

**RESOLUTION OF BOARD OF DIRECTORS**  
**OF RAMSEY LANDING II PROPERTY OWNERS ASSOCIATION, INC.**

THIS RESOLUTION (the "Resolution") is entered into this \_\_\_\_ day of \_\_\_\_\_, 2012, by all members of the **BOARD OF DIRECTORS OF RAMSEY LANDING II PROPERTY OWNERS ASSOCIATION, INC.**, a Georgia non-profit corporation (the "Board").

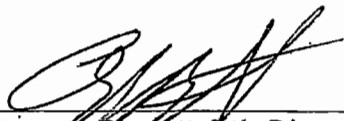
**WITNESSETH:**

**WHEREAS**, pursuant to Section 3.15 of the Bylaws of the Ramsey Landing II Property Owners Association, Inc., the Board does desire to hereby consent to the adoption of the following actions which would otherwise have been taken by the Board at a duly called meeting;

**NOW, THEREFORE**, the Board does hereby take the following actions:

1. The Board hereby consents to and approves the First Amendment to the Declaration of Covenants, Conditions and Restrictions for Ramsey Landing II.
2. The Board hereby consents to and approves the Architectural Review Guidelines dated August 21, 2012.

**IN WITNESS WHEREOF**, all members of the Board have duly executed this Resolution, to be effective as of the day and year first above written.

  
\_\_\_\_\_  
Chapman Bennett, Sole Director

**RAMSEY LANDING II SUBDIVISION  
ARCHITECTURAL REVIEW GUIDELINES**

August 21, 2012

## 1.0 INTRODUCTION

These Guidelines explain the architectural review procedures and outline useful information and requirements that will be helpful in the design and construction of homes at Ramsey Landing II Subdivision ("Ramsey II") as authorized by the Declaration of Protective Covenants for Ramsey Landing II Subdivision, dated October 7, 2011, recorded in Deed Book 2044, page 357, Effingham County, Georgia, records, including any and all amendments and modifications thereto (the "Declaration"). They are intended to assure that all improvements at Ramsey II are aesthetically compatible with each other and are constructed to reflect the quality and permanence of the Ramsey II community.

In order to perform these functions in an efficient and expeditious manner, the Declarant, as defined in the Declaration, or the Association (in the event that one is ever created) shall administer these guidelines or may, in its sole discretion, assign these duties to an Architectural Review Committee ("ARC"). Currently, these guidelines are being administered by the Declarant.

## 2.0 APPLICATION REVIEW PROCEDURES

### 2.1 Applicability

a. New Construction Review procedures. ARC approval under the New Construction Review procedures shall be required prior to site disturbance for the construction of any structure or structures and associated improvements on a previously undeveloped site. Proposed improvements subject to said review shall include, but not be limited to, the creation of any building, fence, wall, swimming pool, screening device or other structure.

b. Modification Review procedures. ARC approval under the Modification Review procedures shall be required prior to site disturbance for the commencement of any modification, alteration, addition to, or removal of an existing structure and/or its associated improvements. Proposed modifications subject to review shall include but not be limited to, all additions, exterior changes or modifications to any building, fence, wall, swimming pool, screening device or other structure.

2.2 Applications for Review. When an Applicant submits plans to the ARC for approval, as discussed below, the submission shall include the Application in the form attached hereto. The Application shall be used as a transmittal record of the submission and ARC's response as to the submission shall be made on a copy of the Application.

2.3 ARC Response Time. In many cases, the ARC will render a decision at the next scheduled ARC meeting, but in all cases the ARC will render and mail (or make available for pick up) a written decision no later than thirty (30) days following the date of proper submittal of a complete application. In the event that the ARC fails to mail, or make available for pickup, a

## 1.0 INTRODUCTION

These Guidelines explain the architectural review procedures and outline useful information and requirements that will be helpful in the design and construction of homes at Ramsey Landing II Subdivision ("Ramsey II") as authorized by the Declaration of Protective Covenants for Ramsey Landing II Subdivision, dated October 7, 2011, recorded in Deed Book 2044, page 357, Effingham County, Georgia, records, including any and all amendments and modifications thereto (the "Declaration"). They are intended to assure that all improvements at Ramsey II are aesthetically compatible with each other and are constructed to reflect the quality and permanence of the Ramsey II community.

In order to perform these functions in an efficient and expeditious manner, the Declarant, as defined in the Declaration, or the Association (in the event that one is ever created) shall administer these guidelines or may, in its sole discretion, assign these duties to an Architectural Review Committee ("ARC"). Currently, these guidelines are being administered by the Declarant.

## 2.0 APPLICATION REVIEW PROCEDURES

### 2.1 Applicability

a. New Construction Review procedures. ARC approval under the New Construction Review procedures shall be required prior to site disturbance for the construction of any structure or structures and associated improvements on a previously undeveloped site. Proposed improvements subject to said review shall include, but not be limited to, the creation of any building, fence, wall, swimming pool, screening device or other structure.

b. Modification Review procedures. ARC approval under the Modification Review procedures shall be required prior to site disturbance for the commencement of any modification, alteration, addition to, or removal of an existing structure and/or its associated improvements. Proposed modifications subject to review shall include but not be limited to, all additions, exterior changes or modifications to any building, fence, wall, swimming pool, screening device or other structure.

2.2 Applications for Review. When an Applicant submits plans to the ARC for approval, as discussed below, the submission shall include the Application in the form attached hereto. The Application shall be used as a transmittal record of the submission and ARC's response as to the submission shall be made on a copy of the Application.

2.3 ARC Response Time. In many cases, the ARC will render a decision at the next scheduled ARC meeting, but in all cases the ARC will render and mail (or make available for pick up) a written decision no later than thirty (30) days following the date of proper submittal of a complete application. In the event that the ARC fails to mail, or make available for pickup, a

response to any Application within thirty (30) days following date of proper submittal, said Application shall be deemed approved.

2.4 Actions Permitted by ARC. The ARC's decision may be:

- b. approval
- c. approval with conditions
- d. disapproval with explanation
- e. deferral pending submission of more information
- f. incomplete application

All decisions will be made in writing, but shall in no way relieve the Applicant of his or her responsibility and liability for adherence to any applicable ordinances and codes.

2.5 Actions Permitted by ARC. Disapproved or deferred submissions may be revised and resubmitted for review and approval at the next scheduled meeting after a decision has been rendered. The Applicant or his or her representative may ask to personally address the ARC at its next scheduled meeting.

3.0 NEW CONSTRUCTION REVIEW

The review procedure for new construction is divided into two (2) steps. The Applicant is responsible for initiating each step.

3.1 STEP ONE: Plan Approval. A request for Plan Approval must contain the following:

- 1. Application
- 2. Site Plan (2 sets at minimum 1/8" = 1.0' scale) showing the location of the house, driveway, walks, property lines, easements, setbacks, and all trees over thirty (30) inches in diameter at chest height.
- 3. Building Plans (2 sets at minimum 1/8" = 1.0') shall include floor plans, elevations, building sections, and details of entrances, caves, dormers, shutters, and other similar details.
- 4. Exterior Material, Finish and Color Samples
  - 1. Stucco: 8"x8" square
  - 2. Brick and grout: 14"x25" size from manufacturer
  - 3. Roofing: No smaller than 5"x7" piece
  - 4. Paint swatches - 3"x 2 1/2" size of trim and fascia board, siding, shutters, front door, garage door

5. Such additional information as requested by ARC

Construction must commence within (1) year of Plan Approval or Plan Approval is void. A conditional approval is not deemed a Plan Approval until said conditions have been satisfied and confirmed by ARC or an ARC representative in manner required by the conditional approval.

3.2 STEP TWO: Final Site Inspection.

1. Final Site Inspection                      Upon completion of construction, Applicant shall schedule a final site inspection with the ARC representative to verify compliance with the Plan Approval.

The ARC shall have the right and duty to enter upon and inspect any lot at any time before, during or after the completion of work for which a Plan Approval has been obtained. Applicants are forewarned that the Declarant or the Association, as the case may be, has broad discretionary powers regarding the remedy or removal of any non-complying improvement constructed at Ramsey II. In this regard, if the ARC finds that an improvement was not performed or constructed in substantial compliance with the submittals receiving Plan Approval, the Declarant or the Association, as the case may be, may remedy or remove the non-complying improvement and charge all costs associated with such action to the Applicant or its builder.

3.3 Plan Changes During Construction. All changes to the approved plans, elevations, and schedules after issuance of Plan Approval must be submitted to the ARC for review in accordance with the procedures specified in Step 2 above. The Applicant shall submit sufficient written information to allow ARC to fully understand the proposed alteration or addition. Such information could be as simple as a letter with a material sample or picture, or as complex as the submittals required in Step 2. The Applicant is encouraged to submit changes at the earliest possible time to avoid project delays.

3.4 Preliminary Clearing Approval. Generally, no site disturbance activities shall be performed on any lot until a Plan Approval is issued pursuant to the New Construction Review or Modification Review procedures, except for careful underbrushing to facilitate laying out the improvements and flagging trees. Notwithstanding the foregoing, it may become desirable under certain circumstances to commence site disturbance prior to submission of plans in order to achieve the economics of clearing multiple lots or to facilitate the sale of a lot. Such approval may be granted by the ARC on a case by case basis subject to conditions imposed by the ARC.

4.0 MODIFICATION REVIEW

Modification Review is a streamlined review procedure for minor modifications to existing improvements not requiring multiple inspections. Substantial modifications may, in the reasonable discretion of ARC, require compliance with the New Construction Review procedures. Therefore, Applicant should contact the ARC for guidance prior to requesting a

Modification Review... This section shall not apply to plan changes during new construction or to structural additions to existing construction, both of which are governed by the New Construction Review procedures.

4.1 Plan Approval. Prior to modifying existing improvements, the Applicant must obtain Plan Approval from the ARC. The request for Plan Approval must contain the following for ARC review:

1. Application
2. Information as Required      Any of the following reasonably necessary to indicate extent of proposed improvement in sufficient detail to allow review:
  - a. Written Description of Modification
  - b. Site Plan, for modifications other than exterior material, finish and color changes
  - c. Building Plans, if applicable
  - d. Exterior Material, Finish and Color Schedule, if applicable

4.2 Plan Changes During Construction. All changes to the approved plans, elevations, and schedules after issuance of a Ramsey II Plan Approval must be submitted to the ARC for review in accordance with the procedures specified in Step 1 above. The Applicant shall submit sufficient written information to allow ARC to fully understand the proposed alteration or addition. Such information could be as simple as a letter with a material sample or picture, or as complex as the submittals required in Step 1. The Applicant is encouraged to submit changes at the earliest possible time to avoid project delays.

## 5.0 BUILDING DESIGN GUIDELINES

5.1 Residential Purposes. No structure on a lot shall be used for a purpose other than private residential use.

5.2 One Dwelling. Only one single family dwelling, not to exceed two stories in height, shall be erected on a lot.

5.3 Site Placement. All buildings and other improvements shall be placed as approved by the ARC. The existing topography and landscape shall be disturbed as little as possible, such that the maximum number of desirable trees and other natural features will be preserved.

5.4 Building Setbacks. The following minimum building setback lines are required:

- A. Front - 50 feet
- B. Side (Interior) - 15 feet
- C. Side (Street) - 25 feet
- D. Rear - 35 feet

The ARC may grant an exception for the above minimum setbacks in a case where a home site would be rendered unbuildable due to its size, shape or topography, and to save existing trees.

5.5 Building Size. The following minimum square footage of heated living area, exclusive of screened or unscreened porches, patios, terraces, garages and carports, is required for main residential dwelling structures, excluding accessory buildings.

#### Neighborhood I

(Lots 1-60, (only including Lots 17, 31, 33, and 45 if added))

- A. 1800 square foot minimum  
Lot Numbers (inclusive): 1-15, 21-24, 35-37, 39-43, 50-60
- B. 2100 square foot minimum for Lots adjoining lots sold as of 10/1/11  
Lot Numbers (inclusive): 16-20, 25-34, 38, 44-49

#### Neighborhood II

(Lots 61-248 (only including Lots 79, 87, 96, 100, 101, 109, 116, 128, 149, 184, 199, 220, 241 if added))

- A. 2100 square foot minimum  
Lot Numbers (inclusive): 61-69, 72-77, 81-85, 89-92, 106, 107, 111-114, 119-126, 143-147, 152-170, 172-181, 201-213, 222-232, 236-239, 243-248
- B. 2500 square foot minimum for Lots adjoining lots sold as of 10/1/11  
Lot Numbers (inclusive): 70-71, 78-80, 86-88, 93-105, 108-110, 115-118, 127-142, 148-151, 171, 182-200, 214-221, 233-235, 240-242

No building may contain more than two (2) stories of living space or have a garage for more than three (3) cars, without the prior written consent of the ARC. A two-story dwelling must contain at least 60% of the minimum square footage stated above on the first floor. A one-story dwelling containing a bonus room constructed in attic space or over a garage and containing not more than 300 square feet shall not be considered a two story dwelling for purposes of this section.

5.6 Design Theme. The design theme for each home shall be consistent with the overall theme of the Ramsey II community.



5.7 Exterior Materials. Finish building materials shall be applied consistently to all sides of the exteriors of buildings. Recommended materials shall be brick, stone, stucco, dryvit, wood (not plywood or similar material), or other approved natural material. No simulated brick or stone shall be permitted. Vinyl siding shall not be used as an exterior building materials, except that high grade vinyl may be used on fascia, soffit, cornice, gable ends, trim areas, and to compliment the primary exterior material.

5.8 Exterior Colors. Finish colors shall be applied consistently to all sides of the building. Acceptable colors shall include, but not be limited to neutral colors with traditional trim colors and muted pastels common to the southeastern coastal region. All exterior wood must be painted or stained except for decks, docks, fences and other structures constructed out of treated or decorative lumber and not visible from the street.

5.9 Exterior Trim and Decoration. Exterior window and door trim and similar decorations shall all be of the same color and material, unless otherwise approved, and shall be either of the same material as exterior walls or directly compatible. Fascia, gutters and downspouts shall blend in and be directly compatible with the architectural detail of the exterior walls.

5.10 Roof. Roof pitches and overhangs may vary as necessary by architectural design; however, no flat roofs are allowed as a major structural element and no other unusually steep roof or other unusual roof lines are allowed. A minimum of eight (8) feet high to twelve (12) feet horizontal slope is required. All roof stacks, flashings, metal chimney caps and gutters shall be painted to match approved roof colors or trim. Roof stacks and plumbing vents shall be placed on rear slopes where possible.

5.11 Roof Colors and Materials. Roof colors and textures shall be an integral part of the exterior color scheme of the building. Approved roofing materials include, but are not limited to fiberglass shingles, asphalt shingles, Masonite shingles, cedar wood shingles or shakes, concrete tiles with natural color and texture, natural clay tiles, copper, copper simulated or standing seam tin.

5.12 Windows. Wood, vinyl clad wood, vinyl and metal windows are allowed, provided that metal windows must be anodized bronze or factory finished colors compatible with the primary and trim color. Reflective glass is prohibited.

5.13 Garages. All residential dwellings shall include a side or rear facing attached garage with at least 450 square feet of area and adequate to house two (2), but not more than three (3) automobiles and shall include adequate space for storage, provided that garages cannot face any street. The garage door shall be compatible with the color of the other exterior finishes of the building. No garage shall be converted to other usage without the substitution of another garage.

5.14 Driveways and Sidewalks. All driveways shall be paved with asphalt or concrete.

from the road or street to the garage. Lot owners with more than two vehicles are suggested to extend their driveways (parking pad) to allow extra cars to be parked on their lot on the side of their homes. No extra vehicles can be parked on the street except in special cases approved by the Declarant.

All Lots, unless otherwise noted, will have a poured in place, standard, un-dyed concrete sidewalk along any and all streets for the entire length of such street(s). Sidewalks will not be required on Lots #87, 133, 132, 131, 130, 129, 118, 117, 116, 115, 142, 141, 189, 188, 187, 185, and 184. The sidewalk will be constructed by the Lot Owner. The concrete will not be patterned, colored or impregnated with aggregate. It will have a light broom finish over the entire horizontal surface. The finished upper elevation of the sidewalk will be four inches (4") higher than the back edge of the concrete curbing along the street(s). Sidewalks will have a control joint approximately every ten feet (10').

The sidewalk on Lot #88 will be turned to end at the back edge of the concrete curbing along the street at the boundary of Lot #87. The sidewalk on Lot #128 will be turned to end at the back edge of the concrete curbing along the street at the boundary of Lot #129. The sidewalk on Lot #119 will be turned to end at the back edge of the concrete curbing along the street at the boundary of Lot #118. The sidewalk on Lot #114 will be turned to end at the back edge of the concrete curbing along the street at the boundary of Lot #115. The sidewalk on Lot #143 will be turned to end at the back edge of the concrete curbing along the street at the boundary of Lot #142. The sidewalk on Lot #183 will be turned to end at the back edge of the concrete curbing along the street at the boundary of Lot #184.

5.15 Chimneys. Any exposed portion of a chimney outside of the building shall be constructed solely of bricks, stone, stucco, or wood. If the fireplace is a metal (self-insulated) type with a metal spark arrester at the top of the chimney, this arrester must have a shroud or surround.

5.16 Fences and Walls. All fences and walls must be approved by the ARC. Side and rear yard fences and walls are permitted to entirely enclose or define property lines of individual home sites, and to enclose service areas, patios, gardens, pet enclosures, swimming pools or other areas requiring privacy, subject to the easement rights of the Association and utility companies. All fences and walls must be attractive from both sides. No fence shall be constructed closer to the front lot property line than the rear corner of any residence. The fence facing the road shall be of a type approved by the ARC. All fencing shall be installed professionally and installation shall be approved by Declarant. Approval of one type of fencing for one lot does not require approval of that type of fencing for any other lot.

5.17 Service Court. A service court, or drying yard area, hidden from view from any adjacent street, and from the adjoining lots, must be constructed so as to provide space for garbage and trash cans, wood piles, clothes drying area and other similar usage.

5.18 Accessory Structures. No more than one (1) detached single family residential dwelling shall be erected on a home site. The ARC may approve accessory structures (such as

garages, gazebos, guest houses, servants' quarters, and the like) that are detached from a main residential dwelling so long as they are not erected prior to construction of the main residential dwelling and are not intended to be held for lease. The addition of accessory structures shall be subject to the applicable building setback lines.

5.19 Window Air Conditioning Units. No window air conditioning units shall be permitted. Use of through the wall units for bonus rooms and accessory buildings may be approved by the ARC in limited circumstances. Where possible, all exterior air conditioning units shall be screened from view from the street.

5.20 Utility Service. No lines, wires or other devices for communications purposes, including telephone, television, data and radio signals, or for transmission of electric current or energy, shall be constructed or placed on any home site unless the same shall be in or by conduits or cables constructed, placed and maintained underground or concealed in, under or on buildings, or other approved improvement. In addition, all gas, water, sewer, oil and other pipes for gas or liquid transmission shall also be placed underground or within or under buildings. Nothing herein shall be deemed to forbid the erection and use of temporary power or telephone services incident to the construction of approved improvements.

5.21 Games and Play Structures. All basketball backboards and any other fixed games and play structures shall be located at the side or rear of the building, or on the inside portion of the corner home sites within setback lines. Wooden play structures are preferred. However, metal swing sets are allowed provided they are painted to blend in with the landscaping. Forest green, walnut brown and black are acceptable colors.

5.22 Swimming Pools and Tennis Courts. Any swimming pool or tennis court to be constructed upon any home site shall be subject to review by the ARC.

5.23 Signs. No advertising sign or advertising matter of any kind shall be created upon or displayed, or otherwise exposed to view on any lot, except for standard size real estate sales signs and builder signs during construction in a form approved by the ARC. In no event will any sign be larger than twenty-four inches (24") by twenty-four inches (24"). No other window displays or advertising shall be maintained or permitted on any lot.

5.24 Lighting. All exterior lighting shall be consistent and complimentary in design to the style and character of the home and be limited to the minimum necessary for safety, identification, and decoration. Exterior lighting of buildings for security and/or decoration shall be limited to concealed uplighting or downlighting and the style and type of lighting shall not be visible from streets and other common areas and no color lens or lamps are permitted. No lighting of tennis courts is permitted unless approved by the ARC.

5.25 Lawn Furnishings. No bird baths, frog ponds, flag poles, lawn sculptures, artificial plants, bird houses, rock gardens, or similar types of accessories and lawn furnishings are permitted on any home site without prior approval of the ARC.

5.26 Interior Design. The ARC will not normally comment on or reject a home because of its interior elements, except in cases where those features affect the exterior appearance.

5.27 Antennas. No antenna for transmission or reception of radio or television signals or any other form of electromagnetic radiation shall be erected, used or maintained, except that satellite dishes less than 24" in diameter or antennas less than 20" by 20" may be installed if screened from view of the road and adjacent properties.

5.28 Drainage and Grading. No drainage ditches, cuts, swales, streams, impoundments, ponds, lakes; no mounds, knolls, dams or hills; and no other physical improvements or elements of the landscape or terrain which control or determine the location or flow of surface water and drainage patterns may be created, destroyed, altered or modified without the prior consent of the ARC.

5.29 Construction Times. Construction activities shall only take place on the property between the hours of 7:00 A.M. and 7:00 P.M., Monday through Friday, and 8:00 A.M. to 7:00 P.M. on Saturday. No construction activities shall be allowed on the property at any other times and no construction activities shall be allowed on the property on Sundays, Thanksgiving Day, Christmas Day, and New Years Day.

5.30 Trees. In order that the natural beauty of the home site may be preserved, no living tree having a diameter of twenty-four (24) inches or more, as measured four (4) feet from the natural grade, shall be destroyed or removed from the property unless approved by the ARC in connection with its approval of the plans and specifications for the construction of improvements on the property. Shade trees shall not be planted in locations that would immediately or in the future create a nuisance, seriously shade a pool or screen the view of an adjoining lot.

5.31 Grass and Irrigation. All yards within each home site not covered with pavement, buildings, shrubs or groundcover shall be completely sodded or planted with grass. Centipede and St. Augustine grass are preferred. Any sodded areas facing a street shall utilize an underground irrigation system.

5.32 Natural Vegetation and Mulch. All areas within each home site not covered with pavement, buildings, shrubs, groundcover or grass shall be left in natural vegetation or covered with pine straw, or pine, cypress or other acceptable mulch in accordance with a landscape plan approved by the ARC. Gravel, rocks and artificial turf will not be substituted for lawns.

5.33 Mailboxes. All mailboxes shall have black iron posts with a black mailbox, and shall be of consistent material to be approved by the ARC. The style of mailbox shall be consistent throughout the neighborhood as determined by the ARC. No brick frame, wood or other products are acceptable. Mailboxes shall be installed at the sole cost and expense of the Owner.

6.0 REGULATORY COMPLIANCE. Plans submitted for ARC review must comply with all applicable building codes, zoning regulations and the requirements of all agencies having jurisdiction over the project. It is the responsibility of the Applicant to obtain all necessary permits. Regulatory approvals do not preclude the authority and responsibility of the ARC for design review and vice versa.

7.0 ENFORCEMENT. These Guidelines may be enforced by Declarant or Association, as the case may be, by bringing suit at law or in equity to recover monetary damages or to enjoin by preliminary injunction, temporary restraining order, or other equivalent relief any actual or threatened violation of the Guidelines, or both of the preceding.

8.0 WAIVER, AMENDMENT AND THIRD PARTY BENEFIT. The Declarant or Association maintains the right from time to time, at their sole discretion, to waive, amend or modify these procedures and Guidelines. Neither the Declarant or Association, nor its agents, representatives or employees shall be liable for failure to follow these Guidelines as herein defined. These Guidelines confer no third party benefit or rights upon any entity, person or Applicant.

9.0 NON-LIABILITY OF THE DECLARANT, ASSOCIATION AND ARC. The Declarant, Association and ARC, their respective members, successors, assigns, agents, representatives or employees shall not be liable for damages or otherwise to anyone submitting plans to the ARC for approval, or to any action of the Declarant, Association, or ARC with respect to any submission, or for failure to follow these Guidelines. The role of the Declarant, Association and ARC is directed toward review and approval of site planning, appearance, architectural vocabulary and aesthetics. The Declarant, Association, and ARC assume no responsibility with regard to design or construction, including, without limitation, the civil, structural, mechanical, plumbing or electrical design, methods of construction, or technical suitability of materials.

10.0 ACCURACY OF INFORMATION. Any Applicant submitting plans to the ARC shall be responsible for verification and accuracy of all components of such submissions, including, without limitation, all site dimensions, grades, elevations, utility locations and other pertinent features of the site or plans.

11.0 APPLICANT REPRESENTATION. The Applicant represents by the act of entering into the review process with the ARC that all representatives of Applicant, including, but not limited to, Applicant's architect, engineer, contractors, subcontractors, and their agents and employees, shall be made aware by the Applicant of all applicable requirements of the ARC and shall abide by these Guidelines and the Declaration with respect to approval of development plans and specifications.

**RAMSEY LANDING II SUBDIVISION**  
**ARCHITECTURAL REVIEW COMMITTEE**

Application and Checklist

General Information and Approval Summary:

Date of Submittal \_\_\_\_\_ Requested Hearing Date \_\_\_\_\_

Lot \_\_\_\_\_

ARC Approval Requested (Check One):

Date Considered:

Date Approved:

\_\_\_\_ NEW CONSTRUCTION REVIEW  
\_\_\_\_ MODIFICATION REVIEW  
\_\_\_\_ RESUBMISSION  
\_\_\_\_ APPEAL  
\_\_\_\_ OTHER: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Inspection Requested:

\_\_\_\_ FINAL SITE APPROVAL  
Requested Date: \_\_\_\_\_

OTHER: \_\_\_\_\_  
Requested Date: \_\_\_\_\_

Owner: \_\_\_\_\_  
Home Phone: \_\_\_\_\_  
Business Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_

Builder: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Business Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

Emergency 24 hours Phone: \_\_\_\_\_

Architect: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Business Phone: \_\_\_\_\_  
Address: \_\_\_\_\_

LOT NUMBER: \_\_\_\_\_

APPLICANT: \_\_\_\_\_

PLAN APPROVAL SUMMARY

ARC Signature:

Date:

Comments/Conditions:

APPROVED: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED WITH  
CONDITIONS:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DISAPPROVED:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

DEFERRED:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

INCOMPLETE:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_