



APPLICATION FOR ARCHITECTURAL DESIGN REVIEW FOR NEW CONSTRUCTION

Builder Name _____

Mailing Address _____

Cell # _____

Office # _____

Fax _____

E-mail _____

Owner Name and Address (If Applicable) _____

Office # _____

Cell # _____

E-mail _____

Building Detail

Square Footage

Upper Floor _____
 Main Floor (excluding garage) _____
 Lower level _____
 Garage _____
TOTAL OF ALL LIVING AREA _____

Lot# _____ Phase _____
 Lot Address _____
 Dwelling Unit Height _____
 Sub-Floor Height _____
 Estimated Valuation \$ _____

Spec Home

Pre-sale Home*

Proposed Start Date: _____

*The DRC allows for a partial submittal and approval of a DRC packet if the project in question is a pre-sale. In that case, the applicant has until siding is installed to submit buyer-selected exteriors to the DRC for approval. The DRC then has 15 business days to approve or deny the selections.

I have received and read a copy of the Eagle Point Architectural Design Guidelines. I understand that all Design Review Committee Applications and packets must be submitted 30 days before construction begins on the lot in question. I have a complete understanding of the design review process. I understand and agree that the decision(s) of the Design/Architectural Review Committee are final. I understand that the Design/Architectural Committee meetings are closed to Applicant unless Applicant's attendance is requested in writing by the Design Committee. I understand that I may be charged a fee for review of any resubmittals should submittal be in non-compliance with the Design Guidelines of Eagle Point, and continuous resubmittals are requested.

Applicant Signature _____

Dated: _____

Co-Applicant Signature _____

Dated: _____



Design Review Committee Requirements Checklist

Development:

Lot: Phase:

Buyer Name:

Submittal Date:

Submitted By:

All checklist items listed below should include a standard title block with the following information:

- Builder Name, Address & Phone
- Development, Lot Number, Phase & Street Address
- Engineers Scale (1:10 or 1:20) or Architects Scale (1/8=1"), if applicable
- DRC/ARC Approval Signature block & Drawing Date

Checklist

Site Plan (8.5x11, minimum 1:10 scale)

- Project North Arrow
- Lot Lines and Public & Private easements, if any
- Building Footprint Outline, including garage, porch & patios
- Building Setbacks: Front, Rear, both side yards
- Frontage street name, and adjacent street, if any
- Driveway & Patio dimensions & materials: concrete, asphalt, gravel, pavers, etc.
- Fencing layout, including gate location & design

Landscape Plan Layout (8.5x11)

- Accurate building footprint with dimensions (footprint should match site plan submittal)
- Species
- Size
- Quantities
- Irrigation Layout

Stormwater Plan (8.5x11, minimum 1:10 scale)

- Drainage details: Roof, crawlspace, and low-point drain detail
- Contour lines at a minimum of 10' intervals for the entire parcel
- Natural and Finish Grade elevations at plot corners and building corners
- Location and setback dimensions for all BMPs: Infiltration trenches, raingardens, retaining systems, etc.
- Completed storm water application chart for total impervious surface



Design Review Committee Requirements Checklist

Elevation Detail (8.5x11 or larger, Architects Scale: 1/8=1")

- Building SF
- Front, Side, & Rear Elevations, including door & window locations
- Building Height & Roof Pitch
- Note all exterior finish selections by manufacturer's code and color/material name

Exterior Finishes & Selections Worksheet – Please list color & materials below. Selections should include manufacturer's code, color or material name, and should be clearly labeled on the Elevation Detail. These selections should also be submitted by visual example on the Selections Worksheet.

- **Body:**
- **Main Trim:**
- **Window Trim:**
- **Window Color & Type:**
- **Cedar Accent Color/Stain:**
- **Gables:**
- **Front Door:**
- **Garage Door Color:**
- **Garage Door Material:**
- **Entry Columns:**
- **Roof Shingle Type & Color:**
- **Exterior Masonry:**
- **Siding Type:**
- **Fence Stain:**
- **Fence Materials:**

I hereby acknowledge that all of the items on this checklist necessary to submit for Preliminary Review are included. I further understand that should any of the above referenced items be lacking or missing, the submittal will be considered incomplete and will not be reviewed until all information is made available to the Design Review Committee/Architectural Review Committee. If requested changes or missing items are not submitted upon request, or a submittal is not received 30 days prior to construction, a review fee may be implemented.

_____ Dated: _____
Owner/Agent

Printed Name



Residential Stormwater Plan Worksheet

Site Information

Development:

Lot: Phase:

Address:

Project Impacts – Fill in the following table to summarize the site disturbance and new or replaced hard surfaces planned for the site.

	Description/Surface Type	Area (SF)
A	Total Site Area (1 Acre = 43,560 SF) Total size of the lot/property Example: ½ acre lot: multiply .5 x 43,560 = 21,780	
B	New Impervious Surface Area (Hard impervious areas to be created with the project)	
	Roofs/Buildings:	
	Driveways/Walkways:	
	Patios/Hard Courts/Other:	
	Total:	
C	Replaced Impervious Surface Area	
	Driveway:	
	Patio/Hard Courts/Other:	
	Total:	
D	Total New & Replaced Impervious Surface Area (Add totals of lines B & C)	
E	Total Area of Land Disturbing Activity:	