

submittal checklist
ARCHITECTURAL REVIEW APPLICATION
STRATHMORE MAINTENANCE CORPORATION

(Owner to Complete)

This checklist must be completed by the Owner and must be attached to the Architectural Review Application. Failure to complete and include this checklist constitutes an incomplete submittal. The Committee will return all incomplete submittals without review.

A description of what must be included on each of the drawings required below may be found in the Architectural Standards.

PART I - ALL IMPROVEMENTS

This section lists the submittal requirements for **all Improvements** that must be included with any and all submittal requests. Per the Association CC&R's - Improvement mean and refer to any structure or appurtenance thereto of every type and kind, including but not limited to buildings, walkways, sprinkler pipes, garages, room additions, patio covers, swimming pools, spas, recreational facilities, roads, driveway, parking areas, fences, screens, screening walls, retaining walls, stairs, decks, landscaping, antennas, hedges, windbreaks, plantings, planted trees and shrubs, poles, signs, exterior air conditioning and water softening fixtures or equipment (if permissible under applicable laws), and the installation, alteration which shall include change of materials, exterior appearance, color or texture), removal or replacement thereof. The Architectural Committee may identify additional items that are Improvements.

- Completed Architectural Review Application– Exhibit 'A' (2 pages)
- Signed Neighbor Awareness Form – Exhibit 'B' (1 page)
- Submittal Checklist
- Photo(s) of entire exclusive use area indicating architectural style & color scheme
- Plans, photos, catalogs, description or samples of exterior materials and colors, submittals – 3 sets

PART II - LANDSCAPE IMPROVEMENTS

This section must be completed by all applicants for Improvements involving all landscaping in any yard (*i.e.: plant material, hardscape, etc.*).

- Part I submittal requirements
- Landscape Plan (*may be included on plot plan*)
- Proposed Plants (*provide location, type, quantity and size of all proposed plants listed on plans*)

PART III - OUTDOOR IMPROVEMENTS

This section must be completed for Outdoor Improvements including exterior color or material changes. Per the Associations CC&R's - Owners must obtain prior written consent of the Architectural Committee before installing balcony, patio, or deck covers, wiring, air conditioning equipment, water softeners, other machines and other similar Improvements protruding through the walls or roofs of buildings and other exterior additions or alterations to any Condominium.

- | | |
|--|---|
| <input type="checkbox"/> Part I Submittal Requirements | <input type="checkbox"/> Elevation Drawings |
| <input type="checkbox"/> Floor Plans | <input type="checkbox"/> Exterior Photos |
| <input type="checkbox"/> Site Plans | |

EXHIBIT 'A' – PAGE 2
ARCHITECTURAL REVIEW APPLICATION
STRATHMORE MAINTENANCE CORPORATION

(Owner to Complete)

I understand and agree that:

1. No work on this request shall commence until written approval of the Architectural Committee has been received.
2. The "General Conditions of Approval" section of the Architectural Standards shall apply to any approval.

SIGNATURE: _____
Owner

_____ Date

Received by the Architectural Committee: _____
Date

(Do Not Write Below Line. This is to Be Completed By Architectural Committee Only)

Committee Comments:

APPROVED

CONDITIONAL APPROVAL

DISAPPROVED

Community CC&R's

Incomplete Submittal

Notes on Plans

Require Additional Information

Appearance Evaluation Review Checklist

Appearance Evaluation Review Checklist

Letter Dated _____

RETURNED TO APPLICANT/OWNER

Completion of Neighbor Awareness Form

Date: _____

Completion of ARC Application Form

Other _____

Committee Signature(s):

Signature

Date

Signature

Date

Signature

Date

EXHIBIT 'B'
NEIGHBOR AWARENESS
STRATHMORE MAINTENANCE CORPORATION

Any neighbor that will be impacted by your Improvements must sign off on the "Neighbor Awareness" portion of the application. For instance, immediate neighbors on either side must sign-off on the form as they may be able to view the Improvements on your property from their home. The neighbor immediately behind you may also be able to view your exclusive use area. Consider who may be impacted by your Improvements and obtain signatures with this in mind. A DR Horton Associate may review and sign the "Neighbor Awareness" form in the event of an adjacent unsold unit.

My neighbors have seen the plans I am submitting for the Architectural Committee Review. I as the Owner certify that I have requested that my neighbors sign this statement confirming notification.

SUBMITTED BY:

Name: _____ Date: _____

Address: _____

EXCLUSIVE USE AREA

Immediate Neighbor – Rear of UNIT

Name _____

Address _____

Signature _____ Date _____

Immediate Neighbor – Rear of UNIT

Name _____

Address _____

Signature _____ Date _____

Immediate Neighbor- Side of UNIT

Name _____

Address _____

Signature _____ Date _____

Signature _____ Date _____

YOUR UNIT

Name _____

Address _____

Immediate Neighbor – Side of UNIT

Name _____

Address _____

Signature _____ Date _____

Immediate Neighbor – Front of UNIT

Name _____

Address _____

Signature _____ Date _____

Immediate Neighbor – Front of UNIT

Name _____

Address _____

Signature _____ Date _____