fairwinds Phase IIA, which contains regulations that do not appear in these Guidelines, but which will be enforced.

### 1.2 Explanation of Disclosure Statement

The Disclosure Statement contains several restrictive covenants, among which include the Statutory Building Scheme and a registered Restrictive Covenant. Both of these documents are of a very similar nature and have been registered by the developer to legally enforce a high standard throughout the subdivision.

## 2.0 Approval Process

In addition to the requirements outlined in the Disclosure Statement and the RS-1 Zoning Bylaw 500 of the Regional District of Nanaimo, a supplementary design review process has been developed to encourage all buildings to conform with the subdivision planning objectives. Design Approval application forms are available from FWJV (example on page 11).

### 2.1 Design Review Process

(a) The Builder shall submit for a preliminary consultation, an initial proposal for the type of house being contemplated. This will allow the Builder/Owner to become aware of any design considerations that are particular to his site.

(b) For the final approval, the Builder shall submit two (2) copies of the following information to the Approving Officer (the Approving Officer is a person or party as designated by the developer.):

- **drawings of the house** (plans, elevations and sections at 1:50 or 1/4"=1'-0"),
- **a site plan** at 1:100 or 1/8"=1'-0", identifying all of the information listed on the application form and,
- **a completed application form** for House Plan Approval (indicating colours, materials and other specific information as requested on the form). These forms will be provided by FWJV for completion by the Builder.

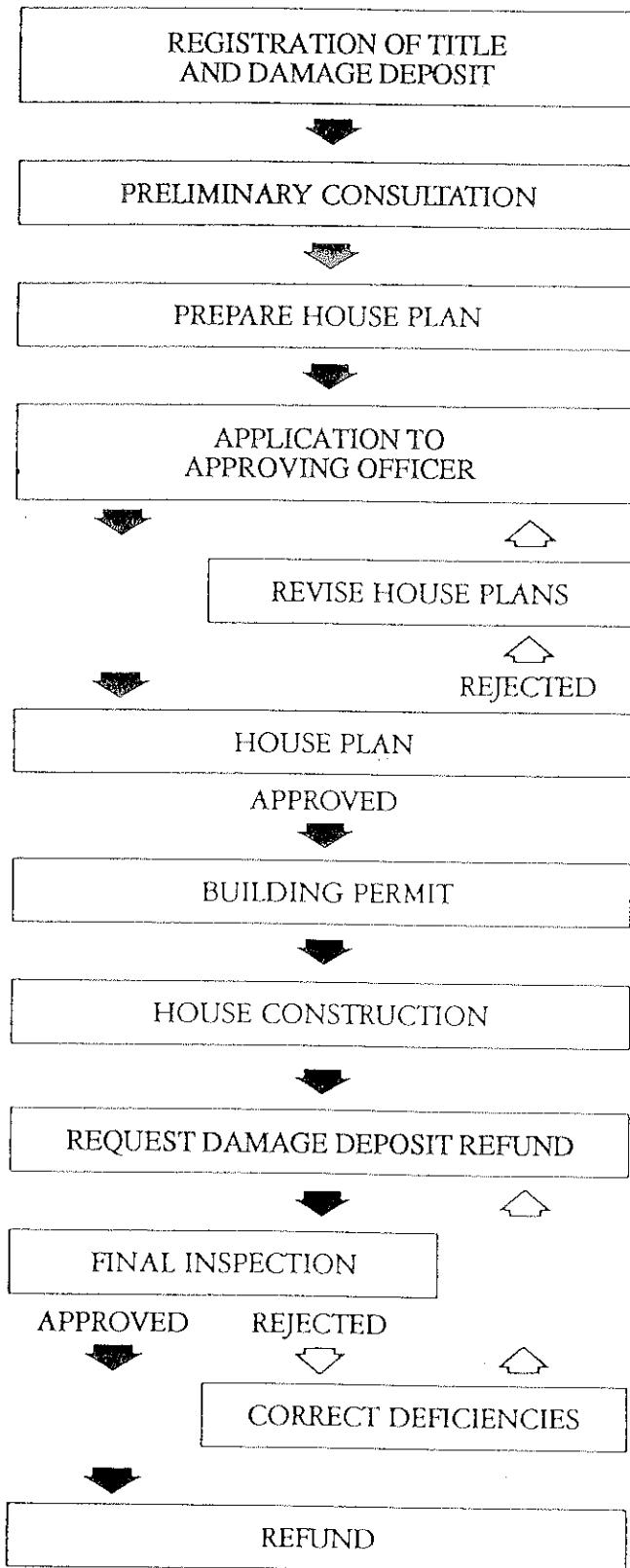
(c) The Approving Officer shall review this submission and recommend approval or rejection of the application based on the adherence of the plans to these guidelines.

The original application form and one set of marked prints will be kept by the Approving Officer for future reference. The second set of similarly marked prints will be returned to the Builder via FWJV.

(d) The Builder can then make submission for a Building Permit. Any subsequent changes by the Builder from plans approved by FWJV must be submitted to FWJV or its Approving Officer and approved in writing.

(e) Prior to commencement of house construction, the builder is to advise FWJV of any damages to lot services, curbs, sidewalks or roadways on or adjacent to the lot or other unacceptable situations concerning his lot. Failure to contact FWJV will be deemed to indicate satisfaction with the condition of the lot.

## Approval Process Diagram



(f) External appearance of the building and/or addition must be complete within six months from the date of approval of the building plans, by the Approving Officer.

Following completion of landscaping, a final inspection will be carried out.

### 2.2 Damage Deposit

A damage deposit to offset damage to municipal works during house construction, will be required in the amount of \$1,000.00 payable to FWJV.

### 2.3 Damage Deposit Refund

Upon completion of the house and landscaping, the builder shall request a final inspection from the Approving Officer or his agent who shall inspect the project and issue a site inspection report to the developer. The damage deposit refund will be calculated and made, or conversely, FWJV will issue the builder with a list of damage deficiencies (with respect to curbs, sidewalks, utilities or construction debris on adjacent properties or rights-of-way) to be completed prior to releasing the damage deposit.

## 3.0 Architectural Guidelines

### 3.1 Architectural Theme

The general architectural theme will encourage homes in a traditional heritage style (i.e., West Coast, Cape Cod, Tudor, California Style, etc.)

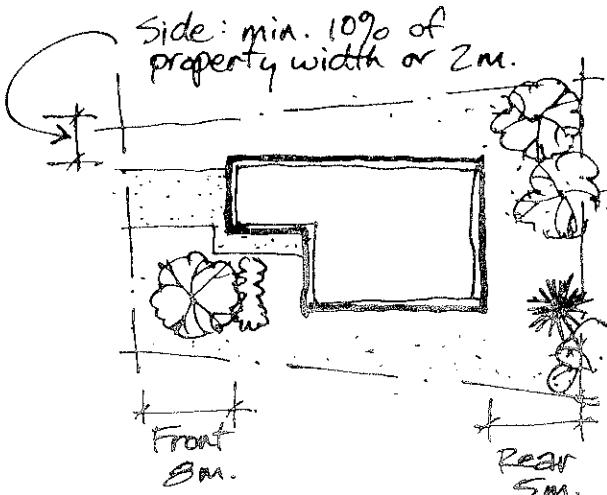
### 3.2 Setbacks

**Front yard setbacks** shall be parallel to a line at least 8 metres (26.3 feet) from the front property boundary.

**Side yard setbacks** shall be a minimum of 10% of the width of the property measured at a distance of 8 metres (26.3 feet) from the front property line, or a minimum of 2 metres (6.6 feet), whichever is greater.

**Rear yard setbacks** shall conform to the minimum dimensions (5 metres/16.5 feet) listed in the District of Nanaimo Zoning Bylaw.

More detailed information on rear and side yard setbacks for individual lots is located in Appendix A.



### 3.3 Massing and Area

It is recommended that a maximum of two floors only be visible from the street. This may be altered to maximize views, at the Approving Officer's discretion.

In the case of a two storey house built on a basement which is more than 0.91 metres (3 feet) above grade on any side, the second storey must either step back so that a transition in height is achieved, or must be encompassed within the sloped roof portion of the structure. Three storey vertical walls are not permitted. Vertical wall heights of more than two storeys plus 0.91 meters (3 feet) are not permitted except where design elements such as fascia boards, sundecks, lattice works, planters and/or landscaping have been incorporated into the design to the specifications of the Approving Officer.

The intent is to provide an overall site composition of sloped roofs while allowing for an expression of uniqueness of individual residences and the internal functions of each house. Flat roofs/decks may be considered providing that they are visually appealing and that they meet with the subdivision objectives. Roof slopes should be designed to reduce the apparent mass of the downhill sides of houses and to minimize the difference in eave elevations between houses which are beside each other.

Houses are to have a consistency of apparent volume, i.e., smaller homes directly beside larger homes should be compatible in terms of details which allude to a consistency of size, for example, the common use of lattice work on both homes, etc.

The minimum finished residential main floor area shall be 112 sq.m. (1200 sq.ft.) for ranchers and 85 sq.m. (900 sq.ft.) for two-storey homes, not including the garage area.

### 3.4 Lot Grading and Retaining Walls

Lot grading is to follow the natural slope of the land. Lot slopes should be absorbed within the building massing as much as possible (i.e., stepped foundations and floor levels) to minimize the need for grades steeper than 3:1.

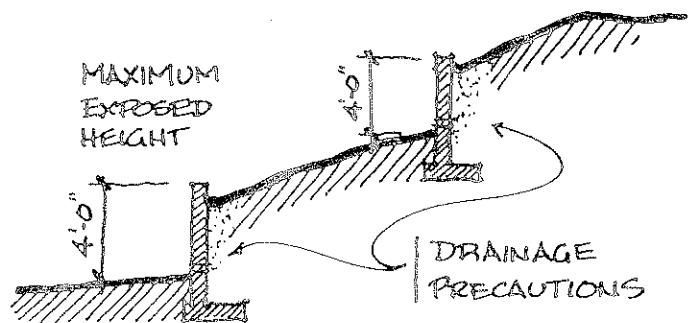
House excavation or construction shall not be allowed to undermine the slope stability of any roadway base without appropriate temporary and/or permanent earth retention.

Individual lot grading (including drainage swales and retaining walls) must be handled within individual lot property lines and must not change existing drainage swales.

Where retaining walls are required in the front yard or front driveway area, they are to be constructed using natural stone or coloured or textured concrete (i.e., board-formed concrete with either an exposed aggregate or stone facing). Wood retaining walls will be permitted within side yards and rear yards only.

Retaining walls will be limited to an exposed height of 1.2 metres (4 feet) unless it can be proven that a higher wall is necessary. If so, a stepped form shall be used to reduce the wall's visual mass. All retaining walls and their foundations are to be within property lines.

Due to sloped topography, special precautions related to ground and surface runoff must be adhered to, both during and after construction.



### 3.5 Repetition

Designs with approximately identical house elevations may not be repeated more often than every sixth house on either side of the street.

### 3.6 Roof Materials

The roof is to be of cedar shingles, cedar shingles, clay tiles or concrete tiles. Tar and gravel roofs will be considered in the case of homes with flat roofs.

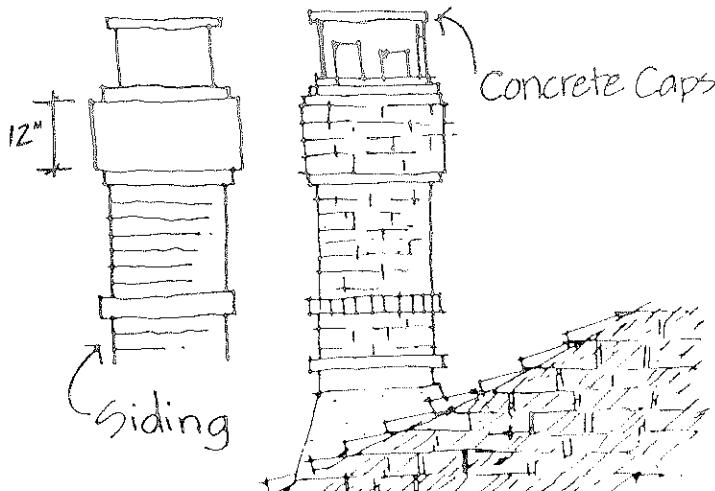
All roof stacks, flashings, etc. are to be painted out to match, or be complementary to, the roof colour, and eavestroughs are recommended to be concealed behind fascia boards.

Rain water leaders and soffits should be painted to match the trim colour as selected, or a compatible colour if prefinished.

### 3.7 Chimneys

Chimneys are to be of brick, stone, stucco or siding to match the house. It is recommended that all chimneys incorporate the Queen Anne style corbelled detail. The chimney finish must be the same as any accent veneers. There are to be no concrete blocks or jumbo brick. Cantilevered chimneys are not acceptable.

All metal "A" vents are to be surrounded by an enclosure finished to match the remainder of the house. All "A" and "B" vents are to be painted dull grey or other approved colour.

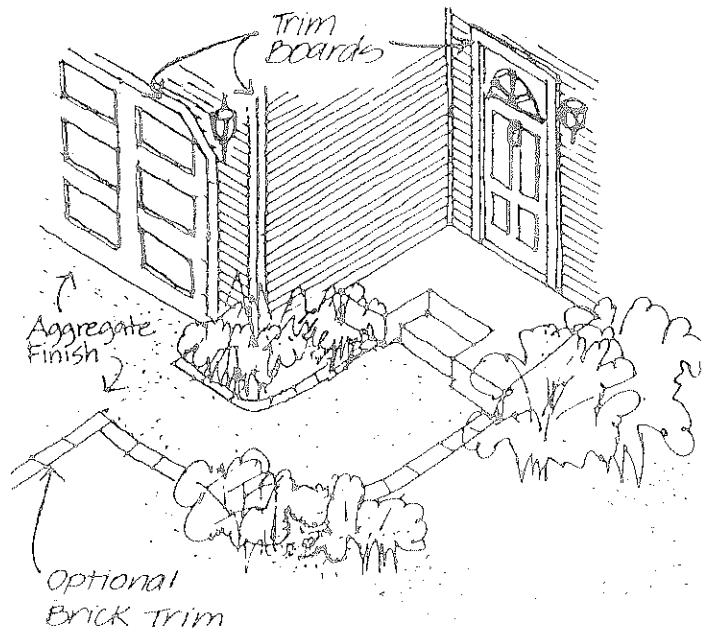


### 3.8 Exterior Finishes

**Exterior siding** is to be horizontal or vertical cedar, brick or stucco only and fascia boards are required in a colour complementary to the siding.

Stucco may be used in Tudor or California style homes, but with a fine textured finish only. Swirled, or other obvious patterned stucco finishes are not acceptable. Stucco houses may require additional wood trim depending on house massing and style.

The use of vinyl or aluminum siding requires special design approval. Houses finished in vinyl siding will require brick veneer complementary to the house. Acceptable vinyl profiles include double 4 and double 5 in both the bevelled and cove-type format.

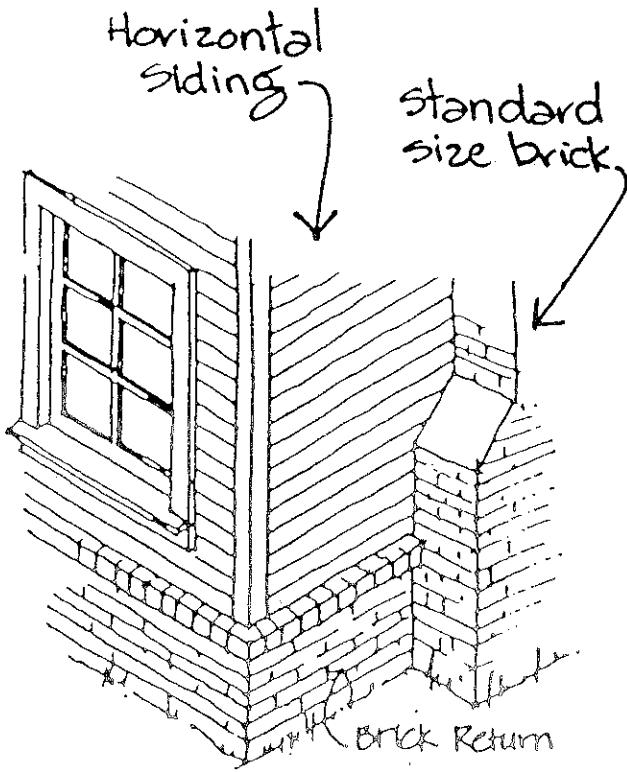


**Foundation walls** are to be limited to a maximum exposed height of 18".

**Brick or stonework** is to be quiet or even-toned. There is to be no "new-used" brick or multi-coloured stonework. All brick is to be standard or metric size with grey mortar. No jumbo or dual brick will be allowed. There are to be no "false fronts".

**Accent veneers**, if used, must turn the corner 4'-0" or meet the chimney.

**All openings on all elevations** are to have minimum 4" nominal trim boards, painted or stained to match the house trim colour.



**Houses on lots visible to more than one street** are to have full elevation treatments on all sides facing a street.

**Electrical meters** are to be as inconspicuous as possible and it is recommended that the meter be enclosed, with no ducting visible. Such an enclosure must not restrict access for meter readouts.

### 3.9 Colours

All exterior colour schemes must be approved. Houses with schemes that detract from the street will be rejected. Three colour schemes are acceptable:

- **Natural Low Contrast:** naturally-coloured wood stain (solid or semi-transparent) with blending trim colour.
- **Natural High Contrast:** naturally-coloured wood stain (solid or semi-transparent) with contrasting trim colour.
- **"Heritage" Colours:** pastel colours with contrasting trim and shutters on traditional house designs such as Cape Cod.

Stucco should be off-white, bone, cream, beige, etc. Darker colours require a colour sample. Pure white is not acceptable.

### 3.10 Driveways and Garages

Recommended maximum driveway slopes are 15%. Driveways are to be constructed using a minimum of concrete, asphalt or crushed rock. The use of concrete pavers is highly recommended in a colour compatible to the building's colour scheme.

All houses are to have a minimum of a single garage although a double garage is preferred. The driveway layout must provide for at least two additional cars to be parked on site. Carports are not acceptable.

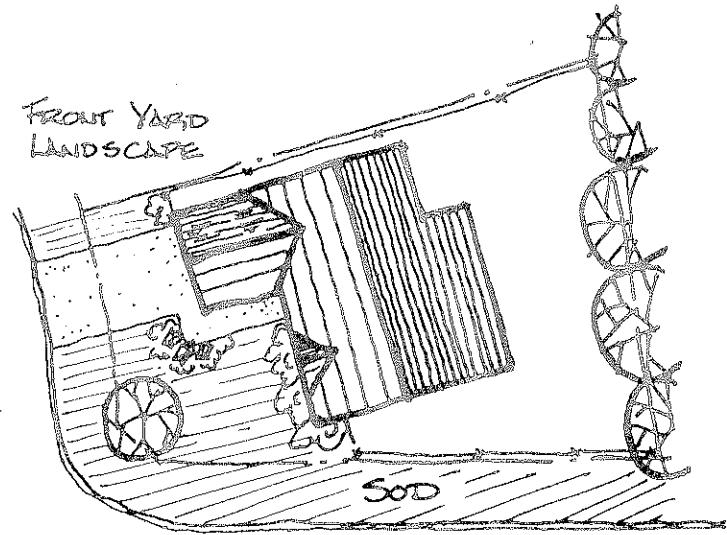
Garage doors are to be painted or stained in colours complementary to the siding colour. Aluminum doors are not acceptable.

The garage is to be finished in similar design and materials to the house.

## 4.0 Landscaping Guidelines

### 4.1 Landscaping

Installation of landscaping must be carried out within six months of substantial completion of the house.



Landscaping of the front yards (and the side yards on corner lots), will be designed to enhance individual homes and to accentuate the natural environment and existing rock outcroppings. Native species of plant material are encouraged and some examples include; Kinnikinnick (*Arctostaphylos uva ursi*), Salal (*Gaultheria shallon*), and Douglas Fir (*Pseudotsuga menziesii*).

## **5.0 Other Important Guidelines**

Trees may not be allowed to grow to a height which unreasonably obscures the view from the building on another lot. Thinning and shaping branches or complete tree removal is recommended over topping, as a topped tree generally grows back to its original height faster than a properly pruned tree and results in a truncated, unsightly shape.

### **4.2 Fencing**

All fencing within the subdivision will be coordinated in both design and detail. Fencing will be reviewed for each lot in the approval stage. Some lots may require little or no fencing.

Fences shall not exceed 1.2 metres (4 feet) in height on lots whose rear or side yards are adjacent to the Golf Course, and where a fence is to be constructed at or near the boundary it shares with the Golf Course. A side yard fence shall not exceed 1.2 metres (4 feet) in height for a distance of 10 metres (32.8 feet) from the point where the side yard fence meets the backyard fence. There shall also be a screen of vegetation planted and maintained on the Golf Course side of the fence, of a type to be approved by the Approving Officer.

Any fence, wall or similar structure on any lot other than mentioned above shall not be higher than 1.8 metres (5.9 feet).

Fencing will be prohibited in front yards except that ornamental fencing to a maximum height of 1.0 metres (3.2 feet) may be allowed when constructed in accordance with the design of a home.

### **5.1 Appearance During Construction**

The builder is required to keep his lot clean and orderly during construction. There will be no burning of garbage. Builders found negligent will be charged for a clean-up carried out by the Developer.

### **5.2 Recreational Equipment, Commercial Vehicles and Other**

Recreational vehicles, commercial vehicles in excess of 1 ton capacity, and non-licensed vehicles shall not be stored in the front yard or driveway of any property between the building line and the curb, and if otherwise stored on the property, shall be screened to reduce unattractive visibility of such vehicles or equipment from abutting streets.

No pole, mast, antenna or clothesline (with the exception of an umbrella-type clothesline) may be erected or installed on any lot.

Satellite dishes must be completely enclosed within a house, garage or other structure, and must not be visible from the outside of the said structure.

### **5.3 Signage**

All "For Sale" signs are to be of the approved standard format. Both temporary and permanent signage will be coordinated and approved by the Developer.

## Appendix A: Setbacks

Side Yards	Minimum setback in metres	Rear Yards	Minimum setback in metres from Golf Course
Lot 1 (side yard on golf course)	8	Lot 10	8
Lot 34 (south side only)	4	Lot 11	8
Lot 34 (north side only)	3	Lot 12	8
Lot 35 (south side only)	3	Lot 15	10
Lot 35 (north side only)	3	Lot 16	12
		Lot 17	14
		Lot 18	16
		Lot 19	16
		Lot 20	14
		Lot 21	12
		Lot 22	8
		Lot 23	10
		Lot 24	10
		Lot 25	11
		Lot 26	Setback on a radius 10 metres from the Golf Course point of property curving in to the 5 metre setbacks at the corners
		Lot 27	8
		Lot 28	9
		Lot 29	9
		Lot 30	9
		Lot 31	10
		Lot 32	9
		Lot 34	8
		Lot 35	8
		Lot 39	8
		Lot 40	6
		Lot 41	(Clockwise on Plan) on 41.197 m side 6 on 24.942 m side 8 on 31.00 m side 10
		Lot 42	8
		Lot 43	10
		Lot 44	10
		Lot 45	10
		Lot 46	8
		Lot 57	5
		Lot 58	(Counter-clockwise on Plan) on 21.577 m side 8 balance 5

## NOTES

For further information, contact:

**Developer:**

Fairwinds Joint Venture  
Box 118  
Nanoose Bay, B.C.  
V0R 2R0  
Tel: (604) 468-7626  
Fax: (604) 468-7673

**Architectural Guidelines by:**

IBI Group  
1500 - 510 West Hastings Street  
Vancouver, B.C.  
V6B 1L8  
Tel: (604) 683-8797  
Fax: (604) 683-0492



## APPLICATION FOR HOUSE PLAN APPROVAL

### APPLICANT:

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

LOT # \_\_\_\_\_ Telephone: \_\_\_\_\_

### HOUSING DESIGN

Type: House Type: \_\_\_\_\_ Model: \_\_\_\_\_  
Ground Floor Area \_\_\_\_\_ m<sup>2</sup> \_\_\_\_\_ Sq. Ft. 2nd Floor Area \_\_\_\_\_ m<sup>2</sup> \_\_\_\_\_ Sq. Ft.  
Form: Roof Style: \_\_\_\_\_ Roof Pitch/Slope: \_\_\_\_\_  
Roof Material/Colour: \_\_\_\_\_  
Detail: Wall Material/Colour: \_\_\_\_\_  
Brick or Stonework Colour: \_\_\_\_\_  
Trim Material/Colour: \_\_\_\_\_  
Garage Door Material/Colour: \_\_\_\_\_  
Chimney Material/Colour: \_\_\_\_\_  
Soffit Material/Colour: \_\_\_\_\_  
Driveway Material: \_\_\_\_\_

### SITING

Conformance to setback requirements are the responsibility of the contractor.

Setback Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Left Side: \_\_\_\_\_ Right Side: \_\_\_\_\_ Height: \_\_\_\_\_

Grading Minimum Basement Elevation: \_\_\_\_\_ Fin. 1st Floor: \_\_\_\_\_

### SITE PLAN REQUIREMENTS

A site plan with the following information must be provided. The builder is responsible to confirm on site that the information submitted and reviewed matches the actual site conditions before starting construction.

- a) Dimensions of lot
- b) Dimensions of building
- c) Dimensions of property lines
- d) Proposed and existing elevations at each corner of house, garage slab, basement slab and finished main floor
- e) Location of driveway and slope of driveway
- f) Location of retaining walls
- g) Location of drainage swales
- h) Location of underground water lines, sanitary and storm sewer lines

## 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 approving officer 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 he will hold the developer and its approving officer harmless from action resulting from the use of this information.

Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

## CONDITIONS OF APPROVAL:

1. Finished grade to be in accordance with plot plan. The builder is responsible for proper drainage of lot based on subdivision design.

## FINAL APPROVAL

Date Received: \_\_\_\_\_

By: \_\_\_\_\_

Date Reviewed: \_\_\_\_\_

By:

Recommended for Approval:

By: \_\_\_\_\_

Approving Officer

Approved \_\_\_\_\_

## Developer