



Calmar Southbridge Developments Inc.  
403-975-330  
[www.southbridgecrossing.ca](http://www.southbridgecrossing.ca)

## **Architectural and Development Guidelines**

### **OBJECTIVE**

1. The objective of these Architectural and Development Guidelines is to ensure the very highest standard of visual appeal and image, ensuring compatibility among homes. Outlining the opportunities and constraints of building, these Guidelines will assist builders, designers and home buyers in achieving problem free construction.

### **ARCHITECTURAL THEME**

2. Rather than a single architectural theme, we have selected architectural and site planning elements that can be incorporated into a diverse range of styles. This framework will encourage originality and individual expression while the pattern of coordinated components and features will establish the character of Southbridge Crossing.

### **STREETSCAPE**

3. Care must be taken to integrate the unique values of each home with special attention to the relationship with neighboring homes, while complementing the community as a whole. Building massing, siting and style may be adjusted and/or alternate treatments may be requested to reinforce the streetscape.

### **SITE PLANNING**

4. Among the most important decisions in designing a new home is deciding where the building will be located on the site and how it will be shaped to fit both its surroundings and the needs of its occupants. Thoughtful choices at this stage will not only make the home more attractive but, more importantly, will enhance the enjoyment and use of the home in years to come.



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### **Satisfaction of Town of Calmar Regulations**

- a. It is important to ensure that Town of Calmar regulations are met and that any relevant plans in respect of utilities and rights-of-way are referenced and noted. Additionally, building grade plans must be checked, and final lot grades must conform to them. Grades must be to the elevations provided in the grading plan, not simply by reference to existing vacant lots.

### **Site Plan Requirements**

- b. Site Plans for application must include the following:
  - Scale 1:300 metric (1"=25')
  - North arrow
  - Municipal address
  - Legal Description of property
  - All property lines, designated and dimensioned
  - Size and location of proposed buildings dimensioned to property lines
  - All cantilevers (including floor, bay windows, fireplaces, eaves, etc.)
  - Abutting streets, avenues, reserves, etc
  - Easements and utility right of way labeled and dimensioned, accurately figured, explicit and complete
  - Spot elevations around building and drainage directions.

### **EXTERIOR MATERIALS**

5. The selection of materials and colors is critical to the proper sense of it between the house, site and community. Natural materials will go a long way toward achieving a high aesthetic quality and strong sense of community, and are strongly encouraged.



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### **Acceptable Cladding Material**

- a. Acceptable cladding materials are artificial vinyl siding or stucco. Cladding materials for accent include:
- Brick, stone, or shale in stacked application
  - Hardboard siding, prefinished (long life)
  - Machine applied or trowel finished stucco
  - Fieldstone facings and river rock.

### **Columns and Posts**

- b. Where columns or posts are used on the front or highly visible elevations, they are to be of substantial form and solid in appearance. Columns and Posts should include step details at top and bottom.

### **Foundation Facings**

- c) Parged concrete foundation facings are acceptable, but should be kept to a minimum. Bi-Level homes will be allowed more parging to accommodate the structure. All parged concrete foundation facings shall be at the Developer's discretion.

## **EXTERIOR COLOURS**

6. Colours will be approved on a lot by lot basis without repetition on adjacent lots. **The use of a third accent colour is encouraged**

## **ROOFING**

7.

### **Roof Pitch**

- a. To provide a unifying theme throughout the community, the minimum roof pitch will be 5/12 (a roof that rises 5" vertically for every 12" horizontally), with the exception of bungalows which may require a 7/12 pitch to adjust massing. In considering the overall massing and style, some secondary roofs may, at the discretion of the Developer, not be subject to this minimum requirement



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### **Overhangs and Fascia**

b. Roof overhangs will be proportionate to the design with suitable overhangs incorporated at cantilevers, box-outs and bays. Six inch fascia is the minimum, however, a wider fascia is encouraged and may be requested as a solution to detailing

### **c. Roofing Materials**

Roofing materials will generally be 25 – year three tab design asphalt shingles. Other choices include slate or flat concrete tiles, cedar shakes, and asphalt shingles, at the Developer’s discretion. Corrugated ceramic or metal tiles and pine shakes are not permitted.

## **LANDSCAPING**

8. Each lot must be graded in conformance to the applicable grading plan per section 4.a above and, within twelve (12) months after the issuance by the Developer of its approval of the application pursuant to the Architectural Guidelines as set out under Approval Process below, it must be landscaped in accordance with the following:

- a. Lot must be sodded; and
- b. At least one (1) deciduous tree must be planted

## **FENCING**

### **Front Yard Fencing**

9. Front Yard Fencing is not permitted



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### **Rear Yard Fencing**

10. Where erected, rear yard fences between lots shall be in accordance with the following:
  - a. they shall not exceed 1.8 m in height, and shall be of “good neighbor” design;
  - b. they shall comply with the Town of Calmar Land Use By-Law;
  - c. they shall be constructed of 1”x 6” **unstained** green treated lumber, in a style consistent with landscape design.
  
11. For lots which back onto the storm water management facility, back fence when erected shall be 1.8 m high, green chain link fence.

### **GARAGES, DRIVEWAYS AND WALKWAYS**

12. Each lot must have:
  - a. a front attached garage which will be designed and constructed to complement the home, including its colour, materials and architectural details;
  - b. a concrete driveway from the garage to the adjoining street;

### **ACCESSORY BUILDINGS**

13. Accessory buildings which are visible from public adjacencies (i.e. walkway, park, street, etc.) must be consistent in style, finish and colour with the house. Roof style and materials are to match those on the house.

### **SUBDIVISION APPEARANCE**

#### **Excavation**

14. All builders and owners must ensure that all excavations are kept within the confines of their lot. Any spillage on a road, land, sidewalk or neighboring lot must be removed immediately or the Developer will arrange for its removal and shall have the right to invoice the landowner and the Builder for its costs and expenses for doing so.



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### **Site Clean-up**

15. Builders should encourage timely removal by all subtrades of litter on building sites. Failure to comply will result in a clean up bill being charged to the lot. Supply by the Builder of bins ( or alternate comparable enclosed containment) for litter is mandatory. Any general clean up of the subdivision implemented by the Developer can and will be charged pro-rata to all the Builders.

### **Conditions of Municipal Works**

16. Each Builder is responsible for inspecting the condition of any works on his lot and must submit written notice of any damages to the Developer prior to commencing construction, otherwise costs for repairing any damages become the sole responsibility of the Purchaser.

### **APPROVAL PROCESS**

17. No construction upon any lot is to be commenced until plans in accordance with the following have been first submitted to and approved by the Developer.
18. Prior to building, the Builder must inspect the lot and services, and report any and all discrepancies or damage in writing to the Developer together with the Application for approval of plans described in paragraph 19 below.
19. Before applying to the Town for a development permit, the Applicant shall first submit the applicable building and development plans for approval to the Developer or the Developer's representative. The Application shall be in the form attached as Schedule "A".



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- a. On receipt of an Application in accordance with the foregoing, the Developer's representative will, within five (5) business days, review it and either approve it, approve it with modifications, or reject it on its adherence or failure to adhere to these Guidelines. Should any dispute arise, the Developer's representative shall make the final decision on the acceptability of the plans.
- b. The Developers representative will return to the Applicant a copy of the Application indicating rejection, Approval or the modifications required for approval.
- c. Construction and development by the Builder/Owner shall conform to the Application and plans as approved, and neither the plans nor the implementation of them may be subsequently altered in any material respect without the prior approval of the Developer or his representative.
- d. Approval of any and all construction or development plans will be at the sole and unfettered discretion of the Developer's representative.
- e. No stake-out will be granted until approved by the Developer.

**DAMAGE DEPOSIT**

20. Prior to the issuance by the Developer or its representative, of any approval in accordance with Section 17 above, the Owner of the Lot or the applicable Builder must pay or deliver to the Developer, a damage deposit or Letter of Credit in the amount of \$2,500.00 per lot which shall be held by the Developer as security:



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- a. For the performance by the Owner/Builder of the obligations set out in these Guidelines:
  - i. To complete required lot grading
  - ii. To complete required landscaping; and
- b. Against any damages, costs or expenses which may be caused to the Developer arising from or in respect of damage during the course of construction or development by Builder/Owner to:
  - i. Light standards;
  - ii. Fire hydrants;
  - iii. Grading, or drainage swales; and
  - iv. Any other works done or installed by the Developer.
- c. For performance and adherence by the Owner/Builder with these Architectural Guidelines generally. Any material breach of such obligations shall be deemed to cause damage to the Developer in the full amount of the deposit which may then be retained by the Developer without limiting any further or additional recourse it may have against the Owner or Builder in respect of such breach or non-adherence.

#### **DEPOSIT RETURN PROCEDURE**

21. Upon completion of construction and site works, a final inspection is done to ensure compliance with the Architectural Guidelines and to check for damages to municipal or Developer improvements. Following the final inspection and addressing of any discrepancies to the satisfaction of the Developer, the deposit will be returned.
22. To initiate the final inspection, a written request accompanied by an approved grading certificate must be forwarded to the Developer.

#### **INTERPRETATION**

23. The enforcement, administration and interpretation of these Guidelines shall be at the absolute discretion of the Developer or its Designated Representative





**SCHEDULE "A"**  
**Calmar Southbridge Developments Inc.**

**Subject: Procedure for Architectural Controls**

The Architectural Approval will be undertaken by:

**Windward Landtec Inc.**

The following is required by Calmar Southbridge Developments Inc., for the implementation of the house plan approval and issuance of the grade slip.

The Builder submits the following:

- three (3) complete sets of house plans 1:48 or 1:64 metric (1/4" or 3/16":1') (elevation and section to be accurate)
- three (3) completed house plan approval forms
- three (3) completed plot plans as listed below
- three (3) plans showing driveway details (design and materials)
- the house plan must show deck, deck railing and patio detail (must specify materials)

Plot Plans are to be drawn at 1:200 scale metric and are to include the following information:

- all corner lot grades
- Proposed landscape grades at all corners of the house and garage as well as the sides
- Proposed actual top of footings (ATF) and subfloor elevation(s)
- Drainage patterns of lot
- Entrance location of the home
- Driveway or parking location
- R O W.'s 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 elevation of the house AT 1:200; if a corner lot, then also the side elevation at 1:200. This elevation is to be accurate.



Building grade plans, legal plans, R.O.W. plans and sidewalk plans can be obtained from Calmar Southbridge Developments Inc. at the time of lot purchase. These plans should be used to assist the Builder and Home Owner in designing a pleasing home compatible to the adjacent existing or proposed environment.

Please note that:

1. Incomplete submissions will not be reviewed or approved until they have been completed. Faxed home plans or plot plans are not acceptable.
2. The Builder/Home Owner is responsible for reviewing the returned approval before applying for a Building Permit and constructing the Home. Windward Landtec Inc. is to be notified of any discrepancies in the approval.
3. After approval of the house, colours, siting, and any revisions will be subject to a fee chargeable to the Builder. This fee is to be prepaid before the written request is considered. All requests for changes must be submitted in writing.



**DEVELOPER**

**BUILDER**

**Calmar Southbridge Developments Inc.**

\_\_\_\_\_

Lot # \_\_\_\_\_

Block # \_\_\_\_\_

**CONDITIONS OF APPROVAL**

1. The Builder and or Applicant shall satisfy themselves as to the content of this form and shall ensure all specifications, comments and conditions are met, as this document, and the approved house plans shall constitute the basis for determining compliance with the Architectural Guidelines for the area.
2. No variance or changes to this approval shall be permitted unless prior written approval is granted. The Architectural Coordinator will consider changes to this approval, upon receipt of the requested changes in writing the required revision fee.
3. The Builder and/or Applicant shall be responsible for the adherence to and compliance with all Building Codes, Land Use By-Laws, Restrictive Covenants, Caveats and any such Local, Municipal, Provincial or Federal regulations or guidelines affecting the development of this property. The Approval contained herein does not constitute satisfaction of the above and does not relieve the Builder and/or Applicant of this responsibility.
4. Inter Lot (property line) retaining walls shall be installed and paid for by the first Builder and/or Applicant not being able to maintain the property line grades as set out in the Approved Building Grade plan by the use of maximum 3:1 slopes for finished grades contained entirely within the property.

**Any disputes regarding retaining walls are to be resolved by the Builder and/or Owner of the affected properties.**

**Failure of the Architectural Consultant to notify the Builder and/or Applicant of the requirements for a retaining wall does not absolve the Builder and/or**



**Owner of the responsibility of providing retaining wall at the Builder's and/or Owners expense.**

**Should the Builder and/or Owner fail to provide the required retaining wall and, as a result, the Developer is delayed in obtaining Final Acceptance of the subdivision by the Town of Calmar, the Developer shall cause the required retaining walls to be built and shall be paid, on demand, by the Builder and/or Applicant and/or Owner, for those costs incurred by the Developer.**

Date of Approval \_\_\_\_\_ Approved Per \_\_\_\_\_

The Builder/Applicant acknowledges that they have reviewed the grades proposed, the approval information contained herein, the corrections of same and have reported any discrepancies to the Architectural Coordinator and hereby agree to construct the improvements on the property in accordance with both the information contained within this approval and the Architectural and Development Guidelines.

**The Builder/Applicant acknowledges that the sum of \$2500.00 is to be paid prior to issuance of any approval to be held by the Developer as a security deposit as described in the Architectural and Development Guidelines.**

Any disputes arising over non-adherence to the approval form are to be resolved between the Builder and the Developer.

The Builder/Applicant covenants and agrees to save, defend, hold harmless and indemnify the Developer, its consultants, their servants and agents from and against any and all actions, suits, claims, or demands of any nature or kind to which the Developer, its consultants, their servants and agents shall or may become liable for or suffer by any reason of any reliance by the applicant upon information provided or approvals granted by the Developer, its consultants, their servant or agents.

Acknowledged and agreed to:

\_\_\_\_\_  
DATE

per \_\_\_\_\_  
BUILDER/APPLICANT SIGNATURE