



# GALENA SHORES

## UPPER ARROW LAKE, BRITISH COLUMBIA

### DESIGN GUIDELINES

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## **1.0 OVERALL PHILOSOPHY**

The Galena Shores development provides is a unique opportunity to explore waterfront and mountain resort living options. Through innovative and traditional architecture that reflects the beauty of the surrounding mountains, lakes and forest lands while utilizing the abundance of local materials such as heavy timber and stone your vacation dream can be achieved.

The aim of these Design Guidelines is to ensure that all buildings in the Galena Shores community meet a high standard of design and construction. The character of the completed development will be that of a peaceful waterfront and mountain resort village.

Homeowners can be assured that every new building at Galena Shores will require a similar review process to ensure conformance with the guidelines. Protecting the overall appearance of the development will help to preserve the value of your new home and ensure that Galena Shores remains one of the areas most desirable recreational communities. These guidelines also have a more practical function, protecting properties by ensuring that issues such as the environment, storm water, snow melt and fire protection are properly addressed.

We want the process of building your new home to be richly rewarding and look forward to working together with Owners to create a home and a community that inspires pride.

### **1.1 *Building Commitment***

It is the intention of the Developer that purchasers at Galena Shores not be under financial pressure to build. There is no building commitment timeline at Galena Shores. Vacant lots are fine as long as they remain in a pleasingly natural state in accordance with the Strata Bylaws .

An owner can have the following structures on his/her lot. A House, Attached Garage, Detached Garage, and One (1) Accessory Building. Garages are not considered to be an Accessory Building (5.2). Once an owner starts building, the owner has 2 years to finish the individual structure and 5 years to complete the original started structure AND his House. All plans for all structures must be submitted to the DRC (2.1) when you start the building process.

The Strata has the ability to levy substantial fines to owners that do not comply with these timelines or building design guidelines.



## 1.2 Trailers

Many of the lots at Galena Shores will have trailers on them during the early years of the development. However, we absolutely want to avoid Galena Shores becoming a trailer park and to maintain the value of any homes that owners choose to place on Galena Shores.

Trailers are allowed on the owners property until October 15, 2018. After that no trailers are allowed subject to the following provisos and restrictions.

- a) The definition of a trailer that is allowed on Galena Shores is a Camping Trailer, Travel Trailer, 5th Wheel Recreational Vehicle, or a Recreational Vehicle. All of these will have temporary living quarters within the trailer. All trailers must be road worthy and licensed according to the BC Ministry of Transportation and Infrastructure (BC MOTI) and its successors.
- b) Until October 15, 2018, no more than 2 (two) trailers on any one property at any one time.
- c) If an owners sells his/her lot post October 15, 2015 then the new owner shall have 3 years of trailer usage. For example if an owner sold his/her lot on July 1, 2017 the new owner would have trailer usage until June 30, 2020.
- d) Trailers must be screened by forested growth as much as possible from other lot owners. This means, owners need to leave as much forested growth inside their building envelope when they clear if they intend on using a trailer.
- e) All trailers must be removed by October 15 of each year. No trailers are allowed on the property before March 15 of each year.
- f) No additions to any trailer is allowed such as porches, decks, external roof structures, etc. that are attached to the trailer. The intent is that when the trailer leaves the lot that the lot should be bare of anything man made.
- g) If the Owner has completed his home according to these Design Guidelines then he may have a maximum of 2 trailers on his lot that are owned by his guests that are staying with him/her. No individual guest trailer will be allowed to remain on the lot for more than 2 weeks.
- h) No trailer, mobile home, modular home or prefabricated home is permitted on any home sites other than a temporary construction trailer during the house construction period.



### **1.3 Fire Smart**

This development is located in a forested area so there is a wildfire hazard that must be recognized when developing the lot. Designers should refer to the FireSmart Manual (BC edition) produced by the Wildfire Management Branch of the BC Ministry of Forests, Lands and Resources. This publication can be read and downloaded from "bcwildfire.ca/Prevention/firesmart.htm". It is important that landscaping and building structures must not increase the fire hazard to adjoining properties by contributing fuel sources to a wildfire.

## **2.0 THE DESIGN AND REVIEW PROCESS**

### **2.1 Architectural and Landscape Review Consultant**

The developer of Galena Shores (the "Developer") has appointed Design Continuum and Site 360 Consulting Inc. as the Galena Shores' Design Review Consultants (the "DRCs"). The Owner may choose either DRC. Design Continuum is located in Calgary, AB and Site360 is in Kelowna, BC. The DRC is responsible for reviewing all house and yard plans submitted by Galena Shores home site owners to ensure that the criteria set forth in this Galena Shores Design Guidelines have been met. For a period of five years subsequent to the registration of the Galena Shores development plan (or of the final phase development plan if Galena Shores development plan is registered on a phased basis), any changes in the consultants selected as the Galena Shores DRC by the Galena Shores Strata Association will require the approval of the Developer at its sole discretion.

A Design Guidelines Performance Deposit (the Deposit) of \$5,000.00 must be submitted to the Developer before final Design Approval is granted. \$3,000.00 from this Deposit will be returned to the Owner within 30 days of substantial completion and final approval being granted by the Developer. \$1,000.00 will be returned to the Owner within 30 days from completion of landscape works providing landscaping has been constructed according to the approved landscape plan and the Design Guidelines set out above and approved by the Developer. The landscaping must be completed within 18 months of substantial completion of the dwelling. The Developer accepts no responsibility for inspection of the property during construction. Landscaping will be considered complete for the purpose of deposit security once all grading is completed as approved and basic planting and erosion control has been completed.

\$1,000.00 from the Deposit will be non-refundable and used to cover the Developers cost for review by the DRC. The cost of producing designs and any required



amendments is the sole responsibility of the Owner. Any change request after the site-grading plan is released is subject to a minimum processing fee of \$250.00. Payment must accompany submission. A preview is advised prior to submission.

The DRCs have full discretion in their interpretation of all aspects of the Galena Shores Design Guidelines. Moreover, the DRC reserves the right to vary or waive any of the provisions of the Design Guidelines as to a particular home site or home sites as they see fit in their sole discretion, and shall in no way be liable to any home site owner for damages or otherwise as a result of any decisions in this regard. While the DRCs, the Developer and the Strata Association may enforce all the provisions of the Galena Shores Design Guidelines, nothing contained in the Design Guidelines should be interpreted so as to impose any requirement on these parties to enforce any provisions which they choose, in their sole discretion, not to enforce. These parties will have no liability to any Galena Shores home site owner for any decisions made or neglected to be made in regard to this Design Guidelines.

## **2.2 Preferred Builders**

To assist in ensuring that the entire design review process goes as smoothly as possible for the home site owner, and to help maintain the highest quality in design and construction at Galena Shores, the Developer has pre-qualified select builders (the "Preferred Builders").

Each of the Preferred Builders has been selected for his/her excellent reputation and professionalism. Each is familiar with the Galena Shores project, the Design Guidelines and the Developer's high expectation for design and construction. Use of these pre-qualified builders should assist in minimizing the time required to be devoted to the design and construction process by each home site owner, and should help ensure a high level of satisfaction with the finished product.

The names and contact information of the Preferred Builders will be provided to each home site owner. The site owner will be allowed to engage builders in addition to these Preferred Builders upon approval by the developer. Such approval by the Developer to the Owner will not be unreasonably withheld.

## **2.3 Default**

In the event the Owner is in default of any of the terms and conditions contained in these Design Guidelines and/or the Deposit does not satisfy the financial obligations this



entails, the Developer may (but is not obligated to) perform or cause to be performed each and every obligation of the Owner in relation thereto. All expenses and costs relating from the Owners breach shall be due and owing to the Developer forthwith and shall bear interest at the Bank of Montreal prime rate plus 6% per annum until paid.

In the event that the Developer incurs costs or expenses to perform the obligations of the Owner as set out in these guidelines, the Developer shall be a lien holder and shall be entitled to register a Claim of Builder's lien against the Lot for all such costs, charges, expenses, and claims, and the Developer shall have all rights of a lien holder in and to the Lot, including the power to sell the Lot to satisfy the claim of lien. In such event the Owner shall be deemed to have waived all defences to the claim of lien, including any defence based on any doctrine of contract law.

## **2.4 *Future Development***

All development within Galena Shores on lots purchased in 2011 and thereafter, will follow similar design guidelines to maintain the integrity and overall appearance of the entire area. It is understood, however, that some phased development is often required to be unique and the Developer reserves the right to review each proposed phase individually on its own merits based on the pre-defined design philosophy.

## **2.5 *Developer Has Final Approval***

The Developer and the DRCs will act fairly and reasonably in approving designs and where designs will be reviewed in a timely manner. The Developer has sole final discretion in approving designs assuming the Owner will obtain all other necessary municipal and other applicable permits. The Owner has no recourse and agrees to hold the Developer harmless should the Developer fail to approve a submitted design that does not meet the guideline set herein.

Nothing contained in these guidelines imposes any liability on the Developer in the event that any party, including any owner or contractor, breaches or fails to conform with the provisions set out in these guidelines, and there is no obligation on the Developer to take any action or institute any proceeding to enforce the terms of these guidelines at any time. The Developer shall not be responsible for any loss or damage suffered by any Owner in the event that any party breaches or fails to conform to these guidelines. In the event that any Owner names the Developer as a party in any action or proceeding, or puts the Developer to any cost, charge or expense relating to the enforcement of these guidelines, the Owner will indemnify and hold harmless the



Developer against all such costs, charges and expenses and will repay the same to the Developer forthwith on demand.

The Developer and the DRCs or their representatives, are authorized to enter onto the Lot at any time to review and inspect the Lot and any improvement thereon to ensure compliance with these guidelines, and the Owner waives any remedy against the Developer, the DRCs, or their representatives for such entry, whether in trespass or otherwise, and will release and hold harmless the Developer, the DRCs or their representatives from and against any claims or demands which may be made against the Developer, the DRCs or their representatives as a result of any such claim.

### **3.0 HOUSE AND LANDSCAPE PLANS - REVIEW AND INSPECTION PROCESS**

After review of the Galena Shores Design Guidelines, each home site owner should interview and select one of the Preferred Builders. Once they are selected, the home site owner should work with his/her Designer and Builder in order to decide upon, prepare and send to the DRC a preliminary package of information on the proposed design.

Prior to the preparation of this preliminary package, each home site owner is strongly encouraged to set up a pre-design meeting with the DRC in order to establish a clear understanding of the key provisions of these Design Guidelines.

#### ***3.1 Preliminary Submission***

The purpose of this preliminary submission will be for the DRC to review each home site owner's chosen building design so as to ensure that the owner clearly understands the important design elements. The DRC will respond to the owner on this submission within ten business days. Through this informal process at the front end, work on unacceptable designs can be avoided. The following shall be provided in the preliminary submission package:

- a) A home site owner registration form, available from the developer or the office of the DRC. This form supplies the DRC with the home site owner's and all consultants' names and pertinent contact information to expedite the design review process;
- b) A plan of the subject home site, showing property lines and dimensions, existing one metre contours, non-disturbance and house/pool foundation setback lines, if any, rights-of-way and easements, if any, and the stipulated building envelope;



- c) Proposed location of the house and driveway, superimposed on the home site plan. The house siting must be within Galena Shores' stipulated building envelope for the home site;
- d) Elevation drawings or picture of the chosen design. Grade elevations and site sections are also to be included in this preliminary submission; and
- e) The approximate dimensions of the basement, first and second floor of the house, including its garage.

The purpose of this preliminary submission will be for the DRC to review each home site owner's chosen building design so as to ensure that the owner clearly understands the important design elements. The DRC will respond to the owner on this submission within ten business days. Through this informal process at the front end, work on unacceptable designs can be avoided.

### **3.2 Formal Submission**

Once the home site owner is confident that his/her overall design concept would be acceptable to the DRC, he/she should complete all of the design plans described herein for submission to the DRC who will provide a formal response to the home site owner's submission no later than ten business days from its receipt. If additional submissions by the home site owner are required, the DRC will respond within six business days. Please be advised however that the DRC does not issue the building permit and does not review the plans for compliance with the Columbia Shuswap Regional District (CSR D) construction requirements and the BC Building Code.

The home site owner's builder must not submit the building and landscape plans to the CSR D for building permit approval until they have been fully approved by the DRC. No material changes to the plans approved by the DRC affecting the exterior appearance of the house or the yard shall be made without further approval by the DRC.

The review process will also involve inspections by the DRC of the house and landscape construction to ensure compliance with the approved plans. These will typically occur at the house framing stage, at completion of construction of the house and at completion of construction of the landscaping.

## **4.0 KEY DESIGN CONSIDERATIONS**



The building forms at Galena Shores should reflect the quiet lakeside setting, complement the natural character of the site and give a feeling of "casual elegance". Although there is no specific architectural style required at Galena Shores, the following comments should guide the design of the home.

Galena Shores envisions homes that complement rather than dominate the environment. Compatibility with the natural lakeside setting is to be achieved through the use of a controlled range of complimentary forms, materials and colours. A "connection" to the outdoors should be encouraged by the use of loggias, covered porch and veranda type elements.

An emphasis on natural materials and colours will help the building forms blend into the natural setting. Large areas of glass to take in the lake view, along with overhangs, awnings, louvers and other measures to shade from the sun will assist in defining the style. The vision integrates natural materials native to the region, such as stone and wood.

To assist in describing some of the design elements considered most appropriate for Galena Shores, the Developer has prepared some pre-approved house plans. These plans are available for viewing at the Galena Shores website ([www.galenashores.com](http://www.galenashores.com)). Lot purchasers are reminded that all builders must be registered with the developer prior to being allowed to build homes in the development.

No homes in Galena Shores will be permitted to closely resemble the design of any other previously approved homes in the development. The guidelines contained herein are suggestions, and innovative design or other products not mentioned may be accepted at the sole discretion of the Developer.

#### **4.1 *General Dimensions and Site Positioning***

Each home shall be designed and sited to take maximum advantage of the natural characteristics of the lot (e.g. tree cover, views, original grade, sun angles, relationship to the street, neighbours, park or conservation area). Site and house layout should promote privacy and avoid overlooking or overshadowing of neighbouring properties. It is recommended that private outdoor spaces, such as patios, be screened from the adjacent private and public views by approved fencing, hedges, planting or trellises.

All houses must be sited appropriately in relationship to the lot slope. Two storey houses with exposed basements at the back will require rear elevation treatment to reduce the visual impact of the three levels.

## **4.2 Home Location/ Excavation**

The main house, including garages, porches and decks (but not at grade patios) must be positioned within each home site's prescribed building envelope. House positioning is measured to the external eaves of the house. As a result, roof eaves may not project outside of the building envelope. All building siting must conform to CSRD Electoral Area 'B' Zoning Bylaw requirements. A geotechnical report is highly recommended prior to the designing foundation and all geotechnical recommendations should be strictly adhered to.

## **4.3 Home Site Gradient and Drainage**

Homes are to be designed to conform to existing home site grade conditions. Extensive cutting, filling and re-contouring of building sites and yard areas will not be acceptable except in extreme circumstances. Any changes to the grade of any portion of a home site of in excess of 1.5 metres from the grade existing at the time of final development plan approval will be subject to the approval of the DRC. All grading shall present a finished appearance with rounded slope transitions.

Natural drainage patterns should not be interrupted unless necessitated by the home design. Storm water drainage design should ensure that no drainage is directed onto neighbouring home sites.

## **4.4 Home Size and Height**

Excluding basement and garage, homes with a total floor area of less than 1,200 square feet (112 square metres) on the main floor and more than 4,000 square feet (372 square metres) on the main floor are strongly discouraged and are subject to the approval of the DRC.

The highest point on the roof (excluding Chimney) may be no more than 10 meters average, above the lots average natural grade. House heights are limited to those restrictions contained in the CSRD Electoral Area 'B' Zoning Bylaw pertaining to Galena Shores' (single family residential) zone.

Lots 29, 47, and 51 have building envelopes that allow the home to be built very close to the water relative to their neighbouring lots. If the home owner decides to build in this area, the DRC may require the home to be only 1 storey. This is so that the views from lots 28, 46, and 50 are not impeded.



#### **4.5 *Single Family Home, Secondary Suites***

Each lot within Galena Shores may be used only for residential purposes, meaning the construction of one single family home which would include a compatible accessory structure on each home site. Secondary Suites, not exceeding 800 square feet (73 square meters), with a separate entrance are allowed.

#### **4.6 *Maximum Building Footprint***

The building footprint (ground coverage) including garage, accessory buildings, and out buildings may be no more than 20% of the total lot area.

#### **4.7 *Building Set Back***

No part of the building (including decks, porches, and eaves) may be closer than 2.5 meters from the lot boundary at the sides and 7.5 meters from the front and rear boundaries. The position of the house on the site will be reviewed by the Developer in relation to neighbouring properties in order to provide appropriate set backs and streetscape. Clearing of trees is not permitted within 1.5 metres of the property line from the front line of the house to the rear property line and will be reviewed on each application, other than as required for fire setback regulations which shall override as required by the CSRD.

#### **4.8 *Riparian Area Regulations***

A Riparian Area Assessment, which is required whenever activity is planned to occur within 30 metres of the high water mark of a lake or stream (defined as the Riparian Assessment Area), has been conducted for all of the waterfront lands within the Galena Shores development. As a result of a Riparian Areas Assessment done for the subdivision approval, a Streamside Protection and Enhancement Area (SPEA) of 15 metres (plus any additional setbacks required to protect trees within the 15m SPEA) has been established for all of the waterfront lands. The SPEA defines an area where no construction, development, removal of trees or disturbance of the soils is permitted. Any proposal to undertake disturbance within the 30 metre Riparian Assessment Area will require a report prepared and filed by a Qualified Environmental Professional (QEP) to the Ministry of Environment that would address the requested activity within the Riparian Assessment Area (RAA). In simple terms, no activity within the SPEA other than a passive, low-impact trail to the lake is allowable under the RAA. Additional work may be



initiated within the 30 metre RAA but will require a QEP report. In addition, prior to the initiation of any process related to the SPEA or RAR, the home owner must present his intent in writing to the DRC for approval.

At present, the Columbia Shuswap Regional District (CSR D) requires a Watercourse Development Permit application to be submitted prior to a building permit being issued for any construction or disturbance of the soils within 30 metres of the high water mark of Arrow Lake. No lot in Galena Shores has a building envelope within 30 meters of the high water mark. As a result there is no need to gain approval from the CSR D before you build your home at Galena Shores.

#### **4.9 *Conformity to Restrictive Covenants***

All house and landscape designs must be in conformity with all restrictive covenants that may be registered on title to some or all of Galena Shores' home sites. The provisions of all such restrictive covenants supercede and take precedence over any requirement set out in the Galena Shores Design Guidelines. The restrictive covenants are described in the Disclosure Statement for Galena Shores. Additional information on such covenants can be obtained from the Developer upon request.

#### **4.10 *Sanitary Septic and Water***

Each lot within the subdivision will be provided with a connection to a private, Ministry of Environment approved sanitary septic collection system, owned and operated by the Galena Shores strata. Water service will be provided from a nearby groundwater source and treated to approved IHA water quality standards. Off-site storage and distribution will be maintained by CSR D in conjunction with their Water Acquisition Program. Individual lots will require a water meter.

### **5.0 EXTERIOR HOUSE DESIGN FEATURES**

#### **5.1 *Side and Rear Elevations Design – 360° Architecture***

Similar attention to the architectural treatment of the side and rear elevations is to be given as the front elevation. Continuation of the architectural style around to and including the rear elevation is essential to achieve a multi-dimensional 360° architecture, attractive from all views. This includes the treatment of rooflines, walls, projections, window placement, and the selection and colour of materials.

## **5.2 Accessory Buildings**

Each home site owner will be permitted to erect, in addition to the main house, one additional small building to be used for pool equipment, garden and tool storage and similar residential uses. Any such ancillary building, regardless of when it is built, is subject to the same design parameters set out in this Design Guidelines governing house design. Its materials and colour must be complementary to the main house. The accessory structure cannot exceed 60 square meters or 660 square feet and 5m in height. Commercial workshops are not permitted.

## **5.3 Exterior Materials**

Exterior wall cladding is limited to cement fiber board (hardi-plank or approved equal), metal siding, brick, stone, stucco, logs (natural or manufactured), and combinations. Wood or vinyl shakes and shingles are not acceptable wall cladding materials.

If stucco the finish will be acrylic or elastomeric finish with a flat, worm or sand surface texture. Earth tone colours are strongly encouraged, or colours ranging in the darker shades. Stucco may cover no more than 85% of any exterior wall surface. Stucco must be accented with wood or stone (cultured or natural) elements. Wood must be sealed on all sides before installation. Stucco or concrete window battens may be acceptable and will be reviewed on an individual basis. Stucco metal stop must be painted to match.

Exposed foundation walls shall not exceed a height above grad of more than .5 meter. A variance where foundation stepping occurs may be allowed at the developer's discretion.

## **5.4 House Colours**

Exterior colours shall be based on natural environment earth tones with consistent body and trim colours. Exterior colours for all walls and roofs should harmonize with the surrounding landscape and neighbouring houses. Warm earth tones in paint or stain are encouraged. Dramatic colours may be used to accent or highlight building features in a subtle manner, but should not be applied to the majority of the house exterior. No wood or stucco surfaces shall remain unpainted or unstained. Exterior colour selection will affect the visual impact substantially and a colour selection sheet indicating location to be applied must be submitted to the Developer for approval. All exterior colours must



be approved by the DRC.

## **5.5 *Roof and Roofing Materials***

Acceptable materials include pre-finished standing seam, pre-finished stamped metal and granular coated metal, copper, slate concrete or clay tile and asphalt shingles (20 year minimum). Wood shakes and shingles are not permitted. Other roofing products may be permitted upon review by the DRC but fire resistance will a major consideration.

It should be noted that while dormers enhance the look of a home, dormers catch the snow, build up ice, and this often results in enormous pressure on the dormers. Care should be used when considering dormers for homes at Galena Shores. Roof pitches should generally range between 4:12 and 12:12. Different pitches and roof lines will be allowed at the discretion of the DRC.

## **5.6 *Eaves and Gutters***

No shallow roof overhangs are permitted; rather they are to be a minimum of 2 feet (0.55 metres). Open eaves are vulnerable to wildfire heat and embers. Exposed material should be fire resistant.

## **5.7 *Fascia***

Fascia articulation is encouraged. Fascia should be a minimum height of 8" and colored to complement the building colors. Fascia material is restricted to, Smart Start, Hardi-plank, pre-finished metal or similar fire resistant manufactured product.

## **5.8 *Soffit***

Fascia soffit colour is to be consistent with or complimentary to fascia colour. Fire resistant material is recommended and any vent openings must be screened to prevent embers from entering the roof structure in the event of a wild fire. Minimum roof overhang is 24".

## **5.9 *Eaves Trough and Rain Water Leaders***



Eaves trough color should match fascia as closely as possible. Eaves trough or fascia gutter should be pre-finished metal or copper (no vinyl permitted) with a minimum dimension of 5". Eave troughs should be fitted with debris screens.

### **5.10 Doors and Windows**

Garage doors where painted are to be consistent or complimentary in colour to wall or trim material, with the exception of clear stained wood doors. Windows are permitted in garage doors. Minimum door width is 36". Where the door height is increased above 6'8", the door width must also increase.

Reflective glazing on windows with the exception of Low-E or Bronze is not permitted. Windows are very vulnerable in a wildfire from heat and flying debris. Single pane glazing will shatter easily, especially if a vinyl frame melts, exposing flammable interior materials to the fire. For wildfire protection double or triple glazing with low-e coatings is recommended. For optimum protection consider tempered glass with metal or wood frames combined with exterior metal shutters.

### **5.10 Patios and Decks**

The owner should be aware that there is a large snow load in this area. Accumulations are often 4' or more. As a result it is encouraged to cover decks with roofs (e.g. veranda style) or have decks as patios on grade.

Decks should be designed to be an integral part of the home. The underside of decks, porches, balconies and stairways should be sheathed with flame resistant materials.

### **5.11 Chimneys**

Rooftop venting and chimneys shall be finished with a chase to match the building style (does not include attic ventilation, plumbing stacks, or bath fan vents). Stone-finished chimney chases are preferred. Where more than one chase exists, the finished elevations of the chase caps shall be consistent. All flue venting requires a shroud detail above the chase cap. Innovation is encouraged. No exterior wall chimney shall be cantilevered.

### **5.12 Fireplaces and Wood Burning Stoves**

Direct vent fireplace vents shall be placed in obscure locations where possible, with



sight lines blocked by landscaping. Wood burning fireplaces, stoves and other wood burning appliances are permitted at Galena Shores, but must include spark arrestors and follow all other regional codes when installed.

### **5.13 Garages**

All homes must have at least one garage. Carports will be allowed but they do not reduce the requirement for garage parking space. Garages are required to allow parking of at least two vehicles and winter storage of boats, etc. Garages must be of a reasonable size for residential use and in proportion to the house. Commercial workshops are not permitted. Garages or Carports should reflect similar architecture to the home.

Garages should not be the prominent element of the front façade of the house and should be oriented accordingly. Garages are encouraged to be set back from the front plane of the home and where practical, positioned perpendicular to the home, so that the doors do not directly face the street. Garages do not need to be physically connected to the house. The maximum size of a garage that is not connected to the house is 120 square meters. The maximum height of a garage not connected to the house is 10 meters.

On waterfront lots, street facing garages will be permitted but must exhibit a high quality architectural treatment complementary to the home design.

### **5.14 Repetition**

The same house plan with similar elevations shall not be repeated within 3 lots, or directly across from each other. Similar house plans and forms may occur along a section of the street in response to similar site conditions. Differences such as changing direction of roof slopes, size and location of windows and doors, and or exterior cladding finish will be required.

Striking contrasts between building sizes, shapes, and colours within a small area are not encouraged. The object is to produce enough variety to create interest within a balanced unity of forms, colours, and themes.

### **5.15 Consistency**



Elevations of all buildings must demonstrate consistent treatment of exterior materials, window details, and reveals. Details in the roofline must be carried around from the front elevation. Timber and log details in Gables, knee braces, posts, columns railing and landscaping are strongly encouraged wherever possible.

## **5.16 Form Elements**

### **a) Three-Storey Elevation**

Where a three-storey elevation exists on the same plane as the rear elevation, the design requires a step or break with deck(s), shed roofs, trellis, or other appropriate detail (This detail while encouraged, is not required to continue around to the side elevations).

### **b) Garage Face**

Where the garage face elevations have 1.5m or more of solid wall on either side of the garage door, a window with trim typical to the house is to be installed. Wide garages are encouraged to have a garage door set to one side to allow for window(s). a) Wall area from above the garage doors to the eave of more than 2m must incorporate detailing such as banding or a second finish, timber elements or a window(s).

## **6.0 YARD AND LANDSCAPE DESIGN**

### **6.1 Driveways and Pathways**

Driveways and pathways should be laid out to reflect natural grades, avoiding lineal driveways where practical. Driveways where more than 10 meters from the house, should not exceed 4 m in width. Sidewalks from driveways to the home's front door are to be a minimum of 1 m wide and should be of similar material (material that is used within 10 m of the house) to the driveway. Within 10 m of the house, driveway material must be concrete, including concrete pavers, or better. Permeable paving material is encouraged to reduce water run-off and to minimize the disruption of normal water percolation. Driveway and front of lot landscaping must consider snow clearing and allow for snow dump areas with adequate drainage.

### **6.2 Parking**

All site plans must allow parking for at least 2 vehicles within the lot. Commercial



vehicles or trucks in excess of one ton may not be parked on site.

### **6.3 Gateposts at Driveway Entrances**

A standard motif provided by the Developer will be used in all cases.

### **6.4 Fencing**

The greatest preservation of the natural environment at Galena Shores would be achieved if no fences were to be built. We understand, however, that there is a functional need to enclose areas for privacy and for protection of children, containment of pets and protection of plantings from animal grazing. Fencing, where required, should be designed to appear as an extension of the architecture and architectural materials and used only where necessary. Natural plantings should be used to further mask the fence and its location on the site selected so as to be as unnoticeable as possible from the road and surrounding properties. Fences utilized as sightscreens must be conceived as an integral part of the overall design of the building and not simply a tacked-on element dictated solely by function.

In no case will walls or fences be permitted to arbitrarily delineate lot lines, although it is understood that such walls or fences may define yards, courtyards, or terraces in close proximity to the residence for the purpose of privacy. Privacy or screen walls must not exceed 42" (1.1 m) in height, measured from existing natural grade, and they may not encroach into any required setback.

### **6.5 Retaining and Privacy Walls**

Retaining walls, in general, should not exceed an exposed height of 4 feet (1.2 metres), unless absolutely required. Higher walls should be designed with horizontal steps, with the width of each step equal to the height of the wall below each step, such that the overall slope of the wall will not exceed 45 degrees. Landscaping should be designed in such a way so as to soften the view of higher retaining walls from neighbouring streets or home sites.

Wall materials should complement the character of the house. Natural dry stacked stone walls, walls faced with stone, brick or attractive prefabricated materials, or concrete walls with a high quality exposed aggregate finish are desirable. Irregular dumped rock walls, flat non-detailed cast in place walls, and stucco faced walls will not be permitted.



Homeowners will be encouraged to create privacy screening through the use of planted materials as opposed to privacy walls.

## **6.6 Pools and Sports Courts**

Above ground swimming pools are not permitted on any home site. In-ground swimming pools will be permitted, and should be safely fenced and gated, and located in an area which can be screened, through appropriate landscape treatments, from the view of neighbouring home sites. Pool fencing should be tastefully designed to a maximum height of 6 feet (1.83 metres). Pools must be equipped with a proper in-ground drainage system, as pool water will not be permitted to drain over the surface of the home site or neighbouring home sites. All pool equipment must be housed in a fully insulated structure that is architecturally compatible with the home - no metal sheds will be allowed. Pool equipment storage areas designed within the main house itself is strongly encouraged. Pools will be required to have a rock pit to allow drainage.

## **6.7 Other Buildings and Site Structures**

Site structures such as gazebos, patios, decks, retaining walls, and planters should be designed, be appropriate to the scale and aesthetics of the house, and complement the existing and proposed landscapes. Storage sheds and other auxiliary buildings must be placed at the side or to the rear of the property. Their appearance must be in accordance with the guidelines described herein.

## **6.8 Plantings**

Lot landscaping layouts will reflect the regional natural patterns and maintain this character through hardy planting materials. While fire prevention is of utmost importance, existing trees and natural vegetation should be preserved wherever possible and large areas of turf are to be minimized. The experience of the community should provide the impression of a natural landscape that has been retained and enhanced, rather than created.

The visual quality of the lot from all sides should be carefully considered. Landscape planting is used to frame and enhance views of the Lake and surrounding area. Plantings should consider the plant in its mature state. Site grading shall be minimized with respect to the existing slopes and drainage conditions. Where possible, existing



vegetation is to be retained and protected from damage during the building process. Lot layout and landscape plans must consider drainage for snowmelt and storm water.

Plants, shrubs, trees, and grasses or species native to the region should be used where possible. Galena Shores is in an area that experiences four distinct seasons. The use of trees in natural groupings, rather than formal layout, is encouraged. Vegetation should be placed in natural groupings and should be used to soften structures, such as fencing and other site furnishings.

Landscape mulch is discouraged for reasons of fire control. Decorative rock is a safe alternative and many colours and sizes are available. Owners should consider the wildfire risk when developing and maintaining their landscape plan.

Combustible debris, deadfall and dry brush shall be removed from the lot at least annually. Trees should not be planted less than 3m from the house. Brush and long grass is to be minimised due to potential fire issues.

## **6.9 Tree Growth Restrictions and Removal**

The Developer intends that Galena Shores will maintain its forested charm and aims to preserve as many trees as possible within the development.

Trees outside of the building envelope may only be removed if they are consistent with the “WILDFIRE MITIGATION / FOREST HEALTH ASSESSMENT” report prepared by Mosaic Forest Management dated June 2009 . It is also understood that the Developer will work with each owner to allow for trees to be removed that will enhance the owners views from their lot, as long as it does not adversely affect other owners or substantially change the overall forested look of the development.

In the case of disagreements amongst owners, the decision of the DRC or the Strata Association will be absolute and binding on the parties. As noted earlier Riparian Area Regulations and Watercourse Development Permit Requirements, the homeowner is not allowed to disturb any vegetation in these areas without DRC and Provincial approval. Wherever possible during construction, existing trees and landscaping should be protected.

## **6.10 Exterior Lighting**

The use of subdued indirect exterior lighting to enhance architectural features is



permitted (e.g. soffit lighting). Lighting should be directed towards the home and should be minimal in order to reduce the impact to neighbouring lots. Landscape and driveway lighting should be shaded from above and of minimum intensity to reduce interference with neighbours. Light fixtures should be in keeping with the overall house design.

### **6.11 Security and Sprinkler Systems**

Many of the homes at Galena Shores will be recreation or retirement homes and owners are strongly encouraged to install a basic system to monitor security, flooding and heating system performance. In addition, there are no close services for fire protection. Sprinkler systems are strongly encouraged.

### **6.12 Screening of Sundry Objects**

Satellite dishes may only be mini dishes and not be visible from the street. A maximum of two dishes are allowed per lot. Clotheslines, C.B., Radio or T.V. or any other exterior antenna that is visible from the road are not permitted. The location of satellite dishes, hot tubs, pools, or permanent play equipment such as slides or swings should be included in landscaping plans and submitted for approval to the Developer.

### **6.13 Signage**

Homeowners are permitted to erect one small, permanent sign in their front yard containing an identifying name and/or street address.

On a temporary basis, homeowners are also permitted to erect in their front yard or display from their house, one sign at any given time advertising their property for sale, provided such sign does not exceed 6 square feet (0.56 square metres) in size. During house construction only the house builder's sign (of a maximum size of 6 square feet (0.56 square metres)) and the homeowner's address sign may be posted on an individual home site. No supplier signs or sub-trade signs are permitted. The builder may display supplier names on the bottom of his sign.

No home business advertising is permitted on any home site at any time with the exception of Bed and Breakfasts which will be allowed a maximum 1/2 square meter sign.



## **6.14 Wildlife**

Galena Shores is in a natural location surrounded by forest, and care should be taken during and after construction to preserve wildlife habitat and avoid disturbance to wildlife. Pets must be kept under control and not allowed to chase wildlife. Particular care must be taken to avoid attracting dangerous wildlife to the development. Any garbage that must be stored outside must be kept in bear proof containers. Food should never be left outside and barbecues must be kept clean or preferably stored indoors.

## **6.15 Road and Common Property Interface**

It is the responsibility of the owner to restore the original natural grade and swales on common property between the lot boundary and the curb/edge of road surface after construction is complete. This area should be left free of rocks, brush and debris. The Developer may reseed this common area if necessary after all lots in the Phase are complete. To avoid damage from snow clearing and sanding, plants and shrubs should not be planted within 2m from of the curb or road edge.

# **7.0 ENVIRONMENTAL INTEGRITY**

The Arrow Lakes Development Limited vision of Galena Shores is intended to provide direction in the planning, design, and construction of the project in a manner compatible with the environment. Consistent with this vision, it is our hope that individual homeowners will adopt sustainable development strategies as an important part of their new home planning.

The following guidelines are intended to reduce energy consumption, conserve water and otherwise minimize impacts on the local ecosystem.

## **7.2 Building Energy Use**

**High Efficiency Heating** – Home owners are encouraged to use a green energy source as their main source of home heat. All homes are encouraged to consider utilizing geo-exchange systems as the primary heating and cooling system. Consider building a heating system with a view to adapting to geo-exchange in the future but initially using propane, electric or wood fired heating. Other options include some form of solar heating, recycled wood (pellet stoves) and wood burning appliances which all use a renewable and readily available energy source. Consider having some of the roof facing



south to accommodate a solar hot water preheating panel and pre-installing the piping. Build to meet federal R2000 or Energuide 80 standard of energy efficiency.

### **7.3 Water Conservation**

**Water Efficiency** – Minimize indoor water use through the specification of:

- EnergyStar rated dishwashers and clothes washers;
- Ultra low-flow fixtures; and
- Dual-flush toilets.

Depending on selected models, there may be little or no cost increase for more efficient appliances.

**Grey Water Reuse Capability** – Consider designing plumbing for future grey water reuse (sinks, showers, clothes washers) by separating toilet drains from all other drains until the point of exit. The ability to reuse grey water is legally limited at this time and the additional plumbing will increase costs, but this approach can be an innovative and valuable initiative where water is a concern.

**Rain Harvesting** – Harvest and reuse rainwater for landscape irrigation through various means including built-in cisterns to portable rain barrels.

## **8.0 CONSTRUCTION REGULATIONS**

### **8.1 General Considerations**

These construction guidelines are primarily designed to maintain a safe and appealing neighbourhood environment for existing residents and potential buyers during construction of homes in Galena Shores. The guidelines are not intended to overly constrain contractors but simply to provide enough control to ensure an orderly construction process.

Construction must be carried out in strict conformity with the design plans that have been approved by the DRC. All work must be performed in a professional manner and must fully comply with all Federal, Provincial and Municipal Bylaws and Building Codes.

## **8.2 Permitted Working Hours**

Hours of construction for all exterior work shall be as permitted under CSRD bylaws which are, construction work may only be carried out between the hours of 7:00 am and 9:00 pm Monday to Saturday and 12:00 Noon to 9:00 pm on Sunday's and holidays. Builders and lot owners must use reasonable efforts to minimise noise and dust during construction.

## **8.3 Contractor Parking & Deliveries**

Where possible all construction vehicles should be parked within the lot boundary. Overnight street parking is not permitted except by approval from the developer.

## **8.4 Damage to Utilities**

The cooperation of all contractors and sub-trades is requested to minimize damage to water valves, pedestals (power & phone), street light terminals, shallow utility lines, hydrants, streets, manholes, and other structures. Should damage occur to services or infrastructure adjacent to or on any specific home site, that home site owner will be responsible for the repair costs.

To protect utilities on and around each home site, the owner's contractor is recommended to undertake the following precautions:

- Brief sub-trades, deliverymen and all others on the importance of being careful around utility installations.
- Plumbers need to be instructed to replace water valve markers when house connections are complete.

## **8.5 Excavation Near Trees and Survey Stakes**

Extreme care should be taken when working and excavating close to trees and the planted boulevard landscaped areas. Damage to roots, contact of the tree and boulevard shrubs with construction equipment or changing the grade of land immediately around the base of trees (within the tree's drip line) should be avoided. If the owner or owner's contractor determines that damage or destruction to mature tree(s) on a home site is unavoidable as a result of required construction activities, the DRC should be immediately contacted and his permission obtained prior to removal of the



affected tree(s).

Survey stakes lost or moved by the owner or the owner's contractor must be reinstalled by the project surveyor at the expense of the owner.

## **8.6 Erosion Control**

Provision must be made at each construction site to control erosion and run-off from the home site onto neighbouring home sites, roadways, ditches, creeks or SPEA along Upper Arrow Lake. Various methods can be employed such as the use of straw bales, silt fencing, seeding and the shielding of excavations though the use of material such as visquine (plastic sheeting).

## **8.7 Pets during Construction**

Pets need to be controlled and can not run freely. The owner is responsible.

## **8.8 Job Site Conditions and Behaviour**

Owners and their contractors must take all reasonable steps to keep the streets, street boulevards and neighbouring home sites free at all times from construction debris and garbage, run-off, construction materials, trailers and portable toilets. The construction site and surrounding areas should be regularly monitored for cleanliness. During construction, the roadway in front of the home site should be kept clean and orderly. Owners and their contractors must control extensive dust movement from the building site.

Construction materials should be neatly stored on the home site at the end of each construction day. Construction waste and garbage should be disposed of in a large trash receptacle or removed from the site as required to prevent unsightly build-up of waste materials.

No rocks, plant material, topsoil, construction material or similar items should be removed from any neighbouring home sites, including other construction sites.

The impact of construction activities on neighbouring residents must be kept to a minimum by treating neighbours in a courteous manner. Issues include parking, speeding, loud music, loud profane language and the borrowing of power, water or



telephone service from neighbours.

## **8.9 Construction Washrooms**

Builders should ensure that their contractors arrange suitable toilet facilities. An on site porta-potty (chemical toilet) is required on each site, or in a suitable on-site shared location for builder trades.

## **8.10 Excavation Material**

Excavation material must be stored off site or within the lot boundary taking care to preserve vegetation shown in the landscape plan. Excess excavation material may be dumped at a site designated by the Developer assuming a suitable site is available. If no such site is available then the Owner must make suitable arrangements to dump material outside the Galena Shores area in a legal and environmentally friendly manner.

## **9.0 SERVICE CONNECTIONS**

Upon final subdivision plan approval, each home site will be serviced with water, community septic, electricity, and telephone. All services are underground and all connections to homes similarly must be built below grade. The suppliers of these services are as follows:

Water:	CSRD
Sanitary septic:	Galena Shores Strata
Electricity:	BC Hydro
Telephone:	TELUS

Connections to water mains are to be made in accordance with CSRD regulations. Authority for such connections will be obtained through the process of making an application for a Building Permit to the CSRD and by paying all applicable hook-up and related charges.

Arrangements should be made with the above suppliers of electrical and telephone services for the supply of these services by means of underground connections to the owner's home and for the payment of any fees charged in relation to such connections.



## 10.0 HOUSE AND LANDSCAPE PLANS - DETAILED REQUIREMENTS

Once the home site owner is confident that his/her intended exterior house design and positioning on the home site is generally acceptable to the DRC, he/she should have one digital copy of the following plans submitted to the DRC for formal review and approval. Once all of the changes, if any, are made to the satisfaction of the DRC, they will prepare a letter of approval to the addressed home site. The home site owner will then be in a position to complete his/her detailed working drawings and apply for a building permit.

### 10.1 *Site Plan(s)*

The house design drawing (or drawings) should show at least the following information:

- a) Property boundaries, dimensions and total area.
- b) SPEA setback line (if applicable).
- c) Locations and finished ground floor grades of all buildings and decks showing dimensions and square footage of each.
- d) Locations of all trees (or groupings of trees) which are to be retained.
- e) Locations of trees proposed to be removed (such trees should be flagged on site).
- f) Proposed finished home site grades and existing home site grades shown in one metre contours. Plans showing existing grades are available from the Galena Shores project's civil engineer, Site360 Consulting Inc., Kelowna, BC.
- g) The building envelope.
- h) Non-disturbance and house/pool foundation setback lines, if any, and easements and rights-of-way, if any.
- i) Locations of all built surfaces such as driveways, walkways, parking areas, decks, patios, pools, hot tubs, stairs, walls and fences.
- j) Line of proposed roof overhangs.
- k) Routing of site and footing drainage.
- l) All utility routings and connections to house.
- m) Location of septic tank if required
- n) Any firewood storage structures that will be built.
- o) Location of propane or other outdoor liquid fuel tanks. Outside tanks must be buried or screened from view from neighbouring lots.

## **10.2 Landscape Plan(s)**

The landscape drawing (or drawings) should show at least the following information for the home site's front yard and side yard abutting a flanking street:

- a) Materials, colours and specifications of all built surfaces such as driveways, walkways, parking areas, decks, patios, hot tubs, stairs, walls and fences.
- b) Location and details (such as common names, size and height) of all plantings and , planting beds, lawn and ground cover areas..
- c) Complete specifications of all other landscape elements such as putting greens, planters, ornamentation, water features, rockery gardens, landscape lighting and the like.
- d) Treatment of remainder of the home site not specified above including lawn and ground cover areas.

## **10.3 Elevation Drawing(s)**

Elevation drawings should show at least the following information:

- a) Building elevations showing the design of each exterior wall of each building on the home site, as well as both the finished and existing grades.
- b) Design and specifications of exterior siding, exposed foundation, fascia, soffits, eaves, roofs, skylights, doors, windows, porches, decks, chimneys, railings, exterior indirect lighting, building height limits per applicable CSRD Electoral Area 'B' Bylaw and actual building height as measured using applicable standards.

## **10.4 Cross Section Drawing(s)**

Cross section drawings should show at least the following information:

- a) Cross section(s) detailing the design of the foundation, exterior walls and roof.

## **10.5 Floor Plan(s)**

Floor plan drawings should show at least the following information:



- a) The internal layout and dimensions of all rooms on all floors of all buildings on the home site including the total square footage of each floor and the location and size of all exterior doors and window openings.

## **10.6 Samples**

Colour and material samples should be used wherever practical to demonstrate proposed exterior colours and materials. These should include paint samples of all exterior colours, including a description of where each occurs. A description (or sample if appropriate) of the proposed roofing material should also be provided.

## **11.0 KEY CONTACT INFORMATION**

### **11.1 Site360 Consulting Inc.**

Robert T. Evans  
540 Leon Avenue, Kelowna, B.C., V1Y 6J6  
Telephone: 250-862-3600  
Fax: 250-862-4849                      Email: [reception@site360.ca](mailto:reception@site360.ca)

### **11.2 Design Continuum**

Mark Taylor  
208, 3515 - 17th Avenue SW  
Calgary, Alberta, T3E 0B7  
Telephone: 403-554-5592  
Fax: 403-284-4435                      Email: [marktaylordesign@shaw.ca](mailto:marktaylordesign@shaw.ca)

### **11.3 Arrow Lakes Developments Ltd.**

Lindsay Moir  
220 Edenvold Drive NW  
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Telephone: 604-202-1039  
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