



## MPWCA Architectural Review Committee Application Packet

**Purpose.** The Architectural Review Committee (ARC) is being established to ensure compliance with Article I of the May's Point Declaration, Covenants, Conditions and Restrictions in its entirety and specifically the following:

**Article I.** *The purpose of this Declaration is to insure the best use and the most appropriate development and improvement of the Subject Property; to protect owners of Subject Property against such use of surrounding property as will detract from the value of their property;....*

May's Point Waterfront Community Association is a **Homeowner's Association** with the most "appropriate development and improvement" being the construction of a home as a primary structure. All other structures are considered accessory structures that are allowed to be built only after a home is built or during construction of a home. In accordance with Article III, "All structures erected shall be of new materials and new construction and shall be completed within one (1) year after commencement of construction."

The ARC is not concerned with the architectural design of your home. We will not be reviewing the blue prints or the design. As you will see on the application form, our focus is on compliance as stated above.

**Committee Organization.** The committee is formed from 3 current Association Board Members. The committee will be led by a chairperson and 2 board members.

**References.** Property owners can find information related to all related actions:

1. May's Point Water Front Community Declaration and Covenants, Conditions and Restrictions dated September 9<sup>th</sup> 2003.
2. Germantown and Necedah Township Ordinances.
3. Juneau County Ordinances.
4. State of Wisconsin Related Statutes

**Request for Architectural Review.** The following items are to be submitted to the ARC for review:

May's Point Waterfront Community Association Approval Form  
May's Point Waterfront Community Association Site Plot Plan

**Application and Review Process.** Send your documents to the Architectural Review Committee a minimum of 90 days prior to start of construction of a new home or improvement.

E-Mail: [mayspointassociation@gmail.com](mailto:mayspointassociation@gmail.com)

**Review.** The committee will review submitted plans and approve or make recommendations back to the owner within 21 days of receipt. Incomplete applications will be returned for correction and resubmitted for review.

Sincerely,

Board of Directors,  
*May's Point Waterfront Community Association*

## **MPWCA Building and Placement Requirements**

**Review and Approval:** A property owner must obtain Association approval from the Architectural Review Committee (ARC) to ensure compliance with the building and placement provisions as outlined in Article III of the May's Point Declaration of Covenants, Conditions and Restrictions, dated September 9<sup>th</sup>, 2003. Any conflict between this form and the Declaration is superseded by the Declaration-Convents.

<p><b>PLEASE HAVE YOUR BUILDING TEAM REVIEW DECLARATIONS-CONVENANTS PRIOR TO COMPLETING THE TOWNSHIP PERMIT APPLICATION</b></p>
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**May's Point Set-Back Requirements:** For any type of construction or improvement, a detailed plot plan must be submitted showing the location of the new structure in relation to your property lines, other buildings and public roads. If your layout design is altered in any way, you must resubmit for new approval.

**May's Point Set Backs are (Article V):**

Public Roads: 30 feet from the road.

Side: 15 feet from side property lines.

Rear: 15 feet from rear property line.

100' Lake Easement Strip: 15 feet from the 100' easement line.

Detached Garage/Pole Barn/Accessory Bldgs.: 10 feet from any other building

**Homes:**

**Minimum square footage of living area (Article III):**

Single Story: 1,200 Sq. Ft.

Two Story: 1,800 Sq. Ft. (A loft defines the building as a 2 story)

**Finishes/Colors (Article III):** Structures shall be colors that are in harmony with the natural surrounding commonly referred to as "earth tones."

**Garages (Article I):** A detached garage, pole barn or any other accessory structure must be located at least 10 feet from other structures. Colors shall be in harmony with the natural surrounding "Earth Tones".

**Modular Home (Article III) (as that term is defined in sec 101.71 & 109.1 WI Statue):** Modular or factory-built homes are permitted. These homes are essentially built in a factory using the same building materials and construction methods as a site-built home. They are loaded on trucks and transported in sections with final assembly on site on a permanent poured concrete foundation. A modular home is intended to remain in place for the entire useful life of the home. Mobile Homes designed with and delivered on wheels are not permitted.

**Accessory Structures (Article I):** Besides a detached garage/pole barn, any other structures such as a Gazebo or Storage Shed must be submitted to the ARC for review and approval.

**Timber Removal (Article VI):** Cutting of trees is permitted for clearing a building site, lawn and driveway. All stumps, logs or debris that are removed must be burned, buried or removed from the site. The goal is to maintain the esthetics of the area.

**Driveway (Articles I/VI):** One driveway entrance/exit off the public road is allowed per lot.

## **MPWCA Building Approval Form**


**ACTION:** Complete and Return this form along with your Site Plot Plan a minimum of **90 days prior** to start of construction.


**Construction Period:** Home and garage/pole barn exterior construction must be “**completed within 12 months”** from start date of excavation/construction.

**Changes:** The ARC shall be advised of any significant changes to the original application prior to executing those changes.

**Signature:** Owner(s) signature(s) acknowledges that you understand and accept the above policies.

**Sign**

 \_\_\_\_\_ Date: \_\_\_\_\_

 \_\_\_\_\_ Date: \_\_\_\_\_

Owner(s) Name(s): \_\_\_\_\_

Legal Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

May's Point Lot No: \_\_\_\_\_

**Improvement:** ☐ Home w/wo Garage ☐ Detached Garage ☐ Pole Barn ☐ Accessory Bldg

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### **COMPLETE WHAT APPLIES**

Home: 1<sup>st</sup> Floor Sq. Footage: \_\_\_\_\_ 2<sup>nd</sup> Floor Sq. Footage: \_\_\_\_\_

Detached Garage/Pole Barn Sq. Footage: \_\_\_\_\_ Width: \_\_\_\_\_ Length: \_\_\_\_\_

Siding Material: \_\_\_\_\_ Siding Color: \_\_\_\_\_

Window/Trim Material: \_\_\_\_\_ Window/Trim Color: \_\_\_\_\_

Roof Material: \_\_\_\_\_ Roof Color: \_\_\_\_\_

**CONTRACTOR'S NAME** \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Cell / Telephone No: \_\_\_\_\_

Email: \_\_\_\_\_

Please submit your application and site plan at “**least 90 days**” prior to desired start date of construction. The ARC Committee will review and provide approval within 21 days of receipt of fully completed applications.

**Email:** [mayspointassociation@gmail.com](mailto:mayspointassociation@gmail.com)

## **MPWCA Site Plot Plan**

**ACTION:** Please complete and return **"90 days"** before start of construction.

**Lot Dimensions:** Front: \_\_\_\_\_ Rear: \_\_\_\_\_ Side 1: \_\_\_\_\_ Side 2: \_\_\_\_\_

**Total/Acreage:** \_\_\_\_\_

**Required:** Show approximate location of proposed:

- Home
- Septic and Field
- Water Well
- Driveway
- Garage/Pole Barn etc. (if building is a detached garage)
- Set Back Lines

**Site Plot Plan** (Draw to match actual configuration of lot) Complete below or attach copy)