

**EXHIBIT B**

Review Request Form and Plan Review Submittals Checklist  
Springridge Reserve Subdivision Architecture Control Committee

Date:

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Submitted By:

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Phone Number:

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Email:

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To Be Constructed on Lot:

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Titled:

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     **Preliminary Review**

     **Final Review**

*All applicable elements listed below must be addressed and checked off by the applicant for the submittal to be deemed complete and before Plan Review will begin. This form must be signed by architect or owner.*

**PLAN REQUIREMENTS (Preliminary & Final)**

     Pages of all documents signed and sealed by professional qualified to approve documentation

     Name, address and phone number of professional appear on each page

     Plans are on 24" x 36" sheets, scaled to 1/4" = 1' or larger. Provide Graphic Scale on each sheet.

     North direction is on each page

     Elevations are labeled for compass direction of view

     Subdivision lot number, owners name, mailing address and phone number appears on each page

     2 copies of Plan documents submitted to HOA office for review

**SITE PLAN (Required for Preliminary Review)** All Items are required for Final Review

     **All elements required by EXHIBIT A Topological Site Survey included**

- \_\_\_\_\_ All changes required during Preliminary Review by the ACC have been made
- \_\_\_\_\_ Building corners as located by a licensed surveyor, including signature and stamp
- \_\_\_\_\_ Any and all proposed improvements and changes to the lot
- \_\_\_\_\_ Existing and revised contours
- \_\_\_\_\_ Walks, drives and turnaround areas, including materials and colors to be used
- \_\_\_\_\_ Fences
- \_\_\_\_\_ Location of existing and proposed drainage, including any needed culverts
- \_\_\_\_\_ Location and type of any retaining walls and appropriate construction details
- \_\_\_\_\_ Site construction details including delineated staging and parking areas
- \_\_\_\_\_ Any auxiliary construction such as swimming pools, etc. and appropriate construction details
- \_\_\_\_\_ Outline of the building as it meets the adjoining grade
- \_\_\_\_\_ Building and boundary location stakes as placed on-site
- \_\_\_\_\_ Planned utility runs and location of utility meters
- \_\_\_\_\_ Trash enclosures
- \_\_\_\_\_ Location of exterior and driveway lighting

**FLOOR PLAN (Required for Preliminary Review)** All Items are required for Final Review

- \_\_\_\_\_ Completely dimensioned, showing use of each area
- \_\_\_\_\_ Topological elevation
- \_\_\_\_\_ Square footage of each floor
- \_\_\_\_\_ Adjoining decks or patios
- \_\_\_\_\_ Garages, dog runs, trash enclosures, etc.

**ROOF PLAN (Required for Preliminary Review)** All Items are required for Final Review

- \_\_\_\_\_ Elevation of all roof ridgelines, including dormers, corresponding to the topographical measure
- \_\_\_\_\_ All roof pitches, including dormers and porches, and overhang dimensions
- \_\_\_\_\_ All roof materials and finishes labeled
- \_\_\_\_\_ Roof penetrations, chimneys, skylights and crickets are shown
- \_\_\_\_\_ Solar panels (if applicable) are shown

**EXTERIOR ELEVATIONS (Required for Preliminary Review)** All Items are required for Final Review

- \_\_\_\_\_ A minimum of four complete and undivided elevation views from all aspects
- \_\_\_\_\_ Existing and finished grades and the topographical height of all roof ridgelines shown
- \_\_\_\_\_ All proposed exterior materials and types of windows noted
- \_\_\_\_\_ All top plate and roof ridge elevations in topological measure
- \_\_\_\_\_ All exterior lighting is shown
- \_\_\_\_\_ Location of utility meters, trash enclosures, fences, etc. is shown
- \_\_\_\_\_ Solar controls (if applicable) are shown

**FOUNDATION PLAN**

- \_\_\_\_\_ Subsurface geo-technical report
- \_\_\_\_\_ Fully dimensioned and all detail designated
- \_\_\_\_\_ Professional engineer's signed seal

## ELECTRICAL PLAN

\_\_\_\_\_ All exterior lighting shown

## CROSS SECTIONS & WALL SECTIONS

\_\_\_\_\_ Cross Sections - 1/2"=1' scale. Provide one in each direction showing major building elements

\_\_\_\_\_ Wall Sections - 1" = 1' scale. Provide one for each exterior wall type

## STRUCTURAL DRAWINGS

\_\_\_\_\_ Member sizes and design criteria

\_\_\_\_\_ Professional engineer's signed seal

## LANDSCAPE PLAN

\_\_\_\_\_ Areas to receive irrigation shown

\_\_\_\_\_ Method of re-vegetating disturbed areas shown

\_\_\_\_\_ Outline of native areas to remain undisturbed

\_\_\_\_\_ The size, type and number of proposed tree and shrub plantings should be shown.

\_\_\_\_\_ Berms and/or retaining walls shown

## SCHEDULE OF EXTERIOR FINISH MATERIALS (Preliminary & Final)

\_\_\_\_\_ List and provide physical samples of all proposed materials for incorporation in all exterior wall and roof surfaces, including color selections. List and samples must be formally resubmitted with final review documents.

\_\_\_\_\_ Provide Manufacturer names for all selected materials for all wall and roof surfaces, including color selections

\_\_\_\_\_ Provide Manufacturer names for all selected garage doors, exterior doors and windows and exterior light fixtures, including color selections

## VARIANCE

\_\_\_\_\_ Any items requiring a variance request have been submitted

## SITE MARKERS (Required for Preliminary Review)

\_\_\_\_\_ All major corners staked

\_\_\_\_\_ Story poles showing high point of ridge line installed

*Owner or Architect's signature indicating completion:*

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