

*Design Guidelines Amended as of July 30<sup>th</sup>, 2019*

***Beverly***

***Hills***

***Estates.***

***Strata Corporation KAS1975***

# ***BEVERLY HILLS ESTATES***

## BRIEF OUTLINE OF THE SUBDIVISION DESIGN GUIDELINES

- Approval Agent and the City of Vernon must approve all construction and landscaping plans and specifications in writing to ensure adherence to the project-building scheme.
- Home design can include two stories, split levels and ranchers (minimum square footage rulings apply,) 1,650 sq. ft. of finished livable space on the main floor.
- Homes must have double or triple attached or detached garages • no carports permitted.
- Property may be held as investments. No mandatory requirements to build; however, homes must be completed within twelve (12) months from start of construction. Landscaping to be completed with one year of the start of construction, weather permitting.
- Exterior finishes restricted to combination of wood, brick, stucco, fibre-cement siding, metal siding (tongue and groove) and stone. Exterior colors shall be Earth tones as well as accents of white or black and must be approved by the Approval Agent.
- Storage sheds must match exterior finish of home. Fencing to be approved by Approval Agent.
- Retaining walls may be no greater than 4' in height.
- Lots and adjacent streets are to be kept clean and orderly during construction.
- No recreational vehicles, mobile homes, boats, trailers, trucks or commercial vehicles shall be stored or parked in front yard or driveway between the front buildings line of the dwelling and the street curb on a semi-permanent basis. None of the foregoing shall be stored or parked elsewhere on the Lot unless screened from view from adjacent streets.
- Antennas and satellite dishes are not to be erected on the property unless screened from view of adjacent properties.
- FOR A COMPLETE SET OF DESIGN GUIDELINES AND BUILDING REGULATIONS FOR BEVERLY HILLS ESTATES, PLEASE CONTACT THE Approval Agent.

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# **Beverly Hills Estates (Strata Corporation KAS1975)**

## **Design Guidelines**

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### **Site Development Guidelines**

The following are guidelines for the design and construction of single-family homes and the landscaping of lots on which such homes are situated. All designs must be presented for approval by the Approval Agent, and the City of Vernon, (where applicable) along with a damage and design guideline deposit in the amount of \$2,500.00 prior to the release of approved building permit plans.

### **Approval Procedures**

It is suggested that builders and owners study the Design Guidelines prior to submission for preliminary or final plans to the representative of Beverly Hills Estates. to avoid alteration to such plans. Individual plans will normally be processed in three to four (3---4) days for preliminary approval and seven (7) days for final approval. Approval from the representative of Beverly Hills Estates. of such plans must be obtained prior to application for a building permit from the City of Vernon. Beverly Hills Estates. may appoint a consultant to receive and approve plans. The consultant shall have the right and power to approve or reject submissions. Beverly Hills Estates. shall have the final authority, and at all times may reject plans that are not in keeping with the styles or designs in the subdivision.

Applications complete with plans should sent to the Approval Agent hired by Strata Plan KAS 1975, or the Strata Corporation if no Approving Agent is currently in place:

It shall be the home owner's responsibility to contact Beverly Hills Estates. in the event that any variation of the plans as approved is requested. Beverly Hills Estates shall not have any obligation to approve any variation of the plans and specifications once approved.

The following information is required in order to review building plans for  
PRELIMINARY APPROVAL:

- Floor plans, as they will be constructed
- Topography study of lot
- Exterior elevations
- Site Plan showing locations of home secondary buildings, pool, driveway, sidewalks retaining walls and patios
- Existing grade elevations and proposed floor elevations.

The following information is required in order to review building plans for FINAL APPROVAL:

Electronic complete set of building plans showing:

- Completed Floor Plans
- All exterior elevations
- Two (2) cross sections
- Site plan
- Proposed landscape plan
- Topography of lot
- Storm Water detention and overflow connection

The drawings must indicate the following:

- Exterior wall materials and colour
- Roof material and colour
- Building floor elevation, finished lot corner elevations, garage floor elevation and finished lot grades at house with arrows showing direction of drainage.
- Heights of roof peaks
- Plans must identify if measurements are imperial or metric.

All plans will be reviewed by Approving Agent and required revisions, if any, noted and electronic plans will be returned to the home owner or builder.

Any changes to plan exterior once approved by Beverly Hills Estates. shall require re-

submission. In the event that plans are resubmitted to Beverly Hills Estates. for review on more than one (1) occasion, there shall be a fee assessed by Beverly Hills Estates. in relation to such review, which fee shall be paid by the owner.

A Design Guideline and Damage deposit in the amount of \$2,500.00 must be paid to the Strata Plan KAAS 1975 prior to release of approved building permit plans. The Owners, Strata Plan KAS 1975 will hold the Damage and Design Guideline Deposit until final review.

When the home and landscaping are completed in accordance with the Design Guidelines and the approved plans, the individual or company originally submitting the plans for approval shall contact Beverly Hills Estates for a final review of compliance with the Design Guidelines and the approved plans.

The building grades, landscaping and subdivision services (curbs, services, etc.) will be inspected. Corrections of any noted deficiencies must be undertaken promptly by the strata lot owner at their sole expense. Failure to do so will result in the forfeiture of the deposit and other possible action by the Strata Corporation.

This includes the review of:

- Curbs
- Street lamp standards
- Water shut off valves
- Sanitary sewer & Storm connections and clean outs

Failure to comply with the Design Guidelines and the plans and any documentation submitted and approved may result in the builder being assessed correction costs.

Only one field inspection is covered. Additional field reviews (over 1) will be charged to the strata lot owner at \$100 per field review.

## **General**

No building or part thereof on any lot shall be used, occupied or employed for any purpose whatsoever save as a private residence and no trade or business shall be carried on or conducted on any lot. No house trailers or similar conveyance shall be located on any part of the lots for purposes of providing, or shall be occupied as, a living quarter. No poultry, swine, sheep, cattle or livestock shall be kept on any lot, and no debris, garbage or waste shall be kept on any lot.

## **Lot Design Guidelines**

As all of the building sites are unique, special attention must be paid to design of the residential lot in regard to the:

- Natural slope of the lot
- Topography or natural lay of the land,
- Access from the street to the building site
- Natural drainage from the building site
- View from and into neighboring properties
- Unique natural features of the building site
- Preservation of safe and healthy trees

## **The Building Envelope**

The building envelope is defined by the setbacks in the City of Vernon zoning Bylaw 5000.

## **Natural Area**

Is the portion of the lot that lies outside the building envelope and is to remain in its natural state. No trees are to be removed from this area without approval from the Approval Agent. No irrigation will be allowed in this area without the agreement of the Approval Agent, thus allowing the natural vegetation to flourish in its natural environment.

## **Transitional Area**

The transitional area is the part of the building envelope that lies between the natural area and the exterior walls of the residence. This area can be landscaped to reflect individual tastes and irrigated to provide needed water. Preliminary landscape plans must be submitted for approval at the time the home plans are submitted and finalized when the home is at the lock up stage and backfilled.

## **Setbacks**

Minimum setbacks shall conform to the requirements of the City of Vernon.

## **Site Work**

Residences should nestle into the natural contours of the land and care should be taken to choose an architectural design that will complement rather than dominate the natural beauty of the lot. Care should also be taken to preserve as many safe and healthy trees as possible.



Site drainage and grading must be accomplished with a minimum of disruption to the natural contours of the land. The main residence and other buildings must be designed to fit the natural contours of the building site.

Consideration should be given to the overall impact of the residence on neighboring properties in regard to:

- Their privacy
- View preservation
- Natural drainage
- Ease of access

Retaining walls and other walls made of concrete not supporting a structure should not exceed 4 feet (1.2m) in height. Preference will be given to retaining walls made with rock landscaping block, patterned or textured concrete, or equivalent. Screens or lattice walls are at the discretion of the Approval Agent and not to exceed 5 feet 6 inches (1.65m).

## **Fencing**

Property owners will plant hedges or small trees to act as screen fences and natural borders between their properties and the neighboring properties. For pets, a chain link fence with plant hedges is recommended. All fencing must be shown on the landscape plan and be approved by the Approval Agent.

## **Landscaping**

A preliminary landscape design plan must be presented for approval by the Approval Agent at the time the home plans are submitted. Landscaping must harmonize and blend with the natural environment. Natural features like large boulders, wild shrubs and bushes should be incorporated into the landscape design whenever possible. The landscaping should be a natural extension of the overall building design. The landscaping plan must be finalized when the home is at the lock up stage and backfilled, and must be completed within 12 months of completing the home, weather permitting.

## **Landscape Requirements**

Finished landscape is required over the entire transitional Area. The landscaped area shall be graded to resemble the natural grade wherever possible. Grassed areas in front yards and side yards (along the street, applying to corner lots) shall be turf. Other grassed areas may be seeded. Seeded areas shall be germinated and fully established prior to release of the deposit. Selective use of shrubs, trees and other plants shall be used to create an attractive yard. All planter beds shall contain extensive plans (minimum 36 inches on

center). Finishing off these beds with rock or other landscape material is encouraged. Beds with only bark mulch, blast rock, gravel, etc. **NOT PERMITTED**. Cull ties impregnated with creosote are **NOT PERMITTED**. Crushed gravel sidewalks in the front yard are **NOT PERMITTED**.

## **Irrigation**

All irrigation systems must be of the underground type and shall operate on an automatic timer. The time should be set to water in the off hours as this will benefit the vegetation most and be most economical in period of low rainfall.

The irrigation system must be designed to:

- Meet the peak demands of all plant materials within landscaped area.
- Minimize run-off and discharge of irrigation water onto neighbouring properties.

## **Landscape Maintenance**

Landscaping is to be maintained so it does not become visually unattractive or overgrown. A contract for regular landscape maintenance with a local landscape service is suggested. Grass clippings and leftovers from weeding and gardening and branches from pruning are to be disposed of immediately. Owners who have purchased a lot to build on at a later date are responsible for weed control and maintenance of their property.

## **Site Lighting**

Site lighting for decorative use or security may be installed. Lights may be mounted on buildings for security purposes and used for illumination of landscaping.

Guidelines for exterior lighting are as follows:

- Site lighting may be directed on to landscaping
- Lights must be directed away from neighboring lots
- Lights are to be protected from direct view from neighboring lots
- Low voltage non-colored lights are permitted
- Lighting must be contained to the immediate vicinity of the residence
- Lights on motion detectors are not to illuminate neighbor's lots.
- Lights shall blend with the exterior of the residence

## **Driveways**

Driveways must be located so as to minimize their visual impact on the natural features of the lot, such as trees and topography of the land. The Approval Agent must approve removal of any trees, and any cuts must be Hydro seeded or landscaped in order to return the property to the natural state.

Driveways must:

- Be lit with a common entrance light as specified by the Approval Agent above.
- Be paved with concrete, asphalt or interlocking brick unless otherwise agreed to by the Approval Agent

## **Firetruck Turnaround**

Residences located more than 150 feet (45m) from the street should consider a fire truck turnaround. This turnaround should be integrated into the overall design of driveway and guest parking.

## **Additional Parking Spaces**

Each residence shall contain parking for at least two automobiles in an enclosed garage. The garage must complement the main structure in color and design and may be attached or detached from the residence and;

- A minimum of two additional guest parking spots must be provided
- No on street parking will be permitted for residents or guests on a permanent basis
- Guest parking is to be protected from view of neighboring properties

## **Outbuilding & Additional Structures**

### **Swimming Pools & Hot Tubs**

Swimming pools and hot tubs must be designed in such a way that they appear to be visually connected to the main residence. Swimming pools must be constructed according to city regulations and all safety requirements must be met. Pool equipment such as pumps, filters and other controls should be enclosed so as not to be visible from neighboring lots.

## **Sports & Tennis Courts**

Areas used for recreation and outdoor activities must not be visible from neighboring properties. These areas should be incorporated into the overall design of the property. Through creative use of landscaping and the use of natural features of the property the impact of these areas will be minimized.

Outdoor tennis courts will not be permitted unless approved by the Approval Agent.

## **Recreation & Sports Equipment**

Areas used for storage of sports and recreational equipment such as boats and motorhomes:

- Should be covered and reflect the design of the main residence
- Must be located in the least visible portion of the lot
- May not be attached to trees that are a natural part of the lot

# **ARCHITECTURAL DESIGN GUIDELINES**

## **Design Character**

The design<sup>1</sup> character of every residence must harmonize with the environment instead of dominating it. The design must be considered from all sides, not just the front and rear elevations, and all elevations should maintain visual integrity, cohesiveness and design detail. Care must also be taken to integrate landscaping into the overall composition of the property design. The Approval Agent must approve all building design. Log homes will not be allowed.

Designs should be texturally attractive by making use of:

- Multiple exterior finishing materials restricted wood, brick, stucco, fibre-cement, corrugated or tongue and groove metal siding and stone
- Complementing colors of muted earth tones as well as optional accents of White or Black

Creative use of shade and shadow can add visual dimension and texture to a design. Long continuous lines or small chopped up masses should be avoided. Integration of pitched roofs and flat roofs in the design will also add visual depth and character to the residence.

Special attention must be given to:

- View orientation
- Solar orientation
- Natural vegetation
- Natural drainage patterns
- Existing natural lot features
- Location of neighbours and potential neighbours

Consideration must also be given to the design and character of existing homes in the development in order to present an eye pleasing view of the community. Through careful planning the visual integrity of the environment and the community will be maintained.

## **Exterior Residence Guidelines**

### **Exterior Wall Surfaces**

These guidelines are suggested in order to create a pleasing visual impact.

- The use of at least two complementing materials on exterior wall surfaces (this is in addition to roof and driveway.)
- Accent materials should cover at least a part of the surface.  
(This material should appear as an integral part of the structure.)
- Natural materials are encouraged as visual complement to the environment.

If the design of a residence does not lend itself to more than one exterior surface material then two or more complementing colors will be required in order to present a pleasing visual impact. These colors should be selected to create an integrated visual composition in harmony with the natural environment. The following are some examples of exterior surface areas that can provide variety in both texture and color.

- Roof materials
- Window frames
- Railings
- Fascia

## **Building Sizes**

Residences are expected to be a minimum of 1,650 square feet (153.3 meters) of enclosed living area, on the main floor, to a maximum of 6,000 square feet (557m) of enclosed living area, on the main floor. This square footage applies to both multi and single-story dwellings and does not include any basement or garage construction.

## **Building Height**

These restrictions are meant to discourage residences that are excessive in height and that would appear out of place in the community. The height of all residences is limited by two factors.

- I. Visual impact on neighboring properties
- II. Approval by the Approval Agent and the City of Vernon

## **Retaining Walls**

Should be visually pleasing and blend naturally into the overall composition of the lot development. Retaining walls are encouraged to be rock, landscaping block or equivalent. Concrete walls will also be accepted. Retaining walls should not exceed 4 feet (1.2m) in height. Where grade changes exceed 4', two or more walls may be utilized provided the Approval Agent approves the distance between. Rock walls should be consistent throughout the development.

## **Roof Construction**

Roofscapes are an important part of the visual environment and must be carefully designed. Roof materials shall be clay, concrete tile, metal (standing seam profile only) or membrane on flat roofs. Flat roofs in combination with sloped roof as this can create a dramatic effect and will be encouraged.

The use of asphalt or laminates shingles is NOT PERMITTED. Roof colors such as white, red, blue, orange or reflective roof surfaces are not suitable for the overall visual environment and are NOT PERMITTED.

## **Colors**

Colors should be chosen to blend with the natural vegetation and mountains. Colors leaning toward yellow, orange, or blue will be discouraged, however, subdued accent colors are suitable.

## **Exterior Building Materials**

Exterior surfaces are to harmonize with the natural landscape.. Acceptable finishes shall be restricted to wood, stucco, brick, fibre-cement siding, metal siding (tongue and groove) and stone. The use of vinyl or aluminum siding is NOT PERMITTED.

## **Building Projections**

All building projections must match or harmonize with the color of the building or an accent color.

## **Antennae & Satellite Dishes**

Antennae or satellite dishes should not be visible from neighboring properties.

## **Windows & Awnings**

Awnings and exterior sun shades are not recommended unless they have been designed to appear as part of the overall structure and are in harmony with the character of the residence and require approval of the Approval Agent.

## **Patios & Court Yards**

Patios and courtyards should be designed to appear as part of the residence, and are to maintain the overall integrity of the main structure. OUTDOOR FIRE PITS AND FIREPLACES ARE TO BE NATURAL GAS ONLY.

## **Service Yard**

All garbage cans, containers, pool equipment and maintenance equipment must be completely enclosed and screened from view of neighboring properties.

## **Guest Suites**

Any guest suite (to the extent permitted by zoning bylaws from time to time) must be a part of the main residence and must maintain the visual integrity of the main residence. This suite shall not be rented.

## **Signs**

Security, pool, construction, financing, for sale and other signs will not be allowed, unless approved by the Approval Agent or Strata Council.

A resale sign will be erected by entrance of Gate House when required. All signs must be no more than 8" x 10".

## **Garages & Outbuildings**

Garages and outbuildings are to reflect the architecture and building materials of the main structure.

## **Solar Panels**

Solar panels are allowed provided they appear as part of the residence roofing and are in harmony with the character of the residence as approved by the Approval Agent.

## **Construction Guidelines**

In order to minimize the effects of construction on the natural environment and the other residents of the community, the following guidelines will be in effect during the construction period.

### **Construction Period**

The exterior of the residence is to be completed within twelve (12) months of the date upon footing being formed.

### **Construction Trailers & Offices**

Temporary construction trailers or offices **will** be allowed as well as portable toilets and garbage bins. These structures will only be allowed during active construction and must be removed upon completion of building. No one will be allowed to live in the temporary structures. All portable toilets, construction trailers and garbage bins must be kept within the building envelope. Other lots, building sites, or streets must not be used for storage of construction materials.

### **Temporary Construction. Signs**

Only the following information may appear on a construction sign and these signs must be removed upon completion of the residence:

- Builder's name & phone number
- Architect's name & phone number
- Owner's name

### **Construction Debris & Trash**

During the construction period each site must be kept neat and clean to prevent it from becoming an eyesore. A large commercial refuse container (dumpster or garbage bin) must be on site during construction. The refuse container must be emptied on a regular basis to avoid overfilling and spillage. Builders must clean the construction site of all trash and debris at



the end of each day. Light materials and packaging must be protected from the wind, to prevent them from blowing off the construction site. No burning, dumping or burying of construction material will be allowed.

### **Sanitary Facilities**

Each builder is responsible for providing and maintaining adequate sanitary facilities for his construction workers.

### **Vehicle & Parking Area 5**

Construction crews will not be allowed to park on, or otherwise use neighboring Lots for parking of personal vehicles or construction equipment. Vehicles parked on the street should be parked in such a way that they do not interfere with traffic.

### **Protection of the Natural Environment**

Builders must be aware of the fragile nature of the environment around them and provide protection for existing trees and shrubs from the hazards of construction. Any damage done during construction must be repaired or restored immediately.

### **Other Construction Guidelines**

In order to minimize the impact of construction on the community the following practices are not permitted:

- Servicing of equipment on the construction site
- Careless disposition of cigarettes
- Pets of construction workers
- Storage or parking of trailers, boats etc.

## **EXEMPTIONS**

### **No Obligation on Beverly Hills Estates – Strata Corporation KAS1975**

Nothing contained in these Design Guidelines be construed or implied as imposing upon The Strata Corporation any liability in the event of non-compliance with or non-fulfillment of any of the provisions of these Design Guidelines.

### **Exemptions**

Any variance to the approved guidelines will require approval by a  $\frac{3}{4}$  vote at a General Meeting.

### **To Beverly Hills Estates – KAS1975**

I (we) hereby acknowledge receipt of a copy of the Design Guidelines of Beverly Hills Estates as required by the Strata Corporation and agree to abide by them. If I (we) fail to do so, The Owners, Strata Plan KAS1975 without limiting any of its other remedies as against me (us) in relation to any such failure may correct any default or deficiency and recover the cost thereof from me (us) without any obligation on the part of The Owners, Strata Plan KAS1975 to do so.

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**DATED**