

# ASSINIBOINE



# LANDING

**COMMUNITY DEVELOPMENT GUIDELINES**

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## **I. THE VISION**

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Assiniboine Landing is a unique pocket of land carved out of the prairies thousands of years ago by the Assiniboine River. When settlers first arrived in what is now Headingley they would have seen waves of prairie grasses, perhaps a small oxbow wetland, and bluffs of aspen or oak forest, all teeming with wildlife. Along the river you would find cottonwood, basswood, ash, and maple trees lining the banks. Over time, human settlement has changed the landscape. Market gardening displaced the native prairie and the property is now surrounded by a variety of land uses and population. Today's neighbors include active farms, a golf course, low-density residential development, roadside houses, new housing subdivisions, and exclusive estates.

Imagine if you could turn back the clock and recreate that original landscape. Our vision in Assiniboine Landing is to introduce houses and lifestyles that both build on this rural tradition and harmonize with the natural setting. Through architectural and site development guidelines, homeowners would embrace a land ethic that promotes sustainability. Assiniboine Landing will become a leading community and set new standards locally for responsible land development. Parks will be more natural, wildlife will thrive, yards will require less maintenance, and more sustainable buildings would be visually appropriate for this riverbank setting.

In Assiniboine Landing, you will be asked to share your yard with the existing natural community. As you read this, you will notice that there are guidelines, controls and rules that have been created with these principles in mind.

## II. DESIGN CONCEPT

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We have carefully designed the community to ensure that each home site within Assiniboine Landing captures the natural beauty of the community that will be shared by all its residents. Homeowners will be invited to live with nature – enjoying the forest, the grassland and the wildlife that thrive in this environment – truly living on the edge of a diverse natural environment.

Within the relatively small area that is defined as “Assiniboine Landing”, there is a diverse range of topographic features and plant communities; from flat open prairie grassland lands to remnant oak bluffs and aspen parkland to dense Riverbottom forest with ravines.

One of the primary goals in establishing these guidelines is the preservation and enhancement of this rich environment. The guidelines should be viewed, not as rules one has to follow, but rather as a means of enhancing one’s experience of living with nature in every sense.

Another goal is to promote landscape and building architecture that responds to unique characteristics of individual sites. While development should reflect the guidelines outlined, each building and associated landscape should be a creative and unique solution to the individual site.

The objective of exercising architectural guidelines is to ensure a quality living environment with a consistent and identifiable image, while offering selection and variety to the individual homebuyer. These guidelines detail the potential opportunities associated with the creation of appropriate building forms and site development for Assiniboine Landing.

The overall design concept for Assiniboine Landing endeavours to provide a variety of solutions while maintaining a consistent harmony of building design and materials with the natural setting. Homeowners will design their homes based on a specific architectural style, in consultation with professional designers and contractors.

### **III. ARCHITECTURAL STYLES**

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The identification of architectural styles that can be used in the development of Assiniboine Landing are not to be viewed as absolutes from which one must copy. Rather, the styles should be seen as a depiction of the characteristic building massing, composition and ornament of each style, which will lead to a clear architectural expression.

We have included key points and details on three styles chosen by the architect. We hope this information will provide homeowners with enough guidance to allow for an orderly design process to take place, resulting in a house compatible with its neighbours and the neighbourhood.

These styles do not constitute a complete list and other styles will be reviewed and may be permitted through the review process. Each proposed style will be evaluated on compatibility and appropriateness of scale, proportion, massing, details and materials.

## **Modern / International Style**

Modern or international facades present a minimalist, geometric arrangement that usually expresses the load bearing structure of the home through the use of point loading structures (a skeletal frame). This allows various exterior skins to be treated without the structural component. The use of curtain wall glazing systems rather than being load bearing have the ability to hold extensive glass areas, running in horizontal or vertical directions on facades, free of the skeletal frame. Volume replaced mass as the main design criteria. The exterior skin structure was to express the nature of the inner volumes and structural core.

Due to current sustainable issues, the placement and characteristics of these windows is especially important in Winnipeg's climate, where the scorching sun can reach upwards of +30 C and prevailing winter winds can create extreme -30 C weather. A well sited house design, including placement of window openings can mitigate the climatic extremes of the local seasonal regime. Additionally, the use of sun path diagrams and their relationship to siting can be utilized by the designer to further develop appropriate site responses relative to window orientation and locations of openings on the building facades.

The relationship between a modern building and its exterior tends to be very direct, axial and minimal in plan. Sidewalks, driveways and supporting site development is conceived to control movement and entry circulation, allowing the designer to establish initial vistas and axis of movement. When vegetation is added, it is treated as a building material-- applied to the landscape with an obvious sense of control and purpose. Modern homes often utilize building elements such as cantilevered balconies and roofs, uniting the exterior environment with the home. In addition, it provides structural clarity and response to the capabilities of various load carrying materials.

Contemporary exterior modern buildings use a minimal palette of materials, stemming mainly from stone, steel, and glass. Concrete is often used, but it is recommended to utilize a recycled aggregate product mix. Slate, local tyndal stone (limestone), and clay brick are also possible materials for this style.

Modern interiors are often stark and seemingly bare. Ornament is minimized, while the relationship between forms is highlighted. Rooms often flow into each other, as the volume is more important than the mass of the structure. Light floods the interior, enhanced by the neutral colour palette, making the spaces seem larger.

## **Prairie Style**

The prairie style emphasizes a fit between the building and nature of the immediate context. Many exterior spaces such as decks and porches create great vistas protected by low, over-hanging roofs and draw the relationship between nature and the building envelope into close contact. The use of cantilevered interior and exterior spaces push the home into the landscape, much as a tree's branch stems out into space.

Prairie facades are generally horizontal in massing, matching the dominating horizontal perspective of the prairie landscape with low pitched gable roofs with a dentilled fascia. The roof shields the interiors in the summer, while allowing light to penetrate in the winter. Windows are often vertical in proportion creating a distinct counterpoint to the horizontal nature of the wall plane. Any decorative banding is horizontal in proportion and echos the horizontality of the prairie landscape.

The main two materials used in the prairie style are wood and stone. Wood gives off a sense of warmth on the interior and fit on the outside. Clear finishes on the interior use of wood finishes can highlight the texture and grain of the wood. Local strawboard is an additional material that could be considered for use as an interior finish material.

Interiors in the prairie style are very warm, consisting mainly of materials in their raw state. The natural patterning and layering of wood and stone provides the ornamentation. Rooms often flow into each other, while the hearth is usually the centre of the home.

The use of stone as a bearing material and or exterior finish is highly desirable. It adds qualitative value to the building material palette and can reinforce the contextual issues of the building and its site. Stone such as Tyndall stone, granite, fieldstone and shale, although not all local in their origin are appropriate gestures for this building style. The textural and color options of these stone varieties can generate a wide range of design responses for the particular home.

## Craftsman Style

The craftsman style house traditionally developed from the basic American bungalow developed in California at the turn of the 20<sup>th</sup> century. This style is identified by the rustic nature of the envelope materials, the use of large overhangs that utilize exposed roof rafters at the eaves, and often extensive trellises and pergolas over the porches. The lower portion of the wall was often sloped or battered. Lacking the sophistication and larger massing of the Prairie style, the Craftsman interiors shared many of the same design elements. The use of banks of windows, low profiles, open flowing floor plans and the use of decorative banding all gave the Craftsman styles homes distinction and continuity in form language. These influences lend the house a presence over the surrounding yard, which tended to be quite large. Vegetation usually encircles the perimeter, gradually stepping down from the mass of the home to the flat grade. While the driveway or sidewalks can meander towards the home, the front entrance was clearly marked with an attention to the use of porch and or trellised entry elements.

Verandas often line a good portion of the perimeter. Craftsman style uses a great deal of wood, which was the most readily accessible building material when the style first became popular in the 1880's in the United States. Masonry or rustic stone work was often used for the entire first storey and was usually laid out in a more random pattern and texture. Casement windows or double hung sash windows were used and the sash was sometimes painted a cream colour to contrast a darker trim or natural wood colour. The color and tone of the house were derived from natural materials and often an earth toned stain was applied to the wood. The interior volumes were often expressed on the exterior through the use of naturally weathered wooden shingles.

Developed from an open plan, the interior presents a series of open volumes, each of which are often characterized through wood details. Several older neighbourhoods throughout Winnipeg have excellent examples of Craftsman Style homes.



## **IV. ARCHITECTURAL STANDARDS**

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The main goal of the architectural standards is to define a common level of architectural quality by which all plans will be reviewed. A careful and clear understanding of the standards by the architect or designer, contractor, and owner will greatly simplify the submission and approval process.

We want to support creative architectural expression, while assuring visual harmony in the creation of individual homes. By enforcing the standards, individuals are allowed individual expression while maintaining a community cohesiveness that will ensure lasting values.

### **Building Size**

#### *Existing Topography*

The house must be designed to maintain the natural topography of the lot. Designs that attempt to change the topography rather than work with the natural grades will not be permitted.

#### *Minimum Floor Areas*

The footprint of the house for bungalows and two storeys will be a minimum of 1,800 and 1,500 square feet respectively. Garages, porches and decks shall be excluded from all floor area calculations. Massing on two-storeys shall centre over the first storey and not over the garage.

#### *Massing/House Width*

Due to significant lot sizes, the massing of the home is very important. The minimum house width is to be 50 feet.

### **Roofs**

#### *Roof Slope*

Roof massing as it relates to either single or two-storey massing will be assessed relative to the overall design style of the individual home. Roof massing is to be carefully considered to avoid proportional or material inconsistencies. As a guideline, we will expect a roof pitch of 8:12 on bungalows unless good design dictates otherwise.

### *Roofing Materials*

Acceptable roof finishes include thick-end asphalt shingles (IKO Chateau, IKO Renaissance, BP Roofmaster or similar shingle as approved by the Design Consultant), cedar shingles, cedar shakes, concrete or slate tiles. Metal or other roofing materials will also be considered by the Design Consultant.

### *Dormers*

All dormer elements should be in harmony with other roofing considerations that maintain an overall consistency of the roof proportions and detailing.

### *Gutters, Eaves, Soffits and Fascias*

All roof elements should be in harmony with other roofing considerations that maintain an overall consistency of the roof proportions and detailing. Consideration must be given to the design with respect to soffit materials and finishes. This selection should be consistent with the scale of the overhang.

## **Exterior Materials and Colours**

### *Materials*

- The use of natural materials such as wood, stone and brick to complement the architectural style will be encouraged.
- Permitted exterior materials include brick, vertical or horizontal wood or equivalent siding, stone, and combinations of the above. Front elevations shall concentrate on qualitative materials that are consistent with the house style and overall palette of materials.
- On residences utilizing brick veneers in combination with other materials, finish colours are to be chosen to ensure a complementary colour scheme. Earthy tones as well as pastel tones are encouraged to add richness to the streetscape.
- Exterior materials used on principal elevations should be carried around corners to side elevations (minimum of 1 foot), including a full return of front elevation materials on the side of the garage next to the entrance.
- Materials on front elevations will be limited to two, together with trim as a third material comprising no more than 7% of the front elevation.

### *Colours*

- Colour is integral to the goal of attaining a pleasing variety to the streetscape. Traditional materials, brick and wood, are seen as the most acceptable means of introducing colour to a home. The Developer strongly encourages the use in significant quantity of brick, wood and other materials to provide contrast and variety in colour.

- All exterior materials and related colours are subject to review and approval by the Developer and/or their Design Consultant.
- Colours for roof, siding and trim must be co-ordinated for each unit to complement the individual house design and achieve a harmonious visually attractive effect. Repetition of principal colours or colour combinations on front elevations of adjacent houses is not allowed. Colours and materials of houses will be controlled to promote a harmonious streetscape.
- Previously approved neighbouring residences will be considered as an important factor in colour scheme approvals.

## **Front Entry and Porches**

The front entry is a key focal point of the home – treat it as such.

## **Windows and Doors**

All windows and doors should be in harmony with the house style.

## **Chimneys**

Chimneys shall be celebrated. Fireplaces must extend down to at least grade level on any elevation. Fireplace exteriors in brick are encouraged. Tops of chimneys must incorporate decorative detail.

Fireplace and furnace chimneys must be enclosed in a chase anywhere on the roof of the house. All metal flues anywhere on the home must not project more than 6 inches above the chase. Chimney chases are to be finished in material compatible to the style of the home.

## **Garages and Garage Doors**

The Municipality requires that all residences shall be designed to include minimum two-car attached garages. No carports are allowed. If a separate garage can be supported from an aesthetic point of view, we will consider approaching the Municipality.

## **Signature Lots**

Signature lots are lots that have elevations other than the front elevation that occupy significant site lines within the development.

In such cases, secondary exposed elevations must be treated in a manner consistent with the front elevation.

Other lots, which would occupy key visual location at the end of a street or on the outside of a corner, should be recognized as being homes that will typify the neighbourhood. Houses on these lots should be designed with recognition given to their high visibility.

## **Driveways**

- Not more than one driveway shall be constructed for each lot and the driveway shall not have more than one access to street.
- All driveway approaches shall be surfaced with asphalt, concrete or interlocking brick and completed within 18 months of issuance of building permit. As a minimum, if a driveway is not paved within 18 months, gravel with 6" concrete curb and approach as constructed above must be constructed to qualify for return of any deposits on hand. Cost to complete will still be held.

## **Accessory Buildings**

Free-standing garden/utility sheds, if constructed, must be located only in the rear area of the lot and must be consistent with the style, exterior materials and colour schemes for the principal residence. On flanking lots garden/utility sheds must be located along interior property line away from the street. Prefabricated metal/vinyl construction pre-packages are discouraged.

## **Recreational Vehicles**

Recreational vehicles, trailers, boats, and commercial vehicles may not be permanently stored on the property. Any motor vehicle other than passenger motor vehicles parked upon the lands must be concealed in a wholly enclosed garage.

## **V. BUILDING SETBACKS**

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The minimum setbacks required by the RM of Headingley shall apply, except where exceeded by the guideline setbacks and yard requirements as determined by the Developer and the Design Consultant.

Setbacks and yard requirements shall be measured from property lines to exterior face of building. Encroachments such as cantilevers, bay windows, chimneys and overhangs into the setback are permitted but must comply with RM of Headingley regulations.

### **Front Yard**

Front yard setbacks shall be a minimum of 40 feet.

### **Side Yard**

Side yard setbacks shall be a minimum of 15 feet.

Corner lot side yard shall be 15 feet.

### **Rear Yard**

- a) Park Lots – Minimum rear yard setback shall be 40 feet.
- b) River Lots – Minimum rear yard setback shall be 80 feet.

### **Site Coverage**

Maximum total site coverage shall not exceed 40%.

Maximum building height shall not exceed 35.10 feet or 2.5 storeys.

## **VI. LOT GRADING**

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- 1) All grading operations must be designed to incorporate or recognize the natural land contours and be consistent with the subdivision concept grading plan.
- 2) Each lot must be graded to handle all storm water falling within property lines without draining to adjacent lots.
- 3) Designer and/or owner to supply grading plan for review by the Developer and/or consulting engineer.

## VII. LANDSCAPE ARCHITECTURE

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### Areas of Consideration

Each lot will have three areas of consideration for landscape architecture:

1. The Building Footprint and Driveway;
2. Manicured Landscaped Area;
3. Naturalized Area.

The “Development Envelope” is defined as the building footprint and the manicured landscaped area.

Homeowners will be required to provide a detailed landscaping plan indicating their plans for the above areas of consideration. The landscaping plan will be reviewed by the Developer and/or its landscape architect and approved prior to the commencement of any landscaping.

### The Building Footprint

The location of the home is limited to municipal regulations including minimum front yard setback (40'), minimum sideyards (15') and minimum rear yards (40' off river and 80' on river).

Other elements of the building footprint include driveway location and holding tank location.

Driveway location should be considered with the Naturalized Area and boulevard in mind. The driveway approach will provide the first impression of your home – Will the entrance be angled, subtly allowing the Naturalized Area to screen the front yard or will you greet the world head on with a straight drive and pillars?

The holding tank location is based on two consideration; the first being the proximity to the house as it relates to your wastewater system, and the second being access for the annual clean out by the Municipality.

### Manicured Landscaped Area

This area is defined by the building footprint on one hand, and the Naturalized Area around the perimeter. This area would include lawns, decks, pools and any other improvements which would receive regular care and maintenance. This is your side of the “edge”.

## Naturalized Area

The naturalized area of the property is defined as:

### SIDE YARDS\*

- At least 5' on each side of the property line
- \* Special lots where sideyard flanks public reserve areas will be dealt with individually.

### REAR YARD

- River lots - at least the rear 80' to 90'
- Park lots - at least the rear 10' to 30'

### FRONT YARD

- At least the front 10' of yard, extending into the boulevard area.

## ***Plantings in Naturalized Areas***

Plantings within Naturalized Areas are to be limited to native trees, shrubs, grasses and flowers. The intent is to create an “edge condition” that grows freely without the regular maintenance associated with the manicured landscaped areas.

*The Goals of Plantings in Naturalized Areas are:*

1. To provide a low impact and low maintenance border to your home and manicured landscaped areas.
2. To provide privacy in the form of a “living fence”.
3. To offer habitat to the diverse bird, plant and animal population now existing in the area that will allow that population to thrive.
4. To provide an “edge condition” where human and wild elements can interface. As such, the Naturalized Area is not a strict border, but a zone where further naturalized plantings are encouraged as well as “pathways and places” within the Naturalized Area.

*“Pathways and Places”* are defined to be low impact routes, water features, and resting area such as benches (or even gazebos, if approved by the R.M. of Headingley) that offer an opportunity for the homeowner to enjoy the Naturalized Area.

5. Special River Conditions

Any trimming for framing of views or removal of riverbank trees is subject to the landscape architect’s approval.



Trees must be respected as an important natural element to your neighbourhood. As such, even though a tree may be on your property, its benefit is shared by your neighbours and the existing wildlife community. Accordingly, riverbank forest must be maintained and preserved. Any forestry work must be done subject to maintaining:

- riverbank stability
- wildlife habitat
- forest health

Development within the Riverbank Zone ( $\pm$  80' to 90' from the rear property line) may be subject to the approval of:

- (a) Department of Fisheries and Oceans Canada
- (b) R.M. of Headingley (geotechnical report)
- (c) Developer and Residents' Association

*Who can assist in the Naturalization Process?*

The following entities are available (perhaps at cost) to assist you:

1. Landscape Architect – Scatliff, Murray, Miller
2. Native Plant Solutions
3. Shelmerdine Nurseries
4. St. Mary's Garden Centre

In summary, what we are looking to provide in Assiniboine Landing is a natural setting for your home, allowing the homeowner to enjoy the spaciousness and privacy of a large country lot without the requirement that lawn mowers, fertilizers and weed control be necessary on a large scale.

The benefits not only accrue to the homeowner – less chemical inputs and greater wildlife habitat contribute to a healthier environment for the neighbourhood and beyond.

## VIII. FENCING

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The developer of Assiniboine Landing encourages privacy through “living fences” of native trees and shrubs as described above. However, fences are often a practical necessity and can offer aesthetic opportunities as well.

No fencing will be allowed within 20’ of the rear property line of interior lots and within 80’ of the rear property line of river lots, in order to encourage the expansion of the adjacent forest and grasslands and allow the sharing of peripheral yard with wildlife. Fences will not be approved within existing forest areas.

Subject to the above, fencing within the Naturalized Areas will be restricted to side yards only using open fence designs such as chain-link or low visibility wrought iron, steel or aluminum with native plant materials on both sides.

For the comfort of establishing yard limits, bollards, cairns or other property markers are suggested. Fences for the purposes of privacy, protecting children and pets or the enclosure of pools and other property are to be established within the Manicured Landscaped Areas only, allowing wildlife to move along the rear of yards.

Perimeter fencing on the front property line is not permitted. Any ornamental fencing within the front yard must be approved by the landscape architect.

All fencing not strictly within the above guidelines will be subject to the approval of the Developer’s consultants (and eventually the Homeowners’ Association).

## **IX. RESTRICTIONS DURING CONSTRUCTION**

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### **Appearance during Construction**

All building sites are to be kept safe and orderly during construction. All garbage is to be stored out of sight or disposed of in garbage dumpsters or other acceptable enclosures. No garbage/trash burning is permitted at any time.

Exterior work/construction is permitted only during the hours permitted by the R.M. of Headingley.

The owner or contractor hiring any trade, supplier or sub-contractor found dumping fill, gravel or garbage shall remove material, and restore vegetation and property. The developer will mitigate any damage not repaired within 7 days at the cost of the owner or contractor.

### **Signage**

The builder/owner must obtain the Developer's full written approval and permission prior to installing any signs on or about the property for directional or promotional purposes.

### **Protection of Naturalized Areas, Public Reserves and Rights of Way**

Protection of natural elements should be an ongoing consideration. It is recommended that trees adjacent to construction sites be bound with planks. Areas to be naturalized should be fenced off to prevent damage from heavy machinery, compaction and dumping.

## **X. HOMEOWNERS ASSOCIATION**

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To protect the investment of all residents of Assiniboine Landing, the Assiniboine Landing Homeowners Association (“ALHA”) has been formed. Each property within Assiniboine Landing will receive a membership in ALHA that will allow them to participate in ensuring that the requirements detailed in the Community Development Guidelines are maintained over the longer term.

The ALHA will be managed and funded by the Developer until all development has been completed. Upon completion of all development within Assiniboine Landing, the Developer will assist the members of ALHA in assuming management of the organization.

The main objective of the ALHA will be to enforce the covenants, conditions and restrictions which protect the character of the community and its property values.

## **XI. MISCELLANEOUS**

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### **Municipal Services**

The R.M. of Headingley provides sanitary sewers through a low pressure system. Each home will have a holding tank and a pump, both provided by the homeowner. The R.M. provides an annual pump out of the holding tank as part of the municipal service.

### **Permit Application**

No person shall make a building permit application for, or commence construction of, any dwelling or dwellings upon any of the lots until the person has submitted to the Developer's Design Consultant complete plans and specifications as required by these guidelines and received an approval from the Developer's Design Consultant. All permit applications to the R.M. of Headingley must be accompanied by the Design Consultant's approval that includes front elevation, site plan, landscaping plan (preliminary with final site plan within 3 months of house completion). Security deposits will be held by the Developer until satisfactory completion of all obligations by the homeowner.

### **Plan Approval**

The Developer or its Design Consultant will verify satisfactory compliance to these guidelines and reserves the right to reject unsatisfactory housing proposals or recommend changes required to meet the intent of the architectural controls. The Design Consultant's decision on any approval matters will be final.

The Developer or its Design Consultant shall provide a final inspection upon completion of each house to ensure that it is built as approved. Infractions noted which are not rectified will be penalized by full or partial loss of the deposits on hand. The Developer or its Design Consultant shall be considered to be the judge of any infractions to these guidelines in whole or in part.

The Developer reserves the right to accept non-conforming plans where, in its discretion, the intent of the guidelines has been achieved and it will not detract from the quality within the development.

It is the responsibility of every builder/owner to check and verify all information and ensure that the required architectural control documentation has been completed prior to construction.

It is the responsibility of every builder/owner to comply with all statutory regulations, Municipal By-laws, Restrictive Covenants and other legal obligations which may be appropriate to the construction of houses on these lands.

## **Developer Liability**

- 1) Nothing herein contained shall be construed or implied as imposing on the Developer any liability in the event of noncompliance with or non-fulfillment of any of the covenants, conditions, or stipulations herein contained, or contained in any conveyance or other agreement pertaining to any of the lots.
- 2) Nothing contained in the Miscellaneous Requirements shall be construed as imposing any liability upon the Developer or the owner for damage resulting from structural defects in any structure erected on any lot with approval nor any responsibility in connection with the site selected for any structure by any owner nor for the determination of lot boundaries.
- 3) Neither the Developer or owner/builder, nor any of their respective agents, servants and employees shall be liable for any or all loss, costs, liabilities, claims, damages or injury to any person arising out of:
  - (a) the approval or deemed approval of any building plans, or
  - (b) a failure to enforce any of the provisions herein contained; and whether caused by the negligence or willful act of the Developer or owner/builder, Developer or any of their respective agents, servants or employees or otherwise (herein collectively called the "Liabilities"). Each of the owners of the lots from time to time hereby releases jointly and severally the Developer, owner/builder and each of their respective agents, servants and employees, in respect to the Liabilities.

The Developer reserves the right to register a Caveat against the properties regarding the maintenance of architectural guidelines by any subsequent owners.

## **XII. PLAN APPROVAL PROCESS**

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### **Preliminary Plan Approval**

A preliminary review will be done by the Developer or their Design Consultant for siting, planning and exterior treatments, upon request.

### **Final Plan Approval**

1. Submit one (1) copy of the complete set of working drawings that include but are not limited to the site plan (i.e. plans, sections, building details, elevations), landscaping plan (preliminary with final site plan within 3 months of house completion), grading plan and a completed application form indicating all colours and materials to:

Qualico Developments (Winnipeg) Ltd.  
1 Dr. David Friesen Drive  
Winnipeg, Manitoba R3X 0G8  
Phone: (204) 254-9252  
Fax: (204) 233-2965  
Or the Design Consultant designated by the Developer.

2. Submit one (1) copy for review and approval of the complete set of working drawings that include but are not limited to the site plan (i.e. plans, sections, building details, elevations), landscaping plan (preliminary with final site plan within 3 months of house completion), grading plan and a completed application form indicating all colours and materials to:

Richard R. Prins Architect  
100 Osborne Street, Unit 206  
Winnipeg, Manitoba R3L 1Y5  
Phone: (204) 452-8774  
Fax: (204) 453-3698  
E-Mail: rprinsarchitect@mac.com

A completed copy of the Assiniboine Landing Architectural Approval form shall be submitted to the design consultant along with all other requirements as noted below.

All plot plans shall be scaled and dimensioned and shall show house location, house outline with dimensions, landscaping plan, grading information and shall be identified with civic and legal addresses.

3. Upon satisfactory approval, the architectural approval form will be signed by the Developer or designated Design Consultant. The signed architectural approval form, together with approval letter to the R.M. of Headingley must be taken to Headingley for building permit application.

4. If the R.M. of Headingley requires a change in house siting, re-orientation of house or any other changes in siting, the plans must be resubmitted to the Developer or their Design Consultant for approval.

### **XIII. GUIDELINE REVISIONS**

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<u>Revision No.</u>	<u>Date</u>	<u>Details</u>
1.	03 March 2010	Updated contact/submission information in section <i>XII. Plan Approval Process – Final Plan Approval.</i>