



**DESIGN REVIEW BOARD AGENDA
NOTICE OF MEETING**

Monday, March 01, 2021 at 4:00 p.m.

~~Council Chambers, 2nd Floor, City Hall, 199 Queen Street~~

Via Videoconference (Webex)

Live streaming: www.charlottetown.ca/video

- 1. Call to Order**
- 2. Declaration of Conflicts**
- 3. Approval of Agenda** – Approval of Agenda for Monday, March 01, 2021
- 4. Adoption of Minutes** - Minutes of Design Review Meeting on Tuesday, October 27, 2020
- 5. Business arising from Minutes**
- 6. Reports:**
 - a. Lot 2019-3 St. Martha's Court (PID #390740) Robert
Request to review the request for a multi-residential dwelling development on St. Martha's Court.
- 7. Introduction of New Business**
- 8. Adjournment**

**PLANNING AND HERITAGE COMMITTEE – DESIGN REVIEW BOARD MINUTES
TUESDAY, OCTOBER 27, 2020 12:00PM
COUNCIL CHAMBERS, 2nd FLOOR, CITY HALL, 199 QUEEN STREET
Live Streaming: www.charlottetown.ca/video**

Present: Mayor Philip Brown
Councillor Mike Duffy, Chair
Councillor Julie McCabe, Vice-Chair
Councillor Alanna Jankov
Councillor Mitchell Tweel

Greg Munn, RM
Kenneth McInnis, RM
Sharon Larter, RM
Kris Fournier, RM

Also: Alex Forbes, PHM
Greg Morrison, PII

Emily Trainor, PI
Ellen Faye Catane, IO/AA

Regrets: Brian Gillis, RM
(declared conflict for the application via email)

1. Call to Order

Councillor Duffy called the meeting to order at 12:03 pm and introduced himself as the new chair for Planning & Heritage. Other members of the board and staff also introduced themselves.

2. Declaration of Conflicts

At the meeting, Councillor Duffy asked if there are any conflicts and there being none, moved to the approval of the agenda. In a prior email, Brian Gillis sent his regrets and declared conflict for 55-59 Richmond Street.

3. Approval of Agenda

Moved by Greg Munn, RM, and seconded by Ken McInnis, RM, that the agenda for Tuesday, October 27, 2020, be approved.

CARRIED

4. Adoption of Minutes

Moved by Sharon Larter, RM, and seconded by Councillor Alanna Jankov, that the minutes of the Friday, September 04, 2020 meeting, be approved.

CARRIED

5. Business arising from Minutes

Mayor Brown asked what the next steps for the 130 Fitzroy Street application would be. Alex Forbes, PHM, responded that the applicants submitted sample materials to staff and staff is currently looking at the application and materials. Once staff determines that all requirements are met, staff can sign-off on the project. Mayor Brown asked what the timeline is, and Mr. Forbes responded that he is not aware of the timeline, but he is certain that the project will move ahead and will be completed.

Mayor Brown left the meeting to attend to another meeting.

6. 55-59 Richmond Street (PID #339911 & PID #339929)

This is a request to review renderings of proposed modifications to the 23-unit apartment dwelling from the January 10, 2019 meeting for the property at 55-59 Richmond Street (PID #339911 and PID #339929). Greg Morrison, Planner II, presented the application.

The application was approved in 2019 but have slightly altered the plans and so the application is here today for review. Mr. Morrison presented the different changes in the design. For the south elevation, the balcony doors have been reversed and located the other side of the balcony. For the east elevation, the ground floor siding has been extended along the entire facade of the building. It was discussed and recommended during the last meeting if the ground floor siding could extend along the entire façade but the developers preferred for the siding to only be extended to about 10 feet. Staff felt that this is a positive change to the design of the building. The three (3) balconies on this side was also removed and the window configuration has changed. The balconies have always been contentious especially for the balconies located on this area.

For the north elevation, the ground floor would have the same siding wraparounds the building. The previous design did not have any sidings. Also, the railings will be glass railings instead of metal railings. The west elevation which is the side adjacent to the other condominium units, the balconies cannot be located on the first floor and second floor and the previous design has balconies on the upper floors. The new proposal shows that the entire balconies on this side has been removed. The siding on the ground floor has been added as well. The type of materials has changed and will use metal siding all throughout the building. The bylaw requires hidden fasteners and the proposed materials would be able to meet this requirement.

Councillor Jankov clarified that the side that faces the adjacent building would no longer have balconies and Mr. Morrison confirmed. Mr. Morrison also added that the original design of the building has a basement, but during inspection, it was found out that it was built on slab. Staff since then required the developer to submit the revised plans of the building. All mechanical systems were then moved from the basement to the ground floor. There is a detached structure behind the building for garbage receptacles. Councillor Jankov asked if the reason why this is back for review is because it was determined during inspection that there has been changes to the original plans. Staff then required them to submit the revised plans. Mr. Morrison also added that Phase I Foundation permit has been issued already and Phase II of the application is for review.

Councillor Duffy summarized staff's recommendation: 1) accept proposed design; 2) accept proposed design with modifications; or 3) send application back to design reviewer. Mr. Morrison explained that the ground floor siding and removal of balconies are positive changes to the application. The only thing staff would like to note is that the design originally has wood siding but the current proposal would all have metal siding. Metal siding with hidden fasteners is a permitted type of material.

Councillor Duffy asked if a recommendation to Council for approval is required and Mr. Morrison responded that if this application is approved by the board, it does not have to go to Council.

Councillor Duffy asked for comments or questions; there being none, the following resolution was put forward:

Moved by Councillor Julie McCabe, and seconded by Councillor Alanna Jankov, that the proposed modifications from the January 19, 2019 meeting for the property at 55-59 Richmond Street (PID #339911 and 339929), be approved.

**CARRIED
(6-1)**

Mayor Brown was not at the meeting to vote. Councillor Tweel opposed.

7. New Business

There were no new businesses discussed.

8. Adjournment

Moved by Ken McInnis, RM, and seconded by Councillor Julie McCabe, that the meeting be adjourned. The meeting was adjourned at 12:16 p.m.

Councillor Duffy, Chair

Catane, Ellen

From: Zilke, Robert
Sent: Friday, February 19, 2021 2:10 PM
To: Brian Gillis; gmunns@sablearc.com; kris@krisfournier.com; sb larter@gmail.com; Alanna Jankov; Julie McCabe; Duffy, Mike; Mayor of Charlottetown (Philip Brown)
Cc: Forbes, Alex; Catane, Ellen; Saunders, Todd
Subject: Design Review
Attachments: Architectural Drawings.pdf; 201215_SDU Covenants_Final_REV.PDF; REVISED10_1 - Photo.jpg; REVISED10_9 - Photo.jpg

Importance: High

Follow Up Flag: Follow up
Flag Status: Flagged

Good afternoon,

The Planning Department received a design review request for a multi-residential dwelling development on St. Martha's Court and it is subject to the restrictive covenants registered on title by the St. Dunstan's University (SDU) Board of Governors. SDU had their Comprehensive Development Plan approved by the City and it was subject to the condition that it undergo the Design Review process. As a result the SDU with help from Aaron Stavert established Design Covenants (attached) and their own design approval process which the attached design is currently undergoing.

As Design Review Board members you are aware that the City does not maintain design standards outside of the 500 Lot Area, which makes it difficult to conduct a formal design analysis or assessment. As a department if these elevations were submitted at the time of approval for the CDA application our position is that the design would be satisfactory. Consulting with Alex on how our department could handle this unique situation is that the Board members could review the submitted design elevations (attached) and if you are satisfied with the proposed design we would just need a formal resolution, either in support of the design or not in support, from a Board member and someone to second it, and a formal vote among all members. If the Board decides to vote for the design our office will approve the proposal as per the Design Board resolution. However, if the Design Board is not comfortable with approving the proposal, then this application would require to undergo an independent review (as outlined in Section 3.14.3 of the Zoning By-law) and then make a formal recommendation back to the Design Review Board.

The design package is attached, please let our office know if you have any questions and whether you would be amenable to let the proposed design to proceed.

Have a great weekend.

Cheers,

Robert Zilke, RPP, MCIP
Planner II

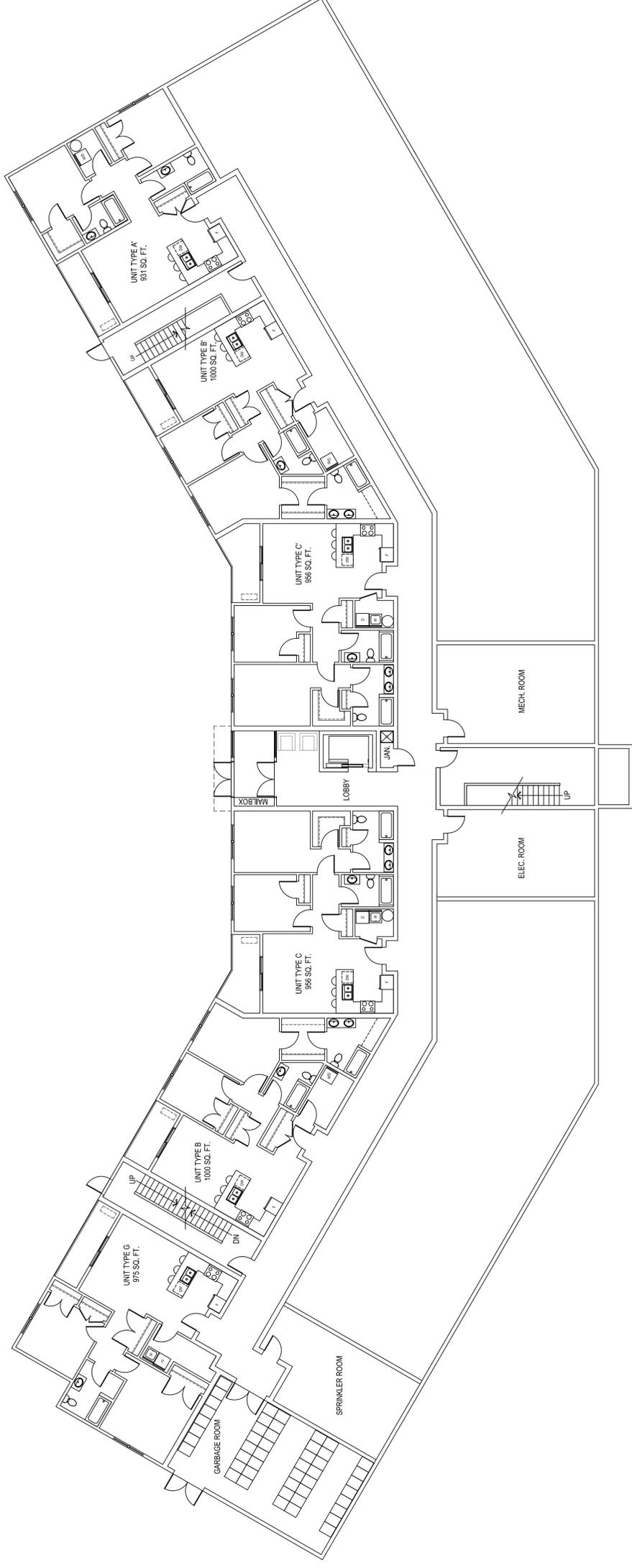
City of Charlottetown
PO Box 98, 233 Queen Street
Charlottetown, Prince Edward Island
Canada C1A 7K2
Office: 902-629-4108
Fax: 902-629-4156

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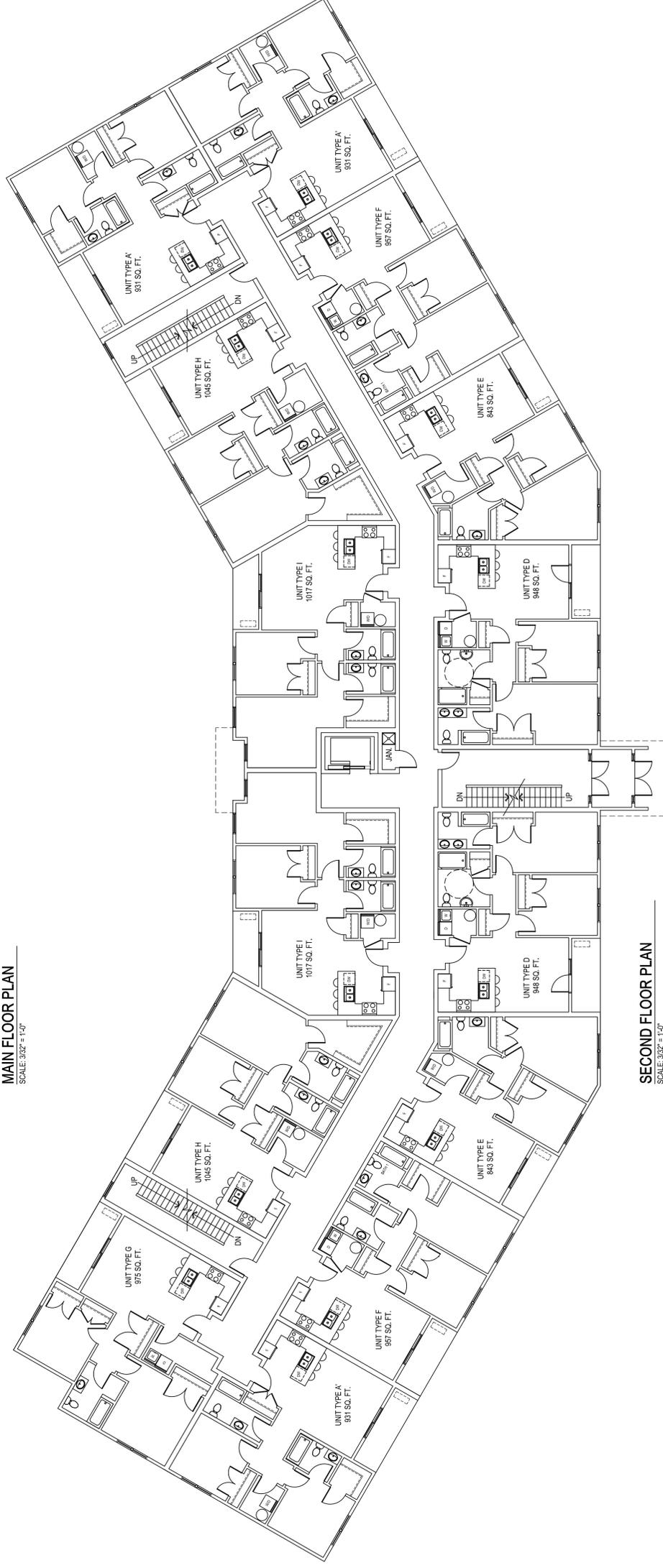
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NOTE:
INDICATED UNIT AREA EXCLUDES BALCONIES



MAIN FLOOR PLAN
SCALE: 3/32" = 1'-0"

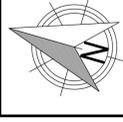


SECOND FLOOR PLAN
SCALE: 3/32" = 1'-0"

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1	ISSUE FOR PERMIT	02/20/24	MM

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PROJECT:

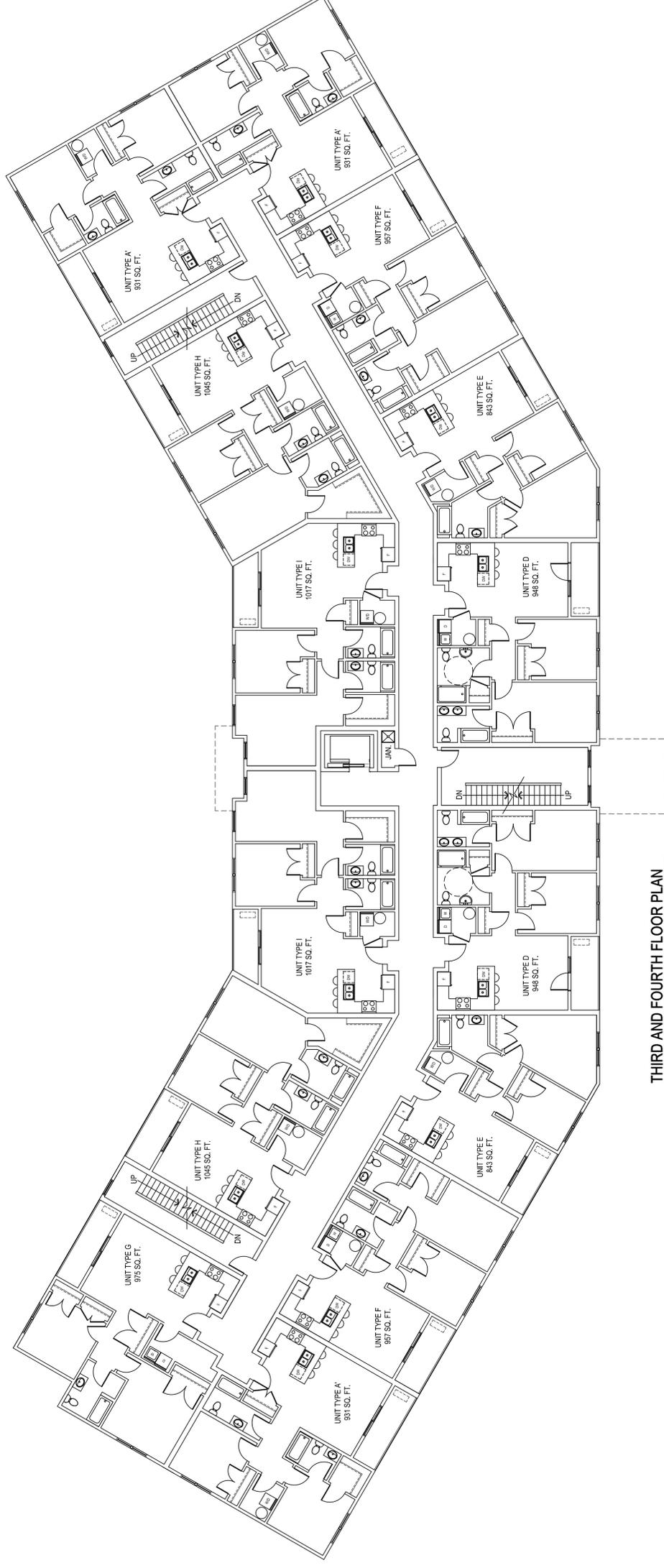
ST MARTHA'S LANE 48 UNIT

DRAWING TITLE:
MAIN AND SECOND FLOOR PLAN

DATE:	2024-02-20
SCALE:	AS NOTED
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CHECKED BY:	C.R.J.
FILE NO.:	2303-12-04
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A1

NOTE:
INDICATED UNIT AREA EXCLUDES BALCONIES



THIRD AND FOURTH FLOOR PLAN

SCALE: 3/32" = 1'-0"

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PROJECT:

ST MARTHA'S LANE 48 UNIT

DRAWING TITLE:
THIRD AND FOURTH FLOOR
PLAN

DATE:	2023-12-03
SCALE:	AS NOTED
DRAWN BY:	MM
CHECKED BY:	C.R.J.
FILE NO.:	2303-12-04

A2

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SOUTH ELEVATION
SCALE: 3/32" = 1'-0"



NORTH ELEVATION
SCALE: 3/32" = 1'-0"

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DRAWING TITLE: ELEVATIONS

DATE: 2020-12-03
SCALE: AS NOTED
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A3

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DRAWING TITLE: ENLARGED UNITS

DATE:	2023-12-03
SCALE:	AS NOTED
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FILE NO.:	2302-12-04
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A4

35'-3 1/2"

10'-8"

11'-4 1/4"

28'-7 3/4"

14'-0"

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6'-0"

8'-0"

7'-4 1/2"

23'-7 3/4"

5'-0"

14'-3 1/4"

BALCONY

LIVING

KITCHEN

STORAGE

BATH 1

BATH 2

W.I.C.

W.C.

W.I.D.

F

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7'-6"

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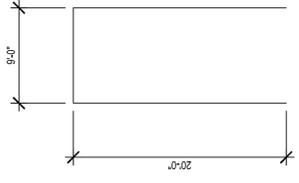
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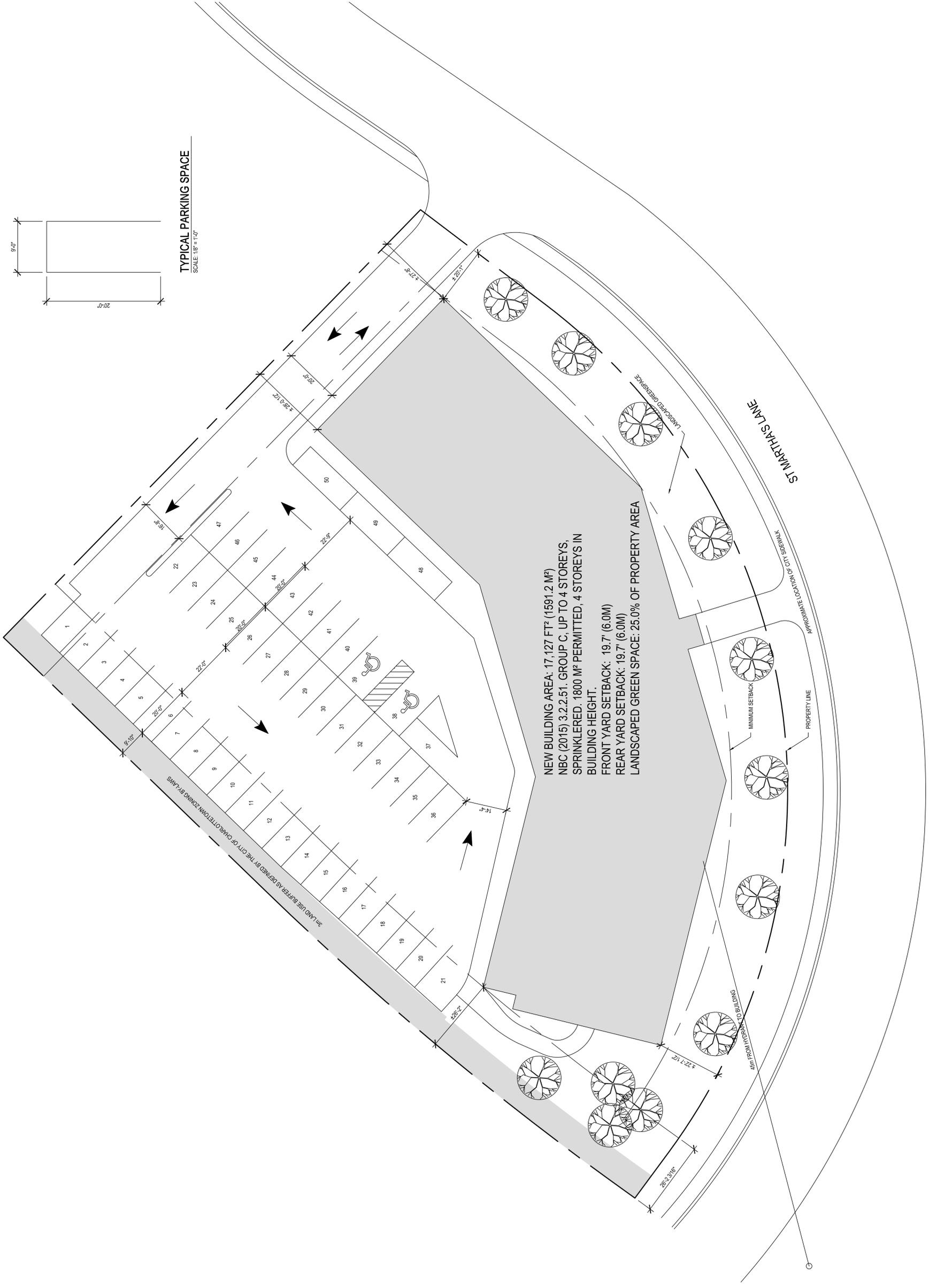
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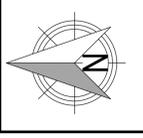


TYPICAL PARKING SPACE
SCALE: 1/8" = 1'-0"



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PROJECT: ST MARTHA'S LANE 48 UNIT

DRAWING TITLE: SITE PLAN

DATE:	2023-12-03
SCALE:	1/8" = 1'-0"
DRAWN BY:	MM
CHECKED BY:	C.R.J.
FILE NO.:	2303-12-04
REV. 00	

SP1



St. Martha's Court Development

Design Covenants -Final

Developed for St. Dunstan's University Board of Governors
December 15, 2020

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Introduction

The architectural design covenants, as outlined within this document, regulate all future proposed developments within St. Martha's Court. It is intended that as part of the purchase and sale agreement of the lots, all developments will be provided with a copy of these covenants. It will be incumbent of all developers to provide sufficient information as outlined in the application requirements to illustrate to the Board of Governor's that the proposed development meets or exceeds these requirements.

The intent of the design covenants is to elevate the quality of design beyond minimum requirements of the Zoning By-Laws. The covenants have been developed with the purpose of creating a cohesive neighbourhood that is responsive to the environmental and social context of the site.

These covenants are to be read and applied in conjunction with the City of Charlottetown Zoning By-Law and the currently adopted version of the National Building Code. Where the design covenants are less restrictive than the current edition of the City of Charlottetown Zoning By-Laws or are in contradiction with the current edition of the national building code (NBC), the Zoning By-Laws and NBC must take precedent.

Site in Context

The approx. 9-acre site is accessed off of Mount Edward road in close proximity to the by-pass highway intersection. It is bordered on the East by Mount Edward Road and the established residential neighbourhood of Sherwood and cradled on the North and West sides by the Confederation Trail. The developments at Saint Martha's court should build on four distinct attributes of the existing land. (See Fig. 1)

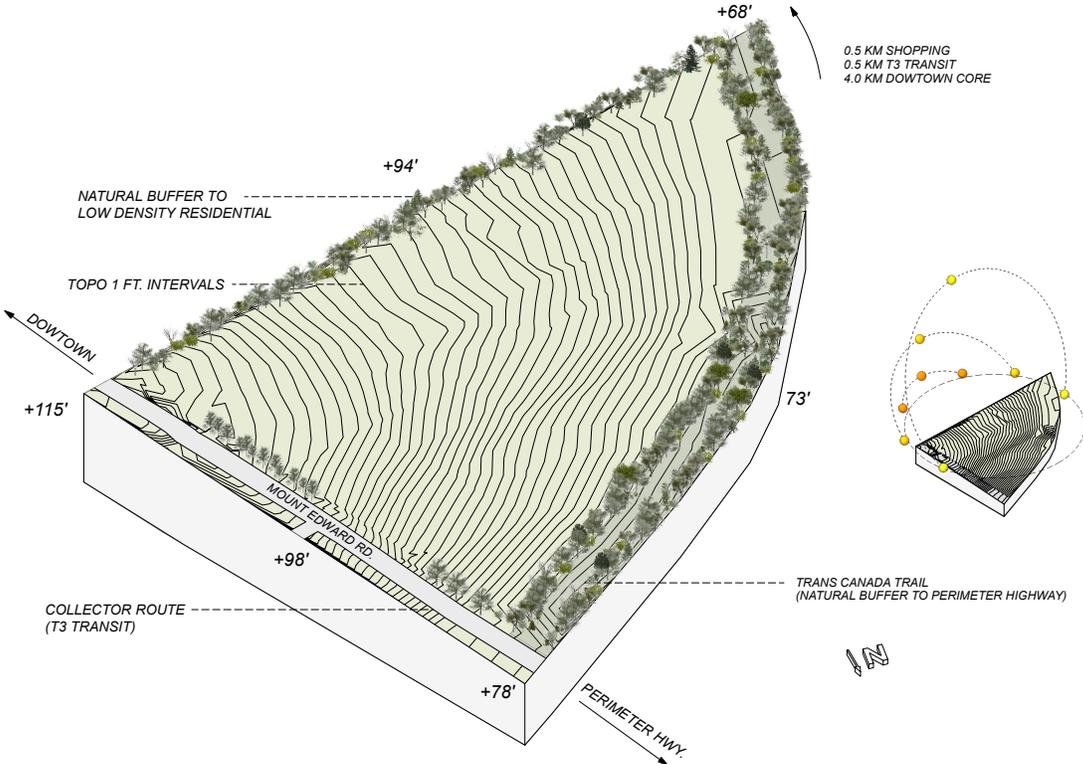


Fig. 1 – Site Attributes

The Distinct attributes of the site include:

1. **Topography:** the grade slopes from the South to the North/West, approximately 37' along the length of Mount Edward Road. The newly constructed Martha's Court road and infrastructure, gentle curve through the property terminating at the Confederation Rails to Trails.
2. **High Visibility:** The prominent topography of the site and surrounding land creates a site that is highly visible from the by-pass highway traveling east and when entering the city via Route 2. When considering the future developments, one must be aware that under the approved zoning new multi-unit developments up to four storeys and a maximum height of 49' are allowed. These future buildings will be influential in contribution to the skyline of the city.
3. **Active transportation:** The Confederation Trail is directly accessible from the site, running from the Northeast corner to the Southwest and leads past UPEI, the Farmers Market, and directly to downtown Charlottetown. Future Developments must be respectful of not only how the buildings address the trail, but also about supporting a neighbourhood to promote and encourage active forms of transportation and promote healthy living.
4. **Transition Zone:** the site is a transition zone between the smaller fabric of single-family houses of Sherwood, the commercial development of University Ave., and West Royalty.

Design Approval Process

Design and Siting Approval

An application for all new construction is to be submitted for approval to the SDU Board of Governors Property and Finance Committee. The application will be reviewed for compliance with the covenant guidelines listed herein.

Application Requirements

Applicants are required to submit an application form (see Appendix 'A') as well as a Design Review drawing set, which is to include the following:

1. Site Plan:
 - 1.1. Street address, lot number, etc.
 - 1.2. Property lines, required setbacks, and easements (if applicable).
 - 1.3. Finished floor levels.
 - 1.4. Building footprint, area, and extent of any projections (if applicable).
 - 1.5. Driveways and parking lots
 - 1.6. Number of parking spaces
 - 1.7. Position of solar panels and air conditioning units (if applicable).
 - 1.8. Height and construction of all fences.
 - 1.9. Site contours, both existing and proposed.
 - 1.10. Any structures, including (but not limited to) outbuildings, sheds, pergolas, gazebos, pools, etc.
 - 1.11. Proposed landscaping
2. Floor and Roof Plans:
 - 2.1. Floorplans showing interior spatial organizations, .
 - 2.2. Overall dimensions
 - 2.3. Roof slope
 - 2.4. Roof mechanical or elevator penthouses (if applicable)
3. Exterior Elevations:
 - 3.1. Indication of proposed floor elevations and finished grade levels
 - 3.2. Location of proposed materials and colours, including proposed window, trim, and roofing materials.
 - 3.3. Position, size, and colours of any screening of services, such as (but not limited to): air-conditioning units, condensers, propane tanks, transformers, etc.
 - 3.4. Roof slope and ridge elevation (Maximum Overall Height)
 - 3.5. Locations and heights of exterior light fixtures
4. One (1) exterior perspective view from street

Design Principles : Overview and Intent

A. Building Orientation on Site

Intent: Using building orientation to address the formal and functional requirements of a community in such a way as to enhance security, create a residential atmosphere, provide a level of convenience and encourage social interaction through circulation, connection to the street, and clear points of entry.

Relationship to Natural Grade

The orientation of the building on site is intended to respect the natural slope to the grade of the site for two distinct reasons:

1. To maintain a recognizable and relatable scale to the buildings when they are approached from the road and from Confederation Trail. The intent is to avoid presenting a building that is vastly out of scale for pedestrians passing by whether on the road or on the Confederation Trail.
2. Avoid large amounts of cut and fill and creating overtly unnatural grade changes.

The building placement and orientation not only on the individual sites, but also in relation to the adjoining site will also determine the potential for daylighting and access to passive ventilation.

Open Space Between Buildings

The orientation of the building on site is intended to take existing buildings into consideration for the purpose of creating and framing outdoor spaces. The intention in framing shared outdoor space is to encourage residents and visitors to cross paths and engage with each other, to assist with the creation of community cohesion.

B. Landscaping and Open Space

Intent: Addressing outdoor space in such a way that fosters a high quality of life for residents and visitors by providing public green spaces, quality lighting, and accessibility between buildings, parking lots, and the neighbouring Confederation Trail.

Lighting

The intention in the landscape lighting requirements is to enhance safety and security while minimizing adverse offsite impacts of lighting, such as light trespassing and obtrusive lighting that will negatively affect neighbouring buildings.

Green Space

The intention in addressing green spaces is to increase the quality of neighbourhoods, enhance local biodiversity, promote sustainable lifestyles by maintaining visual connections and natural buffers to the Confederation Trail, thereby improving the well-being of the residents and visitors.

Plantings

The intention in specifying particular tree species is to create visually commonality between properties. In this way the landscaping will generate a sense of visual cohesion even if the building forms and materials may be different. The covenants will encourage a mix of species to promote visual interest in the landscape throughout the year.

C. Building Form and Materiality

Intent: Achieving a level of quality in building form and materiality in such a way that acknowledges the relationship between people and their spatial environments and the impact this has on the health and well-being of residents and visitors. Without being overly prescriptive the covenants intend to promote honesty in materials, and introduce a human scale, even in large multi-unit developments.

The site is visible from multiple angles, most notably the by-pass highway, when entering the city via Route 2, traveling Mount Edward Road, as well as the pedestrian vantage point from the Confederation Trail. There is no formal “backyard” for these developments, and it is important for the materiality application to reflect this.

Building Orientation on Site

1. Relationship to the Street

- 1.1. All new developments to address the street by, for example, presenting the primary façade to the road or running tangent to the curve of the road...

2. Building Entrances

- 2.1. All new developments must provide entries clearly visible from the road without requiring the addition of signage for direction.
- 2.2. Prominence on pedestrian access
- 2.3. Clear sign of entry
- 2.4. De-emphasize any vehicular access points.

Landscaping and Open Space

1. Landscaping

- 1.1. Minimum number of trees of a certain caliber to be planted on site. Selected from City of Charlottetown's approved species list.
 - 1.1.1. Landscaping for new development to include a min. of eight (8) 50mm caliber native deciduous trees per lot Over and above the trees required by the City of Charlottetown Zoning By-laws, Street Trees. Acceptable species are: Red Oak, Sugar Maple, Red Maple and Yellow Birch.
- 1.2. A minimum of 15% of the lot area shall be used solely for landscaping: trees, shrubs, plants, or grassed areas.
- 1.3. A Land Use Buffer (as defined by the City of Charlottetown Zoning By-Law) of 3m from the property line shall be maintained for all property lines abutting the Confederation Trail.
- 1.4. Any existing tree located along the confederation trails to be preserved without prior approval.
- 1.5. Land Use Buffers shall contain tree plantings, shrubs, and where properties abut the confederation trail, developments to provide walkways connecting to the Trail.

2. Site Grading

- 2.1. Siting of buildings and finished floor elevations are to be designed in efforts to limit modifications to existing grade in order to maintain the natural slope and respect natural grade changes. (See Fig.2)
- 2.2. Re-grading of site to limit the maximum slope of landscaped areas to a 3:1. Slopes greater than 3:1 to be retained with an approved material. (See Fig.3)

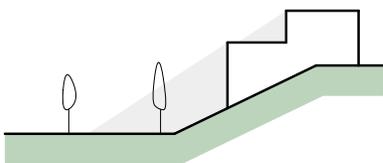


FIG. 2 SITE GRADING

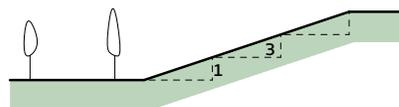


FIG. 3. MAX. SLOPE OF 3:1

3. Landscape Lighting

- 3.1. External lights shall be shielded or hooded and must be located and constructed so that they do not create a nuisance or hazard. The lighting footprint must project downward and cannot project beyond the property boundaries.
- 3.2. Landscaping and low-level lighting to be provided for all pedestrian walkways.
- 3.3. All exterior lighting to be 3000K colour temperature and fixtures to be dark-sky compliant.

4. Pedestrian Circulation

- 4.1. All developments are to provide a pedestrian walkway from the main entry and connecting to the city installed sidewalk. If sidewalk is not installed at time of development, the design shall consider and allow for future installation of sidewalk once it has been installed.
- 4.2. All developments on properties abutting the Confederation Trail to provide walkway access to trail.

5. Parking Lots

- 5.1. Planting is encouraged in medians and islands.
- 5.2. Parking lots on properties abutting the Confederation Trail to adhere to the Land Use Buffer requirements as stipulated in Landscaping section 1.1.4.
- 5.3. Visual screening between the Confederation Trail and newly created parking lots to be provided. Screening to be coniferous type trees or fencing.

6. Signage

- 6.1. Street/building address signage to adhere to the following guidelines:
 - 6.1.1. Signage to be no more than 4'-0" tall by 7'-0" deep.
 - 6.1.2. Signage to clearly display building name and street number.
 - 6.1.3. Signage text to be 'Helvetica' font and letters to be no more than 1'-0" tall
 - 6.1.4. Signage colours to adhere to colour palette provided in Section 4.4.3.

7. Fencing, Screening, and Retaining

- 7.1. Any required retaining walls abutting the Confederation Trail to not exceed 5'-0" tall, measured from existing grade.
- 7.2. Exterior mechanical and electrical equipment to be screened with plantings.
- 7.3. Garbage and recycling bins are to be located in the rear yard and screened from view by plantings and/or fencing. Bins shall not be located in the front or side yard.

Building Form and Materiality

1. Form

- 1.1. The design of the overall building form to be broken down in into smaller subdivisions and avoid long expanse of unarticulated form. (See Fig. 4)
- 1.2. The building form should emphasize the primary entry point, and the entry should address the street. (See Fig. 5)
- 1.3. If multiple buildings are proposed on a single site, the placement of the forms are to frame outdoor public spaces. (See Fig. 6)

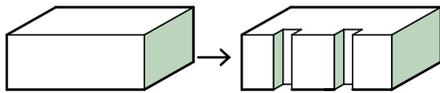


Fig. 4 - Breaking down the massing

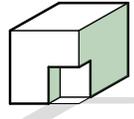


Fig. 5 - Emphasize entrance with Form

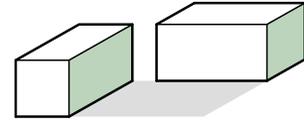


Fig.6 - Creating Space Between Massing

2. Roof

- 2.1. Maximum uninterrupted run of horizontal eave to be 32'-0" (See Fig. 7)
- 2.2. All buildings to have a predominant roof with a minimum roof slope of 3:12.
- 2.3. If Intersecting gables are used to break down the overall form and introduce breaks in the horizontal eave, overall width of intersecting gable to be no less than 20% in width of overall façade in which it is contained. (See Fig. 8)

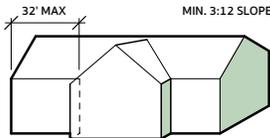


Fig. 7 - Horizontal eave to be max.32'

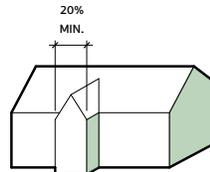


Fig. 8 - Intersection gable to be minimum of 20% width of overall facade

3. Materials

- 3.1. Given the high visibility of the developments from multiple directions, materials to be applied consistently on all facades.
- 3.2. The design must use no more than three (3) building cladding materials (excluding windows, doors, roof, railings, and trim)
- 3.3. Material changes to correspond with the breaks in the massing. It is the intent to not have changes in materiality be co-planar. (See Fig. 9)

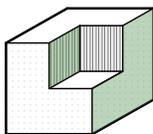


Fig. 9 - Material Changes

4. Colour Palette

- 4.1. Wall colours and trim colours to be tonal variations rather than high contrast.
- 4.2. Primary colour and all trim, window, and door colours to be selected from the following palette or to be approved equivalent (See Fig. 10)
- 4.3. Accent colours are to be less than 10% of the overall façade. Accent colour to be selected at the discretion of the Architect/Developer on the Project and approved by the SDU Board of Governors of Property and finance committee.

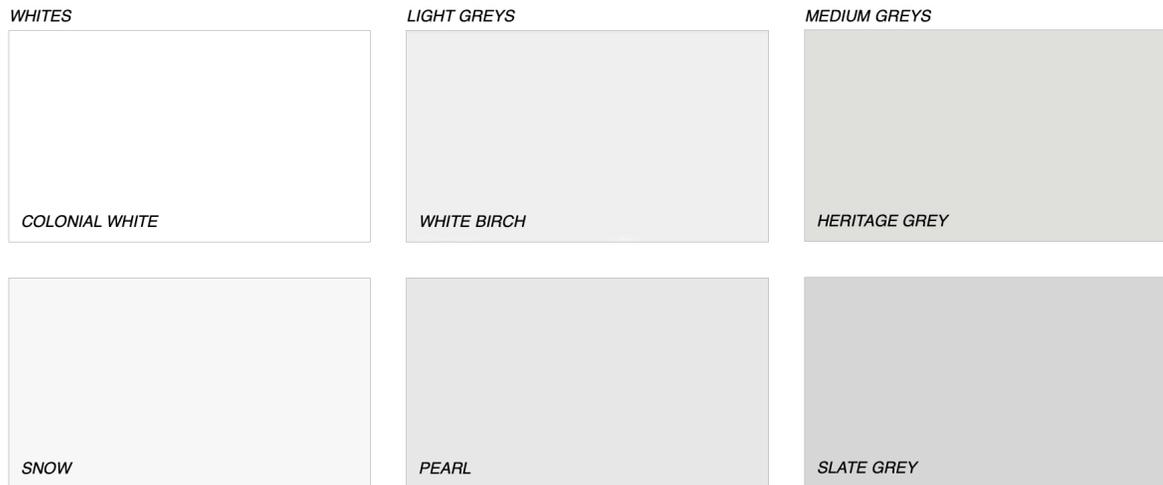


Fig.10 – Colour Palette

5. Fenestration

- 5.1. Fenestrations to be minimum of 25% of overall façade area up to the ceiling of the top floor. (See Fig. 11)
- 5.2. Window and trim colour to be tonal in variation in relation to the material of the façade in which they are contained. (See Fig. 12)

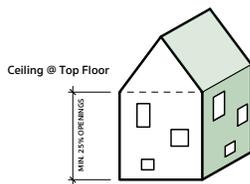


Fig. 11 - Percent Openings

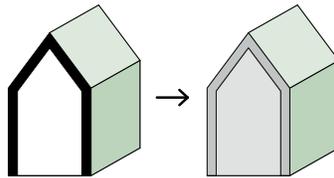


Fig. 11 - Tonal Trims at Corners and Fenestrations

6. Building Lighting

- 6.1. Acceptable exterior lighting may include the following:
 - 6.1.1. Exterior Lighting including fixtures on balconies must have a concealed light source: The light bulb shall not be visible from the sides of the light fixture.
 - 6.1.2. Floodlights / Wall Packs: lens must be shielded and not project past 90° - fixtures must be dark sky compliant.

- 6.1.3. Motion Detectors: If lights are to be on the sides or rear of a structure, motion detectors must be used. The automatic light durational setting must not exceed five minutes and the sensitivity to movement must be properly adjusted so as not to create an annoyance.
- 6.1.4. All exterior lighting to be 3000K colour temperature and fixtures to be dark-sky compliant.
- 6.1.5. No soffit lights at roof.

7. Mechanical/Electrical Equipment

- 7.1. Heat pumps shall not be visible from ground level.
- 7.2. If electrical meters are not contained indoors, they are to be screened from view.
- 7.3. Fuel and propane tanks are to be screened from view
- 7.4. If transformer pads are located in the front yard, fencing or plant screening materials up to a height of 1.5m is required on at least (3) sides. Protective bollards to be dark green as per MECL standards for residential neighbourhoods.
- 7.5. Any sidewall penetrations (i.e. grills, vents, and hoods) are to be the same colour of the material of the façade in which they are contained.

Appendix 'A' – Application Form St. Martha's Court Development

Date:

Lot Number:

<u>Landowner Details:</u>				
Name:				
Street Address:				
City:		Province:		Postal Code
Email:				
Phone (home)		Phone (mobile):		

<u>Builder Details:</u>				
Company:				
Primary Contact Name:				
Street Address:				
City:		Province:		Postal Code
Email:				
Phone (home)		Phone (mobile):		

To receive approval, submit this application form along with the required Drawing package stipulated in the St. Martha's Court Development Design Covenants to the SDU Board of Governors of Property and finance committee.

