

October 1, 2009

### **Form 1: Letter of Acknowledgement from Owners:**

To be completed for each application submitted to The Springs Architectural Review Committee for approval.

This acknowledges that I have a copy of the Declaration of Covenants, Conditions, and Restrictions of The Springs At High Rock Subdivision, the Declaration of Restrictive Covenants of The Springs At High Rock Subdivision and the **October 1, 2009** Requirements of the Architectural Review Committee (ARC) for building in The Springs and that I will abide by them.

I understand that I cannot make any exterior alteration or change of an approved plan to my home such as the overall exterior appearance, trim, siding, roofing, stain/paint, driveway and/or walk location, garage, outdoor lighting, pool, landscaping plan, etc. without prior submission of a written request for the change(s) to The Springs ARC, and have received their written approval.

I state that I am current on all assessments for the property. Further, I agree to pay any expenses to correct exterior changes made without written approval. I will hold The Springs Homeowners Association, Inc. harmless for such action.

**Agreed:**

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(Signature of property owners)

**Lot Number:**

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**Street Address:**

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**Date:**

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**E-Mail Address**

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October 1, 2009

## **Form 2: Letter of Acknowledgment from General Contractor/Builder**

To be completed for each application submitted to The Springs Architectural Review Committee for approval.

This acknowledges that I have reviewed a copy of the Declaration of Covenants, Conditions and Restrictions of The Springs Subdivision, and the Requirements of the Architectural Review Committee (ARC) for building in The Springs and that I and all others contracted by me for construction on the property listed below will abide by them.

This agreement must be signed by the builder at a scheduled ARC meeting or at another designated time when the ARC and the builder can schedule a meeting.

**Agreed:** \_\_\_\_\_  
(Signature of General Contractor/Builder)

**Lot Number:** \_\_\_\_\_

**Street Address:** \_\_\_\_\_

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

October 1, 2009

**Form 3: Design Approval Checklist:  
Part 1**

To be completed for each application submitted to The Springs Architectural Review Committee for approval.

**Owner Data**

**Owner(s):** \_\_\_\_\_

**Lot and Phase Number:** \_\_\_\_\_

**The Springs Address:** \_\_\_\_\_

**Current Home Address:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Phones: Home** \_\_\_\_\_

**Business** \_\_\_\_\_

**Cell** \_\_\_\_\_

**FAX:** \_\_\_\_\_ **E-mail** \_\_\_\_\_

**Builder:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Phone:** \_\_\_\_\_

**FAX** \_\_\_\_\_

**Cell** \_\_\_\_\_

**Email** \_\_\_\_\_

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# Form 3: Design Approval Checklist

## Part 2

### Drawings Checklist:

A. Site Plan that shows:

- 1. Property Lines  
(identify adjacent lots/homes) \_\_\_\_\_
- 2. North Arrow \_\_\_\_\_
- 3. Scale \_\_\_\_\_
- 4. Setbacks \_\_\_\_\_
- 5. Footprint of entire structure(s) \_\_\_\_\_
- 6. Location of well & septic \_\_\_\_\_
- 7. Corners of adjacent structures \_\_\_\_\_
- 8. Location/ composition of drive & walks \_\_\_\_\_
- 9. Topography & drainage \_\_\_\_\_
- 10. Retaining Walls (if any) \_\_\_\_\_
- 11. Location of Service Areas  
(heat pumps, generators, etc.) \_\_\_\_\_

B. Photos of lot (see requirements) \_\_\_\_\_

C. Floor Plans of all structures  
(blueprints showing Sq. ft) \_\_\_\_\_

D. Elevations of each side

- 1. Exterior materials listed \_\_\_\_\_
- 2. Door & window locations \_\_\_\_\_
- 3. Roof pitch & materials \_\_\_\_\_
- 4. Finished grades \_\_\_\_\_

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**Form 3: Design Approval Checklist**

**Part 2 (cont'd)**

Fees Paid:

- A. Non-refundable road fee(\$600) \_\_\_\_\_
- B. Refundable construction bond (\$1100) \_\_\_\_\_

Comments:

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**Signature of Property Owner(s) Date**

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October 1, 2009

**Form 4: Landscape Approval Checklist:**

To be completed for each application submitted to The Springs Architectural Review Committee for approval prior to frame out review.

**Owner(s):** \_\_\_\_\_

Lot & Phase # \_\_\_\_\_

The Springs Address: \_\_\_\_\_

Current Home Address: \_\_\_\_\_

Home Phone# \_\_\_\_\_

Business Phone# \_\_\_\_\_

Cell Phone # \_\_\_\_\_

FAX Number \_\_\_\_\_

E-mail \_\_\_\_\_

**Landscaper:** \_\_\_\_\_

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

Phone Number \_\_\_\_\_

FAX Number \_\_\_\_\_

Cell Number \_\_\_\_\_

Email \_\_\_\_\_