



Resort & Golf Community

Developed by SILVERADO LAND CORP.

Design Guidelines

Hampton Gate

(45 Lot Gated Bare Land Strata)

Come for a Tee Time.....Stay for a Lifetime.....

Welcome to Crown Isle Resort & Golf Community

IN order to achieve the long term vision of both the Hampton Gate subdivision and Crown Isle Resort & Golf Community, we have prepared the following Design Guidelines so that both the homeowners and the developer, Silverado Land Corp. (“Silverado”) can benefit from the high residential building standards.

Crown Isle is a high quality urban community developed by Silverado Land Corp. The Community is located within the boundaries of the City of Courtenay. The 871-acre site consists of two integrated components – **a world class, full-service Destination Golf Resort and a comprehensive Master Planned Residential Community**. The development includes an 18 hole championship golf course with a 48,000 sq. ft. clubhouse with all the amenities, single & multi-family home sites, existing and future commercial center along with exquisite on-site accommodations consisting of 92 Villas with the option of a fractional ownership program. When complete, the Crown Isle community will have 2700 living spaces integrated with 80 acres of developed commercial property. Silverado is committed to the creation of a beautiful setting in which to enjoy the best of **Canada’s West Coast Lifestyle**.

The heart of the community is an 18-hole championship golf course designed by Graham Cooke and Associates. Crown Isle’s master plan carefully integrates housing with the golf course and open space in small neighborhood clusters to ensure the maximum privacy, safety and amenity for all homeowners. Golf course views throughout the development are available for all to enjoy. High standards will be ensured from the ground up through the comprehensive planning process, attention to detail, and our quality assurance program outlined for home construction.

The purpose of the Hampton Gate Design Guidelines is to ensure a sense of design continuity for the entire Strata. Such continuity enhances land values, provides a visually appealing living environment and encourages design creativity within a consistent framework. These Design Guidelines will help to maximize the market potential of Crown Isle and Hampton Gate by ensuring:

- *effective high quality standards*
- *integrated streetscape and home design*
- *design continuity throughout the subdivision*
- *excellent living conditions*

Our approach offers variety and choices for individual home sites while ensuring that each home contributes to the overall look and feel of the community. Silverado’s will assist all homeowners by assigning an **Approving Committee** to co-ordinate and manage each step of the approval process. The Approving Committee is for the benefit of all individual homeowners and Silverado. Their purpose is two-fold: to ensure the ongoing relevance and applicability of the Design Guidelines through revision and amendment as deemed necessary; and to review all proposed Buildings and Improvements as a means to ensure compliance of the Hampton Gate Design Guidelines as outlined.

To ensure that the Hampton Gate Design guidelines are adhered to, a **\$3,500 compliance fee** is to be paid to Silverado when the Lot is purchased. Non compliance with these Design Guidelines may result in the loss of the \$3,500 fee. This compliance fee will be returned after final approval of completed construction and landscaping by Silverado’s Approval Committee.

How To Use This Guideline

DESIGN GUIDELINE OBJECTIVES

Design Guidelines are the mechanism which contributes to the assurance of a high level of quality design and construction in the Hampton Gate subdivision.

This document must be read in conjunction with the statutory building scheme and its schedule of restrictions. The statutory building scheme is a restrictive covenant on title of each individual property.

DESIGN REVIEW PROCESS

- a) An owner (“or agent”) shall submit for a preliminary consultation, an initial proposal for the type of housing and landscaping being contemplated. This will allow the owner (agent) to become aware of any design considerations that are particular to the site.
- b) For the final approval, the owner (agent) shall submit two (2) copies of the following information to the Approving Committee (the Approving Committee is a group designated by Silverado).
 - Drawing of the house plans, elevations and cross sections at 1:50 or ¼” = 1’-0”.
 - A site plan at 1:100 or 1/8” = 1’-0”, identifying all the information relating to the dimensions of the lot and building, siting of the building on the lot, as well as proposed and existing elevations at each corner of the proposed building plus the finished main floor measured from the rear lot line and front / side curb height. The site plan should also identify the location and slope of the driveway.
 - A landscaping plan to a rough scale including names and location of all trees and shrubs. If a fence or shed is planned a sketch showing the location, style and finish must also be presented for approval.
 - A drainage and lot grading plan along with sedimentation control plan.
 - A complete House Plan Approval Application form (Appendix “A”) for house plan approval indicating colours, materials and other specific information as requested on the form. Sample colours must be provided.
 - A professional site survey completed by a BC Land Surveyor.
- c) The Approving Committee shall review this submission and, in written form, recommend approval or alterations that must be made to ensure adherence to these guidelines.

The original application form and one set of marked prints will be kept by the Approving Committee for future reference. The second set of similarly marked prints will be returned to the owner (agent).

- d) The owner (agent) can make submission for a building permit (to the City of Courtenay) after approval is granted by the Approving Committee. Any subsequent changes by the owner (agent) from plans

approved by Silverado must be submitted to Silverado in writing and must be approved in writing by the Approving Committee.

- e) Prior to commencement of house construction, the owner (agent) is to advise Silverado of any damages to lot services, curbs, sidewalks or roadways on or adjacent to the lot or other unacceptable situations concerning the lot. Failure to contact Silverado will be deemed to indicate satisfaction with the condition of the lot.
- f) Silverado Land Corp. or a designee from its Approving Committee will carry out on-site inspections during construction to ensure compliance with approved plans. Changes to the approved design must be submitted in writing for approval by the Approval Committee. Changes or non-compliance will result in a loss of a portion or all of the security deposit.

Changes required by the municipality during construction must be submitted by the owner (agent) to the Approving Committee who may require further amendments in order to allow for municipally required changes without detriment to the overall development.

External appearance of the building and / or addition must be complete within one year from the date of approval of the building plans by the Approving Committee.

Upon completion of the house and all required landscaping, the owner (agent) shall request a final inspection by Silverado.

A deposit release shall be issued if construction and landscaping is in compliance with the approved drawings, or the owner (agent) will receive a list of deficiencies to be completed before the security deposit is released.

**USE OF HOUSE PLAN
REVIEW SERVICES**

The applicant acknowledges that the house plan review is provided as a service and that the developer and its Approving Committee assume no responsibility for the accuracy of the information provided, or for any losses or damages resulting from use thereof.

The applicant further acknowledges that he will hold the developer and the members of its Approving Committee harmless from any action resulting from the use of this information.

Approval is subject to the Design Guidelines and the following:

1. This sheet must be signed by the owner (agent) and the Approving Committee (agent) prior to Building Permit Release.
2. The exterior finishes, detailing, and overall appearance of the completed building will be indicated on the approved drawings, sample board and this sheet. Any revisions must be submitted to this office for review and approval. Any departure from the approved drawings without prior approval may result in the loss of all or a portion of the security deposit

CONDITIONS OF APPROVAL

Home site No.: _____ Phase: _____

CONDITIONAL APPROVAL

FINAL APPROVAL

Date: _____ Date: _____

Owner (Agent) _____ Owner (Agent) _____

Phone: (W) _____ (H) _____

Approving Committee (Agent) _____ Approving Committee (Agent) _____

Recorded by: _____ Recorded by: _____

Signature: _____ Signature: _____

CROWN ISLE BUILDING APPROVAL PROCESS

1. REGISTRATION OF TITLE AND COMPLIANCE / LANDSCAPING DEPOSIT (\$3,500)
2. PRELIMINARY CONSULTATION
3. PREPARE HOUSE PLANS
4. APPLICATION TO SILVERADO (APPROVING COMMITTEE)
5. ACCEPTANCE OF PLANS - OR - REJECTION OF PLANS
6. APPROVED
7. BUILDING PERMIT APPLICATION (CITY OF COURTENAY)
8. CONSTRUCTION
9. FINAL INSPECTION
10. APPROVAL OR REJECTION
11. REQUEST FOR REFUND OF DAMAGE DEPOSIT
12. REFUND OF DEPOSIT

Please note:

Silverado's agent (the Approving Committee) reserves the right to grant approvals beyond the parameters contained herein when it is deemed to be in the best interests of the community.

GUIDELINES FOR THE LOT

ARCHITECTURAL THEME

The design of the dwelling units should follow a West Coast / Craftsman / French Country style and contain enough variety to create interest while at the same time achieving a balanced harmony of forms, colours, and themes. The dwelling units should compliment the neighbourhood by avoiding overpowering shapes and volumes, providing smooth transitions between different styles and protect the privacy of neighbouring living areas where possible.

SITING AND SETBACKS

The siting of each house shall take into consideration the natural characteristics of the lots, existing tree cover and the relationship to the street and neighbouring houses. Overview and over-shadowing neighbouring houses and yards should be avoided when possible.

Minimum setbacks for the principal building within Hampton Gate are:

Front:	6 metres	20 (feet)
Side:	1.5 metres	5 (feet)
Side:	Corner Lot	
	3.04 metres	10 (feet)
Rear:	7.5 metres	25 (feet)

The height of a proposed home is determined by the City of Courtenay Building by-laws as well as the approval of Silverado's Approving Committee who will take into consideration the overview and overshadowing of neighbouring housing.

It is the owner's (agent's) responsibility to identify the location of easements and right-of-ways and to comply with the setback requirements established by Silverado Land Corp. and the City of Courtenay.

To create an interesting streetscape and maximize privacy, Silverado may establish specific setback requirements on an individual basis during the design approval process. Silverado has established setback requirements for all lots. It will be the responsibility of the owner to check these setbacks during the first stage of the approval process.

Accessory buildings where permitted, shall comply with the minimum setback requirements set out by the City of Courtenay Zoning by-laws and must receive approval from the Approving Committee as to the design, finish and location on the Lot.

SITE COVERAGE: HOME SIZES AND TYPES

All homes must meet the following minimum standards and must fall in one of the four allowable categories of homes listed below.

Two Story Homes: A minimum finished living area of at least 1,900-sq. ft. is required excluding the garage. Finished main floor living area shall be at least 1,400 sq. ft. **No basement entry homes are permitted.**

Story & A Half: A minimum finished living area of 1,800 sq. ft is required excluding the garage. The main floor area shall be at least 1,350 sq. ft. This type of home is lower in profile than the two-story home. The roof begins at the one story level with the roof pitch high enough to allow headroom in about one half of the second floor.

Split Level Homes: A minimum finished living area of at least 1,800-sq. ft. is required excluding the garage.

Ranchers: A minimum finished living area of at least 1,600-sq. ft. is required excluding the garage.

**Silverado reserves the right to refuse a submission that does not meet the requirements.

LOT GRADING AND RETAINING WALLS

Drainage and grading plans must be submitted along with a soil and sediment control plan prior to construction. No mud, silt or silty water may be discharged into the storm drains, ditches, lake or roads. Lot grading is to follow the natural slope of the land. Installation of storm drainage on the perimeter of the property may be necessary. Lot slopes should be absorbed within the building massing as much as possible (i.e. Stepped foundations and floor levels) to minimize the need for grades steeper than 3:1.

House excavation or construction shall not be allowed to undermine the slope stability of any roadway base without appropriate temporary and/or permanent earth retention. Additional measurements may be required regarding foundation walls where service easements exist on the lot.

Where retaining walls are required in the front yard or front driveway area textured concrete or natural stone must be used (i.e. formed concrete with either an exposed aggregate, stamped or stone facing).

Retaining walls will be limited to an exposed height of 1.2 metres (4 feet) unless it can be proven that a higher wall is necessary. If so, a stepped form shall be used to reduce the walls visual mass. All retaining walls and their footings are to be within property lines.

Drains may be required in some instances, particularly in rear yards, and this possibility should be addressed during the preliminary planning stages.

GUIDELINES FOR THE HOUSE

EXTERIOR DESIGN

An overall quality standard in Hampton Gate will be maintained through variation in individual house designs, repetition of some architectural elements and use of a uniform quality of material.

Special attention to consistency in the exterior treatment of the house is necessary. **Detailing which is important to the design's integrity is considered essential and should not be omitted for budget reasons.**

EXTERIOR SIDING

In general, materials used on the front of the house should be used on all other faces of the building. Wood, stone, hardiplank or combinations of these materials are encouraged. A minimum of three textures is required. Wood siding or Hardiplank is to be applied either horizontally or vertically and in the same direction on all elevations.

Stucco may be used but with a heavy textured finish only. Swirled or other obvious patterned stucco finishes are not acceptable. Stucco houses, as well as wood finished homes, require special detailing for the window and door treatment on all windows and doors visible from the street and the golf course.

WINDOWS / DOORS

Window frames are to be in a colour complementary to exterior siding. Muntin bars must be used on all windows visible to the street. Taped or artificial muntin bars will not be allowed. Two story bay windows shall not be permitted on the front facade.

Front doors will be relief panel doors of solid construction or glass-paneled doors painted or stained to complement the exterior finish. Exterior architectural lighting shall be one or more matching custom fixtures on each house. Door hardware should complement the architectural lighting and house numbers. Samples must be submitted for approvals.

EXTERIOR TRIM

Trim boards used around windows and doorways shall be finished in a complementary colour. Larger trim boards are required (minimum 6"). Corner moldings and other architectural elements used on the front of the house shall be used on all other faces of the building. Minimum 10" belly bands are required adjacent to grade. False front treatments and over embellishment of the front entrance will not be allowed.

STONE ACCENTS

Accent stone must turn the corner 1.219-m (4.0-ft.) or meet the chimney. Any variations of this due to construction details must be approved before construction. The colour and pattern of stone must blend or be complimentary with the siding. Stone shall be neutral and even toned. Strong reds, black or white are not allowed. Cultured stone will be considered; multi-coloured stone is not permitted.

CHIMNEYS / EXTERIOR VENTING

Chimneys in the front half of the house must be framed and finished with stone, siding or stucco to match finish of the house.

No cantilevered chimneys are allowed. The framing shall be taken down to finish grade.

The exposed portion of the metal "A" vent, which appears above the framing, must be kept to the minimum height allowed by the code. The "B" vent shall be located on a rear slope or wherever it is least visible to public view. "B" vents that, due to serious planning constraints, must appear on a front slope shall be located close to the ridge. Any "B" vent over 3'0" high on a front or back slope shall be framed and finished with brick, stone, siding or stucco to match the finish of the house.

FOUNDATION WALLS

Exposed concrete foundation walls are not to exceed 0.45 metres (18 in.) in height. Exposed surface to be ground smooth, filled with cement, washed or parged finish. Minimum 10" belly bands are required adjacent to grade. It is recommended that the elevations from the curb to the main floor not exceed 2'0". **All elevations must be approved by the Approving Committee before the start of construction.**

HOUSE COLOUR

In general, the appearance of quality in the development will be maintained by not using bright, garish colours. Only the use of natural colour tones in stucco or stains on cedar siding or Hardiplank and/or other new approved products with complementary trim are acceptable. Repetition of identical colour schemes within a **2-lot radius** on the street will be rejected. House colours must be approved by the Approving Committee before construction.

ROOFING / OVERHANGS

Concrete tiles, cedar shake, cedar shingle, enviroshake, enviroshield rubber panels and/or other new approved products are allowed. Roof colors must be neutral, even-toned colours. Duroid or metal is not allowed. The roof pitch must be between **8:12 and 12:12** with the majority of the pitch being the same. Roof materials and colour must be approved by the Approving Committee before construction.

Overhangs to be a minimum of 24 in. on the main level with a minimum 1x4 on 2x10-in wood fascia combined with 18-in. soffit and 1x4 on 2x10-in wood fascia on the upper level. Wider fascia boards are encouraged. A unique roof design may result in a variation of the above. Fascia boards may be eliminated if a special gutter incorporating a fascia feature is used. The construction of soffits is to be of the same material as the exterior of the home or an alternate of aluminum or vinyl. Any variation of the above must be approved by the Approving Committee before construction.

All roof stacks, flashing, etc. are to be painted brown or other approved colour to make them as inconspicuous as possible. Gutters and rainwater leaders and soffits are to be finished in a compatible colour.

DRIVEWAYS AND GARAGES

Driveways should be situated to take advantage of grade and street orientation. Exposed aggregate concrete and/or interlocking pavers are mandatory and the minimum driveway slope is governed by the City of Courtenay Building Code. Stamped concrete may be considered as an alternate. All driveways are to have a 16" border of contrasting material (i.e. stamped concrete, interlocking pavers, etc.). Colors and texture must be approved by the Approving Committee before construction.

Some lots have specific driveway and garage requirements due to servicing, guest parking pull outs and street light locations. It is the builder's responsibility to ensure that driveway locations do not interfere with services or streetlights. The location of the garage will depend on the houses on both sides. Back to back garages are recommended as this allows for more openness to the front streetscape.

All garages must be minimum **double with be two separate doors** rather than one double garage door and must be constructed in the same materials and style as the house. Detached garages, which complement the house, will be considered.

Garage doors shall not exceed 8' in height and the height of wall faces between the top of the garage and the underside of the fascia shall not exceed 2'.

Garage doors must be painted or stained in colours complimentary to the design of the house exterior. Garage door colors must be approved by the Approving Committee before construction.

BASEMENTS / MINIMUM FLOOR HEIGHT ELEVATION (MFHE)

It is important that the owner (agent) contact Silverado before purchasing house plans, since servicing requirements mean that full basements will not be possible. The minimum anticipated floor elevation in Hampton Gate is 79.0m. This is approximately 1.2m above the anticipated high water level in Lake 16. This allows for a 4' high crawl space (measured from floor elevation).

****Note:** If a deeper crawl space is constructed and/or the crawl space elevation is constructed lower than 77.8m, water will seep into the crawl space during times of high water in the lake. It is important to understand that if the builder constructs the house at MFHE, the crawl space is often below flood level. The City of Courtenay allows this, as the crawl space is not habitable space. However, often the crawl space is used for storage and mechanical devices such as furnaces, VRV's, etc. All spaces below flood level are at risk of flooding. It is the responsibility of the home builder to ensure that crawl spaces are constructed above this level.

Exposed concrete foundation walls are not to exceed 0.45 metres (18 in.) in height. Exposed surface to be ground smooth, filled with cement, washed or paraded finish.

ADDITIONAL BUILDING HEIGHT AND MASSING REQUIREMENTS / RESTRICTIONS

Building height is governed by Courtenay's zoning by-laws.

The Approving Committee will consider the compatibility of the height, massing and siting of each house submitted for approval as it relates to the neighbouring houses in Crown Isle.

Special height and massing treatment is required for corner lots and those lots next to major open spaces. To take advantage of street views and to soften the visual impact:

- A) Houses on corner lots should be single story or split up from the flanking street.
- B) Houses on corner lots shall be designated to face both streets with roof and wall elements that turn the exposed corner. The opportunity to have the driveway on one side and the front entry on the other side should be considered.

GUIDELINES FOR THE STREETScape

REPETITION OF HOUSE PLANS / COLORS

The same house plan may not be repeated within a **5-lot radius** on either side of a street. This would include any reversal or mirror images of house plans. Repetition of identical colour schemes within a **2-lot radius** on the street will be rejected. **All house plans and colors must be approved** by the Approving Committee **before the start of construction**.

LANDSCAPING

Silverado requires the owner (agent) to complete front, rear and side yard landscaping within six months (weather permitting) of completion of house construction. The landscaping includes topsoil, grading, sod or seeding and underground sprinkler system (front and back). Planting trees and shrubs in yards is required and includes 3 deciduous trees, minimum 2" (5 cm) caliper, minimum 8' height (2.5 m) with at least one in the front yard, and 30 evergreen shrubs, minimum #2 pot size. Each lot is required to plant one tree in the front yard in accordance with the Hampton Gate street tree program. Location, species and caliper of tree to be specified by Silverado prior to completion of front yard landscaping.

Tree and shrub planting in front yards should be designed to complement the individual home and streetscape. A complete landscape plan is to be submitted outlining the name(s) and location(s) of all trees, shrubs and additional plant material plus the location of the decks(s) and/or shed where applicable. **The landscape plan must be approved by the Approving Committee before the start of construction.**

LOT MAINTENANCE

Should the owner (agent) elect not to proceed with construction on their lot, then the owner agrees to maintain the lot on an ongoing basis in a neat and tidy manner acceptable to Silverado Land Corp.

Should the owner (agent) fail to comply with this clause to the satisfaction of Silverado, then upon written notice to the owner, Silverado may, at its option commence to maintain the lot and any costs incurred shall be payable by the owner to Silverado.

FENCING AND HEDGES

No fence or hedge shall be erected in the front yard of any lot except where approved by the Approving Committee. Only approved cedar fencing to a maximum height of 6' will be allowed in rear and side yards excluding lots that back onto the fairway or pond. On lots backing on to the fairway or pond, approved cedar fencing will be allowed in the side yard to a maximum of 10' past the rear corner of the main dwelling. Approved wrought iron fencing (black) will be considered in rear yards to a maximum height of 4'. All cedar fencing will be stained dark brown for a continuous look throughout the development. Ornamental screen shrubbery, either broad leaf evergreen or coniferous will be considered as an alternative to fencing.

All fence decisions, location, color, and height must be approved by the Approving Committee before construction.

POOLS AND HOT TUBS

All swimming pools are to be in-ground, fenced and located in rear yards only. All hot tubs are to be located in rear yards. Swimming pools and hot tub locations and elevations **must be approved by the Approving Committee before construction.**

RECREATIONAL EQUIPMENT AND ACCESSORY BUILDINGS

Trailers, boats, motor homes, commercial vehicles, recreational equipment, and other similar equipment are required to be stored inside a dwelling. No mobile home, modular home or trailer shall be placed, maintained or occupied on any lot as a residence unless for the sole purpose of loading or unloading and for a period no longer than 4 days.

Accessory buildings are restricted to the rear yard. Accessory buildings must be the same color and be constructed with the same siding and roofing materials as the existing house. Only one accessory building on a lot is allowed. The location, style and height of accessory buildings must be approved by the Approving Committee before construction. Accessory buildings approved on lots backing onto the golf course must be screened with approved vegetation. All service connections to accessory building must be underground. Detached accessory buildings will not be allowed on lots fronting the lake on Hole #16. Accessory buildings on these lots should be incorporated into the house design.

SIGNAGE

Signs erected by a purchaser or agent must be approved by Silverado. Only Silverado's agent may erect large signs. Only one "For Sale" sign may be placed on the roadside of any home site.

Silverado will provide metal sign holders if required upon receipt of deposit (\$50.00). The cost of the graphics is the responsibility of the owner or agent of the lot. Upon successful sale or completion the sign holders shall be returned to Silverado for full refund.

PROTECTION OF CURB, SIDEWALK AND UTILITIES

The owner (agent) is responsible to repair any damage to curb, sidewalk, roadways or service connections as a result of house construction. The owner (agent) should inspect the lot prior to construction and inform the City of any existing damage. Once the house is constructed, the lot and adjacent services will be inspected by the City of Courtenay to ensure damage is repaired. Should the owner (agent) fail to make the necessary repairs, then the City will do so at the expense of the owner (agent).

APPEARANCE DURING CONSTRUCTION

The owner (agent) is required to keep the lot clean and orderly during construction. Special precautions shall be taken during the construction regarding ground and surface runoff. Owner's (agent's) negligence shall be charged for any clean up carried out by Silverado. No supplier or jobber signage is permitted and all windblown construction materials are to be contained. In addition, all construction sites must have an on-site portable toilet.

ADDITIONAL REQUIREMENTS / RESTRICTIONS

No **heat pumps, satellite receiving devices** or other exterior devices shall be placed in or on a building or lot unless the siting and/or decibels have been approved by the Approving Committee. All heat pumps must not be visible from the street and the golf course and must be screened from view.

Garbage containers and compost bins are not to be visible from the street and the golf course and must be screened from view. No outside incinerators or other equipment for the disposal of garbage, trash or other waste shall be used.

No pole mast, antenna or clothesline may be erected or installed on any lot.