



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: _____



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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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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 request of the Willow Creek Design Committee.

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