



Date Submitted: _____

Date Approved: _____

Start Date: _____

**ARCHITECTURAL REVIEW COMMITTEE
DEVELOPMENT PLAN REVIEW APPLICATION**

<p>Property Owner: _____</p> <p>Address: _____ _____</p> <p>Phone Number _____</p> <p>Email _____</p> <p>Builder: _____</p> <p>Builder Address: _____ _____</p> <p>Builder Phone #: _____</p> <p>Builder Email: _____</p>	<p>Block Number: _____ Lot Number: _____</p> <p>Address of Property: _____ _____</p> <p>Lot Square Feet: _____</p> <p>Construction Height (Ft) _____</p> <p>Construction Square Feet:</p> <p> First Floor _____</p> <p> Second Floor _____</p> <p> Basement _____</p> <p> Garage _____</p> <p>Additional Dwelling Unit _____</p> <p>Total: _____</p> <p>Bedrooms: _____ Baths: _____</p>
<p>Check one or more of the following:</p> <p><input type="checkbox"/> New construction</p> <p><input type="checkbox"/> Alterations or Additions to exteriors of existing structures, including remodeling, and refinishing</p> <p><input type="checkbox"/> Landscape including utility locate</p> <p><input type="checkbox"/> Fences including dog kennels</p> <p><input type="checkbox"/> Color Changes</p>	<p>Procedure:</p> <ol style="list-style-type: none"> 1. Fill out and sign this application 2. Attach Specs and/or drawings of proposed alteration or addition 3. Attach proposed site plan 4. Indicate proposed colors and stains
<p>Applicant's Signature: _____</p>	<p>Date: _____</p>

The following are the minimum requirements for the Development Plan Review by the Architectural Review Committee.

1. SITE PLAN

- a. Scale used and North Arrow
- b. Location and dimension of property lines
- c. Location and dimension of easements
- d. Location and dimension of water courses, ditches, wetlands, or any delineated 100-year floodplain
- e. Location and dimensions and identification of all existing and proposed buildings and additions
- f. Location and dimensions of all setbacks (front, sides, and rear)
- g. Decks, overhangs, and similar architectural projections
- h. Indication of any structure to be removed or demolished
- i. New or replacement sewer, water, sidewalk, curb, or drive approach (show flared ends of driveway apron)
- j. Building elevations and calculated height
- k. Widths of sidewalk, location of sidewalk one foot from property line
- l. Either a detailed or scheduled listing of the number, size, type, and location of mechanical units outside of the structure
- m. Indicate parkway tree proposal, including species, tree caliper, and placement

Note: Responses to the Design Points can be in narrative form in addition to drawing notation where indicated.

2. SITE DESIGN

a. Driveways

- Attach drawing;
Include sheet # _____, detailed drawing # _____
- Confirm compliance with material requirements

b. Sidewalks

- Attach drawing;
Include sheet # _____, detailed drawing # _____
- Confirm compliance with MPWSS

c. Storm Water and Drainage

- Attach drawing showing lot drainage contours and compliance with runoff requirement;
Include sheet # _____, detailed drawing # _____

d. Fences

- Attach drawing of proposed fence location, dimensions and compliance with ***Design Guideline Specifications***;
Include sheet # _____, detailed drawing # _____
- Confirm compliance with Design Guidelines

e. Lighting

- Attach drawing of site-specific lighting and other streetscape features;
Include sheet # _____, detailed drawing # _____

3. LANDSCAPE DESIGN

a. Small trees

- Attach drawing;
Include sheet # _____, detailed drawing # _____
- Confirm compliance with species requirement

b. Medium trees

- Attach drawing;
Include sheet # _____, detailed drawing # _____
- Confirm compliance with species requirement

c. Large trees

- Attach drawing;
Include sheet # _____, detailed drawing # _____
- Confirm compliance with species requirement

d. Plant materials

- Confirm compliance with species requirement
- Confirm compliance with plant size requirement
- Indicate native or introduced species will be planted

e. Irrigation

- Identify irrigation design and layout
- Confirm compliance with irrigation requirement

f. Screening and buffering

- Attach drawing;
Include sheet # _____, detailed drawing # _____

4. BUILDING DESIGN

a. Energy efficiency

- Describe materials and equipment used to achieve energy efficiency

b. Garages

- Attach drawing; Include sheet # _____, detailed drawing # _____
- Confirm compliance with requirements for recessed or detached garage

c. Roofs

- Attach drawing; Include sheet # _____, detailed drawing # _____
- Confirm compliance with overhang requirement
- Confirm roof material compliance with specifications

d. Architectural Features

- Attach drawing; Include sheet # _____, detailed drawing # _____
- Confirm compliance with fascia board requirement

e. Exterior Materials

- Attach Drawing; Include sheet # _____, detailed drawing # _____
- Confirm compliance with exterior stone requirement

f. Colors

- Attach drawing; Include sheet # _____, detailed drawing # _____
- Indicate exterior color choices, manufacturer, and color name

g. Porches, and Patios

- Attach drawing; Include sheet # _____, detailed drawing # _____
- Confirm compliance with porch requirement