

CHRISTMAS LAKE VILLAGE

Plans Submissions

Our Architectural Review Board meetings are twice a month, the first meeting always follows the BOD monthly meeting which is the second Thursday of every month except for June. This meeting is always held at our Recreational Facility at 6 PM. Our Second Architectural Review Board Meeting is scheduled for the fourth Tuesday of every month at 6 PM at the Gatehouse.

In order for plans to be reviewed they must be submitted no less than 4 days prior to the scheduled meeting.

Plans need to include all pertinent information with detailed drawings with dimensions.

Please call the office and talk with Chris if you have questions.

Lot # _____

911 Address: _____

Contractor: _____

Phone: _____

Member: _____

Phone: _____

Construction Type

New Home Construction

Fencing

Deck

Home Addition

Pool

Garage Addition

Building (Shed)

Boat Dock

Other (Describe)

Description of Project

Driveway

Concrete

Asphalt

Other _____

Roof

Shingle - Color _____ Metal - Color _____

Other - Color _____ Description _____

Water / Drainage Plan Enclosed

Yes No Not applicable (My plans will not affect property drainage in any way)

Foundation

Concrete / Slab None (Free standing building)

Other (Describe) _____

Siding

% Breakdown if more than one: % Brick & Color _____/_____% Vinyl & Color_____/_____

% Stucco and Color _____/_____ Not applicable (My plans will not require any siding)

Square Footage

_____ Total square footage

_____ 1st story | _____ 2nd story | _____ Basement | _____ Garage

Variance(s)

Estimated Cost of Plans

1. _____

2. _____

No variance(s) is requested.

Estimated start date_____/_____/_____ Estimated Finish Date_____/_____/_____

Plans must include the following:

1. Samples of literature provided on products being used, i.e. Siding, roofing, stone,etc.
2. All Utilities need to be clearly marked on plans.
3. Representation will be required at the meeting by either homeowner, builder, or representative that can answer questions.
4. All renderings of the structure.

This project is approved contingent upon its completion in accordance with these plans. The Association cannot be held responsible for the accuracy of the drawings. Should any variation occur which has not been approved by the Architectural Committee, the Association may require the structure to be brought into compliance, up to and including removal. It is the responsibility of the owner to be knowledgeable of any areas of the property where the use of the property is restricted (i.e., setback lines & easements). The Association cannot be held responsible for any encroachment violations.

Scheduled Date for Review ____/____/____ Time & Location____:____/____

-----SIGNED BY MEMBER AFTER APPROVAL-----

X _____ Date ____/____/____

Construction must begin within 180 days from the notification date.

Notified _____ Expires _____

-----OFFICE USE ONLY-----

Dates

Date plans are submitted ____/____/____

Date plans are ready for Board approval ____/____/____

30-day deadline date ____/____/____

Deposits

Deposit required _____ No Deposit required _____

Fee _____ Refund Amount _____

Board Signatures

APPROVE

_____ ____/____/____ _____ ____/____/____

_____ ____/____/____ _____ ____/____/____

_____ ____/____/____ _____ ____/____/____

_____ ____/____/____

Board Signatures

DISAPPROVE

Reason

<input type="checkbox"/>	_____	__/__/__	_____
<input type="checkbox"/>	_____	__/__/__	_____
<input type="checkbox"/>	_____	__/__/__	_____
<input type="checkbox"/>	_____	__/__/__	_____
<input type="checkbox"/>	_____	__/__/__	_____