

PLAN REVIEW BY FLEETRIDGE 1 ARCHITECTURAL REVIEW COMMITTEE (ARC)

The Declaration of Restrictions (DOR) for Fleetridge 1 establishes the Architectural Review Committee (ARC), and provides for Architectural Control in Section 2.2 as follows:

“Section 2.2 Architectural Control: No new building or major renovation or alteration which changes the exterior dimensions or elevations of an existing structure shall be erected, constructed, installed or placed upon any Lot until the location and plans of the improvement have been approved in writing by the ARC.”

The ARC applies a uniform set of requirements for plan submissions in performing the required review.

- 1) **Site Plan:** a blueprint of the home, with the existing and proposed construction clearly delineated by hatch marks or other means, oriented on the Lot with all plot lines and set-backs (per the City and DOR) clearly marked and all measurements displayed on it.
- 2) **Elevation:** a blueprint drawing that depicts the vertical elevations of the existing structure and the proposed construction from at least two directions which are 90° apart (orthogonal).
- 3) **Survey:** if the proposed construction alters the existing roofline, or will otherwise approach the height limit or setback restrictions for the Lot (per the City or DOR), a professional survey report issued by a Licensed Surveyor will be required. In this case, the elevation and setback limits must be clearly delineated and labeled on the Site and Elevation plans.

The Site and Elevation plans are to be provided in the form of **full-size blueprints** extracted from the blueprint set prepared by a professional architect, which will be submitted to the City for building permits. **Two identical full-size copies must be provided, and one will be returned to you.** In some cases, the ARC will request a meeting with you (and/or your architect) at your home to address questions that may arise in the plan review. If a survey is required, it must be submitted with the plans.

The ARC will provide a conditional approval of the plans to allow you to proceed with the City approval process. We recognize that the plans are subject to change during that process. The conditional approval will provide you with the bounds within which you will not be required to reapply for ARC approval. **Once the plans are approved by the City, we require two copies of the final Site Plan and Elevations, one of which will be returned to you upon final approval. If there are no changes as a result of the City’s review, only the initial plan submission is required.**

The Declaration of Restrictions further provides for an inspection upon completion of an Improvement to a Lot in Section 4.8 Compliance.

The ARC looks forward to working with you, and we provide these guidelines to assist in your process. Please contact us through the ARC email (fleetridge1ARC@gmail.com) if you have any questions.