

Architectural Control Committee

Property Improvement Application (PIA)

PLEASE SUBMIT ALL ITEMS TO:

**DCL Design Studio
30 Sky View Drive, P.O. Box 756
McHenry, MD 21541**

For assistance in completing this application contact

**Doug Storck, POA Consultant
DCL Design Studio
30 Sky View Drive, P.O. Box 756
McHenry, MD 21541**

**Office Phone: 301-387-7788
Email: DMS@dcls.com**

**Architectural Control Committee has
30 days in which to review a PIA after all required information has been submitted**

**COPIES OF THE ARCHITECTURAL CONTROL COMMITTEE DOCUMENTS CAN BE
OBTAINED FROM DOUG STORCK, POA CONSULTANT**



PROPERTY OWNERS ASSOCIATION, INC.

ARCHITECTURAL CONTROL COMMITTEE
PROPERTY IMPROVEMENT APPLICATION (PIA)

Please refer to the Architectural Control Guidelines for complete set of standards your application must comply with.

OWNER INFORMATION form with fields for Owner Name, Lot Number, Application Date, Email Address, Phone Number, WFG Property Address, and Mailing Address.

Article 7.1 of the Declaration of Covenants, Conditions and Restrictions for Waterfront Greens Subdivision: Building Restrictions. No Structure shall be commenced, erected or maintained on any Lot nor shall the exterior appearance of any Structure on any Lot be changed or altered...

GENERAL INFORMATION: Check all that apply.

- Checkboxes for New Construction, Remodel/Addition - Major Additions (including garages), Landscaping, Misc. Property Improvements (with sub-list of items like Flag poles, Permanent grills, etc.), Other, and Property Improvements to the State Owned Buffer Strip.

PROJECT INFORMATION form with a large text area for General Description of Project and three columns for Project, Estimated Start Date, Estimated Completion Date, and Estimated Project Cost.

CONTRACTOR INFORMATION		
Company Name:		Phone:
Address:		
Primary Contact Name:	Email:	Cell Phone:
On-Site Contact Name:	Email:	Cell Phone:

LANDSCAPE CONTRACTOR INFORMATION		
Company Name:		Phone:
Address:		
Primary Contact Name:	Email:	Cell Phone:
On-Site Contact Name:	Email:	Cell Phone:

ARCHITECT INFORMATION		
Company Name:		Phone:
Address:		
Primary Contact Name:	Email:	Cell Phone:

MUST BE SUBMITTED WITH YOUR APPLICATION, IF APPLICABLE

- **Fees** (Payable to *Waterfront Greens POA, Inc.*)

New Home Construction:

- \$300.00 Architectural Review Fee.
- \$1,000.00 Impact Fee - payment for use of Roads and for Road/Facilities Damage.
- \$2,000.00 Impact Fee for Modular Homes-Please see WFG Modular Home Guidelines.
- Any subsequent construction occurring after 60 days of completion of the main residence such as a garage, home addition, pool, etc., shall be charged a \$500 Impact Fee.

Major Additions/Remodeling:

- \$150.00 Architectural Review Fee (applies to remodel/additions; major additions such as garages and pool houses, etc.)
- \$500.00 Impact Fee- payment for use of Roads and for Road/Facilities Damage

Miscellaneous Construction/Landscaping:

- \$75.00 Architectural Review Fee

(Review of subsequent submissions and site visits for the same project will be billed at a rate of \$75.00 each. Additional review and site visits will only be initiated at the request of the Waterfront Greens Architectural committee.)

- **Contractor Proof of Insurance**

Before construction begins Owner must provide the Architectural Committee proof of insurance for damage for the General Contractor and Sub-Contractors.

SITE INFORMATION

Supply the following information as applicable to your proposed project. **(All drawings must be to scale.)**

- **Plot Layout** (Location of residence, setbacks and related improvements)
- **Parking and Driveway Location Plan**
- **Utility Location**
- **Storm water Management Plan**
- **IF STATE OWNED BUFFER IS INVOLVED IN THE PROJECT YOU WILL NEED A SPECIAL PERMIT FROM THE DEPARTMENT OF NATURAL RESOURCES.** Must be approved by the DNR before being submitted to the Architectural Committee for approval.

BUILDING PLANS: NEW HOME CONSTRUCTION, REMODEL/ADDITIONS (Includes Pool and Pool Pavillion)

Required Drawings

- Two (2) copies of full construction drawings set (Large format must be to scale and include Structural Plans).
- One (1) reduced construction drawings set (8.5" x 11" format).
- One (1) on-line construction drawings set
- Blueprints are to include: All elevations of exterior walls of the proposed dwelling, site plan, including house, garage, driveway, parking spaces and distances from building to all lot lines. Exterior Elevations shown on Drawings with grade indicated. Include Front, Rear, Right Side and Left Side; Main Roof pitch, Dormer and Porch Roof Pitches
- Plans for parking area(s) should identify numbers of vehicles the parking space will accommodate.
- Site plan should note any significant changes to topography.

Exterior Finishes (Refer to *Architectural Control Guidelines* for details):

- Finishes needed for Siding, Trim, Fascia, Soffit, Brick/Stone, Roofing, Decking/Patios, Railings, Windows, Doors and Garage Doors, Gutters and Downspouts.
- Include type, manufacturer, color, pattern, shape and details.
- **Color samples are to be submitted with plans.**

Please fill in the following:

Building Area in Sq Feet	1 st floor:	2 nd floor:	3 rd floor:	TOTAL SF:

Construction Time Estimate:

LANDSCAPE PLANS

Required Landscape Drawings:

Major Landscape Plan.

Two (2) Copies of full Construction Drawings Set (Large format must be to scale), plus one set of Reduced Construction Drawings (8.5"x11" format) in PDF format that includes, as applicable, the following:

- Hardscape: Materials used, manufacturer, color, pattern for sidewalks and walkways, patios, walls, driveway and parking area etc. Ornaments, statuary, include material composition and dimensions
- Elevation changes
- Watering system: manufacturer
- Vegetation: ground cover, material type& color. Plant species, type & color. Tree species, mature height.
- Exterior lighting: placement, manufacturer
- Landscape Construction Time Estimate

Minor Landscape Plan. Drawings can be hand drawn on lot plat showing number of plants, plant species, color, location and estimated date/time for completion.

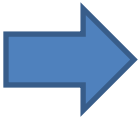
ARCHITECTURAL CONTROL COMMITTEE GENERAL CONDITIONS AND TERMS OF APPROVAL

(Must be signed and returned with all applications)

The Owner acknowledges that a condition precedent to the approval of the Architectural Committee is that the following conditions and terms are satisfied and agreed to by the Owner:

1. Compliance with all provisions of the Declarations of Covenants, Conditions and Restrictions for Waterfront Greens Subdivision, as Amended.
2. Compliance with all applicable local, state and federal laws, including, but not limited to, any permits held directly or indirectly by the Association.
3. Compliance with the Dept. of Natural Resources regarding use of the Buffer Strip. Any construction in the Buffer Strip must also be approved by the Architectural Committee.
4. Establishment of a plan to prevent adverse offsite hydrologic impacts created by Owners/Owners Contractor’s construction activities.
 - a. Tracking of mud and/or foreign materials onto the paved roadways of the Association is not permitted.
 - b. All excavation and final landscaping must be completed in the construction time periods for construction. If the estimate changes, the Owner must notify Architectural Committee immediately and get approval of extension.
 - c. New home construction or additions are required to have gravel entrance(s) and parking area(s) installed on the building site location prior to any site work or construction.
 - d. For new home construction, a trenched silt fence shall be erected along the property lines of adjoining property owners and Conservation Easement prior to commencing construction.
5. Construction materials must be stored so as to minimize the impairment of views from neighboring properties.
6. For new home construction and additions, a dumpster is required on site for the collection of construction debris.
7. Excess material should be immediately removed after completion of construction. No debris may be allowed to accumulate during construction activities.
8. Portable bathroom facilities shall be located so as to minimize their visibility from neighboring properties.
9. This approval can be suspended or revoked for Owner’s non-compliance with the application or these conditions.
10. The approval of the Architectural Committee is based solely upon a review of this Application in order to assess compliance with the Declaration of Covenants, Conditions and Restrictions for Waterfront Greens Subdivision, as Amended. Such approval is not intended to address whether the Owner or his/her subcontractors have complied or will comply with any applicable federal, state or local laws, rules, regulations, codes, ordinances, engineering standards or requirements, or any other matter.

The General Conditions and Terms of Approval listed above are hereby accepted and agreed to by the Owner.

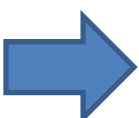


Owner’s Signature

Date

ARCHITECTURAL CONTROL GUIDELINES

The Owner acknowledges that s/he has received a copy of and has read the WFG Architectural Control Guidelines.



Owner’s Signature

Date