

**CRAFT FARMS PROPERTY OWNERS ASSOCIATION
ARCHITECTURAL REVIEW / MODIFICATION COMMITTEE**

REQUIRED INFORMATION

PROJECT DATA

1. Name of Applicant
2. Address and contact numbers of applicant
3. Description of proposed construction
4. Builder name, address and contact numbers
5. Construction schedule (start & completion)
6. Compliance Deposit

SITE PLAN DRAWING

A site plan drawn accurately to scale, showing location and extent of:

1. Lot lines, drainage and utility easements and set back lines
2. Location of house
3. Layout of proposed construction such as: drives, walk, etc., including dimensions, as appropriate.
4. Ridge line Height
5. Pool plans – if applicable

GRADING PLAN

ELEVATIONS

LANDSCAPING PLAN

WORKING DRAWINGS

HOUSE SIDING

1. Exterior sample and color

TRIM MATERIAL

ROOFING

DETAILS

Materials, specifications and color chips for the following:

1. Exterior doors
2. Garage doors
3. Patio, deck
4. Porches
5. Fences and walls
6. Screen enclosures
7. Exterior lighting
8. Mechanical Equipment
9. Screens

Village Residential & Construction Guidelines reviewed

City Permit # _____

Property Owner Signature _____

Contractor License # _____

**POA Compliance Deposit
New Construction & Major Additions**

A Compliance Deposit ("Deposit") in the amount of two thousand (\$2,000) dollars shall be required to be paid to the Craft Farms POA to assure compliance with the plans and specifications approved by the POA. Said Deposit shall be paid before the ARMC approval is released. If the proposed construction is in substantial compliance upon completion (when the Certificate of Occupancy is issued, if applicable,) then the Deposit will be returned.

Routine maintenance/repair does not require a Deposit.

Should the owner or Contractor, during the course of construction, deviate from the approved plans with substantial additions or deletions without the written approval of the ARMC before the additions or deletions are made then the Deposit shall be forfeited. The POA shall then pursue its remedies as granted by the Covenants and Restrictions of Craft Farms.

In the event a Deposit is forfeited then the Deposit required on the next project by the Owner or Contractor shall be doubled.

Owner

(Date)

Contractor

(Date)