



The Highlands

Architectural Design Guidelines



Table of Contents

INTRODUCTION	01
APPROVAL PROCEDURES	03
Submission Requirements	03
Architectural Design Review	04
OWNER/BUILDER REQUIREMENTS	07
Design Compliance	07
Site Inspection Before Construction	07
Site Appearance During & After Construction	07
LOCATIONAL IDENTITY	09
Location Plan	09
Neighbourhood Plan	10
DEVELOPMENT THEME	11
Elements of Craftsman and Prairie Architectural Styles	11
Architectural Style Components	12
Material Palette	13
Color Palette	13
House Style Repetition	13
Lower Pitched Rooflines	14
Chimneys, Flues, Vents & Stack Pipes	15
Gables	15
Dormers	16
Windows	16
Overhanging Eaves	17
Exterior Lighting	17
Entrances	18
Exterior Stairs	18
Stone Veneer & Masonry	19
Garages & Garage Doors	20
SITE DESIGN GUIDELINES	21
Special Requirements	21
Corner Lots	21
Walkout Lots	22
Setbacks	22
Unit Sizes	22
Building Envelope	23
Grades	23
Landscape & Fencing	24
Walkways & Driveways	24
ENVIRONMENTAL GUIDELINES	25

Introduction

The Highlands is a thoughtfully planned community, embracing quality and lasting value. In any built environment, the architectural design should respond to its local natural setting. With architecture playing a key role in the community's vision, this booklet will help Owners, Builders, and Residents achieve a successful development theme for this exciting new community.

The purpose of the following document is to address all design related issues that a builder may face during the development of a new home. The guidelines are illustrated in a simple fashion that accommodate easy understanding. All Owners/Builders should follow these standards in order to establish a quality built neighbourhood that exists in harmony with its local environment.

To ensure this document is understood and applied, the Developer will designate a Design Review Consultant. This Consultant will need to approve all plans prior to construction. The purpose of a Design Review Consultant is to ensure a collaborative approach towards successful neighbourhood design and construction.





Approval Procedures

SUBMISSION REQUIREMENTS

Applicants are to submit the required documentation to the Design Review Consultant for review and approval. The Design Review Consultant reserves the right to make exceptions to these guidelines where it is deemed appropriate. Applicants may provide alternative details to the guidelines so long as the overall objective for the quality of the area is achieved.

The governing municipal authority will have powers of approval and inspection for all design specifications; permits; implementations; and improvement plan requests as prescribed and allowed under current municipal rules and regulations.

Applications shall include the following documents:

Three (3) copies of the Architectural Design Review Application;

- Three (3) sets of house plans delineating:
 - Exterior Building Elevations - Views of all typical building surfaces must show architectural detailing, materials, colors, finishes and any other visible features. Elevations shall indicate proposed grade lines and be at a working scale.
 - Building Floor Plans - All floor plans shall show room, window and door locations.
 - Site Plans - Site plans must show front, rear and side setbacks.
- Manufacturer and color finish of all exterior materials shall be listed on the application form. Builders shall also supply the Design Review Consultant with copies of catalog cut sheets of all exterior materials and colors to show exterior finish choices.
- A security deposit of _____ for design review and compliance payable to _____ must be attached to the application packet.
- The security deposit will be returned to the Owner/Builder after on-site verification by the Design Review Consultant that the building was constructed with the materials as approved in the original design plan.

ARCHITECTURAL DESIGN REVIEW

Preliminary Design Review

Owners/Builders are encouraged to contact the Design Review Consultant prior to submitting their Architectural Design Review Application. This creates an opportunity to ensure that the design intent of the Architectural Design Guidelines is being followed and may help to avoid unnecessary delays in approval due to significant changes to the plan following submission of the application.

Application Submittal

Prior to making application for municipal building permits, the Owner/Builder shall submit their Architectural Design Review Application for aesthetic design approval to :

Review of Home Design

The Design Review Consultant will review the application on behalf of the developer and will recommend approval or rejection based on compliance with the Architectural Guidelines. If approved, two (2) copies of the approved submission will be made available to the Owner/Builder and the Design Review Consultant will keep the other approved set on file. If the application is rejected, the Design Review Consultant will provide a written description of changes to be made or issues to be addressed. The Owner/Builder is to address any said issues and resubmit the application for approval.

Plan Approvals

Applicants will be notified in writing of the findings of the Design Review Consultants within 30 working days after receipt of all required materials. Final project approval by the Design Review Consultant is valid for one year from the date of such approval.

Design Review Fees

Included in the purchase price of each lot are the review fees associated with these design guidelines. The Developer reserves the right to waive or increase applicable fees on a case-by-case basis, if determined the fee to be inappropriate based on the scope of the applicable submission.

On-Site Design Verification

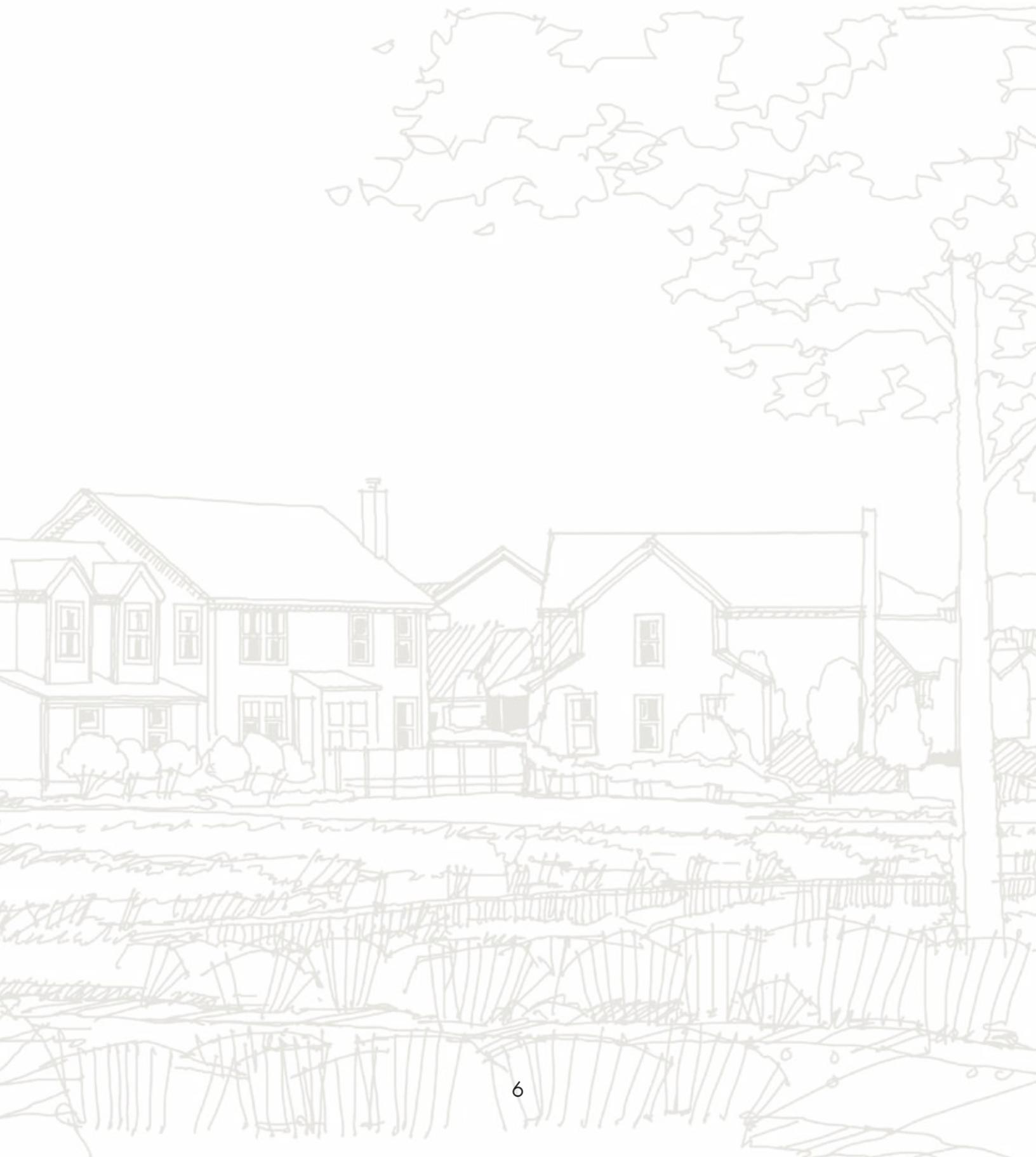
An on-site review of materials used in the construction of the project will be undertaken by the Design Review Consultant to verify conformity to the approved design. Failure to construct without conforming to the approved architectural finishes may result in the forfeit of the deposit by the Owner/Builder as well as potential conflicts in final building approvals by the governing municipality.

To initiate the on-site review, the Owner/Builder shall submit written correspondence to the Design Review Consultant requesting on-site verification. The Design Review Consultant will then schedule a site visit to verify adherence to the approved application.

Any deviation will be brought to the Owner's/Builder's attention along with the measures that the Design Review Consultant requires to mitigate or eliminate the noted deviation. Following the correction of any deviation, the Owner/Builder shall submit a written correspondence to the Design Review Consultant indicating the date the correction was implemented as well as any relevant documentation of said correction.

Should the Design Review Consultant be required to complete another site visit to verify materials due to the Owner/Builder not building the home to the approved plans, an additional administration fee of _____ will be back-charged to the Owner/Builder.





Owner/Builder Requirements

DESIGN COMPLIANCE

All building designs must comply with the current Town of Olds Land Use Bylaw and all applicable Building Code Regulations. Conformity with these Architectural Guidelines does not supercede the required approval process of the Town of Olds.

SITE INSPECTION BEFORE CONSTRUCTION

Prior to construction, each Owner/Builder must inspect the condition of local improvements installed by the Developer (including curbs, gutters, sidewalks, street lamps, fencing, etc.) in order to determine if any damage has been done to these improvements. Written notice of any damages must be submitted at this time, otherwise the costs for repairing damages shall become the sole responsibility of the Owner/Builder pursuant to the Offer to Purchase Agreement and Agreement for Sale, where applicable.

SITE APPEARANCE DURING & AFTER CONSTRUCTION

The Owner/Builder is required to follow the procedures listed below. Those found negligent will be back-charged for clean up carried out by the Developer.

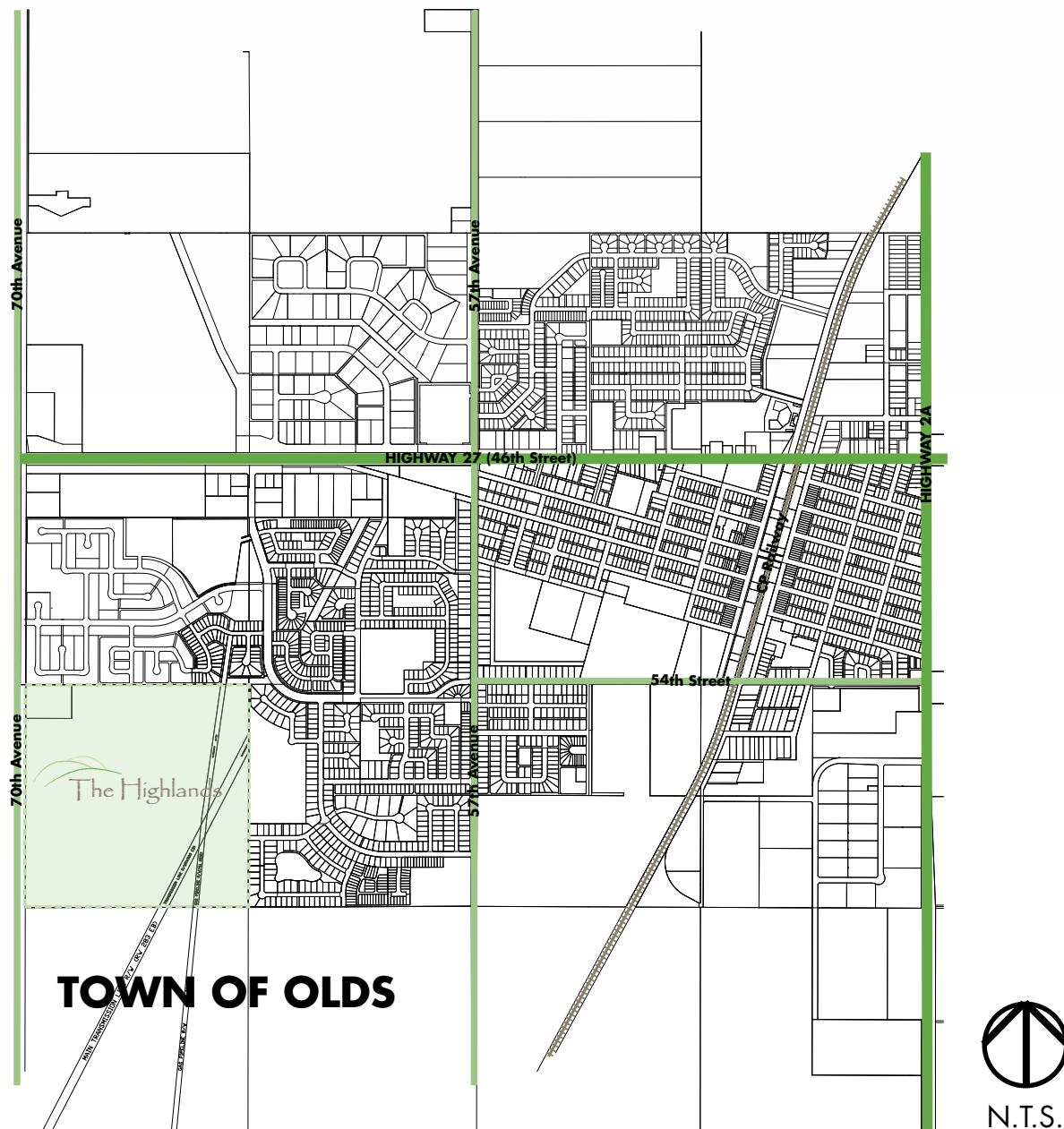
- Owners/Builders are prohibited from dumping or burying trash anywhere on the Lot, Parcel or Covered Property. All trash should be removed on a regular basis.
- Owners/Builders are responsible for communicating with concrete workers. No excess concrete should be left on any construction or adjacent site at any given time.
- Construction crews shall not park in any open space. Vehicles shall be parked so as not to damage any landscaped and/or constructed areas.
- The contractor shall be responsible for controlling dust and noise in the construction site.
- Damage and scarring of other property including, but not limited to, open space, other lots, roads, driveways, and/or other improvements, shall not be permitted. If any such damage occurs, it must be repaired and restored promptly at the expense of the person causing the damage.
- Upon completion of construction, each Owner/Builder shall clean the construction site and repair any damaged property including, but not limited to, restoring grades, repairing streets, driveways, pathways, drains, culverts, ditches, signs, lighting, landscaping and related watering systems, fencing, and other improvements or utilities.
- Owners/Builders should follow all applicable safety standards.



Locational Identity

LOCATION PLAN

The Highlands development is located in the Southwest corner of the Town of Olds (SW $\frac{1}{4}$ -SEC.31-TWP.32-RGE.1W.-5). The Rocky Mountains and adjacent prairie lands provide a unique landscape surrounding for residents of The Highlands.



NEIGHBOURHOOD PLAN

This community presents a variety of residential uses; a commercial lot; and ample green spaces. The majority of the community is R1 Single Family Residential. Within R1, two upgraded sections (**Level B Residential**) will display the highest living quality in The Highlands. Features of these larger lots should include private fencing to adjacent greenways; concrete stepped porches; and special attention to craftsman stonework for housing facades. The remaining lots within R1 will be considered **Level A Housing**.

Other living areas in The Highlands include smaller Single Family lots (R2), Duplexes (R2) and Multi-family sites (R3). These lots will be part of **Level A Housing** as well.



Development Theme

ELEMENTS OF CRAFTSMAN AND PRAIRIE ARCHITECTURAL STYLES

As Architecture plays a dominant role in the overall appeal of a community, The Highlands will portray a development theme inspired by the Craftsman and Prairie Architectural Styles.

The goal to achieving this quality built neighbourhood is to move away from rigid symmetry; repetitive housing styles; and dehumanizing effects of the industrial revolution.

The primary inspiration is nature; therefore, using local materials and traditional building styles to develop a unique and successful community.

The Highlands home should typically have a lower pitched roofline and a wide sheltering overhang; making the house appear integral with nature. This connection to nature is expanded by using a foundation and porch pillars that broaden at the base. The porch should act as an extension of the interior; giving it the feel of an outdoor room.

Stonework and woodwork is usually square and simple in design. Building elevations are asymmetrical and varied in their arrangement. Exterior styling displays a composition of roofs, dormers, clerestory windows, balconies, and chimneys.

The residential landscape is typically formal with manicured lawns and flower gardens. Architectural elements such as rustic gates; abours; and stone retaining walls extend beyond the house giving the overall residence a well connected appearance.

The following sections are intended to help all Owners/Builders understand the development theme for The Highlands. This document will also describe how to apply the theme components to all homes and landscapes of The Highlands.



ARCHITECTURAL STYLE COMPONENTS



- A. Lower Pitched Rooflines (p. 14)
- B. Chimneys, Flues, Vents & Stack Pipes (p. 15)
- C. Gables (p. 15)
- D. Dormers (p. 16)
- E. Windows (p. 16)
- F. Overhanging Eaves (p. 17)
- G. Exterior Lighting (p. 17)
- H. Entrances (p. 18)
- I. Stone Veneer & Masonry (p. 19)
- J. Garage & Garage Door (p. 20)

MATERIAL PALETTE

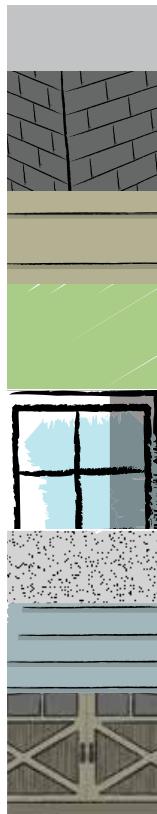
Hand crafted materials are an important element to building unique and aesthetically pleasing homes.

Material compatibility and consistency should reflect the overall theme of The Highlands.

All materials should wrap columns, porches or balconies in their entirety.

Each house plan submitted must identify the materials that will be used on the home.

Materials that are foreign to the local region or inconsistent with the development theme should be discussed with The Design Review Consultant before being applied.



COLOR PALETTE

The Highlands should display a gathering of colors that blend with nature and the local environment.

Contrast should be implemented where appropriate; in order to achieve a well balanced and aesthetically pleasing neighbourhood.

Complimentary accent colors should be used to highlight specific building features.

Stucco should be colored to avoid future discoloration.

All color selections listed within the Architectural Design Review Application must be presented to the Design Review Consultant.

HOUSE STYLE REPETITION

Features such as roof slopes, building size and shape, location of windows and doors, colors and finish material should be apparent to buildings in proximity of each other.

Houses with near identical elevations and design elements, should not be repeated more often than every fourth house on the same side of the street and every third house on the other side of the street.

The charm and character of the community will be determined by a variety of asymmetrical building elevations.



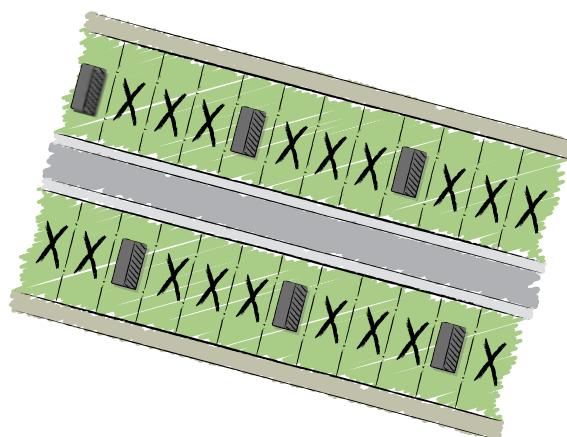
NO

Repetitive House Styles
(Elevations, Colors, etc.)



YES

Variety of House Styles
(Elevations, Colors, etc.)

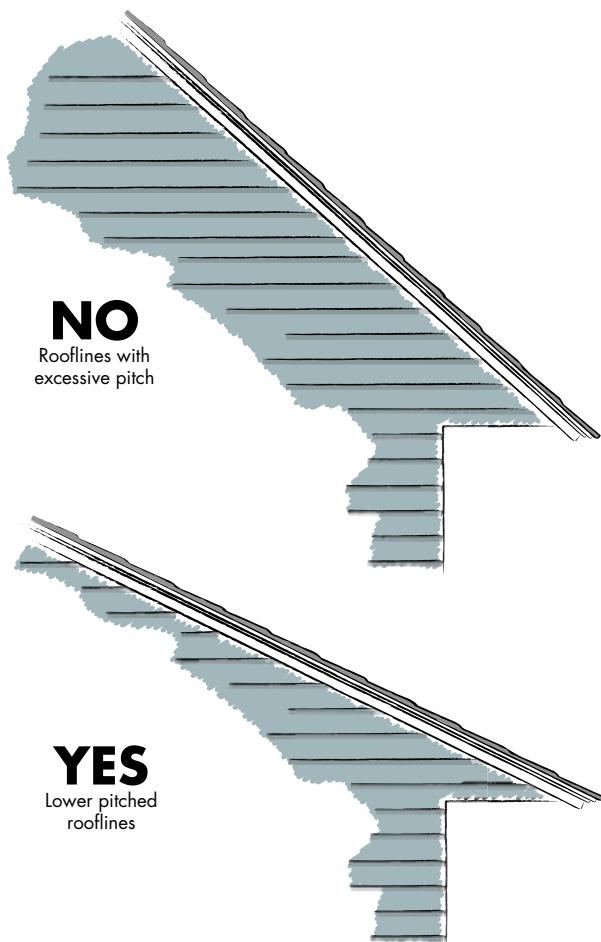




Lower Roof Pitch & Extended Overhangs



Low Roof Pitch & Good Natural Colors



LOWER PITCHED ROOFLINES

Craftsman and Prairie style homes typically portray lower pitched rooflines. This helps give the home a unique style while still meeting all runoff standards.

Particular consideration as to color and material shall be given to the design and treatment of roofs because of their visual impact.

Asphalt shingles should be the preferred roofing material.

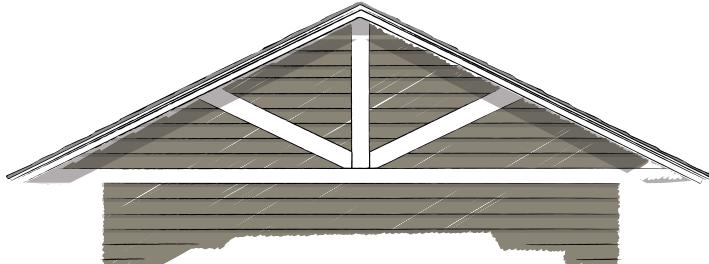
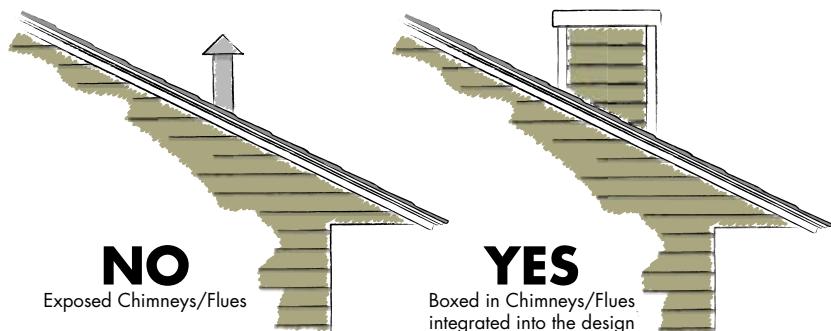
Roof flashing, rain gutters and downspouts, vents and other roof protrusions should be finished to match the adjacent materials and/or colors so as to minimize reflection and glare.

A minimum of 30 year architectural/laminated/high definition asphalt shingles are required for all homes built within Level B Residential.

CHIMNEYS, FLUES, VENTS & STACK PIPES

Chimneys / flues visible from the street must be boxed in and finished with brick, stone, or material used on the rest of the house.

To the greatest extent possible, vents and stack pipes shall be clustered and located on the rear side of the roof or a location out of view. Colors for vents should blend with roof shingle color.



GABLES

Gables with significant architectural detail are encouraged. Gable ends with additional detail help in breaking up large plain faces and create a more interesting facade.

Gable detail should always match the rest of the house design.

At least one of the following must be incorporated into gable ends on the front elevation: shadow boards, shingle shakes, false trusses, brackets, vertical siding, board & batten.



Decorative Gable



Simple Dormer With Clean Lines



DORMERS

Dormers are an excellent way to increase variety in the elevations of a house. This creates a more interesting and appealing street view of the home. To compliment the development theme, dormers should portray clean, straight lines.

WINDOWS

The design pattern of windows is very important to the facade of the home. Windows should be sized and located according to the architectural styles listed in this document; the overall scale of the home; and the overall design of the home.

There should be a sense of order and hierarchy to the configuration of the design. For example, larger windows for major rooms and smaller windows for minor spaces. Consideration should also be given to the privacy of adjacent lots and the oversight into other yards.

Clerestory windows are encouraged; bringing in sunlight from the higher points of the house.

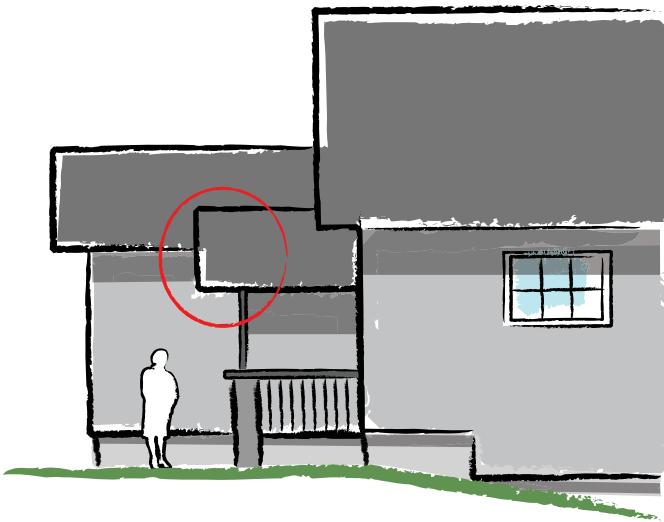
All homes built in Level B Residential must have a minimum of 4 inches trim on all sides of windows and incorporate muntin bars.



NO
Disproportionate
window sizes.



YES
Windows with character,
size and detail that
enhance the elevation.



OVERHANGING EAVES

A significant element of for The Highlands theme will be the use of deeply overhanging eaves. Owners/Builders are encouraged to include overhangs throughout the entire building.

Eaves provide shade, and protection from extreme weather conditions. They also add visual appeal to the horizontal lines of the building.

Overhanging eaves should typically extend out from the face of the building a minimum of 18 inches.



Overhangs Along All Roof Pitches



Front Porch Overhanging Eave

EXTERIOR LIGHTING

All exterior lighting fixtures should follow the character of the home and the community in reference to color, material and style. It should be used in order to increase the quality, security and visual appeal of the home. Light sources should shine downward in order to minimize glare and reflection towards the street and other homes.





NO

Flat doors and plain facades facing the street.



YES

Doors with architectural details,
Porch/Veranda Entrance



Covered Entrance With Craftsman Stone Pillars

ENTRANCES

Builders/Owners should consider integrating the entry door within a large porch to serve as an outdoor extension of the building. The entry door should be visible from the street, where lot width allows. All doors should have a minimum level of detail such as a six panel or other level of relief. More detail is encouraged on major doorways. No flat, plain doors are to be used.

Decks, balconies and railings should be architecturally consistent with both the design of the home, and the development theme.



Composite Wood Steps and Deck



Concrete Front Steps With Decorative Arch

EXTERIOR STAIRS

All homes built within Level A Residential should have composite wood or concrete entrance steps. All homes built within Level B Residential must have concrete entrance steps.

Common treated wood stairs are prohibited on all homes built within the entire development.

STONE VENEER & MASONRY

Following the development theme, simplicity is a very important factor. All stone veneers should extend from ground level to desired height. Stone veneers floating along dormers, trims, and facades is prohibited.

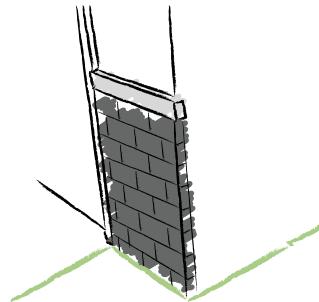
All masonry should be wrapped a minimum of 24 inches with no single faced masonry elements. Masonry is to be used as a foundation material connected to the ground. Floating masonry is prohibited unless deemed appropriate by the Design Review Consultant.

For masonry along the base of homes, a maximum of 30 inches will be allowed for parged concrete. Masonry should extend fully to ground plain.

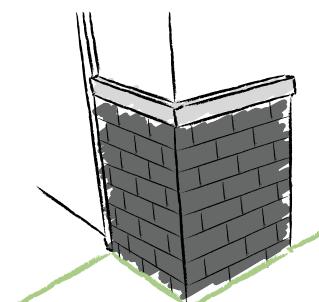
Parging should not extend higher than 24 inches on any elevation.

All homes built within the entire development must have a minimum of 75 square feet of brick or stone veneer.

Vinyl siding is prohibited on all homes built within Level B Residential.



NO
Single faced masonry.

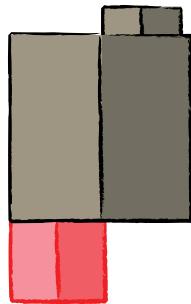
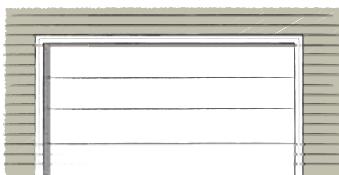


YES
Masonry wraps at least 24in.

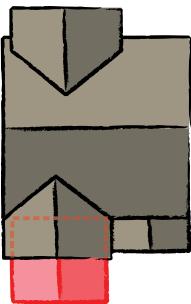
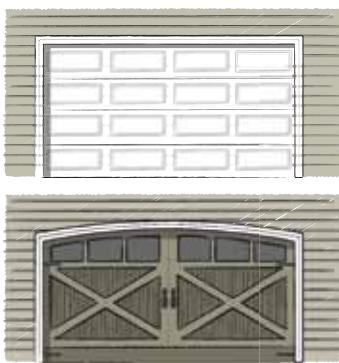


Full Height Stone Facades

GARAGES & GARAGE DOORS



NO
Garage as simply
an extension, plain
steel garage doors



YES
Garage integrated
into house design,
architecturally detailed
garage doors

Garage locations will be determined by the Developer as streetscape views are an important factor for a well designed community.

Standalone garages will be determined by lot location.

For attached garages, Builders/ Owners are encouraged to incorporate the garage into the house design instead of the garage appearing as a separate entity.

Garage doors should have sufficient detail such as texture relief patterns. Carriage style doors with windows are encouraged. Plain garage doors lacking architectural detail are prohibited.



Front Garage with windows & architectural detail



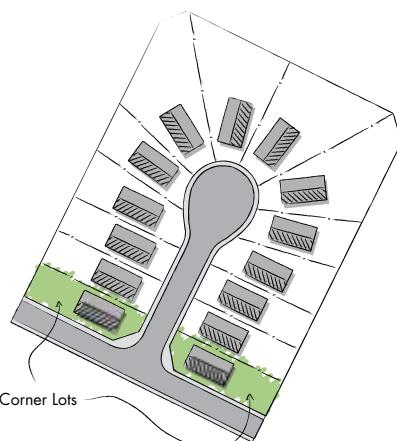
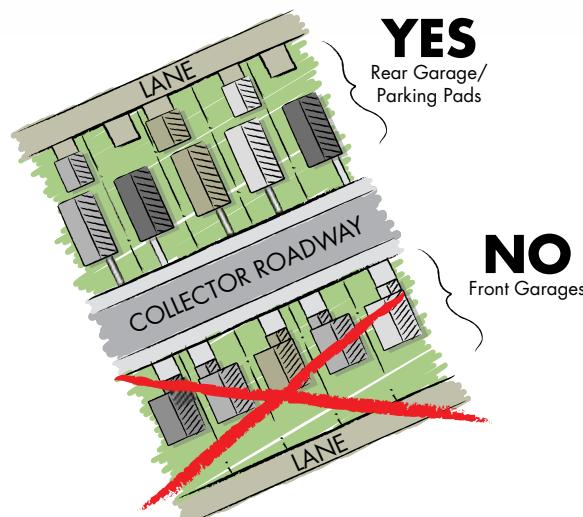
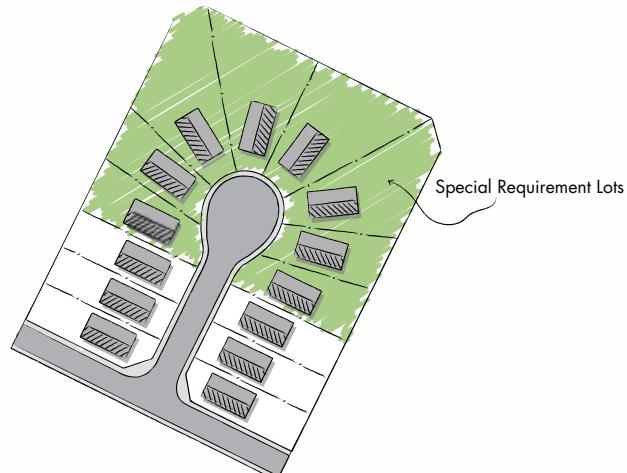
Rear Garage with consistent design to home

Site Design Guidelines

SPECIAL REQUIREMENT LOTS

Some lots will have special locations and/or dimensions, such as those situated at the terminal vista of a cul-de-sac, and "landmark" locations such as corner lots. Special requirements may be imposed on the house-to-house coordination of such lots.

Lots fronting onto collector roadways will not accommodate front drive garages (unless the lot does not have rear lane access). A caveat will be placed on the title to these lots to confirm this requirement. Builders and homeowners on these lots are encouraged to incorporate a rear attached or detached garage in the site plan.



CORNER LOTS

Bungalows or Bi-levels are preferred. Any other style will be approved only where the flanking elevation is a significant single story profile or has sufficient architectural detail. Two story models must pay particular attention to reducing mass/wall height. Any non-bungalow plan should be submitted to the Design Review Consultant for review in advance of the submission of formal prints and plot plans.



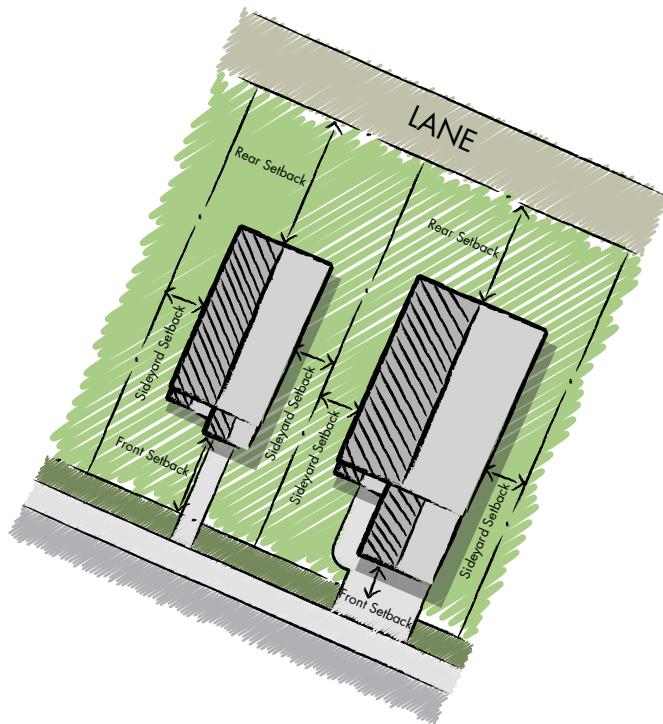
WALKOUT LOTS

Two or three storey full height flat elevations on lots with walkout basements will not be acceptable. The use of architectural devices such as down hill sloping roofs in combination with dormers, decks, variations in the rear wall planes, retaining walls, and grading should be provided to break up the elevation.

SETBACKS

Front/Rear Yards - Houses are to be sited in accordance with the Setback Plan provided by the Developer and approved by the Town of Olds.

Side Yards - Owners/Builders are encouraged to make the best use of all open spaces within their property. Side yards in excess of 6 ft will be reviewed and may require alterations to the house design.



UNIT SIZES

Minimum dwelling unit square footage for housing in the development is as follows (all areas include total square footage above grade only, garages excluded):

Bungalows, Bi-levels, and Split-levels
Two Storey
Narrow & Duplex Lots

1,150 sq. ft. (107 sq. m.)
1,600 sq. ft. (149 sq. m.)
950 sq. ft. (88 sq. m.)

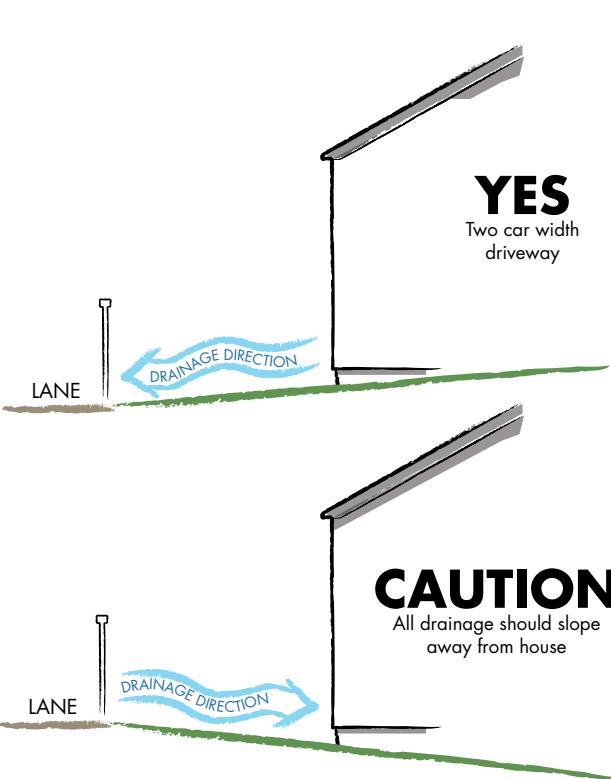
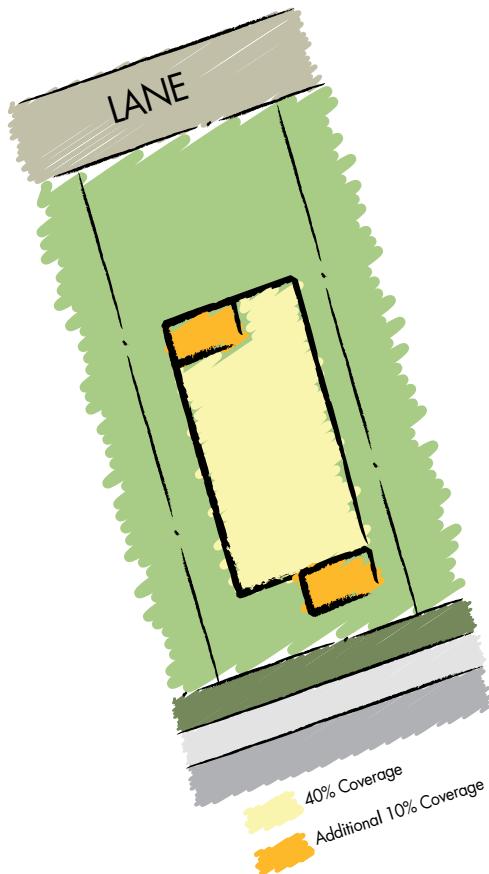
Specific phases of development may vary from these minimums. Notification will be made in writing, prior to the commencement of sales.

BUILDING ENVELOPE

The proposed building envelope for each site is defined by the required setbacks; the building height and profile; the maximum site coverage for buildings; and other components of the site design.

Site Coverage for the building portion of the site will be limited to 40% for enclosed buildings (including the garage), and increased by an additional 10% to a maximum of 50%, which shall include all components of the site design such as attached covered patios, decks and any other site features.

The location of all site design components shall be approved during the plan review period and shall be at the discretion of the Design Review Consultant.



GRADES

Grade sheets for each lot are available and may be obtained from the Developer. Grades at the corners of the lots are not to be altered from those shown on the grading slips. Any costs incurred by deviation from the approved grade plan shall be borne by the Owner/Builder responsible. Corrections must be done concurrent with the completion of the house.

The landscaped grade of a lot should always slope away from the house; be integrated into the subdivision system of drainage; and not drain into the neighbouring lots.

All lots with existing grades sloping towards the proposed house should be planned and discussed with the Design Review Consultant in order to design to an effective drainage system.

The landscaped building grade must be as shown on the grade slip, however the Design Review Consultant reserves the right to approve adjustments.



LANDSCAPE & FENCING

Builders/Owners are encouraged to design homes to suit the shape and topography of the site. Enhancement of the site through the use of landscape elements will address the need for privacy, shade and protection. Landscaping for each home should maintain the character of the community and exist in harmony with the surrounding environment.

All homeowners are encouraged to complete the fencing of their rear yards within 12 months of occupying the residence.

All lots backing onto parks and greenways will have a five (5) foot high black chain link fence provided by the developer.

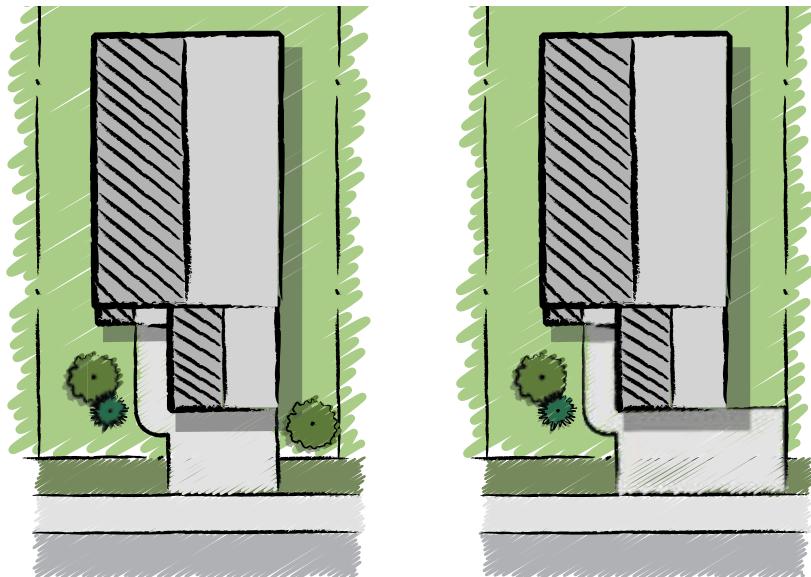
All lots with sideyards to roadways should have five (5) foot high brown vinyl fencing.

Refer to Neighbourhood Plan (page 10) for vinyl and chain link fence locations.

WALKWAYS & DRIVEWAYS

Minimal use of hard surfaces is encouraged, but where necessary (i.e. driveways, walkways, and patios), long lasting materials such as concrete, paving stones and interlocking bricks are acceptable. Crushed stone, shale, loose aggregate and asphalt are unacceptable materials for driveways and walkways.

Parking should be limited to the driveway only. Driveways should be a maximum width of 2 car spaces. This will allow more space for front yard landscaping; thus, beautifying the overall appearance of homes.



YES

Two car width
driveway

NO

Excess driveway
width

Environmental Guidelines

While not required, Richardson Bros. encourages all builders to follow Built Green principles:

- Homes built within this project are encouraged to be built to a minimum Built Green certification level of Bronze.
- Homes built should utilize insulation, house wrap and roofing materials that meet Built Green certification.
- All windows and doors installed should be Built Green certified.
- Homes built should utilize Energy Star materials and products whenever feasible.
- Homes should utilize low-flow toilets and water conserving faucets.
- Architectural planning and design should take full advantage of energy efficiency (i.e. natural heating and/or cooling, sun and wind exposure, solar energy properties, etc.).
- Builders/ Owners should contact the Design Review Consultant to effectively apply Built Green standards.





RICHARDSON BROS.
DEVELOPMENTS

