

Construction Checklist for Bella Vista Estates

Following is a brief summary of the steps required to help you to the point of commencement for construction on your new lot. It is not intended to replace the detail provided in the Disclosure Document.

1. Review Architectural controls and familiarize yourself with controls and guidelines for Bella Vista Estates
2. On-site review with administrator, Bob Walker, to vet general concept of your house and driveway. This meeting will also clarify corners, setbacks, easements, utilities and tree removal.
3. Recommended to utilize assistance of architect for best implementation of controls
4. Review minimum size footprint for a house on your lot (table attached)
5. Final on-site review, if necessary. Photographic record of trees filed (supplements air photo)
6. Required in package for Bella Vista construction approval (prior to commencement of construction):
 - a. survey plan of lot showing placement of house on lot. Staking your house before contacting FOCUS is most efficient approach.
 - b. site plan showing elevation of house with respect to lot including adequate contour information to indicate how house sits into and on lot (a. and b. may be combined). At least two perpendicular cross-sections of house on lot must be provided.
 - c. landscaping plan showing location of driveway, walls any other intended outdoor features and also including all large trees and all deciduous trees and shrubs to be removed
 - d. excavation plan indicating spoil removal and access. If free top-soil is needed following construction, inquire with BVPL
 - e. professionally prepared house plans detailing outside, colours and showing all elevations as per b. above. Also indicate on the plan which two (minimum as per agreement in Disclosure) or more appliances will utilize propane
 - f. septic treatment package selection (provide septic permit to administrator once obtained)
 - g. RDEK building permit
 - h. \$10,000 construction bond payable to administrator (Bella Vista Properties Ltd)
 - i. \$500 architect fee for conventional review of plans (Bella Vista Properties Ltd.)
7. Final review by administrator with prompt written approval. Address deficiencies if necessary.
8. Owner notification to obtain utility connections. Secure builder.
9. During construction hoarding must be present 3m from the edge of the building on the all sides other than where the driveway, main access and corridor to septic area are located. This will prevent machines from wandering onto adjacent lots, minimize disturbance of the dry, fragile environment and maintain a natural landscape following build-out.
10. Suitable on-site garbage and toilet facilities are required. No burning of construction waste.
11. Owner-builders can check the kiosk or CC for suggestions of builders, contractors and suppliers.
12. The Community Center is intended for your comfort during your construction phase. You may arrange with Property Mgr to stay overnight for up to two nights. A shower and large screen TV with DVD is available in the basement. The Center is not to be used by trades
13. New owners need to provide the property manager, **Sharron Billey, the Realty Executive property manager (250-489-9242)** with their contact information. Construction codes for entrance and FOB's also from Realty Executives
14. Remember, as per the sales agreement, you may request in writing an extension of one year (three total) to complete the outside landscaping and driveway requirements. Most driveways will require drain grates.
15. Upon completion, owner must obtain Certificate of Substantial Completion (95%) from an accredited building expert such as an architect, inspector, engineer or technologist and forward to administrator along with Final Occupancy Approval from RDEK inspector, in order to obtain final approval.

Best wishes with your new adventure.

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