

Hilldowns  
Stage 9  
Architectural  
Controls and Design  
Guidelines



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# Directory

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The information contained herein is intended as a guide.

The enforcement of these guidelines and interpretation of same shall be at the sole discretion of The Developer.

The Developer reserves the right to revise these guidelines without notice.

## DESIGN GUIDELINES - SECTION 1

### Introduction:

This booklet defines guidelines and controls and outlines the method for their application to homes to be built in the Hilldowns subdivision. Through proper coordination, management and control of certain architectural aspects, higher quality and more harmonious housing development will be achieved. An important part of creating this environment is the visual appearance and physical placement of individual houses and the relationship of each to adjacent groups of homes. Strong contrasts in size, form, color, or materials can negatively affect the aesthetics of the area. The transition from one house or one group of houses to another should be gradual, avoiding sudden changes in height, form, and exterior finish.

To achieve a proper balance of flexibility and harmony this booklet distinguishes between controls and guidelines, the former is intended to be more rigidly applied while the latter is intended to be flexible.

The distinction drawn is intended to allow the builder extensive autonomy in exterior materials, color, and roof styles while complying with the controls established through the City of Spruce Grove Land Use Bylaw and the Development Agreement with the developer.

The terms of reference for initiating design coordination for the Developer are specifically directed to the following areas of concern;

### **a) Compulsory Controls:**

- i. Compatibility of building grade, lot grading and drainage for each lot within an overall drainage plan.
- ii. Coordination of light standards, hydrants, water and sewer services, and other street hardware with proposed driveway locations.
- iii. Compliance with the appropriate sections of the City of Spruce Grove Land Use Bylaw No #531 and any applicable amendments thereto.

### **b) Design Guidelines:**

- i. Styling and type of dwelling to ensure compatibility with surrounding units.
- ii. Siting of the unit on the lot to ensure compatibility with surrounding units and proper utilization of land.

In addition to the above, suggestions as to color and exterior finishes are provided to act as a guide for coordinating development.

## **DESIGN COORDINATION AND GUIDELINES - SECTION II**

### **1. Distinction between Controls and Guidelines:**

Controls refer to those aspects which are set on a lot-to-lot basis in an overall plan of the subdivision. They apply to the siting, lot grading, and building line elevations.

### **2. Design Controls:**

Lot grades and building line elevations are determined for each lot to ensure that no steep grades will occur, and that surface water will drain away properly from all sides of the house and onto an adjacent roadway.

Driveway locations will be designated in conjunction with street hardware plans to avoid possible conflicts. The use of weeping tile connections to sanitary sewers is prohibited in the City of Spruce Grove, and this will dictate the use of sump pumps or other means of addressing groundwater as approved by the City Engineer.

### 3. House Types:

To achieve a sense of continuity throughout the community the exterior design and house type should be controlled and coordinated while each building should be somewhat distinct; a gradual transition from one house to another must be achieved.

The height and shape of each house must be compatible with the houses on adjacent lots.

All corner lots shall have a low profile; i.e.) bungalow, split level or one and one-half storey with the low side along the flanking side. Special exterior design must be given to all corner lots; i.e.) windows, louvres, fireplaces, trim, etc.

The Builder should be aware that a variety of house plans and exteriors are required so that similar exteriors of the same plan are not repeated within two lots of each other.

**MASSING** - The minimum house width on all lots must maximize the full pocket width. A minimum of a 2-ft deviation will be allowed on a lot-by-lot review.

If the full pocket width is not used additional width to the garage or foyer may be required. If the offset is more than 4-ft a window or full height second material may be required.

### 4. Roof Design:

An important key to smooth transition between houses is roof design. A variety of rooflines is required and similar roof lines on adjacent houses should be avoided.

Roof pitch minimum 5:12 except for bungalows which shall be 6:12.

Roof overhangs minimum of 18 inches.

Fascia - to be minimum 6" acceptable, 8" is encouraged

Roofing Material – asphalt

Gable style rooflines – require the addition of detail, i.e.) shadow board, vertical board/batten, crezone panels, shakes, etc.

All flues/chimneys must be boxed in with materials – same as the house.

### 5. Exterior Materials and Finishes:

Exterior finishes materials are an essential element of coordinated design. To achieve compatibility along the street the following guidelines should be considered:

- All homes must be faced with high quality, durable material. Vinyl Siding, Stucco, Stone, Stone Tile, Hardie Board or equivalent product.
- No false front elevation is allowed. The exterior materials on all elevations should be consistent with that on the front of the house.
- Pre-finished aluminum soffits and fascia are acceptable the color being compatible with the rest of the house.

- Use masonry on front elevations is to be returned to a minimum of 2-feet onto the side elevations
- Parging must be kept to a maximum of 24-inches on all elevations.

## 6. Exterior Colors:

Colours used on all exterior elevations shall be subtle and at the discretion of the Architectural Design Consultant. There shall be no identical house color constructed adjacent or within two lots of each other. (XaoX) nor directly across the street.

The same soffit/fascia/eave color cannot be repeated on adjacent lot (XoX)  
Similar stone profile/color cannot be repeated on adjacent lots (X0X)

All entrance doors colours to coordinate with the house.

All roof colours will be subtle and must complement other exterior colours of the house., only black, grey, and brown tones will be approved.

## 7. Plotting:

Builders and their surveyors are responsible for ensuring that the siting of the house conforms to the City of Spruce Grove minimum guidelines for setback, side yard and rear yard requirements. Varying setbacks along the street will create a pleasant street scene and prevent the tunnelling effect. Building height, adjacent houses, and grade situations should be considered when determining an appropriate setback. Special care should also be given to avoid harsh contrast including setback and building heights by plotting larger and higher homes and, therefore, presenting a more compatible relationship. Siting of homes must also be done in conjunction with street hardware such as pedestals, lamps, and hydrants.

Risers at the entrance – are not to exceed 4 per set. If more than 4 are required, they must be placed in the run of the walk, separated by a landing.

## 8. Grades:

To take advantage of the natural landform and avoid the use of retaining walls, the purchaser should give particular attention to lot grading before choosing a house design.

- Driveway grades shall not exceed a maximum of 10% slope. Where the requirement for steeper slopes exists, an appropriate house design must comply with this maximum slope requirement. It is important to maintain a close relationship between the bottom of the garage eave line and the top of the garage door (one foot maximum). This relationship can only be relaxed if the resulting grade would exceed 10%.
- The Purchaser will be required to comply with the pre-set grades for the lot purchased, as identified within the grading plan for the subdivision approved by the City of Spruce Grove. Any deviation from the set grades will be rectified at the sole cost and expense of the lot purchaser.

The Owner/Developer reserves the right to register a grading caveat against the land to ensure compliance with the lot grades as designed and approved.

- In the case of side yards where slopes exceed 1: 3 (metric) slopes, retaining walls are required. The purchaser on the higher elevation will be responsible for the cost and construction of the retaining wall unless the design of the house on the lower lot (in the opinion of the Developer) creates the need for the retaining wall. When retaining walls are required adjacent to the lanes, walkways, or roads, the Purchaser will be responsible for the cost of construction of the same.
- Retaining wall materials are to be compatible with the house materials. If concrete is used as a retaining wall, it should be patterned or of washed aggregate complete with detailed caps of brick or wood. Retaining walls more than 30 inches in height must be terraced so that each lift is no greater than 30 inches. Retaining walls will be limited to an exposed height of 48 inches unless it can be proven that the higher wall is necessary; if so, a stepped wall should be used to reduce the walls' visual mass.

## 9. Garage:

Double attached front drive garages are a minimum requirement and all garages must follow the driveway location plan.

The driveway and sidewalks are to be constructed of standard broomed concrete, upgraded materials will be considered.

All garage doors must be painted to match house colour, trim colour, black or white.

## 10. Landscaping & Fencing:

**LANDSCAPING** - is to be completed within one year of occupancy.

Front yard to be natural sod to the fence tie-back line.

Minimum 1 tree required – if deciduous (leaf-bearing) to be a minimum of a 1.5-inch calliper, if coniferous (spruce or pine) must be a minimum of 5-ft in height.

No full front yard hard surface landscaping or synthetic turf will be allowed.

**FENCING** – Developer perimeter fencing – Cloverdale Paints – Weather One Solid Stain

Posts and Stringers: Cape Cod Grey and Boards: Heritage Blue

## 11. Requirements for Design Consultant Approval:

The Design Consultant for Hilldowns subdivision is HORIZON DESIGNS LTD.

## 12. Architectural Approval:

Horizon Designs Ltd. has been appointed the Architectural Design Consultant by The Developer for this project for review and approval of house plans for builders or buyers of the building lots. The Buyer or the buyer's Agent, or builder, shall, before applying for permits or commencement of any construction upon the lot submit the following information to The Consultant;

All applications must include the following information:

- a. Completed Horizon application form, complete with manufacturers, series & color numbers
- b. One complete set of blueprints complete with all elevations, window & door sizes, door heights, etc. Reflecting correct finishing materials.  
-digital copies cannot be printed to scale, accurate dimensions or scale drawings may be requested from time to time.
- c. One copy of the plot plan prepared by Designated Surveyor, reflecting house grades, drainage patterns, garage elevations & risers @ entrance & driveway configuration.

Incomplete submissions may be returned without review

Color or material samples as may be required upon request by ADC.

No verbal approvals shall be given for any house plan approval.

Horizon Designs will review the plan and recommend approval, modification or rejection of the Application based on the adherence of the plans to these guidelines within 14 business days of submission.

Once approved Horizon Designs Ltd. will send a copy of the approved application indicating any conditions of approval to the applicant. The original plan and forms will be retained on file after approval. The plans may not be altered without prior approval by Horizon Designs Ltd. The Developer will make changes that are not reported into consideration on completion and may result in the security deposit not being fully refunded.

No stakeouts will be granted until:

- o Final architectural approval has been granted by Horizon Designs
- o Land purchase documents have been finalized & required security deposits have been received by The Developer

**DISPUTES** Should a dispute arise, the ADC at the request of the builder may present the situation to The Developer for appeal. The decision of The Developer will be final.

The Architectural Design Consultant will review the plans for conformance to guideline intent. This review will include a check of house type and color, color coordination, materials, building elevation, driveway location, setback, side yard and grading.

If the plans require revisions, the purchaser must re-submit with changes. If the submission complies it will be approved, and the submission can then be taken to the Planning and Development Department of the City of Spruce Grove.

The Builder/Purchaser must commence construction within six (6) months from the date of purchase of the lot. The house must be completed, as approved, within eighteen (18) months from the date of

purchase of the lot (except for seasonal deficiencies). All houses must be constructed in accordance with the approved application.

### **13. Note: Before you Build**

In addition to approval of the Architectural Design Consultant, the Builder/Purchaser must also obtain a Development Permit and a Building Permit before construction.

Each Builder/Purchaser must inspect the condition of the curbs, sidewalks, street lamps, etc. in front of this lot. If there is any damage, a written notice must be submitted to Robson Developments Ltd. otherwise, the cost for repair damages for the same then becomes the sole responsibility of the Builder/Purchaser.

### **14. Damage Deposit Refund:**

Any damage deposit that the purchaser has lodged with the developer will be refunded to the purchaser when the following have been completed and no deficiencies or damages are found

- o All house and driveway construction completed
- o Receipt of final grade certificate
- o Final inspection has been conducted by the City of Spruce Grove
- o An approved stamped Compliance Certificate has been received from the City of Spruce Gove indicating that there are no outstanding deficiencies or damages.

Upon being advised by the Builder/Purchaser of the completion of their house, the Architectural Design Consultant and the City of Spruce Gove shall each carry out their site review to confirm conformance to the Guidelines, site plans and the approval previously granted. This inspection will form the basis of the recommendation regarding the refund of the Damage Deposit in whole or in the amount remaining after deducting for deficiencies or damages. Judgment on construction conformances is solely the right of Robson Developments Ltd.

The Purchaser must provide a stamped surveyor's grading certificate certifying that the house is in accordance w with the approved blueprints and that the lot is graded per approved drainage patterns.

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## **FORMS**

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### **AVAILABLE FROM THE DEVELOPER UPON REQUEST**

Builder Pre-Construction lot inspection form.

Final lot inspection form

### **AVAILABLE FROM HORIZON DESIGNS UPON REQUEST**

Color Application for House Plan approval.

Final Inspection request form.

May 6, 2015 – Original guidelines finalized.

Nov.25, 2021 – Updated guidelines finalized.