

# architectural guidelines

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## 1.0 ARCHITECTURAL THEME

The Architectural designs should reflect Modern Farmhouse, Transitional and West Coast Contemporary styles. The vision of the Developer is to create a community where the quality, design, character and curb appeal of the homes highlights the diversity of the Okanagan Valley.

The following design guidelines (the 'Guidelines') set out the criteria that the Developer or the Developer's representative (the 'Design Consultant'), will apply in reviewing and approving the home plans. These guidelines seek to achieve architectural harmony throughout The Trailhead development by guiding the architectural character and form of the homes and landscape.

It is the responsibility of the Design Consultant to accommodate individual home designs while maintaining standards of quality within the neighborhood. The Design Consultant will have the sole and absolute discretion to give such approval.

These guidelines are not intended to replace any Provincial or Municipal laws, bylaws or regulations but are for information purposes only. General home design and construction to be in accordance with Kelowna Bylaw. Guidelines are subject to change.

### MODERN FARMHOUSE

The Modern Farmhouse style combines the traditional aspects of farm homes with modern details. It is a very clean and simple style which uses materials to add architectural interest. Details for this style include high pitched rooflines with minimal overhangs, metal roof, siding, board & batten, stone or brick.



## TRANSITIONAL

The Transitional style is a hybrid of traditional and contemporary designs. This style is timeless and classic, while showcasing aspects of contemporary details. Details for this style include low pitched roofs with long overhangs, rows of windows, large overhangs, stone or brick, stucco and/or Hardie panel siding and wood details.



## WEST COAST CONTEMPORARY

The West Coast Contemporary style is defined by its large, geometric design and wood detailing. This style compliments nature and reflects a combination of cabin designs with modern touches. Details for this style include large windows, exposed heavy timber structure, wood finishes, use of stucco, Hardie panel siding and stone.



## 2.0 ARCHITECTURAL GUIDELINES

### 2.1 BUILDING AND SITE PLANS

There shall not be constructed, placed, erected or maintained on any Lot, any dwelling, building or other improvements unless plans and specifications including elevations, siting, size, colour scheme and all materials being used have been submitted to and approved by the Developer or the Design Consultant. Construction plans shall include grading, filling and other preparatory work on the Lot.

### 2.2 MASSING AND FORM

The design concepts for homes should reduce visual mass by manipulating building setbacks, stepbacks, roof variations and visible wall area.

No vertical building walls shall exceed 20' in height as measured from the lowest point on finished grade adjacent to the wall. Any vertical walls above the 20' single wall height limit should be stepped back or broken up by details to create a visual interest from adjacent lower walls. West Coast Contemporary style homes may be permitted to a vertical wall element per elevation depending on location, sightline views angles and height restrictions.

Flat building walls over one storey in height and over 25' long shall be discouraged to minimize unarticulated wall mass. A 2' projection or recess by minimum of 6' wide must be incorporated.

The massing of each two-storey building shall establish a one-storey eave line on all street elevations and on all sites with three-storey exposures.

### 2.3 GARAGE

In general, garages should not be the prominent element of the building.

Requirements:

- Houses are to have at least a 2-bay garage
- Garage doors to be one colour and be complimentary to home colour
- Minimum width of 20' but shall not exceed 60% of the width of the front elevation
- Must be enveloped into the building. Front entry garages shall not project more than 15' from the main building face
- Oversize garage doors shall be designed as a single door, with separate roof form and offset from the main garage elevation

### 2.4 ROOF DESIGN

In general, roof elements should not dominate the architecture of the home. No visible reflective finishes are permitted.

**Pitched Roofs:** Slopes may range between 1:12 and 4:12. For Modern Farmhouse style homes, the pitch may be between 7:12 to 10:12.

**Flat Roofs:** Flat roofs may only be used for secondary roof elements such as entry, deck roofs, terraces, etc.

**Roof Overhangs:** For Modern Farmhouse style homes, minimal roof overhangs are acceptable, minimum 1'-0" to 1'-6". Primary roof overhangs for Transitional and West Coast Contemporary styles should have a minimum overhang of 2'. Exceptions may be made at the discretion of the Design Consultant depending on the style of home.

In general, roof elements should not dominate the architecture of the home. No visible reflective finishes are permitted.

## 2.5 HEIGHT

Refer to Appendix A for schedule of allowable building heights.

## 2.6 DECKS

Use of decks to reduce the apparent mass of the building is encouraged. However, decks along the entire rear elevation is discouraged. They must be broken up to not allow a continuous railing.

## 2.7 RETAINING WALLS

Retaining walls (if applicable) could be required to support built up (fill) or excavated (cut) earth. They are not normally a matter of joint responsibility for neighbours because a retaining wall is usually of more benefit to one neighbour, typically the higher elevated home (uphill property).

- The construction and maintenance of a retaining wall is the responsibility of the property owner whose land the retaining wall benefits
- There may be circumstances where a retaining wall has been constructed on the boundary that retains fill in one property and cut on the neighbouring property. In these circumstances, both neighbours will be responsible for the construction and maintenance of the retaining wall.
- Where there is a dispute over whether the retaining wall benefits one or both properties, the services of a registered geotechnical engineer and/or surveyor may be required to make a professional determination

## 2.8 REPETITION

The same house plan shall not be repeated within a two (2) lot radius. While similar house plans and forms may occur along a section of the street, elevations modifications will be required.

## 2.9 CORNER LOT SITES

Requires special attention to architectural details and consistent finish on both street facing sides.

# 3.0 APPROVED BUILDING MATERIALS

## 3.1 ROOFING MATERIALS

In general, roof materials will be durable, non-reflective, non-combustible and quality detailing will be considered. Colour selections to blend with landscape and coordinate with architecture.

**Roofing Materials Permitted:**

- Slate, natural or composite
- Concrete tiles
- Metal non-reflective roofing
- Asphalt shingles

**Following materials are not permitted:**

- Tile roof
- Metal reflective roofing
- Cedar shingles

**Eaves and Soffits:**

Approved materials include wood, metal, aluminum and vinyl in a sagiper wood tone.

**Gutters and Downspouts:**

Should be minimal in appearance and contained on property.

### 3.2 WALL FINISHES

Exterior building surface materials are to compliment the natural character of the site.

**Minimal Street Front Elevation Requirements:**

- Use of at least two wall treatments are to be used on wall surfaces. Corner lots should have extra detailing on street side.

**Approved Wall Materials:**

- Stone
- Heavy timber detailing and accents
- Wood siding
- Hardie siding/Hardie panel
- Acrylic stucco (max 75% of surface area)
- Board & Batten
- Non-reflective metal

### 3.3 DRIVEWAYS

Driveways shall be finished with exposed aggregate, stamped concrete, and/or brick pavers. Asphalt, gravel or broom finish concrete is not acceptable.

## 4.0 GENERAL REQUIREMENTS

### 4.1 ANIMALS

No poultry, swine, sheep, cows, cattle or other livestock shall be kept on any Lot. No bird of any kind shall be kept outside the principle dwelling on a Lot.

## 4.2 TRAILERS

No mobile homes or trailers or similar conveyance shall be maintained on a Lot as a residence or occupied as a living quarters.

## 4.3 STORAGE

No boats, trucks, or recreational vehicles of any kind whatsoever or commercial vehicles in excess of 3/4 ton capacity, salvage materials or goods intended for commercial use or sale, or partially dismantled motor vehicles shall be stored on a Lot other than in an attached enclosed garage, or other suitable space shielded from the roads or neighbouring Lots.

## 4.4 SATELLITE DISHES AND ANTENNAE

No exterior antennae, television antenna and satellite dishes shall be permitted on the exterior of an improvement on the Lot other than a satellite dish not exceeding 27 inches in diameter which is placed in a location which is shielded from view.

## 4.5 SIGNAGE

No billboards, placards, advertising or signs of any kind will be permitted on Lots, nor on any visible surface of any buildings on a Lot, except for 'For Sale' or 'For Rent' signs, not exceeding four (4) feet by two (2) feet in size.

## 4.6 LAUNDRY

No laundry or washing shall be hung in such a way as to be visible from the outside of a Lot.

## 4.7 POLES

No poles, masts, clotheslines, or similar structures shall be erected or maintained on any Lot.

## 4.8 ACCESSORY BUILDINGS

There shall not be erected, placed or maintained on any Lot, any building or structure other than one (1) detached, single family dwelling and one (1) approved accessory building. Accessory building or other freestanding structures must be designed and constructed to minimize their overall appearance and impact on neighbouring properties. Accessory buildings may include: garden storage, pool equipment, gazebos, etc.

The design of accessory buildings shall complement the architecture of the principal building.

## 4.9 POOLS AND HOT TUBS

All pools (in ground only), hot tubs, and spas will be located between the residence and the rear yard and not within view from the street parallel to the front yard. Upslope lots may have the hot tub on a deck facing the street but it must be screened from view.

## 4.10 RECREATIONAL VEHICLES AND SPORTS EQUIPMENT

Storage of recreational vehicles, boats and boating equipment, sport equipment or similar seasonal equipment is to be contained within the main building or accessory buildings that are of the same architectural style and quality as the main dwelling.

RV's are permitted to be parked along the side of the property but cannot be forward of the front face of the house or garage, and must be screened.

#### 4.11 PLAY EQUIPMENT

Play equipment must be located within the rear of the building and not be visible from the street.

Basketball hoops shall not be fixed to the building.

Trampolines will be permitted in rear yards only and not visible from the street

#### 4.12 MISCELLANEOUS

All trash, recycling and green bin containers are to be stored within the main or accessory buildings or shall be screened from view from the street except on designated garage pickup day.

### 5.0 GENERAL CONSTRUCTION PRACTICES

#### 5.1 TEMPORARY STRUCTURES

The dumpster, materials, and equipment storage areas, and portable toilets shall be provided by the Contractor and will be removed within one week of the Occupancy Permit being issued.

#### 5.2 TRASH AND DEBRIS REMOVAL

All site trash and debris shall be cleaned up at the end of each day and shall be removed from the site at least once a week. The dumping, burying or burning of trash or debris on the site is not permitted. Dirt, mud or debris resulting outside the site shall be promptly cleared. If proper clean up does not occur, the Developer reserves the right to remove the debris at the cost of the owner.

#### 5.3 DAMAGE TO SITE

Contractor damage to any property other than the homeowner's shall be promptly repaired to original condition at the expense of the homeowner employing the person/entity causing the damage. Should damage occur to services/utilities charges for repair may be deducted from the compliance deposit.

#### 5.4 DRAINAGE

No Lot shall have lot grading, drainage or ground conditions that will result in water or loose impediments escaping from such Lot onto adjoining properties.

#### 5.5 GARBAGE

No garbage or recycling functions are permitted to be visible from the roads or neighbouring Lots.

### 6.0 LANDSCAPING

#### 6.1 LANDSCAPING

Each homeowner/builder is required to complete all landscape prior to requesting the release of the compliance review by the DC. Landscaping should be completed within eight (8) months of completion of house construction unless weather conditions make it impossible to do so.



Each lot will be responsible to complete a landscape plan for review by the DC prior to commencing work.

**The following items should be noted on the landscape concept plan for approval:**

- Retaining wall location, height and material (if any)
- Landscape plant materials
- Location of sod, planted areas, hardscape patios and paths
- Secondary buildings such as garden sheds
- Fencing (if applicable) location and material
- Decorative screens

## 6.1 LANDSCAPING DESIGN

All front yards and side yards flanking streets are to be finished with trees, shrubs and groundcover plants and lawn. Side yards must be finished 6' back from the front face of the home.

Landscape materials and structures shall not interfere or obstruct the view corridors from neighbouring residences.

## 6.2 LANDSCAPING MATERIALS

Xeriscaping landscape is encouraged. Groupings of plants are preferable to scattered. For every 500 sq.ft. of landscape area, a minimum of 1 tree, 16 shrubs and 30 perennials must be supplied and planted.

In addition to any existing trees, 1 tree must be accommodated within the street side facing yards of each property.

40% of all additional street side trees and shrubs shall be evergreen plant material.

Vegetable gardens must be located in the rear yard.

The front yard lawn area must be a maximum of 70% of the non-paved area of the front yard. Small narrow strips of lawn will not be approved.

Lawn areas must be sodded or planted with alternative turf materials as approved by the DC. Synthetic turf products are permitted.

Landscape hedges are prohibited within the front yard. Landscape hedges over 6' in height are prohibited.

Street trees on corner lots must be located outside the corner sightline.

Street trees must be planted away from driveway entrances so as not to obstruct the view of oncoming traffic and pedestrians. Deer resistant landscape trees are encouraged.

## 6.3 LANDSCAPE DECKS AND PATIOS

All landscape decks and patios not attached to the building architecture will be constructed of durable materials and be lower profile. Gravel, wood or asphalt is not permitted. Gravel and wood will be accepted as accent materials.

## 6.4 OUTDOOR KITCHEN

Outdoor kitchens are permitted in rear yards only.

## 6.5 FIRE PITS

Fire pits are permitted in rear yards only and should be screened from view. Fire pits are not to exceed 1.5m in diameter and are to be built of solid, durable materials, complementary to the style of home.

## 6.6 FENCING AND ENCLOSURES

- Only fencing chosen for Trailhead will be permitted for use and must be approved by the Design Consultant prior to installation. See appendix
- Allowed fencing for side and rear yards can be black ornamental iron, or black powder coated chain link
- Fences of similar aesthetic appearance may be considered on a lot by lot basis
- Maximum height for all fencing is 6 feet

## 6.6 IRRIGATION SYSTEMS

All landscape areas must be irrigated by a timer controlled underground irrigation system as approved by the DC.

Irrigation on slopes shall not be permitted as it can cause serious erosion or instability.

Controlled flow drip irrigation shall be used for shrubs and perennial beds within the landscape. Boulevard landscaping is to be irrigated and maintained by owner.

## 7.0 APPROVAL PROCESS

The Architectural and Landscape Reviewing Agents shall have sole discretion on the final approval of any plans, details and applications submitted. Guidelines will be reviewed on a case by case basis. Any modifications to the guidelines shall be at the discretion of the Developer and/or Reviewing Agents. Once Design Approval has been granted, any revisions must be submitted in writing for approval by the Developer or the Reviewing Agent. All home plans for this subdivision must be submitted to the Design Consultant for review and approval prior to commencing construction.

### **Compliance Deposit**

A refundable compliance deposit in the amount of \$15,000.00 is due upon purchase of the lot by the owner. No interest will be paid on this compliance deposit.

### **Approval Forms**

Please refer to appendix for the application form needed for submission.

All design submissions shall be submitted to: [saba@inartifex.com](mailto:saba@inartifex.com)

## 8.0 ARCHITECTURAL DESIGN APPROVAL

### **Preliminary Design Plans**

The Homeowner shall submit preliminary design plans for approval prior to commencing working drawings.

The submission shall include:

- A preliminary site plan which illustrates the building envelope, footprint, setbacks, roof planes, patios, driveway, pool and accessory buildings
- Floor plans including basement, patios, decks and accessory buildings
- Two elevations indicating pitch and height of roof
- Such other matters as the Design Review Consultant may request

### **Final Submission For Approval**

The homeowner shall finalize the design and complete the working drawings and specifications for the building and site based on the pre-approved Preliminary Drawings.

This submission shall include:

- 1) Design Approval Application Form – completed and signed
- 2) Construction Drawings (11x17 Hardcopy or Electronic copy) including:
  - Site Plan
  - Floor Plans
  - Roof Plan
  - Elevations
  - Sections & Details
  - Exterior Materials & Colours
  - Roof Material & Colours

## 9.0 LANDSCAPE DESIGN APPROVAL

A detailed landscape concept plan is to be submitted for approval to the Design Consultant. If the full set of landscape drawings is unavailable at the time of final submission, landscape drawings must be submitted and approved prior to commencement of landscaping.

Landscape drawings shall include:

- Building Footprint
- Hardscape (sidewalks, curbs, patios, driveways, etc.)
- Site drainage, grading, and proposed retaining walls
- Pools, decking and fencing
- Planting beds, lawns and trees
- Legend specifying all plants and hardscape materials

## 10.0 FINAL BUILDING/LANDSCAPE INSPECTION

Requests for inspections are to be emailed into the Design Consultant immediately upon completion of home construction and landscaping.

Upon inspection and approval by the Design Consultant, the approved inspection report will be forwarded to the Developer for release of the compliance deposit.

### Non-Compliance:

The Developer will retain the compliance deposit, or portion of it, for any of the following infractions:

- Violation of Building Scheme or Guidelines
- Changes to the approved design plans made without approval of the Design Consultant
- Damage to surface improvements and utilities
- Failure to clean up site
- Unauthorized dumping
- Damage to neighbouring properties
- Alterations to design grades including foundation elevations without approval of the Design Consultant

## APPENDIX A - LOT HEIGHTS SCHEDULE

### BUILDING HEIGHTS

The following table outlines the allowable building heights for each lot. Where the requirements of the most current City of Kelowna Zoning Bylaw are more restrictive, they shall take precedence over information provided in this table.

Lot Number	Lot Type	Maximum Height
1	Walkout	2 Storey
2	Walkout	2 Storey
3	Walkout	2 Storey
4	Walkout	2 Storey
5	Walkout	2 Storey
6	Walkout	2 Storey
7	Walkout	2 Storey
8	Walkout	2 Storey
9	Walkout	2 Storey
10	Walkout	2 Storey
11	Walkout	2 Storey
12	Walkout	1 Storey
13	Walkout	1 Storey
14	Walkout	1 Storey
15	Walkout	2 Storey
16	Walkout	2 Storey
17	Walkout	2 Storey
18	Walkout	2 Storey
19	Walkout	1 Storey
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21	Walkout	1 Storey
22	Walkout	1 Storey
23	Walkout	1 Storey
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25	Walkout	1 Storey
26	Walkout	1 Storey
27	Walkout	1 Storey
28	Walkout	1 Storey
29	Walkup	2 Storey
30	Walkup	2 Storey
31	Walkup	2 Storey
32	Walkup	2 Storey
33	Walkup	2 Storey
34	Walkup	2 Storey
35	Walkup	2 Storey
36	Walkup	2 Storey
37	Walkup	2 Storey
38	Walkup	2 Storey
39	Walkup	2 Storey
40	Walkup	2 Storey

# APPENDIX B - CONSTRUCTION APPROVAL APPLICATION

## Owners

Owners Name \_\_\_\_\_ Lot # \_\_\_\_\_

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

Email \_\_\_\_\_ Phone # \_\_\_\_\_

## Builder

Builder Name \_\_\_\_\_ Phone # \_\_\_\_\_

Contact Name \_\_\_\_\_ Email \_\_\_\_\_

## Home

Ground Floor Area \_\_\_\_\_ Main Floor Area \_\_\_\_\_

Garage Area \_\_\_\_\_ Total Finished Area \_\_\_\_\_

## Submission for Construction Approval

- Site Plan
- Site Elevations
- Floor Plans
- Elevations
- Sections
- Landscape Plans
- Garage Door Picture
- Front Door Picture

Exterior Finishes	Material	Colour	Comments
Roof (include pitch) * For flat roof - 2ply min. torch on			
Primary Exterior			
Exterior 2			
Wood Elements			
Stone			
Windows			

Exterior Finishes	Material	Colour	Comments
Fascia			
Gutter/Downpipe			
Soffit (Wood, Vinyl, Aluminum)			
Front Door			
Garage Door			
Driveway			
Decks (including railing) * Vinyl NOT permitted			

**Design Consultant Comments**

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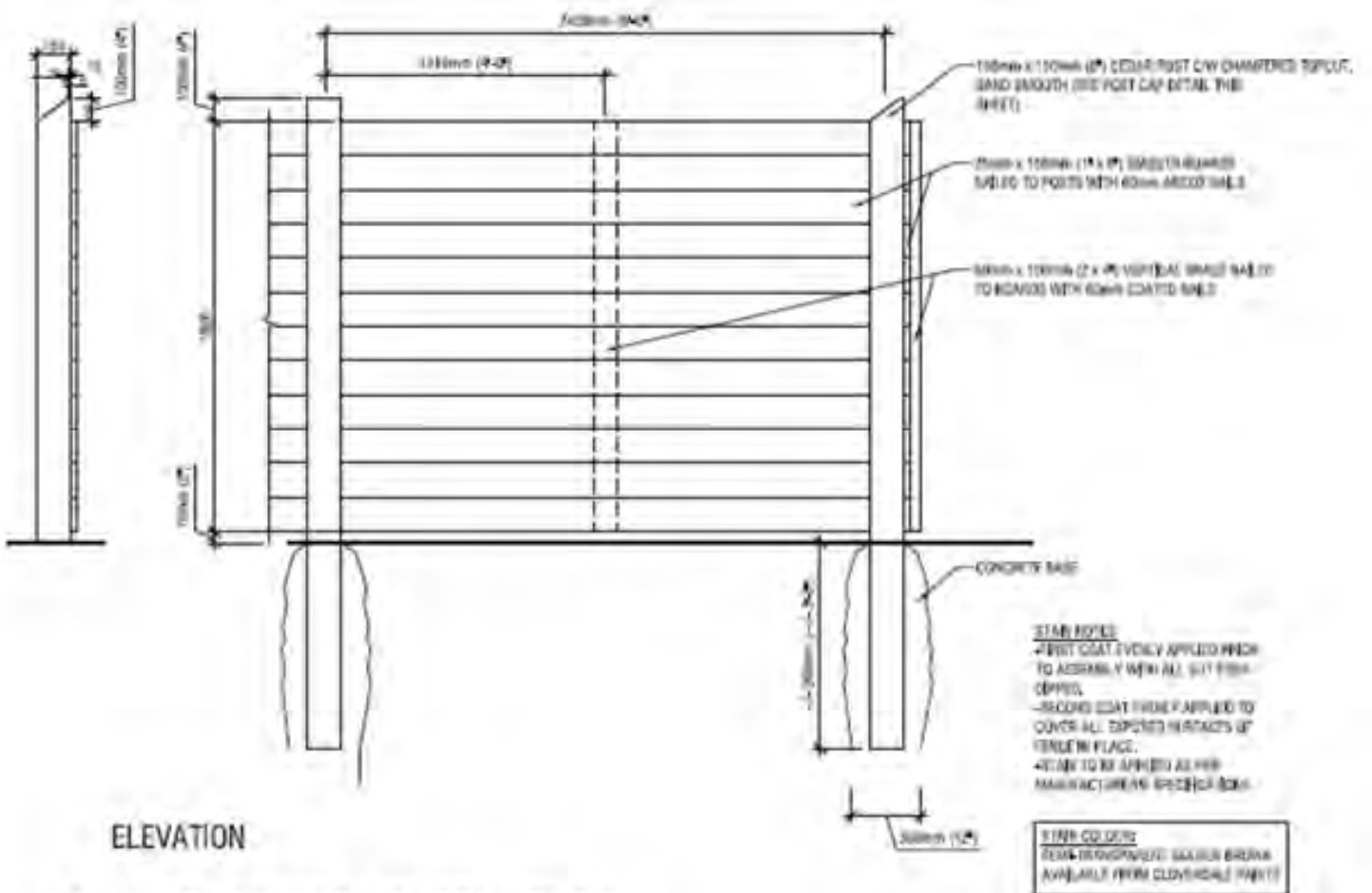
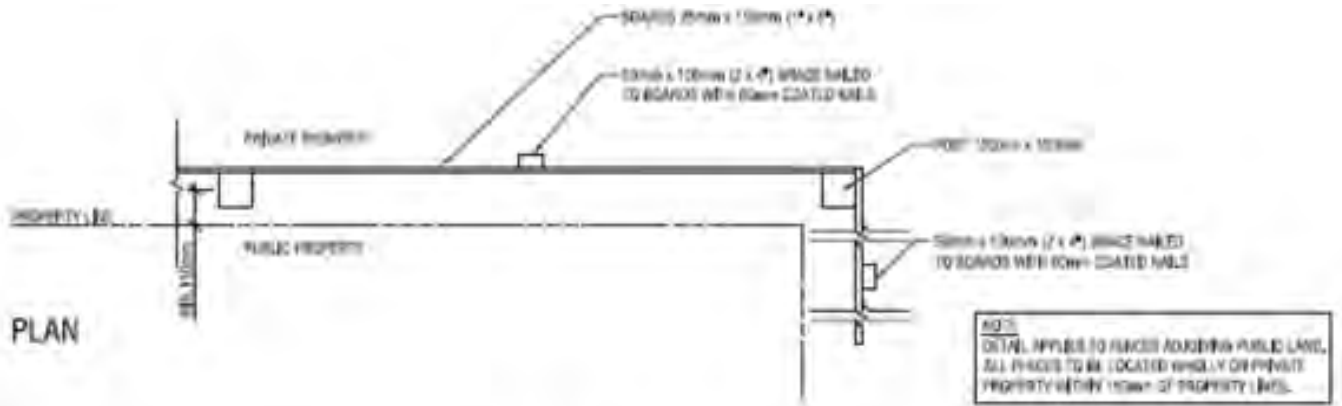
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Note: Design Consultant must review any changes to the above specifications prior to proceeding. The Design Consultant will not review any application until the Design Fee has been paid. Please email to saba@inartifex.com

Submitted By \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_

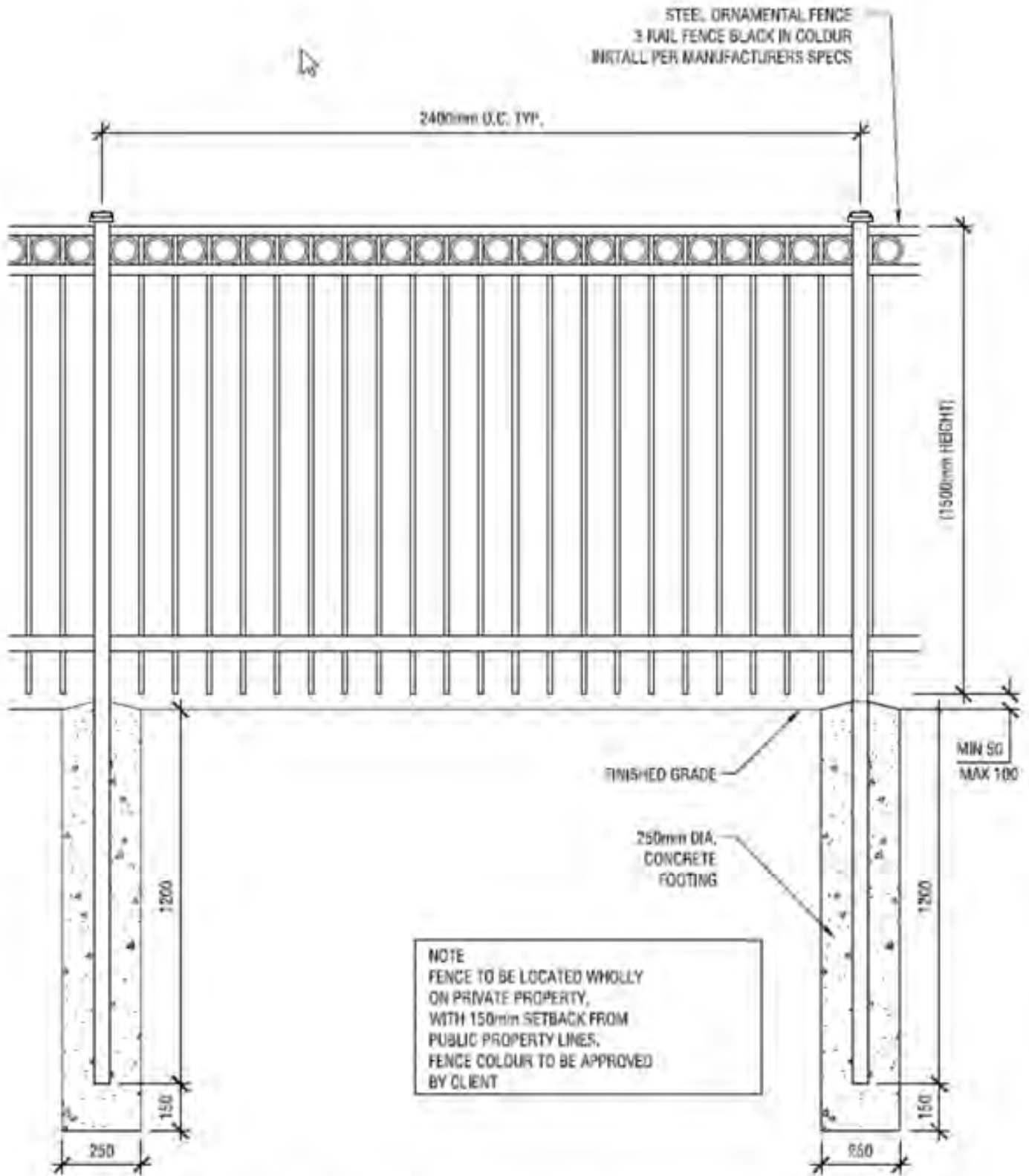
# APPENDIX C - WOOD SCREEN FENCING DETAILS



**1.8m HEIGHT WOOD SCREEN FENCE**  
 SCALE 1:25



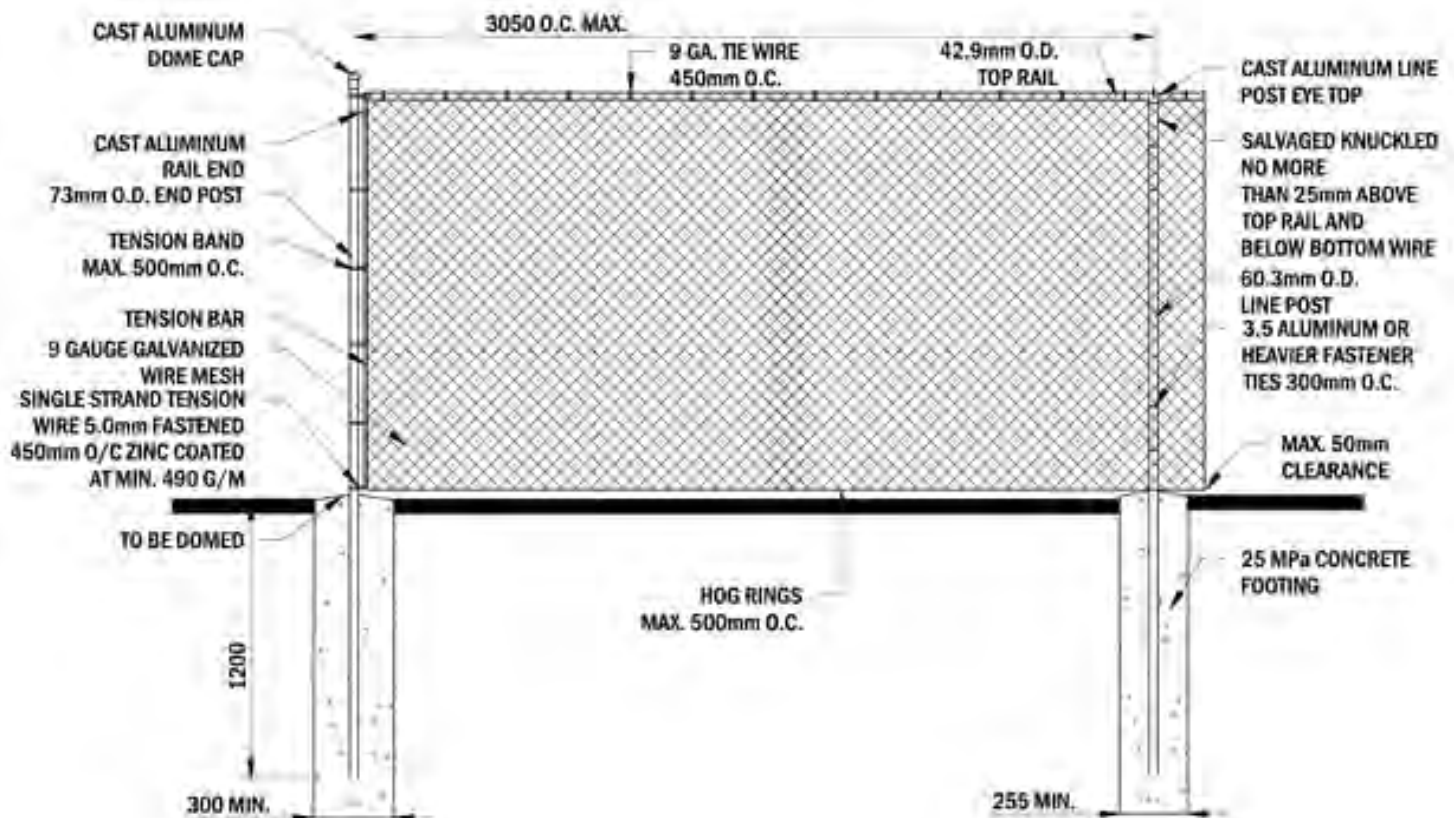
# APPENDIX D - DECORATIVE STEEL FENCE DETAIL



## DECORATIVE STEEL FENCE DETAIL

N.T.S.

## APPENDIX E - CHAIN LINK FENCING DETAIL



### CHAIN LINK FENCE NOTES:

1. GATE POSTS TO BE 75mm O.D.
2. GATE FRAME TO BE 42.2mm O.D. TO BE ELECTRICALLY WELDED. ALL JOINTS TO BE HOT-DIP GALVANIZED AFTER WELDING. IF BRACES ARE REQUIRED, USE TRUSS ROD AND TURNBUCKLE ADEQUATE FOR GATE SIZE. GATE FITTINGS ARE TO BE MALLEABLE IRON HINGES, LATCH AND LATCH CATCH, ALL GALVANIZED AS SPECIFIED. LATCH CATCH TO HAVE PROVISION FOR A PADLOCK THAT CAN BE ATTACHED AND OPERATED FROM EITHER SIDE OF GATE. HINGES SHALL PERMIT GATE TO OPEN 90° OR 180° AS SPECIFIED.
3. ALL COMPONENTS TO BE FINISHED BLACK
4. CONCRETE TO BE NORMAL PORTLAND CEMENT (20 MPa AT 28 DAYS, 50mm TO 80mm SLUMP, 20mm AGGREGATE, 6% AIR ENTRAINMENT)
5. CONCRETE FOR FOOTING MUST HAVE A MAXIMUM COMPRESSIVE STRENGTH OF 17.5 MPa AT 28 DAYS. MAXIMUM AGGREGATE SIZE TO BE 25mm.
6. FENCE MUST MATCH THAT FOUND ON PREVIOUS STAGES. CONTRACTOR TO CONFIRM FENCE ONSITE PRIOR TO CONSTRUCTION.
7. FENCE TO BE SET 150mm INSIDE PRIVATE PROPERTY.
8. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS OTHERWISE NOTED.