

ARCHITECTURAL REVIEW COMMITTEE
Architectural Design Guidelines

ARC SCHEDULE OF FEES
FORM H

All review fees shall be accompanied by a copy of the filed deed to the lot under review for proof of ownership. Each applicable fee shall be submitted with plans. All damage deposits and ARC fees shall be written out into two completely separate checks for depositing purposes.

1. Initial Construction Fees

- (a) New Home Construction Fee \$900 (initial fee may include all post fees below) Make check payable to Stone Lake Architectural Review Committee
- (b) Damage Deposit \$2000.00
Make check payable to Stone Lake Architectural Review Committee
- (c) Re-submittal \$150 (For Architectural, Site & Grade, and Landscape alterations) Make check payable to Stone Lake Architectural Review Committee

2. Post-Construction Fees

*If not included w/ New Home Construction submittal the following fees shall apply:

- (a) Residential Addition \$325 Fee (heated & cooled, non-heated & cooled areas) Make check payable to Stone Lake Architectural Review Committee
- (b) Damage Deposit \$1000.00 (Residential Additions)
Make check payable to Stone Lake Architectural Review Committee
- (c) Minor Review Fee \$150 (Fences, Courtyard Walls, Pools, Spas, etc.) Make check payable to Stone Lake Architectural Review Committee

ARCHITECTURAL REVIEW COMMITTEE
Architectural Design Guidelines

**BUILDER APPLICATION
FORM A**

I. GENERAL INFORMATION:

COMPANY NAME: _____
CONTRACTOR NAME: _____
MAILING ADDRESS: _____

CELL PHONE NUMBER: _____
OFFICE PHONE NUMBER: _____
FAX NUMBER: _____
E-MAIL ADDRESS: _____

LIST PRIMARY LENDER AND THREE CURRENT CREDIT REFERENCES:

BUSINESS NAME _____
ADDRESS _____
PHONE # _____
CONTACT PERSON _____

II. LIST CUSTOMER REFERENCES:

NAME	ADDRESS	PHONE#
1. _____		
2. _____		

III. ADDRESS AND DATE OF COMPLETION OF THE LAST FIVE HOUSES YOU BUILT:

ADDRESS	LOT #	DATE OF COMPLETION
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		

SHALL ATTACH ALL OF THE FOLLOWING TO BE CONSIDERED FOR SUBMITTAL:

- IV.** ATTACH A COPY OF YOUR MISSISSIPPI BUILDERS LICENSE.
- V.** ATTACH A COPY OF YOUR LIABILITY INSURANCE (MINIMUM OF \$1,000,000.)
- VI.** ATTACH A COPY OF YOUR WORKMANS COMPENSATION.

THE INFORMATION PROVIDED IS TRUE AND ACCURATE.

SIGN: _____

DATE: _____

ARCHITECTURAL REVIEW COMMITTEE
Architectural Design Guidelines

**BUILDER/ CONTRACTOR INSURANCE VERIFICATION
FORM B**

The undersigned builder/ contractor herein verifies there is in place general liability and workers compensation coverage on all subcontractors, laborers, and all other individuals working on the following described property.

The builder/ contractor agrees to hold harmless and indemnify Stone Lake Owner's Association, Inc. and its ARC for all occurrences that take place on the work site.

LOT NUMBER: _____ PHASE: _____

Further, said builder/ contractor acknowledges and agrees that the Architectural Design Guidelines of Stone Lake Owner's Association and its ARC shall be followed. All approvals shall be obtained prior to any work commencing upon any said lot. The builder/ contractor acknowledge that new homes cannot be occupied until a final approval has been given and approved in writing by the ARC.

Builder/ Contractor (print full name)

DATE

Builder/ Contractor (signature)

DATE

ARCHITECTURAL REVIEW COMMITTEE
Architectural Design Guidelines

APPENDIX 1
DESIGN REVIEW APPLICATION
FORM C

APPLICANT INFORMATION

Date: _____ Lot Number: _____

Applicant: _____ Phase: _____

Contact Person: _____ Phone: _____

Mailing Address: _____

BUILDER INFORMATION

Name: _____ Phone Number: _____

Mailing Address: _____

ARCHITECT/DESIGNER INFORMATION

Name: _____ Phone Number: _____

Mailing Address: _____

LANDSCAPE ARCHITECT/DESIGNER INFORMATION

Name: _____ Phone Number: _____

Mailing Address: _____

TYPES OF REVIEW *check review(s) that apply

_____ Initial Construction Review Fee _____ Re-submittal Review Fee

_____ Post-Construction Review Fee _____ Addition Review Fee

***checks payable to: Stone Lake Architectural Review Committee**

IMPROVEMENTS/START/FINISH DATES

Estimated cost of improvements to lot: _____ Estimated Start to Finish Date: _____

ARCHITECTURAL REVIEW COMMITTEE
Architectural Design Guidelines

**DESIGN REVIEW AND CONTROL ACKNOWLEDGEMENT
FORM D**

PERMISSION TO ENTER PROPERTY

Permission is hereby granted for members of the ARC to enter on the property to make reasonable observations of the construction site.

Agreed: _____ Date: _____

ARC ARCHITECTURAL DESIGN GUIDELINES

I have fully read, understand, and I agree to comply with the ARC Architectural Design Guidelines.

Agreed: _____ Date: _____

ARC ARCHITECTURAL CONTROL PROCEDURES

I have fully read, understand, and I agree to contact the ACC at specified times deemed necessary in order for approval of observations, In which are outlined in the Architectural Control Procedures herein.

Agreed: _____ Date: _____

PLAN APPROVAL

I fully understand that Plan Approval shall be valid for a period of six (6) months only from the final approval date upon the approved set of plans in which I will receive, and commencement of construction thereafter will require re-approval.

Agreed: _____ Date: _____

DESIGN IS HEREBY APPROVED SUBJECT TO "REDLINE" REVISIONS ON PLANS:

Danny Switzer, Architectural Control Coordinator

Approved by: _____ Date: _____

ARCHITECTURAL REVIEW COMMITTEE
Architectural Design Guidelines

**HOME SPECIFICATIONS
COLOR PALETTE
FORM E**

Heated & Cooled SquareFootage: _____

Exterior Finish: Brick Selection BrandName: _____ Refer. Number: _____ Approval: _____

Mortar Brand Name: _____ Refer. Number: _____ Approval: _____

Stucco Brand Name: _____ Refer. Number: _____ Approval: _____

Stone Selection BrandName: _____ Refer. Number: _____ Approval: _____

Siding Brand Name: _____ Refer. Number: _____ Approval: _____

Trim: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Shutters: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Windows: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Front Door: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Garage Door: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Columns: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Porch: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Chimney: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Roof: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Drive: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Walks: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Patio/Terrace: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Fence: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Courtyard/
Retaining/Walls Material Brand Name: _____ Refer. Number: _____ Approval: _____

Pool/ Spas: Material Brand Name: _____ Refer. Number: _____ Approval: _____

Outdoor
Structures Material Brand Name: _____ Refer. Number: _____ Approval: _____

ARCHITECTURAL REVIEW COMMITTEE
Architectural Design Guidelines

**REQUEST FOR APPROVAL
FORM F**

Lot 911 Address

Phase and Lot Number

REQUEST FOR SILT FENCE, AND GRAVEL DRIVE APPROVAL

The undersigned builder and or lot owner verifies there is in place a silt fence (installed to city of Madison code) and temporary gravel drive per the site meeting on the described property above.

Builder/ Contractor (signature)

DATE

Stone Lake "ACC" (signature)

DATE

REQUEST FOR DRIVEWAY FORM APPROVAL

The undersigned builder and or lot owner verifies there is in place form boards and reinforcement per the Approved Site plan on the described property above.

Builder/ Contractor (signature)

DATE

Stone Lake "ACC" (signature)

DATE

REQUEST FOR GRADING APPROVAL

The undersigned builder and or lot owner verifies the above described property is ready for a grading observation to ensure all drainage swales are correct for proper water drainage per the Approved Site plan, and has sufficient slope away from the structure and does not directly shed water to any adjacent lot, common property, or public area.

Builder/ Contractor (signature)

DATE

Stone Lake "ACC" (signature)

DATE

ARCHITECTURAL REVIEW COMMITTEE
Architectural Design Guidelines

**REQUEST FOR FINAL APPROVAL
FORM G**

Lot 911 Address

Phase and Lot Number

REQUEST FOR FINAL APPROVAL AND CERTIFICATE OF COMPLIANCE

The undersigned builder and or lot owner verifies that the above listed project is 100% per the approved plans by the ARC. The undersigned also acknowledges that he or she has read and fully adheres to Section III(E) (Damage Deposit Policy) and its process in which to release any or all of the damage deposit.

Builder/ Contractor (signature)

DATE

Stone Lake "ACC" (signature)

DATE

ARCHITECTURAL REVIEW COMMITTEE
Architectural Design Guidelines

APPENDIX 2
SUBMITTAL PLAN CHECKLIST
REFERENCE B.

Final Grading Plan Requirements:

- _____ Final Grading Plan to be drawn at 1"=10'- 0"
scale (Estates may be drawn at 1"=20'- 0")
- _____ Topographic plan by registered land surveyor with existing contours
- _____ Proposed contour plan showing cut and fill requirements
- _____ Proposed house structure location
- _____ Show and label all retaining wall location(s) and height(s)
- _____ Show and label all existing and proposed drainage features
- _____ Drainage pipe showing location, material, size and invert elevations
- _____ Show and label all swales and other surface drainage
- _____ Show and label driveway location and grade
- _____ Show and label location of temporary gravel access for construction vehicles
- _____ Show and label locations for all silt fence installation

Final Site Plan Requirements:

- _____ Final Site Plan to be drawn at 1"=10'- 0"
scale (Estates may be drawn at 1"=20'- 0")
- _____ Architects/Designer name, present address and telephone number
- _____ Owners' name, present address and telephone number
- _____ All Property boundaries and building setbacks
- _____ All utility and drainage easements
- _____ Finish floor elevation and garage finish floor elevation
- _____ Critical Dimensions to layout house on lot
- _____ Lot Number, North Arrow
- _____ All adjacent streets to be noted, Temporary gravel drive location
- _____ Existing trees (trees over 4" in caliper measured 4' above natural grade)
- _____ Existing and proposed drainage features
- _____ Swales and arrows denoting all existing and proposed surface water flow
- _____ Proposed locations of silt fence (shall be located within lot lines)
- _____ Driveways and sidewalks location, material, finish, and dimensions
- _____ Proper driveway apron and sidewalk detail (Refer to Appendix herein)
- _____ All hardscape location, material, finish, and dimensions
- _____ All proposed free standing or accessory structures, features, and improvements,
- _____ All retaining/ courtyard walls, fences, decks, piers,
- _____ All pools, spas, courts (location, material, type, finish, and dimensions)
- _____ Impact of surroundings -All adjacent lots, lakes, common areas to be noted

ARCHITECTURAL REVIEW COMMITTEE
Architectural Design Guidelines

APPENDIX 2
SUBMITTAL PLAN CHECKLIST
REFERENCE B.

Final Architectural Floor Plan Requirements:

- _____ Final Architectural Floor Plan to be drawn at 1/4" = 1' - 0" scale
- _____ Architects/Designer name, present address and telephone number
- _____ Owners' name, present address and telephone number
- _____ Plan shall note conditional square footage
- _____ Overall dimensions of the structure should be clearly noted
- _____ Shall meet minimum square footage neighborhood requirements per phase

Final Architectural Elevations Plan Requirements:

- _____ Final Architectural Elevations Plan to be drawn at 1/4" = 1' - 0" scale
- _____ Architects/Designer name, present address and telephone number
- _____ Owners' name, present address and telephone number
- _____ Clearly note all exterior materials used –roof, veneer, columns, steps, rails, etc.
- _____ Homes Specifications/Color Palette completed (Refer to Appendix 1. Fherein)
- _____ Finish floor elevation and garage finish floor elevation
- _____ Vertical Dimensions (overall structure, ceiling heights 10' - 1st floor, 9' - 2nd floor)
- _____ All appropriate exterior details and proportions to style of home
- _____ Chimneys: no exterior wood, clad, or metal veneer (Chimney cap required)
- _____ Three or more exterior veneers shall be discouraged
- _____ Doors and windows to be wood/ wood clad approved by ARC
- _____ Doors and windows to be minimum 8' - 0" tall in header height
- _____ Doors and window lites to be true or simulated divided lites
- _____ Shutters: shall be hinged/ operable/ sized to openings
- _____ Single Bay Garage Doors minimum 8' - 0" tall in height w/ hinge hardware
- _____ Dormers: shall be traditional or classic proportions, tight fitting to windows
- _____ Roof: slope less than 4:12 pitch shall be standing seam copper only
- _____ Roof: sample, Main structure at front 7' V:12' H or steeper
- _____ Stucco – real cement stucco only
- _____ Encourage: thickened eave board in lieu of fascia board
- _____ Exposed shaped rafter tails
- _____ Bracketed soffits
- _____ Contrasting earth tones vs. white eave/fascia/soffit
- _____ overhang at gables ends less than other areas of roof
- _____ properly proportioned eave returns at gable ends vs. block
- _____ Eave return overhangs at dormers proportionately less than at major roof

ARCHITECTURAL REVIEW COMMITTEE
Architectural Design Guidelines

APPENDIX 2
SUBMITTAL PLAN CHECKLIST
REFERENCE B.

Final Landscape Plan Requirements:

- _____ Final Landscape Plan to be drawn at 1"=10'- 0"
scale (Estates may be drawn at 1"=20'- 0")
- _____ Landscape Architect's/Designer name, present address and telephone number
- _____ Owners' name, present address and telephone number
- _____ All Property boundaries
- _____ Lot Number
- _____ North Arrow
- _____ All adjacent streets to be noted
- _____ All Existing trees (trees over 4" in caliper measured 4' above natural grade)
- _____ All Proposed trees (noting species, size, and caliper)
- _____ All Proposed shrubs & groundcover plantings (species, size, quantity and spacing)
- _____ All proposed lawn areas, noting location, limits, method of application (sod, seeding, hydro-mulching, etc.) and lawn species. All front lawn areas to shall be sodded only.
- _____ All proposed structure elevations (if not provided in Architectural Plans)
- _____ Driveways and sidewalks location, material, finishes
- _____ Proper driveway apron and sidewalk detail (Refer to Appendix herein)
- _____ All hardscape location, material, finish, and dimensions
- _____ All proposed free standing or accessory structures, features, and improvements,
- _____ All retaining/ courtyard walls, fences, decks, piers,
- _____ All pools, spas, courts (location, material, type, finish, and dimensions)
- _____ Landscape lighting – low voltage, direct task, close to grade
- _____ Impact of surroundings - All adjacent lots, lakes, common areas to be noted

Foundation Plan for aesthetic purpose (integrated with rest of lot and slopes not too steep to maintain)

Four (4) sets of all plans stated above accompanied with a properly labeled shipping tube

Final Construction Specifications.

Property Owner's Proposed Construction Schedule.

Copy of filed deed to lot under review (Proof of Ownership)

Appropriate ARC Fees and deposits on two separate checks

A complete application (Appendix 1 herein Forms A-I)