

**SCHEDULE B TO OFFER TO PURCHASE**
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**SCHEDULE B TO OFFER TO PURCHASE****1.0 Introduction****1.1 Vision**

The development team’s vision for Langill Farm is an inclusive and engaging neighbourhood built on the values of community connection, family and active lifestyles. The subdivision planning includes a variety of housing opportunities and an integrated network of pedestrian pathways connecting housing with recreational, retail and personal service amenities both new and existing. This wholistic approach is based on the concept of “aging in place”- where a community is designed to welcome residents at any season of life, and to encourage the interaction, activity and sense of belonging that draw a community together.

While the technology and construction of Langill Farm is forward looking, its inspiration is rooted in the history of the early area settlers, John & Jane Langill who came from Ontario to homestead the land in 1873. From the character of the individual homes to the design of the community’s public amenities, the signature features of Langill Farm are drawn from this heritage, characterized by lasting quality, rugged pragmatism, and a meaningful connection to the land and its history.



*“The first houses built in the settlement were built of logs with handmade shingles, heated by box stoves.”*



*“The first year living in Clear Springs there was all kinds of fruit, strawberries, black currants, cranberries, gooseberries, saskatoons, pincherries and plums. Our farm was a real good one for wild fruit.”*

*Rachel (Langill) Christy*

**1.2 Purpose & Use**

These design guidelines represent a minimum set of standards over and above those required by the City of Steinbach’s zoning by-law. It is the intention of the developers of Langill Farm to ensure a well-coordinated, cohesive subdivision through the use of these guidelines and the related approval process outlined in Section 3.0. While this process allows for a degree of flexibility in interpretation, it is expected that there be a high level of consistency in the standards of architectural design including all aspects of site development, landscaping, and fencing.

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The Developer or their Consultant shall be considered to be the judge of any infractions to these guidelines in whole or in part.

## 2.0 Design Guidelines

### 2.1 Single Family Homes

The following section applies to all properties zoned as either RSF (Residential Single Family), or RLD (Residential Low Density) on the development plan.

#### 2.1.1 Site Development

##### 2.1.1A Dimensional Requirements

The minimum setbacks required by the City of Steinbach Zoning Bylaw shall apply (*indicated in italics below*), except where exceeded by these guidelines as determined by the Developer (**indicated in bold below**):

Lot Zoning District	Minimum Front Yard	Minimum Rear Yard	Minimum Interior Sideyard	Minimum Corner Yard	Maximum Lot Coverage	Maximum Building Height
RSF	<i>(25')</i>	<i>(25')</i> <b>35'</b>	<i>(4')</i>	<i>(5')</i>	<i>(40%)</i>	<i>(30')</i>
RLD	<i>(25')</i>	<i>(25')</i> <b>35'</b>	<i>(4')</i>	<i>(8')</i>	<i>(45%)</i>	<i>(35')</i>

Setbacks and yard requirements shall be measured from property lines to the exterior face of building. The Developer reserves the right to adjust the front setback on a case-by-case basis in order to maintain the best possible location relative to neighbouring homes already submitted in the approval process (not less than that required by the City of Steinbach Zoning Bylaw). For example, larger homes with living space above the garage should not obscure views to smaller single storey homes.

Encroachments such as cantilevers, bay windows, chimneys and overhangs into the setback are allowed only as permitted by the City of Steinbach Zoning Bylaw.

##### 2.1.1B Minimum Floor Areas & Widths

Areas are to be calculated at the main floor level for bungalows and bi-levels, and as the total developed floor area above ground for split-levels and two storey homes. Garages, screen rooms and porches are excluded from all floor area calculations. The following list indicates minimum square footage requirements for homes by type.

Home Type	Minimum Floor Area
Bungalow	1,400 sq.ft.
Two Storey	1,500 sq.ft.
Split Level	1,500 sq.ft.

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Bi-Level	1,400 sq.ft.
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The width of each home including the attached garage shall not be less than 85% of the permitted maximum width according to the side and corner yard setbacks. For example, the width of a home on a 50' wide internal lot (measured at the minimum front yard setback), with 4' sideyard setbacks shall not be less than 85% of 42', or 35'-9".

**2.1.1C Driveways and Walkways**

Only one (1) driveway approach shall be permitted per building lot. On corner lots along Langill Way, no driveway approaches are to face Langill Way. On other corner lots it is expected that the driveway approaches will face the shortest property line, but alternative proposals will also be considered in the first development approval phase.

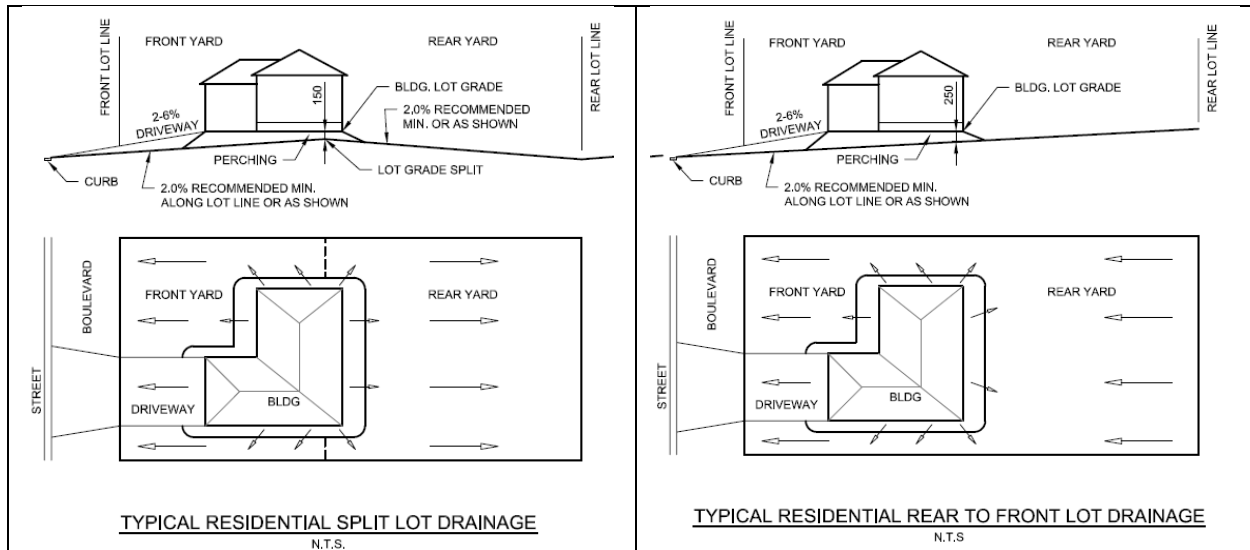
All driveways shall be setback from the property lines in accordance with the minimum sideyard and corner yard requirements outlined above.

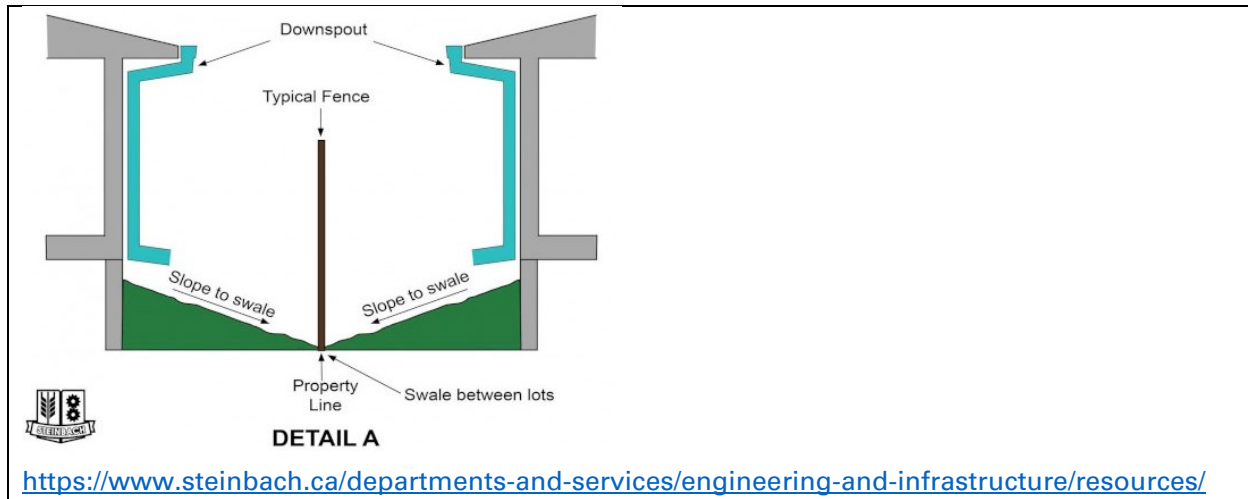
All driveways are to be paved with a suitable hardscape material, including reinforced concrete, precast concrete or fired clay unit pavers.

Precast concrete, natural colour, large format, diamond face or the like, sidewalk blocks are prohibited in front yard for use as walkways or parking areas.

**2.1.1D Lot Grading (Typical)**

The following typical details are to be used for site grading:



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## 2.1.2 Architectural

### 2.1.2.A Styles & Features

The desired Architectural image for Langill Farm is based on a mixture of complimentary traditional and traditionally inspired housing styles to ensure variety and overall harmony. *Each distinctive style outlined below has been selected for its connection to the homesteading period in the prairie region, and for its careful attention to detail, quality and good proportion.* Within each of these styles some degree of contemporary translation is welcomed, and it is expected that the resulting neighbourhood will include a mixture of traditional and more modern approaches. The balance of this mixture will ultimately be determined by the preferences of the homebuying market.

The Architectural styles to be used as inspiration for the design of homes include Modern Farmhouse, Rustic Traditional, Shingle Style, Craftsman Style, Prairie Style, and their Contemporary interpretations. Each of these styles are described further below. Housing styles that would not be in keeping with the vision for Langill Farm are those from unrelated regions or time periods, such as Tudor, Victorian Queen Anne or Greek Revival.

The Architectural features of each home are encouraged to be selected for their practicality and for how they contribute to the quality of the neighbourhood fabric. Wrap-around porches on corner lots and shade features for large South facing windows are examples of design features that both serve a clear purpose and provide a meaningful Architectural “signature” for a home.



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*Approaches to the Modern Farmhouse Style*

**MODERN FARMHOUSE STYLE** – This style draws directly on the charm of traditional country farmhouses with a scaled back, modern approach to ornamentation. Characterized by a simple materials and monotone colour palettes, a mixture of roof pitches and roof finish materials, and the use of clustered window groupings.



*Traditional & contemporary approaches to the Rustic Style*

**RUSTIC TRADITIONAL STYLE** – This style is inspired by the rugged Architecture of remote destination lodges and cabins. Characterized by raw materials such as stone, timber, shake shingles and sometimes pre-weathered steel, typically darker colour palettes, and the absence of ornamental detailing.



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*Traditional & contemporary approaches to the Shingle Style*

**SHINGLE STYLE (1875-1910)** – Considered a transitional style from the more ornate Architecture of the Victorian period to the simpler Arts & Crafts period. Characterized by a single colour of shingle cladding, relatively steep roof slopes, large windows and simplified ornamentation.



*Traditional & contemporary approaches to the Craftsman Style*

**CRAFTSMAN STYLE (1900-1930's)** – This style pays homage to the many details of good craftsmanship. Characterized by relatively low slope roofs, wide overhangs, exposed beams or rafters, porches with tapered columns, and strong dormer features.



*Traditional & contemporary approaches to the Prairie Style*

**PRAIRIE STYLE (1890-1930's)** – A popular style generally credited to architect Frank Lloyd Wright and the ideals of the Arts & Crafts movement. Characterized by low slope hip roofs at varying heights with exaggerated overhangs, horizontal format windows and a high degree of masonry used in both cladding and planter features.

**2.1.2.B Housing Product Mix**

In order to encourage variation and visual interest along each streetscape, home builders are limited to the purchase no more than four (4) consecutive lots in a row, and no repeating floor plans or material and colour combinations will be permitted within any set of four (4) building lots on either side of each street. In the case where



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builders submit multiple instances of the same or similar floor plans, no fewer than three (3) distinct roofline/ material/ colour variations are to be developed with a high degree of difference from one to the next.

Each plan submission will be evaluated by the Developer or their Consultant as a new design, regardless of whether the floor plan or elevations and materials have been previously approved or not.

**2.1.2.C General Features & Requirements**

**Entrances** – The entry to each home is to be carefully considered as a principal feature in good proportion with the overall front elevation. A covered landing with a prominent roofline, an extended usable porch area, and the use of sidelight or transom windows are all examples of design features to be encouraged. Entries set at an angle behind or adjacent to garages will not be permitted, except where it can be shown as an attractive feature for corner lots.

**Porches** – Where covered porches are proposed the material finishes are to be fully integrated with the materials of the home, and the porch is to be considered an integral part of the overall home design. The area of the porch should be sufficient to allow outdoor furnishings, and the space below the porch is to be fully enclosed with concealed access doors or panels. The porch floor or decking material is encouraged to be low-maintenance, i.e. non-clip concrete or composite decking.

**Balconies** – No balconies less than 100 sq. ft. are permitted on the front or side elevations.

**Garages** – The design of each garage should be carefully considered and be well integrated with the design of the home. All garages are to be attached to the home with either front access or side access. Angled attached garages are discouraged, and will only be approved if it can be shown to provide suitable siting adjacent to neighbouring homes. The following requirements are provided to help ensure garages present an attractive streetscape feature:

- *Where living space is provided above the garage, and the garage is the closest element to the street, the exterior wall of the living space is to be set back minimum 6'-0" from the exterior wall of the garage below, unless it can be shown to be an integral part of the Architectural style used and an attractive feature.*
- *Where front access garages are utilized, the side facing elevation adjacent to the entry is to be considered an integral part of the home design with the use of a suitable attractive feature i.e. windows, wood or wood effect panels with featuring materials consistent with the front elevation and lighting.*

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- *Where side access garages are utilized, the front facing elevation is to be considered a primary wall and treated with windows, feature materials consistent with the front elevation and lighting.*
- *The maximum horizontal eave height above garage doors is to be 36".*
- *The maximum garage door height is to be 8'-0".*
- *Garage doors themselves are to include windows, unless it can be shown that the door provides another suitable attractive feature, i.e. wood or wood effect panels.*
- *Carports are prohibited.*

**Roofs** – Each home is encouraged to include roofline features as outlined in the Architectural styles above in order to provide distinctive elevations and the desired streetscape variety. An attractive balance of gable, hip, mono-slope and dormer features are preferred to a single roof type for each home. The following requirements are provided to help ensure the roof design contributes to the character of each home:

- *Minimum roof slope, 5/12, unless it can be shown that a lower slope is integral to the Architectural style used, i.e. Prairie Style, or where required for 2 storey homes in order to meet the maximum building height indicated in the City of Steinbach zoning bylaw.*
- *Minimum roof overhangs, 16" at eaves (36" for low-slope hip roof Prairie Style), 16" for gables.*
- *Minimum fascia depth of 5-1/2".*
- *Roof drainage rainwater leaders are to be as evenly distributed as possible, and shall not cross the main entry approach area.*

**2.1.2.D Materials & Colours**

Material selection and application is a critical aspect of the design for each home, and will be reviewed in the approval process on an individual basis and also in connection to neighbouring properties as described under the Housing Product Mix section above.

Building materials are to be selected on the basis of quality, durability, low-maintenance and their connection to the Architectural styles outlined above.

Acceptable cladding materials include:

- *Clay brick, cultured stone or natural stone masonry,*
- *Coloured cement stucco (and parging at grade),*
- *Pre-finished fibre cement or wood fibre siding products, including lap, board+batten and shingle formats,*
- *Pre-finished fibre cement or wood fibre trims and pre-finished heavy timber trims and features*

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Other materials such as large format fibre cement panels with pre-finished trims, natural cedar or site finished wood siding, pre-finished metal concealed fastener plank systems (steel or aluminum), and pre-weathered steel panels will be considered on a case by case basis as appropriate to the Architectural style and application.

Acceptable roofing materials include:

- *high quality asphalt and fiberglass shingles,*
- *cedar shakes*

Other materials such as pre-finished metal standing seam (concealed fastener) roofing panels and interlocking clay, concrete or synthetic tiles will be considered on a case by case basis as appropriate to the Architectural style and application.

The specific material requirements below are provided to help ensure a high degree of visual interest or “curb appeal” for each home:

- *Each front elevation is to include a minimum of two (2) materials excluding window trims, unless it can be shown that a single material is integral to the Architectural style used and provides suitable detail and visual appeal, i.e. board + batten siding for a Modern Farmhouse style home.*
- *Where only two materials are used on the front elevation, the secondary material will not account for less than one fifth (20%) of the total material area of the front elevation.*
- *For corner lots, the secondary side facing elevation is to be treated consistently with the front elevation as an integral part of the streetscape. Materials, colours, roof and window features are to match or compliment those of the front elevation.*
- *For lots backing onto a water feature or recreational area the back elevation is to be carefully considered for how it contributes to the public amenity space. The use of multiple materials or colours, roofline features and window treatments consistent with the front elevation are encouraged.*
- *Where stucco is used as the primary front or corner elevation material, special attention must be paid to ensure enough visual interest and appeal. Any stucco trim buildouts are to be appropriate for the proposed Architectural style, and should utilize contrasting or complimentary colours and textures.*
- *Where masonry is used, it shall be carried to a minimum height of 4'-0", unless it can be shown that a lower height is suitable, i.e. below a porch or window sill.*
- *Where materials are used only on the front facing elevation, that material is to return a minimum of 2'-0".*
- *Window sizes should be provided in good proportion to the elevation and the rooms being served. Window features such as muntin bar grilles and*

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*perimeter trims should be consistent on each primary elevation, including garage elevations, unless it can be shown to be otherwise suitable.*

Colour schemes will be reviewed together with the proposed materials on an individual basis and also in connection to neighbouring properties as described under the Housing Product Mix section above. The colour scheme developed for each home should provide a range of complimentary colours to ensure visual interest and a sense of individuality, unless a more monochromatic scheme can be shown to be suitable for the Architectural style and application, i.e. Modern Farmhouse style.

The colours for all roofing, cladding and trim are to be well coordinated and appropriate for the proposed Architectural style. It is generally encouraged that all fascia, gutters and rainwater leaders match the window frame and/ or trim colour.

**2.1.2.F Visitable Homes**

In order to help promote the development goal of a community that is inclusive and supports the concept of "Aging in Place", home builders shall construct Visitable homes where indicated on the Development Plan. A visitable home is not necessarily fully barrier-free accessible, but does provide basic accessibility features to encourage a barrier-free experience for those visiting the home, and to allow for ease of adaptation to a fully barrier-free home in the future as desired. The minimum features required to qualify as visitable home include:

- *No-step entries with minimum 36" wide doors, generous landing area, and suitable sidewalk and driveway slopes, maximum 5%,*
- *Entry level access to all living areas and a Barrier-Free half bathroom with 60" diameter turning radius, a 36" wide door and suitable grab bars and fixtures,*
- *Minimum corridor widths of 42".*

**2.1.3 Landscaping & Fencing**

When Langill Farm was surveyed and settled in the early 1870s, the quarter section was known for its natural beauty and variety of wild fruits. In the book *Pioneers of Clear Springs*, Rachel, the daughter of pioneers John and Jane Langill, recalls, "The first years we were living in Clear Springs there was all kinds of wild fruit, strawberries, black currants, cranberries, gooseberries, saskatoons, pincherries and plums. Our farm was a real good one for wild fruit . . . We even had wild plum trees planted in the garden."

To build on the property's rich landscape legacy, all residential dwellings in Langill Farm shall feature landscaping that:

- a. Highlights and complements the architectural design;
- b. Provides shade, texture, colour, and visual interest;

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- c. Makes use of native or adaptive (zone hardy) plant species, where available and appropriate;
- d. Encourages urban agriculture and other features that are consistent with Langill Farm's history; and
- e. Complements the development's naturalized waterbodies and trails.

**2.1.3A Plant Materials and Landscaping**

The Owner is responsible for landscaping and planting from the property line to the street curb, including side yards for corner lots.

At least fifteen percent (15%) of the front yard area and at least ten percent (10%) of the total area of the side and rear yards (excluding the footprint of accessory and principal buildings) must be planting beds or flower gardens composed of:

- Trees,
- Shrubs (including hedges),
- Perennial, ornamental grasses and annual flowers, vegetables, and other plants, and/or
- Natural elements or ground covers such as field stone boulders, rocks, and mulch.

Owners are encouraged to incorporate rain gardens, xeriscaping, edible plants and plants native to Manitoba in the planting bed or garden areas. All plants must adhere to the Canadian Nursery Landscape Association (CNLA) Landscape Standards.

All Owners are required to plant a minimum of two (2), 2.5-inch caliper sized trees per lot. It is recommended that at least one (1) of the two trees be planted in the front yard, ensuring all required utility setbacks are respected.

The following plant materials and landscaping are permitted in front yards outside of the area used for planting beds or flower gardens, subject to other requirements in these Design Guidelines and City of Steinbach by-laws:

- Grass / sod
- Drought-tolerant, low-growing grass alternatives (e.g. fescue, ryegrasses, sedges, or clover)
- Segmental, precast concrete landscape walls or planters
- Paving and pathways, and
- Fences, pergolas/arbours, trellises and similar landscape features

Additional landscaping or materials may be considered on a case-by-case basis and must be approved by the Developer or their Consultant prior to installation.

The Owner is responsible for the regular maintenance of all landscaped areas on their lot and rights-of-way and boulevards adjacent to their lot (including side yards for corner lots), in accordance with the weed control standards in the City of Steinbach By-Law 1663.



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All fencing within the development, whether provided by the Homeowner, Builder or Developer, shall be built to the same standards to ensure visual continuity.

Fence design and construction shall be in accordance with the standards outlined in this Design Guideline document unless otherwise approved by the Developer or their Consultant prior to construction.

Refer to the Fencing Reference Plan (Appendix C), for the permitted location, type and size of fencing.

Homeowners are required to maintain all fences on their property.

Only black wrought-iron style ornamental metal or solid wood fences are permitted, following the specifications in the Fencing Reference Plan & Details. Additional privacy on all lots can be achieved by planting trees, tall shrubs and hedges.

No fencing shall exceed 1.98 metres (6' 6" feet) in height in rear yards or corner side yards. Other side yard and front yard fencing, where permitted, shall not exceed 0.9 metres (3 feet) in height. A stepped fence design is encouraged where fences of different heights meet.

All other aspects of fencing not mentioned above shall conform to the City of Steinbach, Planning & Zoning Department, Guide to Residential Fences.

**2.1.3C Pool Security & Screening**

All swimming pools, hot tubs and similar structures with a water depth of greater than 0.6 metres (2 feet) must:

- Be located in the rear yard portion of the lot;
- Be protected by a fence with lockable gates and a minimum height of 1.83 metres (6 feet) to prevent unauthorized entry and constructed so as to prevent a child from crawling underneath; and
- Be screened from public view from street side.

**2.1.3D Decks and Patios**

All decks and deck features, and similar outdoor amenities are to be located within the rear or side yard only. Front (attached) porches or at grade patios (maximum 13.9 square meters or 150 sq. ft.) are permitted in front yards.

For all houses with door access to the rear yard and an open design fence along the rear property line, a deck or other landscape feature that finishes the rear elevation must be included in the final design of the house. The landscape feature is to be installed at the time of house construction.

All deck/patio components, including stair/landing supports, must be constructed using a finished material and design complementary to the architectural style of the home.

**SCHEDULE B TO OFFER TO PURCHASE****2.1.3E Garden/Utility Sheds and Covered Gazebos**

Freestanding garden/utility sheds and covered gazebos, if constructed, must be located only in the rear area of the lot and must be consistent with the materials and colour schemes for the principal residence. On flanking/corner lots, garden/utility sheds and covered gazebos must be located along interior property line, away from the street. Sizes and associated permit requirements shall be in conformance with City of Steinbach regulations.

**2.1.4 Restrictions**

In addition to the residential use related restrictions in the City of Steinbach zoning bylaw, the following restrictions shall apply to all RSF and RLD building lots:

- *Recreational vehicles, boats and other non-passenger vehicles shall not be permanently or seasonally parked in driveways. Long term storage (for a season or longer) of these vehicles is permitted only in fenced interior sideyards, min. 5'-0" from the property line.*
- *Satellite dishes or antennas shall be permitted only on the rear yard side of a homes roof, concealed from view along the street. Satellite dishes or antennas are not permitted on lots backing onto the pond feature.*
- *Solar panels are encouraged to be located on roof slopes concealed from view along the street, except where required in order to optimize performance. All supports and related wiring is to be neatly concealed from view.*

**SCHEDULE B TO OFFER TO PURCHASE****3.0 Administrative****3.1 Development Process**

The Langill Farm Development will be Agassiz Shore Developments flagship development. This development will set the bar for our future developments. Therefore, it is our top priority that the quality and cohesion of the development show through in every aspect of its construction.

In order to ensure that the Builder's are meeting our quality expectations, a Compliance Deposit fee (\$5,000.00) has been added to the purchase agreement for each lot. The Compliance Deposit will be held in trust by the Developers Attorney and used for enforcing design compliance, repairs to development infrastructure, and site clean-up, if required. The deposit will not be returned to the Builder until landscaping and hardscaping are in place and all deficiencies are deemed to be completed satisfactorily by the Developer. **Further terms in respect of the Compliance Deposit and restrictions on building are contained within Schedule "A" attached to the Offer to Purchase.**

The process for applying for the Compliance Deposit is described below. We have also included a Submission Checklist and the Development Process Flowchart for visualizing this process:

**3.1.1 Step 1: Preliminary Plan Submission**

The intent of the Preliminary Plan Submission is to ensure compliance with these guidelines before the Builder invests too much time in a design that is noncompliant. It is the responsibility of the Builder to demonstrate how their design meets these requirements. References to the development guidelines in the drawing submission to demonstrate how the design guidelines are being achieved are welcomed.

The Material and Colour Selection component of the submission is to ensure that the colours being selected can be coordinated with the surrounding neighborhood to satisfy the requirements of section 2.1.2.D Materials & Colours.

**3.1.2 Step 2: Final Plan Submission**

The intent of the Final Plan Submission is to ensure that, as the design developed, it remained in compliance with these guidelines. Everything that was previously submitted in the Preliminary Plan submission should be resubmitted in this submission along with the final 'for construction' drawings. The Material and Colour Selections do not need to be resubmitted if they remain unchanged from the Preliminary Plan Submission.

**3.1.3 Step 3: City of Steinbach Submission**

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This is the Builder's submission to the City of Steinbach for the building permit. For the Langill Farms Development, the submission needs to include a letter from the Developer confirming that the design has been reviewed for conformance to the design guidelines. For the City's specific requirements visit: <https://www.steinbach.ca/departments-and-services/planning-and-zoning/permits-and-fees/> for more information or contact Planning and Zoning at 204-346-6515 or email [planning@steinbach.ca](mailto:planning@steinbach.ca)

**3.1.4 Step 4: Permit Information Submission**

Following the City of Steinbach's review and before construction begins, the Builder shall submit to the Developer the building permit number and an updated set of drawings with any changes that occurred as a result of the permitting process.

**3.1.5 Step 5: Construction**

During construction, the Developer will conduct periodic inspections of the development. Any damages to the development infrastructure by the Builder or agents of the Builder will be repaired at the Builder's expense using monies from the Compliance Deposit fee. The developer will also assess each site for cleanliness and, should additional clean-up be required, the Builder will be notified. The Builder shall complete the required cleaning within two business days, failing that, the Developer will complete the cleaning at the Builder's expense using monies from the Compliance Deposit fee.

Construction Waste, Hours of Operation, Site Signage – As per the City of Steinbach Bylaws: <https://www.steinbach.ca/departments-and-services/planning-and-zoning/by-laws-and-resources/#by-law>

Construction Time Limits – The Builder shall have applied for and received the building permit from the City of Steinbach within one year of lot purchase. Construction must be completed within the timeframe allowed by the building permit.

Site Cleanliness - The Builder is responsible for all sites clean up. All lots under construction will be maintained and organized with a garbage bin onsite as mandatory. The Builder will clean up their construction site daily and any debris within 2 hours of having received notice. If not, the Developer will clean up at builder's expense.

**3.1.6 Step 6: Final Inspection**

When the Builder has completed the construction phase including rough grading the site, the Builder shall submit a final inspection request form to the Developer. The Developer will conduct a final inspection of the site grading confirm that the construction and materials used were approved for use on the site. Deficiencies will

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be noted on the final inspection request form and returned to the Builder for their action.

Upon completion of deficiencies, the Builder shall resubmit the final inspection request form to the Developer confirming each item listed has been completed. The Developer will return to site and confirm the deficiencies have been completed satisfactorily. If everything has been completed satisfactorily, the Builder can apply to the Developer for the release of the Compliance Deposit. Compliance deposits will be released to the purchaser of the lot. If deficiencies remain, this process will repeat until all items have been addressed by the Builder.

**3.1.7 Submission Contact**

All submissions and inquiries should be directed to:  
Mackenzie Kavanagh, Sales and Administration  
Phone: 204-326-1341  
Email: [Mackenzie.Kavanagh@agassizshore.com](mailto:Mackenzie.Kavanagh@agassizshore.com)



**SCHEDULE B TO OFFER TO PURCHASE**
**3.1.8 Submission Checklist**

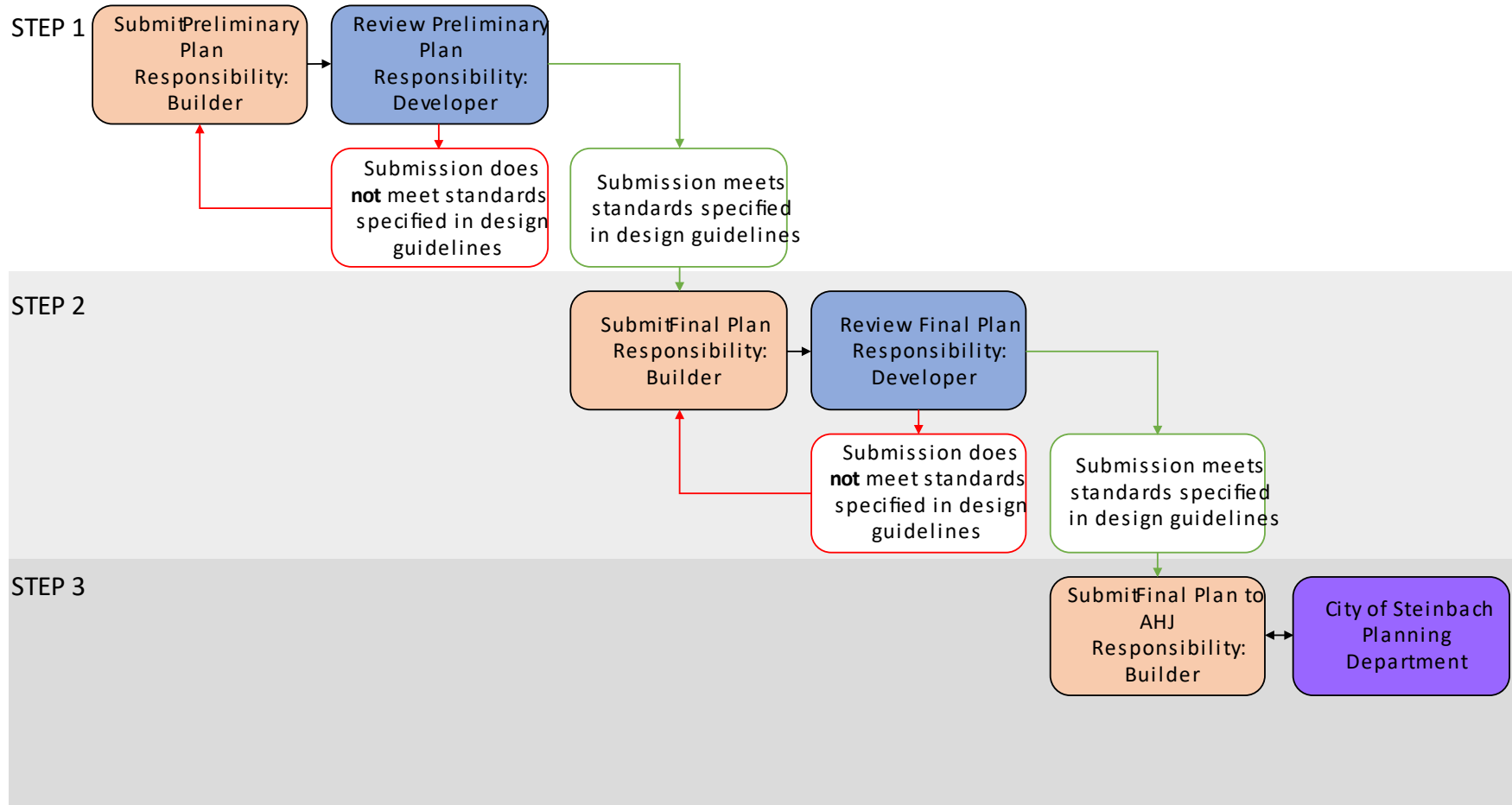
<b>Step 1:</b>	<b>Preliminary Plan Submission</b>	<b>Required Details</b>	<b>✓</b>
	-Floorplan	-Detailed and dimensioned floor plans including the overall square footage	
	-Elevations	-Material selections and locations -Dimensions including overall building height and main floor height from finished grade -Exterior lighting, windows, doors, patios, balcony etc. locations	
	-Site Plan	-Street name and lot dimensions -Building location including setbacks -Permitted projection dimensions -Any accessory structure location(s) including setbacks -Driveway location, dimensions and materials -Hardscaping, fencing, screening, deck location(s) and dimensions -Grading Elevations with directional slope arrows	
	-Samples of Exterior Material and Colour Selections	-Labelled sample boards are encouraged	
<b>Step 2:</b>	<b>Final Plan Submission</b>	<b>Required Details</b>	
	-Everything Listed in Step 1	(if the exterior material and colour selections are unchanged then they are not required to be resubmitted)	
	-Construction Working Drawings	-Foundation plan -Floor framing plan(s) -Roof Plan -Cross Sections -Details -Annotated and dimensioned accessibility features on VISIBLE homes	
	-Landscaping Plan	-Grading Elevations with directional slope arrows	
<b>Step 3:</b>	<b>City of Steinbach Submission</b>	<b>Required Details</b>	
	Visit: <a href="https://www.steinbach.ca/departments-and-services/planning-and-zoning/permits-and-fees/">https://www.steinbach.ca/departments-and-services/planning-and-zoning/permits-and-fees/</a> for more	-Engineer Stamped Drawings	
		-Site Plan	
		-Staking Certificate	
		-Proof of Ownership/Owner Consent	

**SCHEDULE B TO OFFER TO PURCHASE**

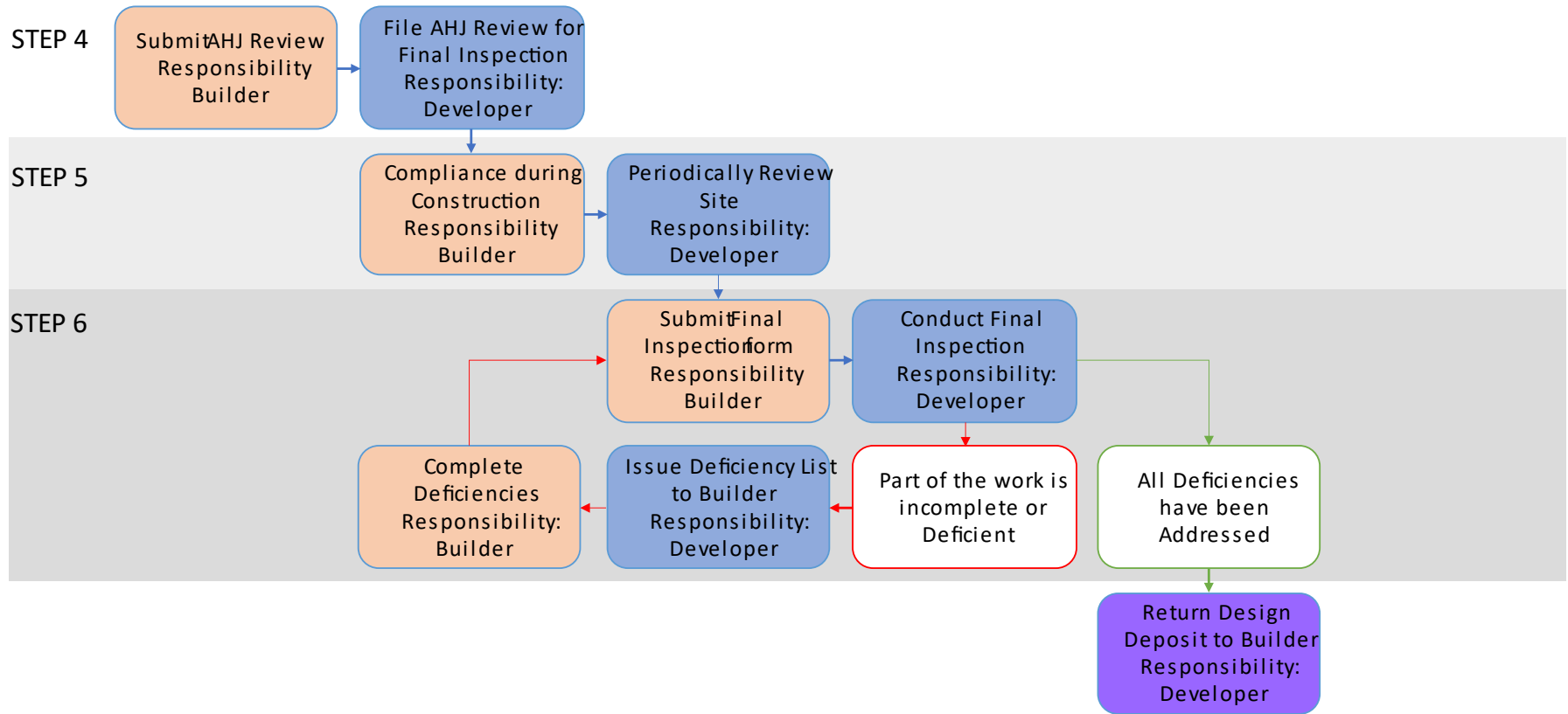
	information or contact Planning and Zoning at 204-346-6515 or email <a href="mailto:planning@steinbach.ca">planning@steinbach.ca</a>	-Plumber Red Seal Certification -Approval Letter from Developer	
<b>Step 4:</b>	<b>Permit Information Submission</b>		
	-Updated drawings with City of Steinbach review comments, if applicable		
	-Permit Number		
<b>Step 5:</b>	<b>Construction Activities</b>		
	-Construct dwelling as per approved drawings		
	-Keep site clean and orderly	-Complete additional clean-up when notified by the Developer	
<b>Step 6</b>	<b>Final Inspection</b>		
	-Complete site grading		
	-Submit Final Inspection Form to Developer		
	-Complete deficiencies identified by the Developer at final inspection		
<b>Step 7</b>	<b>Collect Design Deposit from Developer</b>		

**SCHEDULE B TO OFFER TO PURCHASE**

3.1.9 Development Process Flowchart



**SCHEDULE B TO OFFER TO PURCHASE**



### 3.1.10 Developer Indemnity

It is understood that the responsibility and costs for achieving final compliance with these design guidelines shall be borne by the builder/owner solely. It is the responsibility of every builder/owner to check and verify all information and ensure that the required documentation and final approval has been completed prior to construction.

## 4.0 Appendices

**Appendix A: Langill Farm Development Plan**

**Appendix B: Driveway Plan**

**Appendix C: Fencing Reference Plan & Details**

**Appendix D: Geotechnical Report**

### **Image Sources:**

Modern Farmhouse style #1: <https://onekindesign.com>

Modern Farmhouse style #2: <https://pinterest.com>

Rustic Traditional style #1: <https://houseplansandmore.com>

Rustic Traditional style #2: <https://onekindesign.com>

Shingle Style #1: <https://houseplansandmore.com>

Shingle style #2: <https://archello.com>

Craftsman style #1: <https://www.thehousedesigners.com>

Craftsman style #2: <https://dwell.com/>

Prairie style #1: <https://advancedhouseplans.com>

Prairie style #2: <https://advancedhouseplans.com>