



WILLOW CREEK
AT BEARSPAW



FINAL ARCHITECTURAL APPROVAL APPLICATION

LEGAL DESCRIPTION/LOT INFORMATION

LOT: _____ BLOCK: _____ MARKETING LOT #: _____ DATE OF APPLICATION: _____

ADDRESS: _____

APPLICANT

OWNER: _____

MAILING ADDRESS: _____

PHONE: _____ EMAIL: _____

DESIGNER/ARCHITECT: _____

MAILING ADDRESS: _____

PHONE: _____ EMAIL: _____

BUILDER: _____

MAILING ADDRESS: _____

PHONE: _____ EMAIL: _____

USE OF HOUSE PLAN APPROVAL SERVICES

The applicant acknowledges that the house plan approval process is provided as a service and that the Willow Creek at Bearspaw Homeowners's Association and its approving offices assume no responsibility for the accuracy of the information provided or for any losses or damages resulting from use thereof.

The applicant further acknowledges that he/she will hold the developer and its approving officers harmless from action resulting from the use of this information.

The architectural approval fee (\$1000 + GST) is to be included with the final architectural approval submission. No fee is required if previously paid toward the preliminary process and if the final submission reflects the preliminary design approved. The approval process will begin once the fee has been received. Revisions submitted during the final application process will result in an additional charge of \$500 + GST. Revisions made after the release of the approval are subject to a revision charge (dependent on revision requested). Methods of payment accepted are cheque (Petula Foley c/o Haven Designs) and etransfer (havendesigns2012@gmail.com).

SIGNATURE OF APPLICANT

NAME _____ DATE: _____



APPLICATION SUBMISSION TO INCLUDE (pdf format):

- (a) plans, section and elevations
- (b) colour sample board (digital)
- (c) site plan (requirements as listed below)
- (d) proposed exterior materials (natural)
- (e) payment (cheque or etransfer)

SITE PLAN REQUIREMENTS

The builder is responsible to confirm on site that the information submitted and reviewed matches the actual site conditions before starting construction. A site plan with the following information must be provided.

- (a) lot dimensions
- (b) building(s)
- (c) dimensions to property lines
- (d) driveway location within manicured envelope
- (e) building envelope
- (f) contour lines
- (g) elevations at building corners and entrances
- (h) u.r.o.w's, easements, etc.
- (i) patio, decks
- (j) drainage pattern and slopes
- (k) location of utilities (underground and not readily visible)
- (l) septic field location

EXTERIOR FINISHES

	MATERIAL	MANUFACTURER	COLOUR
Roof	_____	_____	_____
Wall general	_____	_____	_____
Wall general 2	_____	_____	_____
Wall general 3	_____	_____	_____
Gable face	_____	_____	_____
Gable face 2	_____	_____	_____
Stone/Brick	_____	_____	_____
Wood trim	_____	_____	_____
Shadow board	_____	_____	_____
Fascia	_____	_____	_____
Soffits/Eaves/Downspouts	_____	_____	_____
Front Door	_____	_____	_____
Garage Door	_____	_____	_____
Window trim	_____	_____	_____
Chimney	_____	_____	_____
Porch column	_____	_____	_____
Porch railing	_____	_____	_____
Porch steps	_____	_____	_____
Deck column	_____	_____	_____
Deck railing	_____	_____	_____
Driveway	_____	_____	_____
Privacy fence	_____	_____	_____



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HOUSE DESIGN

HOUSE TYPE: _____ SQUARE FOOTAGE: _____

MINIMUM SQUARE FOOTAGE REQUIREMENTS

Bungalow – 2000 square feet Two Storey – 2500 square feet (minimum 1600 square feet on the main floor)

CONDITIONS OF FINAL APPROVAL

FINAL ARCHITECTURAL APPROVED (as noted) – SIGNATURE OF ARCHITECTURAL COORDINATOR

NAME: _____ DATE: _____

Plans, site plan and colour board showing conditions are met are required prior to the release of the architectural approval to MPE Engineering for gradeslip issue and the Release to Construction letter to the Municipal District of Rocky Mountain No. 44.

CONTACT INFORMATION

DESIGNER	HAVEN DESIGNS Petula Foley	4440 Cowichan Lake Road, Duncan, BC, V9L 6J7 havendesiqns2012@gmail.com 403-589-3236
ENGINEER	MPE ENGINEERING Greg Sentis	320, 6715 – 8 Street NE, Calgary, AB, T2E 7H7 gsentis@mpe.ca 403-314-6127



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LANDSCAPING GUIDELINES

A landscape plan is to be submitted to "design@willowcreekhoa.ca" prior to landscape work being completed.

- General – The Willow Creek lands are to retain the sense of its original natural prairie setting with a mixture of open grasslands and clusters of trees and shrubs. Of high importance are the visual effect of landscaping and the siting of homes in relation to maintaining views within the site as well as to the mountains and surrounding areas.
- Natural Area – In the natural area, plantings greater than eight (8) feet in height (at maturity) may be restricted if views from other Willow Creek lots are obstructed.
- Manicured Area – In the manicured area, larger plantings (greater than eight (8) feet in height) may be located within a 15 foot perimeter of the home. Additional larger plantings (greater than eight (8) feet in height) are permitted in the manicured area if they have minimal impact on views from other Willow Creek lots.
- Planting Growth/Removal – If a planting greater than eight (8) feet in height and over 15 feet from the home has been positioned or has grown such that it restricts views of the surrounding and distant landscapes from the home of any Willow Creek lot, that planting will be topped, trimmed back to an appropriate degree, taken down or relocated by the owner (at the owner's expense) upon the reasonable request of the affected Willow Creek lot owner.