

TROY BURNE VILLAGE - ARCHITECTURAL REVIEW COMMITTEE (ARC) CHECKLIST p. 1 of 4 Rev. 09/03/15

Instructions to Submitter: Complete Page 1 and submit all required ARC materials and fees. Prior to excavation, make required ARC alterations (if needed) to plans and resubmit if requested. Consult "Declaration of Covenants, Conditions and Restrictions" for Troy Village and the most recent "Architectural Procedures and Guidelines for Troy Village".

Return Completed Form to:

**Architectural Review Committee
Troy Burne Village Homeowners Association
P.O. Box 1171
Hudson, WI 54016**

troyvillagehomeownersassn@gmail.com

Lot Number: _____ Plan Number: _____ Estimated House and Lot Value: _____

Property Address: _____ Construction Start Date (within 1 year of approval): _____

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Fax</u>
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Buyer / Owner: _____

Builder / Designer: _____

Designer: _____

This ARC checklist is only for review of submitted materials for this specific lot and its proposed development as required by the "Declaration of Covenants, Conditions and Restrictions" for Troy Village. Comments contained herein or on drawings do not relieve the Builder or Lot Owner of government or Covenant requirements. The Architectural Review Committee, or any member thereof, shall not be liable to the Builder, Homeowners' Association, or to any Lot Owner or other persons as stated in above referenced Covenants. Any future additions or exterior modifications to home or lot must first be approved by the Architectural Review Committee.

REQUIRED SUBMITTALS

	SUBMITTER CHECK	ARC CHECK	
	Date Submitted	Resubmittal Requested	Approved Date
A. 2 sets building drawings with exterior detail			
B. 2 Site plans at 1" = 30' scale			
C. 2 copies landscape and irrigation plans			
D. One set exterior product colors / materials (samples suitable for filing - Use Attached Form for a Guide)			
E. 1 set of 11 X 17 exterior elevations			
F. Applicable Fees			

At the time of initial ARC submittal in addition to the ARC Review Fee, the ARC requires collection of the \$1,000.00 Refundable Landscape Deposit (see Section 8-E of Covenants). The mailbox and fire sign currently cost \$600 and can be paid when ordered. Fire signs are mandatory. In summary, the fees required at initial submission of plans for review by ARC are:

ARC Plan Review Fee	\$ 300.00
Refundable Landscape Deposit	\$1,000.00
Grand Total	\$1,300.00

Checks should be made payable to Troy Village Homeowners Association.

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A. BUILDING DRAWINGS, SPECIFICATIONS AND DETAILS REQUIRED

	SUBMITTER CHECK	ARC CHECK		
	Date Submitted	Resubmittal Requested	Approved Date	Comments See "Comments" page(s) at back
-Estimated home value and size (in square feet) is comparable to surrounding homes				
-Attractive facades on all visible sides of building				
-Architectural style harmonious to surroundings and other homes (not dominant or contrasting)				
-Garages are an integral part of home design				
-Roof Massing balanced				
-Exterior finished and trim details: (Use the Attached Form for a Guide)				
a) Contiguous on all visible sides of building (no stark transitions)				
b) High Quality – golf ball damage resistant				
c) Colors and textures harmonious				
d) Decks, porches, sunrooms, etc:				
1) Architecturally integrated				
2) Structural members massed and trimmed / landscaped				
3) Appropriate location and / or screened				
-Other				

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B. SITE PLAN DETAIL REQUIRED

Note: All approvals are subject to jurisdictional regulations and ordinances	SUBMITTER CHECK	ARC CHECK		
	Date Submitted	Resubmittal Requested	Approved Date	Comments See "Comments" page(s) at back
- Structure location. All-set-backs identified.				
- Impact on views from adjacent properties				
- Existing and proposed grades				
- Proposed Finished Floor Elevations (F.F.E.) based on grades shown on the Master Grading Plan				
- Drainage and utility easements shown				
- Storm water drainage flow				
- Golf Course Easements shown:				
a) Buffer easements				
b) Play easements				
c) Conservation and well location area, easements				
- Sewer				
- Existing tree and tree lines shown				
-Proposed tree removal over 4" caliper identified				
- Driveways, sidewalk and patios				
- Driveway culvert locations and invert elevations				
- Gazebos, and other permanent detached structures				
- Retaining walls, pools, fencing, etc.				
- Orientation for views				
- Location of silt fence installation				
- Other				

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C. LANDSCAPE PLAN

	SUBMITTER CHECK	ARC CHECK		
	Date Submitted	Resubmittal Requested	Approved Date	Comments See "Comments" page(s) at back
Estimated landscaping costs (excluding top soil, sodding, seeding and irrigation sprinkling)				
- Impact on views from adjacent properties				
- Landscaping: Plant materials, size, species, quantity				
- Garden areas screened by landscaping/not visible				
- Screening of car headlights in driveways				
- Natural areas				
- Retaining walls				
- Areas sodded				
- Areas seeded				
- Sprinkler system coverage areas				
- Utility/mechanical equipment unobtrusive screened. AC condensers less than 20" from lot line				
-Accessory structures: Play equipment, tennis courts, pet kennels, etc.				

Other Compliance Conditions

Builder and lot owner shall follow all conditions in the "Declaration of Covenants, Condition and Restrictions" for Troy Burne Village, and current "Architectural Procedures and Guidelines for Troy Village" (separate running document current with submittal date), including the following:

1. Contractor is responsible for keeping construction site clean and having a metal dumpster on site at all time (no temporary trash enclosures)
2. Contractor is responsible for erosion control and must prevent and immediately clean up any soil erosion into the street, storm sewers, golf course property and ponds
3. Contractor shall control and clean up construction soil tracking into the street from construction traffic
4. Lot corner monuments must be preserved. Contractor is responsible for replacement of lot corners if they are destroyed or damaged
5. Contractor is responsible for protection of on-site sewer areas
6. All sewer vents shall be cut to finish grade
7. The house placement and landscaping on a lot shall be designed to minimize any negative impact on adjacent lots or the golf course property. When reviewing proposed improvement on a lot, the impact of views from adjacent lots will be considered, and the interests of all parties will be balanced and protected to the extent possible. This may result in required changes in house placement and landscaping to preserve views for all parties
8. The Town of Troy building permit process requires the installation of a gravel driveway before beginning any construction