



Preliminary Design Guidelines
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1.0 INTRODUCTION

1.1 Definitions and Abbreviations

“**applicant**” means the person who makes a formal application for design approval. The applicant can act as agent for the *owner* or *developer* of the *lot*.

“**BP**” means Building Permit

“**construct**”, and any variation of that term, means to *construct*, improve, install, affix, place, or alter, or to permit *construction, improvement, installation, affixation, placement or alteration*;

“**consultant**” (also see DRC) means an architect in good standing with the Architectural Institute of British Columbia or any successor body, or a registered design consultant in good standing with the National Home Designers Association or any successor body, or a registered building designer and/or a certified residential building designer in good standing with the Applied Science Technologists and Technicians of British Columbia or any successor body, who is appointed by the developer to review the design submissions.

“**DP**” means Design Professional.

“**DRC**” means the Design Review Consultant

“**District**” means the *District* of Squamish or other successor local municipal body having jurisdiction over the *lots*;

“**dwelling**” means a *single family dwelling* permitted to be *constructed* on a *lot* in accordance with this schedule;

“**final plans and specifications**” mean the plans, specifications and other information stamped by the *consultant* as specified in Section 2.4 of this *schedule*;

“**improvements**” means any building, accessory building in excess of 10 square metres [105 square feet], fence, or retaining wall *constructed* or to be *constructed* on a *lot*;

“**Land Title Act**” means the Land Title Act R.S.B.C. 1996, c. 250, as amended, or replaced or superseded by successor legislation;

“**Local Government Act**” means the Local Government Act R.S.B.C. 1996, c. 323, as amended, or replaced or superseded by successor legislation;

“**lot**” is a tract or parcel of land owned or intended to be owned by the owner(s)

“owner” means the registered *owner* of the fee simple or registered holder of a life estate or leasehold estate of a lot;

"schedule" means this schedule of restrictions and any further schedules or exhibits attached to it (if any);

“single family home” means a dwelling *constructed* in accordance with this schedule which is designed for occupancy by a single family;

“UH2” means University Heights Phase 2

1.2 Interpretation

The following provisions apply to this *schedule*:

- (1) the sections, headings, and table of contents are for convenience only, and are not for use in interpreting, defining, or limiting the scope, extent, or intent of this *schedule*;
- (2) unless otherwise specified, words importing the singular include the plural and vice versa, and words importing gender include all genders;
- (3) this *schedule* will be governed by, and is to be enforced, construed, and interpreted in accordance with the laws of British Columbia;
- (4) each provision of this *schedule* is several, and if the whole or part of any provision is invalid, illegal, or unenforceable, it will be deemed severed from this *schedule*, and this *schedule* will otherwise continue to be enforceable to the fullest extent permitted at law or at equity;
- (5) in the event of a conflict between a statute, by-law, order, permit, regulation or agreement or with any governmental entity including without limitation, the District of Squamish and this *schedule*, the statute, by-law, order, regulation or agreement such as a restrictive covenant supersedes this *schedule*;
- (6) for any term not defined herein, but shown italicized in this schedule, it has the same definition as in the District of Squamish Zoning By-law as amended from time to time, and in particular amended subsequent to the date of registration of this *schedule* in the Land Title Office;
- (7) in the event of any conflict between the *District* and the *DRC*, the *District's* position shall supersede the *DRC's* position to the extent necessary in order to comply with the *Local Government Act*;

1.3 Order of Precedence

These design guidelines are written to supplement the applicable governing Zoning and Building Bylaws. The legal requirements of all applicable National, Provincial, Municipal Statutes, Bylaws, Orders or Regulations supersede those found in this document.

1.4 Objectives

- To develop a neighbourhood with a distinct, modern character that complements its proximity to an innovative university campus. Each home may be unique in design, while contributing to a common theme.
- To develop a streetscape identity of individual, appropriately separated, single family homes.
- To promote site-appropriate design, suitable in scale, and well-set within its physical context.
- To design in consideration of the interests of neighbouring properties.
- To ensure that all development is designed and built of high quality to protect and enhance property values.
- To ensure that all on-site landscape works complement the natural environment and context.

1.5 Common Characteristics (Required)

All homes are designed with design elements that contribute to a shared neighbourhood character.

The UH-2 shared design requirements include:

Massing:

- Building massing to consist of a few defined blocks varied in primary and secondary volumes.
- Harmonious balance of solid massing and “void”/ large sections of glazed facade.
- Roof shapes to create a dynamic modern neighbourhood character.

Materials:

- A specific selected stone seen from the street at the entry area of each home
- An abstract background material, such as stucco in a colour range complimentary to the UH2 development
- A sloped roof material, such as a standing seam roofing in weathered zinc colour
- A requirement to use natural materials
- A limited colour palette used throughout the neighbourhood
- A planting concept that is consistent with the overall UH2 natural context

1.6 Application Documents to be submitted to Design Review Consultant (DRC)

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2. DESIGN COMPLIANCE

2.1 Design Review and General

Collectively the recommendations in this document aim to encourage innovative design that belongs to the University Heights 2 neighbourhood; to ensure that submissions demonstrate a level of quality befitting the development; and are sensitive in response to neighbouring properties and local site characteristics.

Applications will be reviewed against the Design Objectives listed in Section 1.3.

2.2 Competency of Design Team

- In order to maintain a high level of architectural design across the UH2 neighbourhood, Applicants and Developers are encouraged to retain an experienced design professional (DP) with an interest in modern design, and a track record of successful projects.
- An inexperienced design team may require revisions and substantially more time to obtain design approval.

2.3 Role of Design Review Consultant (DRC)

- To review the application for conformity with the objectives of the design guidelines.
- If requested, to provide guidance regarding the intent of the design guidelines to assist the home design professional.
- To summarize areas of non-compliance. Where applications are found to be non-conforming, it is not the role of the DRC to provide design solutions.

2.4 Process.

Below is an outline of the typical process for all applications. It is the responsibility of the Applicant to follow the correct procedure. Failure to do so may require applications to be resubmitted, or result in applications requiring significant design revisions.

(1) Pre-Application Meeting

- Design professionals (DP) are asked to demonstrate their interest, experience and qualifications to design modern homes in compliance with the design guidelines.
- Applicants/DP are to familiarize themselves with the design guidelines, their intent, objectives and specific requirements.
- Applicants/ DP have the opportunity to review design guidelines with DRC.

(2) Concept Design Submission & Meeting

- Applicant/ DP and DRC discuss and review design concepts and preliminary sketch plans.

(3) Application Submission

- The Applicant/ DP submits an application for Review. Required documents listed below in Section 2.6. (See Section 1.5 for Application contact information.)
- It is the responsibility of the Applicant/DP to submit drawings that conform with all applicable bylaws. The DRC reviews for design guideline conformance, not for municipal zoning and BC Building Code compliance.
- The DRC reviews the submission and, if required, summarizes the areas of non-compliance.
- The DRC responds to Applicant/DP inquiries and may meet with the Applicant/ DP as required.
- The Applicant/DP makes revisions to the application as required. One re-submission review prior to approval (if required) is included in the application fee.

- Once proposal is approved, the DRC will stamp all pages of application documentation, and issue a signed/ sealed letter confirming that the design meets the intent, objectives and specific requirements of the Design Guidelines for the Applicant's BP submission.

(4) Submission of Squamish Building Permit Set for Compliance Check

- Applicants are required to submit the DRC one full copy of approved Building Permit Application drawings to ensure the submission substantially corresponds to the approved Design Review Application (3).

(5) Field Review (at the discretion of the DRC)

- *For conformance with approved design review application only. It is the responsibility of the Applicant/ DP and Applicant's Contractor to ensure quality of construction and conformance with BC Building Code, Municipal bylaws, etc.*

(6) Project Completion - Final Field Review.

- DRC to review for substantial conformance with design guidelines and approved design review application only. It is the responsibility of the Applicant/DP and Applicant's Contractor to ensure quality of construction and conformance with BC Building Code, municipal bylaws, etc.
 - Upon notified completion of all site works, the DRC will attend the site to confirm finished works conform with design guidelines and the approved design review application. The DRC will issue a signed and sealed letter to the Applicant notifying them of their findings or compliance following this review.
- Proposed revisions to the approved design application can be submitted for DRC review prior to, and during construction, for approval of compliance. Additional fees will apply. See Section 2.6.

2.5 Required Application Documentation

- Applications for Single Family Homes should be submitted with the information listed below.
- Note: All drawings should be annotated/dimensioned with Imperial Dimension units, with the exception of Existing and Proposed Grade information, to be presented in dual, (Imperial & Metric) format.

- **Design Rationale (Max 1 Page; 1 copy)**

Provide a rationale illustrating why the proposed design meets the neighbourhood and house design guideline objectives.

- **Topographical Survey by BC Land Surveyor (2 copies)**

To confirm lot size, property lines, setbacks, existing grades.

- **Site Plan - Scale 1/4":1'-00" (2 copies)**

Site plan to show lot dimensions, existing/proposed grades across site, engineering services, extent of hard and soft landscaping, fencing and principle / accessory building locations.

- **Full Architectural Drawings - Scale 1/4":1'-00" (2 copies)**

- Floor Plans (including roof plan)
- Elevations (indicating heights, massing, grading, finishes as shown on Colour/ Material board)
- Sections (longitudinal and cross)

- **Landscape Design Documents - Scale 1/4":1'-00" (2 copies)**

Applicants are required to submit a Landscape Plan prepared by a professional landscape consultant.

Landscape Plan to show entire lot and boulevard showing species information and location of all plants, trees, bushes shrubs, extent of hardscaping surfaces, extent of retaining structures and proposed grading information.

Landscape Plan to include summary of all proposed construction materials.

At the discretion of the DRC, an Arborist Report prepared by an ISA-certified Arborist (International Society of Arboriculture) may be required. Where required, Arborist reports should note the location, condition, species and recommendations for all lot and boulevard trees.

- **Colour/ Material Board and Outline Specification of Exterior Finishes. (1 copy)**

Optional: 3-D images, perspectives, or colour elevations may also accompany the application as required to demonstrate design intent.

- Applications to extend, alter, modify or otherwise make changes to a property or landscape will be assessed on a case by case basis. Please contact Croydon Holdings Ltd. for required documentation.
- While meetings may be held with informal comment provided, formal processing of any applications will not commence until a complete submission of all documentation as listed above is received.

2.6 Fees and Costs

The DRC takes no responsibility for any costs incurred as a result of required design revisions.

Any meetings, document or field reviews outside the Scope of Work outlined in Section 2.4, or for revisions after Design Review approval will be carried out at a cost to the Applicant at an hourly rate.

All fees are exclusive of applicable taxes.

3. NEIGHBOURHOOD / ARCHITECTURAL DESIGN CONTROLS

3.1 Lot Restrictions

Lots may not be consolidated or subdivided.

3.2 Siting of Structures on Lot

Overall form and mass should be as a response to the natural landforms and topography of the lot.

Effective site planning can minimize the need for extensive cut and fill slopes to accommodate site access. Siting of the home should give a sense of permanence and give the appearance of a building grounded in its site.

Location of new structures on the site should respect established relationships to neighbouring properties including snow management, overview and privacy, shading, obstruction of views, etc.

Due consideration should be given to suitable spacing between homes, particularly on larger lots.

3.3 Massing and Character (refer also to required Common Characteristics 1.5)

Home design is expected to be of high architectural quality, enhancing the value of the UH2 neighbourhood.

Massing and scale of buildings should be appropriate to neighbouring properties, including those as yet undeveloped.

Building masses should be perceived primarily as two story buildings.

Roofs and massing should be comprised of primary and secondary forms, to reduce scale, and provide interest in building form.

Manipulation of massing and facade articulation is encouraged.

Building massing is emphasized by colour/ material selection.

Selective use of flat roofs will be supported by the DRC if their inclusion can be demonstrated as an integral part of the design to aid massing/style.

Generic or inappropriate styles out of context with the development will not be approved.

Decorative or ornate elements will not be approved unless successfully integrated within a modern aesthetic.

3.4 Exterior Materials (refer also to required Common Characteristics 1.5)

Use of a limited palette of material finishes will help establish a level of continuity between buildings within University Heights Phase 2 and contribute to a common neighbourhood theme. The DRC may at their discretion approve materials not listed as permitted below if the applicant can demonstrate that their inclusion will result in a more sensitive and considered end result compatible with the intent of the design guidelines.

(1) Permitted Materials (Typical)

Generally, the following materials are expected to be used:

- Acrylic Stucco
- Concrete
- Stained Wood
- Pacific Ashlar Natural Stone (or Equal & Approved by DRC) - Main Floor / Garden Use Only
- Engineered/Cultured Wood Products (Accoya, Resysta etc.)
- Timber Weatherboard /Fibre Cement Weatherboard

(2) Prohibited Materials (Typical)

Generally, the following materials are NOT acceptable:

- Imitation Brick or Ceramic tile
- Cinder Block
- Cultured Stone
- Vinyl soffits
- Asphalt or Bituminous Siding
- Sheet Rainscreen Products
- Metal Rainscreen Cladding

(3) May be Approved based on Proposed Design and Design Rationale

- Brick
- Other?

(4) Colour Palette

- Natural and neutral colour palette
- Accent colours *may* be acceptable

3.5 Windows and Doors

Windows & doors frames should complement the colour scheme of the house. Coloured, mirrored or highly reflective glass, and/or decoratively patterned glazing is not permitted.

Arched glazed elements, portholes, and false window muntins in doors or windows will not be approved unless they can be demonstrated to be compatible with the modern aesthetic intent of the design guidelines.

3.6 Balconies and Guardrails

Guardrails shall be of a modern aesthetic and complement the proposed home design. Lightweight proprietary aluminum guardrail systems will not be approved.

Balconies should be appropriate in size relative to both the rooms or functions they serve and the overall exterior elevation of the building design in which they are placed.

Balcony design should respect and maintain view and access to daylight to adjoining/neighbouring units.

Position of balconies should not afford users intrusive views into neighbouring lots.

3.7 Garages and Entrances

Houses should address both pedestrian walkways and road frontages. Primary entrances should be visible from the street, be easily identifiable and provide snow and rain protection.

Garages should be attached or semi-attached to the main residence. The DRC may, at their discretion, approve independent garages that are physically separated from the main residence where it can be demonstrated that such a design is warranted by existing topography and provide a sensitive end result.

In all applications the design of the garage shall be in keeping with the design and material finish of the main home.

3.8 Exterior Equipment

Exterior Heat-pumps and all Mechanical equipment (including antennae, satellite receiving dishes, air conditioning units) should be screened from view and present no visual impact to adjacent lots or common roadways.

4. LANDSCAPE DESIGN CONTROLS

4.1 Driveways and Parking

Concrete or interlocking pavers only will be acceptable. Permeable unit paved surfaces will be encouraged. Unit pavers should be vehicle rated.

4.2 Grades and Site Drainage

Grading requirements that result from development on each lot shall be designed to blend into the natural landscape. Application Site Plans must accurately reflect the Existing Grades shown the topographical survey.

The slope of cut and fill banks must be designed as to avoid avoid subsequent erosion and promote opportunities for soft landscape. Min acceptable slope of all cut and fill banks - 1:2

New construction and regrading within a lot must not interrupt the proposed subdivision drainage patterns or cause discharge of water onto adjacent lots. Positive drainage must be achieved away from all dwellings. Lot drainage patterns shall conform to overall subdivision drainage plan and/or individual lot drainage plans.

4.3 Retaining and/or Garden Walls

Retaining wall materials shall be natural stone (see 3.3.1), boulders, or architectural concrete at the exposed face. Avoid retaining and garden walls where not required.

4.4 Fences

Fences are permitted in rear yards, and in side yards between rear property line and main floor front building face. Fences shall have horizontal orientation, be built of wood with a semi-transparent stain finish, or painted "graphite". All proposed fences must be indicated on the final design review application for consideration.

Side and Rear yard fences to be no greater than 6' in height. Side yard fencing should not continue forward of the main floor building face on all lots.

4.5 Planting Species

Landscaped areas on individual lots will serve an important role in support of the aesthetic objectives of the development. The use of tree and shrub species native to the Squamish area is encouraged to blend with the surrounding landscape.

New planting material should complement the natural surroundings and provide a comfortable visual transition between public and private land within the development.

It is the responsibility of the Applicant to ensure landscape is properly designed and installed. The landscaping including all planting should be complete to BCSLA and BCNLA standards within the 3 year window of substantial completion/occupancy from conveyance, and as a prerequisite of the return of design compliance security deposit.

4.6 Garbage Containers

Garbage containers, utility boxes, storage areas, etc. must be screened from adjacent roads. Enclosures or screens shall be compatible with the overall style, form and material of the residence. Enclosures for trash containers should be designed to prevent access by wildlife and domestic animals.

4.7 Exterior Lighting

Exterior lighting shall be limited to house identification, security and safety lighting, accent architectural lighting and landscape lighting. Exterior lighting should be controlled to prevent intrusion/overspill to neighbouring properties.

5. CONSTRUCTION / SITE CONTROLS

5.1 Site Conditions

- The Building Contractor/Applicant is expected to provide the following:
- Maintain a clean, orderly and safe building site.
- Arranging the proper disposal of non-salvageable material, and adherence to the requirements of the Hazardous Materials report.
- Implementing erosion control during excavation and construction to Municipal requirements, and in accordance with Building Permit documentation.
- Protection of neighbouring properties during performance of work. Building Contractor/Applicant will be responsible for damage incurred due to lack of or improper protection.
- Adherence to all applicable municipal bylaws. (ie. permitted working hours; noise bylaws; trucking, soil removal and rock removal; etc.)

5.2 Tree Protection

Any existing trees not indicated for removal should be protected for the duration of site works. Consult an arborist to confirm required methods for protection. All boulevard trees This includes trees must be protected for the duration of construction works.

end.