

ARCHITECTURAL CONTROL CHECKLIST

DATE: \_\_\_\_\_

OWNERS' NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

New home construction in The Peninsula is subject to strict architectural control. Prior to clearing the lot, the overall plan for construction must be approved by the Architectural Review Board (ARB). The ARB will meet every Monday. Results of this meeting, as it pertains to your submittal, will be available to you within 14 days.

PLEASE do not call any ARB member direct for earlier results, as every effort is made to communicate to you as soon as possible.

Information needed as well as certain minimum standards are outlined in the following pages. A check list is included and should be attached to your package when submitted.

If changes are needed, they will be so noted on your plans. A copy of the plans along with a letter outlining the changes will be returned to you. Plans should be submitted to the office of C. Jeff Stroud, A.I.A. (No. 1 Windsor Cove, Columbia). All plans submitted will be retained in this office. Changes required must be made on the plans before being resubmitted.

It is highly recommended that you use a qualified draftsman or architect for your plans.

## ARCHITECTURAL CONTROL CHECKLIST

**SCOPE:** The purpose of this checklist is to provide the Architectural Control Committee with accurate information concerning proposed construction within the subdivision. The following items must be submitted for approval:

1. **SITE PLAN:** (1" = 20' scale) Indicating proper building setback, walks, decks, driveways, outbuildings, etc. Site plan should denote the four corner elevations of the lot.

\_\_\_\_\_ Site Plan APPROVED / DISAPPROVED / PENDING.

2. **FLOOR PLANS:** Indicating general floor plan layouts, heated and gross square footage, porches, stoops, etc.

\_\_\_\_\_ Floor Plans APPROVED / DISAPPROVED / PENDING.

3. **ELEVATIONS:** (Front, rear, sides) Depicting exterior design, material designations, roof pitches, column sizes, cornice details, roof jacks, etc. with appropriate dimensions and notes. (See "Standards" package).

\_\_\_\_\_ Elevations APPROVED / DISAPPROVED / PENDING.

4. **WALL SECTIONS:** 3/4" Sections showing window header heights, elevation details, cornice details, roof jacks, etc. with appropriate dimensions and notes. (See "Standard" Detail package).

\_\_\_\_\_ Wall Sections APPROVED / DISAPPROVED / PENDING.

5. **ROOF PLAN:** Illustrating plan view roof design.

\_\_\_\_\_ Roof Plan APPROVED / DISAPPROVED / PENDING.

6. **EXTERIOR COLOR SCHEME:** Provide proposed colors for exterior wall finish, trim, shingles, shutters, etc. Samples may be required.

\_\_\_\_\_ Color scheme APPROVED / DISAPPROVED / PENDING.

7. **TREE SURVEY:** To be included will be site plan depicting any trees, including all dogwoods, that are 8" in caliper at 3' in height.

\_\_\_\_\_ Tree survey APPROVED / DISAPPROVED / PENDING.

ARCHITECTURAL CONTROL CHECKLIST (Cont.)

8. **LANDSCAPE PLAN:** To be included will be the site plan noting adult plant materials, sodded areas, natural areas, trees, etc. The landscape plan may be submitted during the construction of your home, but all plant materials must be installed prior to closing or occupancy, whichever occurs first.

\_\_\_\_\_ Landscape plan APPROVED / DISAPPROVED / PENDING.

9. **CONDITIONS & COMMENTS:** See Attached Sheet.

**THE SUBMITTED PLANS ARE:**

APPROVED \_\_\_\_\_ DISAPPROVED \_\_\_\_\_ PENDING\* \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
For the ARB

\* See attached page for comments.

**NOTE:** The Architectural Review Board reserves the right to amend these guidelines when deemed necessary.