

## **Schedule "A"**

# **COTTAGECLUB GHOST LAKE ARCHITECTURAL DESIGN GUIDELINES**

**(AS AMENDED FROM TIME TO TIME)**

# **ARCHITECTURAL DESIGN GUIDELINES**

## **COTTAGECLUB GHOST LAKE**

**(September 16, 2009)**

### **Introduction**

These Design Guidelines will ensure that this project, once completed, will reflect the pride and integrity of the Developer and its participating builders in the project, and as such, the cottage owners will be the ultimate beneficiaries.

All developments shall comply with the Municipal District of Rocky View No. 44 Bylaw C-6586-2007 (DC- 123), and will be constructed in compliance with all municipal, provincial and federal codes and regulations as currently published. Note: Compliance with these Design Guidelines DOES NOT supersede the required approvals of the Municipal District of Rocky View.

The builders, purchasers and owner's agree that the Board delegated Construction Committee will, in its sole and unfettered discretion, interpret, implement and enforce these Design Guidelines. The builders and purchasers agree to be bound by these Design Guidelines. The builders and purchasers acknowledge and agree that the Construction Committee and/or its representatives including the Architectural Coordinator may need to vary these Guidelines at its discretion on site-specific applications.

## **Objective**

The objective of these Design Guidelines is to achieve the highest standard possible of visual appeal and streetscape for the residents in a cost-effective manner, recognizing that cottages are not just a market-driven commodity. It must also offer enough variety of lifestyle choices to build and sustain a vibrant community.

These Design Guidelines are for the ultimate benefit of the new cottage owner, intended to ensure cottages are constructed with similar and complementary designs to enhance the value of the community. These Design Guidelines are a mechanism, which will contribute towards a high level of quality of design and integrate this project with the surrounding community.

Each cottage plan will be reviewed in terms of its adherence to the Design Guidelines as set out in this document. The Construction Committee may require certain modifications to the cottage plans and/or specifications to reflect the spirit and intent of the Design Guidelines or to take advantage of unique lot features or characteristics.

Review of designs on a preliminary basis is strongly encouraged. Involving the architectural coordinator early in the design process of your CottageClub cottage ensures the final approval process is smooth.

Builders may submit alternative details to those outlined in these Design Guidelines, providing they conform to the overall objectives of the project and maintain the overall quality of the streetscape and appearance. The acceptance of such alternatives will be at the sole discretion of the Architectural Coordinator.

## **Design Guidelines**

### **General**

Cottage designs, sitting of cottages and the overall architectural appearance of the community will reflect the melding of traditional design with the practicality of contemporary designs and materials, to meet the needs of today's cottage owners for personal comfort, safety, and efficiency with the end result being a harmonious, attractive and desirable neighborhood.

### **Architectural Theme**

The architectural theme of CottageClub Ghost Lake will be Western-Alpine. Careful attention to exterior elements and details such as roof lines, gable treatment materials and colors will ensure the community has a consistent look with a variety of curb appeal. Each cottage will be required to have timber elements on the exterior. Timber posts and truss detail at the entrance with an upper timber truss or timber bracket detail are some suggested details. The natural warmth of the wood timbers finished with a transparent or semi-transparent stain in a variety of natural shades will keep a common theme throughout the community.

### **Building Pocket**

Building pocket is defined as the maximum building area allowed on a lot as defined under the Condominium Bylaws pertaining to CottageClub Ghost Lake and the Municipal District of Rocky View No. 44 Bylaw C-6586-2007 (DC - 123). Front and side yard setbacks are required to be 2.4m. Rear yard

setbacks of lots backing onto green space is 0.60m and 2.4m if not backing onto green space. Driveways at the front of lots will require 6m from the roadway to ensure room for parking off the street. Accessory buildings are permitted 2.4m from the front street property line. Parking on the street is not permitted. Maximum lot coverage is restricted by the MD is 35% and includes all buildings.

### **Siting**

Each cottage shall be designed to take maximum advantage and consideration of the natural characteristics of the lot - natural grading, sun angles, views, relationship to the street, open space and neighbors. Siting and cottage layout should minimize overview and overshadowing of neighbors. All cottages located in cul-de-sacs should be sited in a radiating pattern, rather than parallel to the property line, where practical.

Grades around the cottages are to leave the natural topography intact. Builders are required to survey the natural grades around the cottage at the time of staking the lot. The building is to be set 0.60m from the highest grade at the bottom of the foundation to the top of the joist. These grades are to be reported to the Architectural Coordinator prior to excavation of the foundation.

### **Accessory Building**

Accessory Buildings such as a shed or garage are optional. Each lot is permitted one accessory building and it is required to fit on the lot with the cottage within the max permitted 35% lot coverage. Accessory Buildings are to be finished to the same standard of material and attention to detail as the cottage on the same unit. Carriage style garage doors are encouraged on all accessory buildings. Roof slopes, architectural timber details and overall cottage style are required to be carried to the accessory building to complement the cottage.

### **Massing & Roof Slope**

The overall feeling of a street can be very affected by the massing of the buildings on the street. The rooflines and pitches of the roofs often have the most influence on a buildings massing. At a pedestrian scale the cottages should have a feeling of strength at the foundation and correct proportion up to a carefully detailed roof line. The Minimum Main Roof Slope of Accessory Buildings will be the same as the cottage on the same lot. Minimum Main Roof Slope of the Cottages is encouraged to be in the spirit of Western Alpine Theme at 12:12. The minimum roof slope approved for 2 storey cottages will be 6:12 and bungalows are to be minimum of 7:12 to ensure they are not dwarfed on the street. Roof pitches will be adjusted to maintain and control the flow of the streetscape, especially on corner lots or special treatment areas.

Exterior features, including the roofs design may be modified by the Architectural Coordinator to vary the street appeal of the project as site-specific conditions may dictate. All elements of the cottage design are to be consistent with the Western Alpine theme.

Transition between different cottages should be made smoothly. Otherwise, varying setbacks and changing roof pitches will be used to moderate the transitions.

### **Corner Lots**

Special attention must be paid to side elevations on all lots that side onto a roadway. The side elevations should have the same architectural treatment as the front. Details such as added windows complete with trim, architectural timber details and similar roof and gable end details.

Side elevations on all corner lots must be approved by the Architectural Coordinator.

### **Back-flow Preventer Valves**

To avoid cross-contamination of our water system, all cottages must be constructed or retrofitted with back-flow preventer valves.

### **Septic Holding Tank**

Each cottage will have one septic holding tank, of a minimum size of 2,000 gallons, either of fiberglass or concrete. Concrete tanks can be installed in the driveway. Fiberglass tanks cannot be installed in the driveway or anywhere that vehicles may be driven over or parked. Vehicular access to or over the location of a fiberglass tank must be restricted by bollards or other special permanent features. The tanks must be vented with a stack (to a minimum of 4" diameter) through the cottage. A quick connect access coupler must be located at a front corner of the cottage. A tank alarm will be hard wired into the cottage.

## **Exterior Finishes & Specialties**

Exterior materials are to meet the criteria in the "*FIRE PREVENTION & PROTECTION PLAN FOR COTTAGECLUB GHOST LAKE*", as per *Appendix "A"* attached.

### **Exterior Materials**

The use of a variety of combined exterior wall treatments is encouraged. Wall materials are limited to cement fibre siding as approved by the MD. James Hardie board and CertainTeed cement fibre siding are acceptable to both the architectural coordinator and the municipal district. Builders may be asked to provide samples of the products they are submitting for review. Accent materials such as natural or cultured stone or brick are encouraged as strong architectural features. Brick or stone is to return a minimum of 24" around corners.

All exterior color schemes must be approved. Exact siding and stone color cannot be repeated within 3 lots on the same side of the street (ABCA) or directly across the street. However, cottages can be side by side with the same trim and roof color.

### **Roofs**

Roof materials are to meet the criteria in the "*FIRE PREVENTION & PROTECTION PLAN FOR COTTAGECLUB GHOST LAKE*". Recommended roofing materials include rubber roofing, concrete tile as well as metal roofing. Other materials will be considered on a lot-by-lot basis. Flashing and vents are to blend with the color of the roof. Eaves are to be non-vented.

In keeping with commonly accepted safety objectives, eaves troughs shall be permitted over exits/entrances and stairwells. The collection of this water shall be allowed in water catchment devices that meet Board approval.

### **Soffit and Fascia**

Minimum roof overhangs of 12" or greater with minimum 8" fascia. All soffits must be non-vented prefinished aluminum or cement fibre.

## **Parging**

Parging on all elevations shall be a maximum of 24' above grade around entire cottage foundation. Foundations sitting on a natural slope must strap the foundation to accommodate siding or Parging within 24" from any grade.

## **Exterior Color schemes**

The color schemes of CottageClub will be carefully considered. Earth-tone shades of wall materials are required with complementary trim color and accented stone or brick (if desired). Pastel shades of blues, greens and pinks will not be considered.

Approved Hardie Board colors are:

Autumn Tan  
Navajo Beige  
Cobble Stone  
Heathered Moss  
Countrylane Red  
Khaki Brown  
Sandstone Beige  
Monerey Taupe  
Mountain Sage  
Iron Grey  
Tuscan Gold  
Woodstock Brown  
Timber Bark

Approved CerainTeed colors are:

Linen  
Silverplate  
Antique White  
Butter  
Merino Tan  
Wicker  
Heritage Clay  
Heather  
Nantucket Grey  
Olive  
Desert Gold  
Autumn Red  
Newport Taupe

Any other colors are to be considered on a lot by tot basis. Color and material samples may be required by the Architectural Coordinator. The approval of any color scheme will be at the sole discretion of the Architectural Coordinator, having regard to the adjacent cottages and general ambience of the neighborhood.

## **Front Entries**

Front entrances to the cottages are expected to create a sense of welcome. The front entry will be the main showcase area for Western Alpine themed Timber Frame architectural details. Simple distinctive Timber Frame details are mandatory at the street side entrance. Where feasible, verandas, front porches and/or covered entries are to be encouraged. Solid wood Timber Frame posts and truss details as part of the covered entry on every cottage will ensure a sense of continuity throughout.

## **Chimneys**

All furnace and fireplace flues shall be boxed in and clad with material to match the cottage exterior material or roof color. Direct vent fireplaces must not vent to the front.

## **Other Important Guidelines**

### **Lot Grading**

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

Lot grading is to follow the natural slope of the land form and to be consistent with the Engineered CottageClub Ghost Lake Storm Water Management Plan. Individual lot grading and drainage must not change the existing drainage design in accordance with the CottageClub Ghost Lake Storm Water Management Plan.

### **Sedimentation/Erosion Control**

Construction activities can result in a rapid increase in erosion and sedimentation, and if left uncontrolled, can irreparably harm the environment. Sedimentation of our rivers, streams and creeks can destroy fish habitat, and negatively impact water supplies, flood control, navigation, and recreational activities. The costs of cleaning up our environment afterwards can be high. Suitable erosion and sedimentation controls must be implemented by the builder to protect our environment and drainage systems.

The builder and/or cottage unit owner are to ensure no sedimentation makes its way into any drainage swales.

Tracking of mud by construction vehicles will not be tolerated. The Developer and/or the Condominium Corporation will fine a builder and/or unit owner up to \$500 (Five Hundred Dollars) for every occurrence where construction vehicle or construction equipment has tracked mud onto the street.

Cost incurred to clean out sedimentation or repair damage to any drainage infrastructure caused by erosion or sedimentation from a cottage unit will be charged back to the cottage unit owner and/or the unit owner's respective builder.

Cost incurred to repair damage to any other unit caused by erosion or sedimentation from a cottage unit will be charged back to the cottage unit owner and/or the unit owner's respective builder.

### **Fences**

The Developer has constructed uniform fencing around the parcel with exception of the waterfront. Fencing on units is prohibited under the Municipal District of Rocky View No. 44 Bylaw C-6586-2007 ( DC-123). Planting of tree and shrubs is encouraged to delineate lot lines.

### **Appearance During Construction**

Each builder is required to keep their lots and building sites clean and orderly during construction. There will be no burning of garbage or disposing of any garbage in any manner, except in the garbage bins to be supplied by each builder. Each builder is to strictly follow the "*SOLID WASTE*

*MANAGEMENT AND RECYCLING PLAN*" as per *Appendix "B"* attached. If compliance of this condition is not met, and the Construction Committee believes a clean-up is necessary, then the owner and/or builder will be back-charged for the costs of same incurred by the Condominium Corporation or the Developer.

### **Signage**

The Developer will provide directional signage to the subdivision.

All temporary and permanent signage must be approved by the Developer. The design standard for the project must be followed on all signs in and leading to the project. The builders' cooperation in this matter is important to enhance the image of the project as a pleasant community to establish a recreational dwelling.

### **Builder's Responsibilities**

The granting of an architectural design approval by the Developer, Board or the Architectural Coordinator does not release the Builder/purchaser from the obligation to comply with all municipal bylaws, building codes, statues and regulations that are applicable to the development and are imposed by law. The Developer and Architectural Coordinator will not be responsible for the legal requirements of that nature.

If at the time of construction on site, errors or discrepancies are noticed from information received at the time of approval, or from engineering drawings, or from existing site grading, or existing cottages, the Builder is to contact the Architectural Coordinator so that the discrepancy may be reviewed and adjustments made to accommodate the existing site construction.

The cost of repair due to builder damage to any underground utilities, roads, trees, drainage or other items will be charged back and may be deducted from the Performance/Compliance Deposit. It is understood that the amount of charge backs will not be limited to the amount of the Performance/Compliance Deposit.

The builder must ensure that all excavation material is kept within the confines of their lots. Any spillage onto a road, sidewalk or neighboring lot shall be removed immediately. If not removed immediately, the Developer will move the offending material and invoice the unit owner and/or builder responsible.

At such intervals as deemed appropriate by the Board, the Occupant shall ensure that his/her/their Builder attend a Condominium Board orientation, and abide by the regulations stated in the Builder's Package of Information.