Town of Bolton

Camp Villas Corporation

Architectural Design Guidelines

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Planning Report 2002-55

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1.0 OBJECTIVES

The objectives for the Camp Villa Corporation Architectural Design Guidelines are to promote quality residential design through:

- 1) Ensuring compatibility between the existing heritage vernacular and the new residential community.
- 2) Placing emphasis on architectural design and detailing of residences in locations of high public visibility.
- 3) Emphasizing community safety by promoting the "eyes on the street" principle and designing housing at the pedestrian scale.
- 4) Encouraging street oriented living spaces and front porches that promote a "village" feeling.
- 5) Setting design criteria to minimize the visual impact of garages.
- 6) Promoting diversity and variation within neighbourhoods through:
 - a) Appropriate use of architectural styles and detailing
 - b) Encouraging compatibility between adjacent building forms
 - c) Supporting harmonious use of building materials and colour.
- 7) Establishing review and approval procedures promoting quality residential design.

2.0 GENERAL CONSIDERATIONS

2.1. LOCATION

The Camp Villa Corporation site is located east of the existing Kingsview Drive, adjacent to a designated green space in the Town of Bolton, see Drawing SK-1.

2.2. RELATED DOCUMENTS

This document is to be read together with Town of Caledon Zoning Bylaws.

2.3 SCOPE

The Architectural Design Guidelines for Camp Villa Corporation provide a set of minimum standards for the review and approval of single detached and semi-detached dwellings located within the plan of subdivision shown in Drawing Sk-1. The Guidelines contain provisions for private realm architectural and landscape elements and the relationship of the dwellings to the adjacent neighbourhood.

2.4 VARIATIONS

Variations from these guidelines, which maintain their intent, will be considered on their merits by the Control Architect.

3.0 PRIORITY LOT DESIGN PRINCIPLES

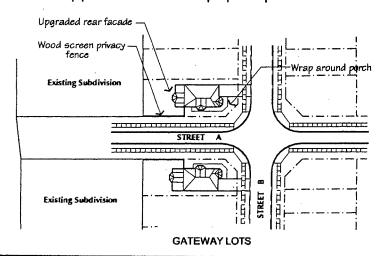
Residential lots located in highly visible locations will require enhanced architectural design and detailing. All lots abutting an existing subdivision require rear architectural upgrades.

Priority lot locations within the Camp Villa Corporation plan of subdivision include the following siting conditions (listed in order of significance): Gateway, Corner Lot, T-Intersection and Elbow lots, Mid-Block Lots, Cul-de-Sac Lots, an Inverted Elbow Lot and Rear Upgrade Lots.

3.1 GATEWAY LOTS

Gateway lots are located at the western intersection of Street "A" and Street "B", at the northern entry of the subdivision, see Drawing SK-1. Guidelines for Gateway Lots include the following:

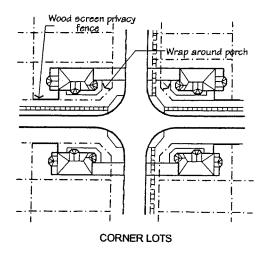
 Gateway Lots should have highly articulated architectural designs that enhance the entry into the community, and should be the most visibly prominent within the proposed plan of subdivision.



- b) The main entrance or entrance feature should be located on the lot flankage; a porch or equivalent feature may wrap around the corner.
- c) All exposed elevations are to be upgraded to equal that of the front elevation.
- d) Special attention should be given to visual variety and material finish on exposed elevations, which may include higher roofs, unified architectural detailing of cornice height, doors, windows, bays, gables and porches.
- e) Upgraded materials selections should be used.
- f) For Guidelines for privacy fencing, refer to Section 4.4.

3.2 CORNER LOTS

Corner lots are located at all road intersections, and therefore are visually prominent in the neighbourhood. Guidelines for Corner lots include the following:



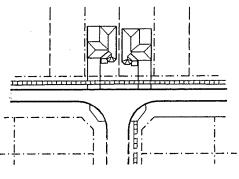
- a) The main entrance or an entrance feature of the house should be located along the lot flankage. A wrap-around or significant porch should be used to define the entry/entrance feature.
- b) The design of flanking or side elevations should equal that of the front elevation with regard to the orderly placement of windows, roof form, window types, material, architectural trim and detail.
- c) Visible portions of the rear façade should contain fenestration and detailing in keeping with the front façade treatment. An articulated roofline and dormers are encouraged.
- d) Elevations exposed to public view should have a consistent appearance, an upgraded quality, and special attention to details such as bay windows and increased fenestration.
- e) Windows and porches should be well proportioned.
- f) Details appropriate to the architectural style (e.g. towers, double height-glazed bay windows) should be considered where zoning by-laws limit porch encroachments.
- g) For Guidelines for privacy fencing, refer to Section 4.4.

3.3 T-INTERSECTION AND ELBOW LOTS

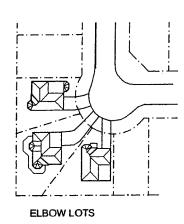
These two lot locations are all equally prominent in the streetscape as they terminate pedestrian and vehicular view corridors. Guidelines include the following:

- a) T-intersection Lots occur at the terminus of a T-intersection, and Elbow Lots occur on the outside edge of a road that changes direction without ending in a T-intersection.
- b) Those facades visible at the terminus of a T-intersection and in Elbow Lot locations should exhibit a high degree of architectural

detailing. Special attention should be given to details such as the entry, choice of materials and increased fenestration.



T-INTERSECTION LOTS

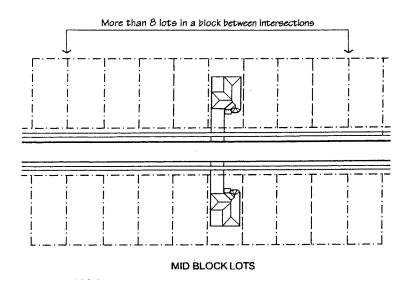


c) Where possible, driveways should not be paired for the units located at the terminus of the "T" to provide the opportunity for front yard landscaping.

d) Garages should be recessed or incorporated into the building massing.

3.4 MID-BLOCK LOTS

Upgraded architectural treatment for Mid-block lots is important to provide a transition between housing clusters within the same development block. Guidelines include the following:



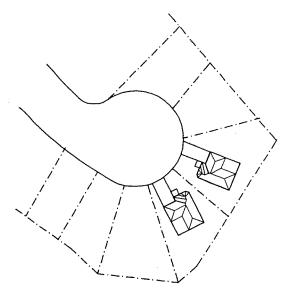
- a) Where more than 8 residential units are located between corner lots and there are no other Priority Lots in the same expanse, enhanced architectural detailing for Mid Block units should be implemented to improve streetscape variety.
- b) Upgraded architectural detailing and building setbacks relevant to adjacent houses should distinguish this location from the adjacent dwellings.

c) Mid Block architecture should include features such as towers and dormer windows, where appropriate and are encouraged to have different roof pitches than the adjacent houses.

3.5 CUL-DE-SAC LOTS

Guidelines for lots located at the terminus of a cul-de-sac include the following:

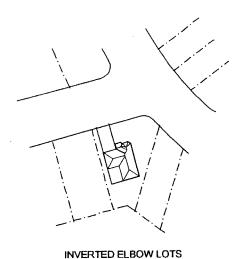
- a) Visible portions of all façades should contain a high degree of architectural detailing including fenestration.
- b) An articulated roofline and dormers are encouraged.
- c) Garages should be recessed or incorporated into the building massing.



CUL-DE-SAC LOTS

3.6 INVERTED ELBOW LOTS

One Inverted Elbow Lot is located at the intersection of Street "A" and Street "D", and is highly visible from several viewpoints. Guidelines include the following:



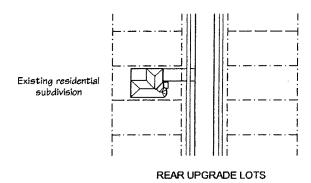
- a) Visible portions of all façades are to be upgraded to equal that of the front elevation.
- b) An articulated roofline and dormers are encouraged.
- Carages should be recessed or incorporated into the building massing.
- d) The garage and driveway should be located as far away from the intersection as possible.

e) The house design is encouraged to reflect the uniqueness of the lot shape.

3.7 REAR UPGRADE LOTS

New residential buildings located adjacent to the existing residential community to the west and south of the Camp Villas Corporation development should have upgraded architectural detailing as follows:

- 3.7.1 All visible portions of the rear façade should have upgraded architectural detailing including the following: an articulated roofline, fenestration accompanied by shutters or masonry detailing, and decorative masonry along the rear façade such as quoins or corbelling.
- 3.7.2 Dormer windows are encouraged.
- 3.7.3 Jarring contrasts in material and colour changes should be avoided.
- 3.7.4 Projections along the rear façade are encouraged.



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4.0 NEIGHBOURHOOD ARCHITECTURAL GUIDELINES

The following guidelines apply to the location and composition of architectural elements for all lots in the subdivision. The implementation of these guidelines ensures that the positioning and character of housing creates visually appealing and varied streetscapes.

4.1 ARCHITECTURAL STYLING

The existing Community of Bolton is rich in traditional brick and frame siding homes. To create a neighbourhood that is complementary with the Bolton tradition, the following guidelines apply:

- a) Traditional and historical architectural styles that reflect Bolton's tradition of brick and frame siding houses are encouraged. These include the following styles: Georgian, Victorian, Italian Renaissance Revival, Queen Anne and New England. The Control Architect will review the use of contemporary styles on their own merits.
- b) Architectural style for all houses along a street should be compatible; however, a variety of architectural expressions and a mixture of building types are encouraged within each residential block.
- c) Architectural style should be consistent on all elevations for each dwelling.
- d) Historical detailing should reflect the proper proportions, materials, finishes and window design for the particular historical style of the home.

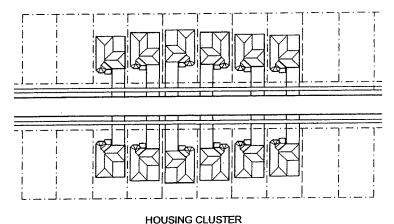
4.2 MASSING AND CLUSTERING

While all buildings facing a street should generally have a consistent setback, some variation in building setback for each development block or housing group is desirable. House massing forms and roof shapes influence visual variety and interest more than individual houses. Houses along a streestscape should be grouped in identifiable clusters.

Within these Architectural Design Guidelines, "main wall" refers to the visually dominant wall surface of the residential unit, located at either the ground or second floor level.

To create variations in setback, massing and style along the streetscape, the following guidelines apply:

a) Houses should be grouped in recognizable clusters of 5 to 8 units. Complimentary architectural style and detailing should be evident within each cluster. While individual units may be distinctive, the group shall be visually consistent.



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- b) Houses on Mid-block Lots should be used as the transition point between clusters, where possible. Special architectural detailing at cluster edges should demarcate the transition point.
- c) Clusters should have progressive setbacks forming identifiable groupings.
- d) The relationship of residential groupings on opposite sides of a street, and in proximity to street corners should be coordinated and complementary to one another.
- e) Compatibility of roofing slopes, materials and colours on individual housing units and between adjacent housing units should be achieved.

4.3 MODEL REPETITION

To ensure that adjacent houses create a varied and interesting streetscape, the following guidelines apply:

- Each model shall have its own distinctive individual elevations.
- b) A minimum of three alternative front elevations, which are clearly different in appearance, shall be required for popular models.
- c) Any row of 10 houses on one side of a street shall contain:
 - i) At least three different models regardless of elevation type.
 - No more than two lots with the same elevation. Such identical elevations shall have distinctly different exterior colours and/or materials.
- d) The same model may be sited on up to 3 adjacent lots provided that alternative elevations are used. Positioning of adjacent houses with identical elevations and/or colour treatment is not acceptable.

- e) Where clearly different architectural styles are located within a streetscape, group model elevations to achieve a harmonious streetscape.
- A minimum of two bungalows or two storey houses is to be sited on adjoining lots.
- g) The Control Architect may establish special design requirements where more than 40% of the units sited in a block are bungalow or backsplit housing types.
- Where clusters of distinctly different architectural styles abut, acceptable transitions using materials, colour and roof form should be utilized.

4.4 PRIVACY FENCING

Wood privacy fencing shall occur on all Corner Lots. Guidelines to create a consistent, attractive image include the following:

- a) Privacy Fencing shall conform to the requirements of the Landscape Master Plan approved for this plan of subdivision.
- b) The location where the privacy fence adjoins the exterior side façade should be complementary with the placement of doors, windows and other façade details such as changes in materials or colour.
- c) Privacy fencing shall not be greater than 1.8 metres high and may be placed within 1.0 m distance from the lot line on private property. The exact placement will be subject to the Landscape Master Plan approved for this plan of subdivision.

5.0 INDIVIDUAL HOME ARCHITECTURAL GUIDELINES

The following guidelines apply to the design of individual homes within the subdivision.

5.1 ELEVATIONS AND STYLING

- a) Each home is to have a clearly defined, inviting entrance. Windows, entrance features and porches should be designed to promote "eyes on the street".
- b) Consistent style and detailing should be evident on all elevations.
- c) Window and door proportions should be consistent with historical architectural styles.

5.2 ROOF LINE, SHAPE, AND PITCH

- a) The use of a variety of roof silhouettes and shapes within a streetscape is encouraged.
- b) Buildings of two or more stories shall have a minimum main roof pitch of 6/12 facing streets or open space.
- c) Single storey buildings shall have a minimum main roof pitch of 7/12.
- d) The minimum garage roof pitch shall be 4/12 except where second storey windows require a 4/12 pitch.
- e) Roof features, such as gables, shall have a minimum roof pitch of 8/12. However, steeper roof pitches are encouraged.
- f) Roof details, such as dormers and cupolas are encouraged and shall be in scale and character with the chosen building style. Windows within dormers should match the main façade window design.

- g) Roof materials and colour shall be in character with the building design.
- h) Roof flashing colour shall match the adjacent wall surface.
- Frieze boards or a continuous 200mm-soldier course shall be used below house and garage roofs facing streets and open space.
- Frieze boards for tradition based architectural styles shall return a minimum of 0.6m on side elevations or to a natural break, such as a window. The Control Architect will review detailing for contemporary styles on their own merits.
- k) Roof vents and plumbing stacks shall be located away from the public view where possible.

5.3 MATERIALS AND COLOURS FOR INDIVIDUAL HOMES

- a) The predominant cladding material on a house must be consistent on all elevations. Variations and accents in materials are encouraged with transitions occurring in natural locations.
- b) Where siding is to be used, a \pm 0.9 m solid base (brick or stone) should extend up to the window sill. Units clad in horizontal siding, clap board or board and batten must be detailed consistent with their traditional styles.
- c) Materials and colours are to be in harmony with no jarring contrasts.
- d) Trim colours should complement the base materials. Bright primary colours are discouraged except in specific locations where they may contribute to the architectural theme of the neighbourhood.

- e) Roof materials and colour must be in character with the building design. Roof eavestroughs, facias and frieze boards are encouraged to be the same colour on each home.
- f) Garage doors must be co-ordinated with the rest of the house materials. Paint colours must be appropriate and not be dominant.
- g) A diversity of materials and styles, possibly with themed enclaves, is encouraged.
- h) Repeated colour packages should not be used within three adjacent lots and three lots across the street.

5.4 WALL FINISHES

- Lighter featured materials, such as precast stone, stucco and siding may be combined with clay masonry or stone walls to balance the weighty effect of masonry.
- b) Front and side walls exposed to public view, shall be of similar wall composition and appearance.
- c) Material changes should occur at appropriate locations, such as windows or chimneys.
- d) Detailing, such as dentils, medallions, verge boards and brackets should be used in a historically accurate manner.
- e) Masonry quoins should be proportioned to match the building style and character.
- f) Siding panels shall be framed with trim at the corners and bottom line, with the equivalent of 19mm x 89mm board.

5.5 WINDOWS

- Windows and doors fronting public streets and public open spaces shall be consistent with the architectural style with similar window shapes and style used on public facades.
- b) True divided lights with thermally sealed window glazing or removable muntin bars should be used. Tape muntins are not acceptable.
- c) Shutters should match the house style. Shutters are to be one half the width of the window opening and at least 40mm thick.

5.6 PLINTHS AND FOUNDATION WALLS

- a) Plinths shall visually express the house base, related in height and proportion to specific elements of the building wall such as windows or porch floors.
- Acceptable materials include rusticated brick, manufactured stone bands, stucco and ledge block.
- c) The exposed height of parged concrete foundation shall be limited to 0.3m at grade slopes adjacent to masonry walls.
- d) Publicly visible, operable basement windows shall be of a width comparable to the main floor windows. Bay windows or other projections should not shadow basement windows.

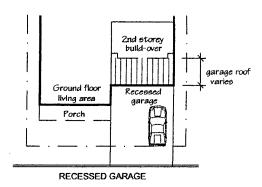
5.7 ENTRIES AND PORCHES

- a) Each unit should have a clearly defined, inviting entrance that is directly accessible from a public street:
- b) All building entries should have a porch or a sheltered veranda. At least 34% of housing units should have a porch.

- c) Each model type offered should have at least one elevation that incorporates a porch or decorated colonnaded entry, with a minimum area of 3.25 m² (35 square feet).
- d) Entries are encouraged to be enhanced by porches, where space permits. Other entry features may include open frame porches, porticos, canopy or covered colonnades.
- e) Porches should be designed to protect the entrance from adverse weather.
- f) Covered entrances, side porches and balconies should have a minimum depth of width of 1.5 metres.
- g) Porches must add significance to the front door entrance and/or be incorporated with the garage roof leading up to the entrance.
- h) The design and detailing of the porch should be in keeping with the architectural style of the house, including columns, frieze boards, roof detailing, brackets, railings, steps and skirt materials.
- i) Finish materials for porches should extend to grade.
- j) Railings at front entries must be either iron or spindle pickets.
- k) Beams supporting the porch roof must be exposed.

5.8 GARAGES

Garages located at the front elevation shall be designed to minimize their visual impact and prominence. Methods of minimizing the visual impact include: incorporating the garage within the massing of the house, including habitable space above the garage, and designing roof forms that integrate the garage massing and the house design. Guidelines to accomplish these objectives include the following: a) Garages are strongly encouraged to be flush or recessed behind the front wall and entry of the house.



b) Garages will be setback a minimum of 6.0m from the front or side property line, or as specified in the enacting zoning by-law.

5.8.1 GARAGE PROJECTIONS (2 + Storey Houses)

A protruding garage will only be considered providing all of the following criteria are met:

- a) Garage does not project more than 2.6 m beyond the main ground floor front building wall.
- b) The main ground floor front building wall is defined as "the front face of the major mass of the internal dwelling."
- c) A covered porch or entry feature substantially extends across the main living area and entry on the ground floor and extends beyond the front of the garage, or is set back a maximum of 1.0 metre from the front of the garage.
- d) A second storey build-over is constructed in accordance with the criteria in Section 5.8.2 below.

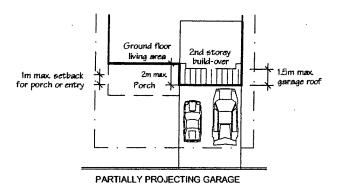
5.8.2 SECOND STOREY BUILD-OVERS (Over Garages)

Second storey build-overs, required for protruding garages, should be designed to provide interest and variety in the streetscape and should not be less than 70% of the outside garage width.

Second storey build-overs are subject to the following guidelines:

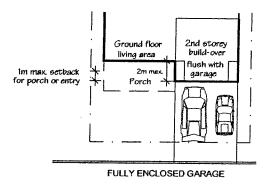
5.8.2.1 PARTIALLY PROJECTING GARAGE

- a) The second storey build-over the garage can have a maximum setback of 1.8 m from the front of the garage.
- b) A maximum of 30% of houses on a street can have a "Partially Projecting Garage".



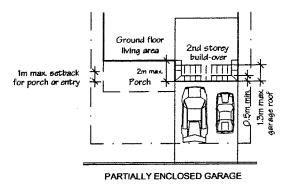
5.8.2.2 FULL SECOND STOREY BUILD-OVER

- a) The second storey build-over is flush with the front wall of the garage.
- b) A maximum of 30% of houses on a street can have a "Full Second Storey Build-over."



5.8.2.3 PARTIAL SECOND STOREY BUILD-OVER

- a) The second storey build-over the garage is setback between 0.5 metres to 1.55 m from the front wall of the garage.
- b) Between 20% and 90% of houses on a street can have a "Partial Second Storey Build-Over".



5.8.3 GARAGE PROJECTIONS (BUNGALOWS)

To create bungalows and bungalow communities that enhance the architectural quality of the community. A protruding garage will only be considered providing the following criteria are met:

- a) The maximum projection of a garage beyond the major living area mass or front porch is 2.8 metres.
- b) A covered porch, or covered front entry, substantially extends across the main living area on the ground floor.
- c) In communities designed primarily for bungalows a variety of elevations are designed with varying setbacks from the front of the garage to the major living area.
- d) In communities designed primarily for bungalows a minimum of 34% of the houses should have the front of the garage flush with, or recessed behind a porch or front entry to the main living area.

5.9 GARAGE DESIGN

To create garages that enhance the design of the house, the following guidelines apply:

- The design, character, materials and colours of garages must be in keeping with the architectural style of the dwelling.
- b) Rooflines over protruding garages shall be articulated, visible and be complementary with the design of the building. Dormers are encouraged where their use is in keeping with the architectural style.
- c) Garages may be recessed under a roofed balcony.
- d) Glazed top panels in doors are encouraged, particularly in single doors over 3.6m in width.
- e) The minimum garage roof pitch is 4/12. Where site grade conditions cause the garage slab to drop more than 600mm (2'-0")

below what is indicated on the working drawings, an alternative design treatment must be submitted for approval by the Control Architect which may include the following preferred treatments:

- additional detailing or brick banding and soldier coursing
- arched masonry over the garage door.
- f) Double car garages are strongly encouraged to have single garage doors separated by masonry.
- g) Garages on corner units are encouraged to have windows matching the style used on the adjacent elevation where visible from the street.
- h) Elevation differences between the garage floor and the residence main floor shall be minimized to reduce excessive masonry over the garage door. Where grade differences require a lower garage floor slab, masonry detailing should be used to break up the mass.
- i) Where the difference in elevation between the finished first floor of the house and the finished grade immediately in front of the garage door exceeds 1.2m, the building mass above the garage door shall be treated with architectural detailing. Other architectural devices such as extended roof lines, projected bays or changes in massing may also be used to reduce the resulting large plain mass over the garage door, to the satisfaction of the Control Architect.
- Single bay garage doors of 2.4m maximum width are encouraged. When the total interior garage door width exceeds 5.48m (18'-0"), at least a majority of garages shall have single bay doors.
- k) For bungalows, an architectural feature such as a gable window, dormer, decorative verge boards, or patterned/coloured brickwork should be placed between the garage door and the roofline.

6.0 UTILITIES

To ensure that utilities are not visually dominant, the following guidelines apply:

- a) Utilities and service elements should be located remotely or visually integrated with the building design.
- Telephone connection boxes, cable television, utility meters and similar services should be incorporated within building elements if exposed to public view.
- c) Mechanical elements such as dryer vents, furnace and water heater exhausts and gas fireplace exhausts should be visually screened or placed away from public view.
- d) Locate ground mounted electrical and mechanical equipment such as heat pumps and air conditioners remotely, or visually screen from public view.

7.0 REVIEW AND APPROVAL PROCEDURES

7.1 OVERVIEW

The Community and Architectural Design Guidelines have been prepared to provide a clear understanding of the character and quality of architecture that is expected for new residential development in the Camp Villa Corporation plan of subdivision in the Town of Bolton. The following outlines the submission requirements for architectural review and the responsibilities of the respective parties.

7.2 CONTROL ARCHITECT

The Control Architect will review the approved site plans, elevations and other materials for compliance with the Architectural Design Guidelines only. Once approved, the Control Architect will stamp (with a stamp for this specific purpose and not a seal of practice) and sign the final site plans. Building permit applications will only be processed by the Town when the stamped and signed site plans are received.

7.3 BUILDER RESPONSIBILITY

Approval by the Control Architect does not release the Builder from compliance with other approval agencies. The Builder is responsible for ensuring the following:

- a) Compliance with municipal zoning requirements
- b) Compliance with municipal development engineering standards
- c) Compliance with the Ontario Building Code
- d) Compliance with lot grading requirements as set out by the project engineer

- e) "Preliminary" approval of plans, elevations, siting, streetscapes and colours prior to marketing or sales of dwellings.
- f) Any other municipal or regional requirement.

7.4 PERIODIC REVIEW

Municipal staff will undertake periodic review of developments approved and constructed under these guidelines. Staff will collaborate with the Control Architect to ensure that the plans and construction are in compliance with the Architectural Design Principles.

7.5 SKETCH DESIGN

A preliminary review of individual unit designs will be conducted to the satisfaction of the Control Architect, which will include the following:

- Submission of design sketches with all elevations preferably on 8.5 by 14" paper.
- b) Master sheets of all elevations
- c) Coloured paste-up boards or photographs and exterior colour schedules must be submitted which indicate materials, manufacturer and colour names to be used for all proposed buildings for each Builder. The material submitted must include colours and materials for
 - Roof
 - Masonry
 - Siding
 - Doors and windows
 - Paint trim for each unit

- d) Material shall be received at least three working days prior to any review meeting.
- e) Approvals will generally take three to five working days.

7.6 SITE PLANS, ELEVATIONS AND GRADING

Upon approval of the Sketch Design outlined in Section 7.5, the following is required for review and approval by the Control Architect prior to submitting applications for Building Permits:

- a) Site plans for each block, which indicate grading, block and lot number, model type, street name and the colour package number.
- b) Streetscape Plans showing elevations, which must indicate:
 - Scale no larger than 1/8"=1'0"
 - Model type, lot number and street name
 - Colour package number for each unit
 - Roof-line character as viewed from the adjacent existing residential development
 - A colour package chart that lists the colours and materials selected for each model.

Upon satisfactory review the Control Architect will "stamp" approved drawings indicating compliance with these Architectural Design Guidelines. Approved drawing will be forwarded as part of the Building Permit or Site Plan Approval application procedure.

7.7 TIMING

All submissions must be made to the Control Architect before Municipal submissions. The Control Architect will require one working week for examination of the submission.

7.8 MEETINGS

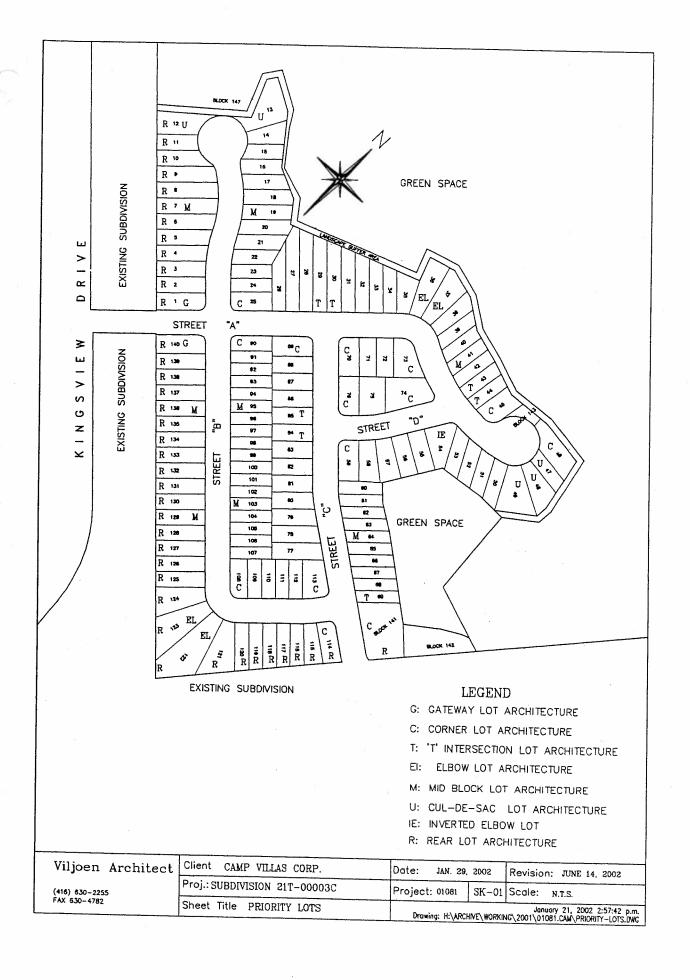
Meetings will take place in the Control Architect's office.

7.9 NUMBER OF COPIES

At the time of Final Approval for Building Permits, the Control Architect requires one set for record purposes. The number of other copies required must be ascertained by the applicant.

7.10 SITE INSPECTION

On completion of each group of houses, the Control Architect will conduct random site inspections of buildings constructed to determine compliance with the approved submissions. The Control Architect will report the findings to the Chief Building Official at the Town of Bolton.





W-363-2002

Date: August 12, 2002

Moved by

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Seconded by: __

RESOLVED THAT Planning & Development Report 2002-55 (Camp Villa Architectural Design Guidelines, Former Residential Policy Area "D", Bolton) be adopted;

AND THAT Camp Villas Architectural Design Guidelines, as prepared by Viljoen Architects, be adopted for application to Policy Area "D";

AND THAT the North East Bolton Secondary Plan Area "B" Landscape Standards and Design Guidelines with exceptions noted by the OMB order be adopted for application to Policy Area "D".

Mayor:

Carribo

Lost