

Rock Creek Property Owners Association

Architectural Design Guidelines

Checklist

1.)	GENERAL			
	a.)	One (1) copy of construction documents and specifications submitted?	Y_____	N_____
	b.)	\$200.00 application fee submitted?	Y_____	N_____
2.)	SAMPLES	The following must be provided:		
	a.)	Sample of proposed exterior material?	Y_____	N_____
	b.)	Sample of roof material?	Y_____	N_____
	c.)	Sample of exterior paint /stain?	Y_____	N_____
	d.)	Sample of proposed exterior trim color?	Y_____	N_____
	e.)	Sample of proposed window color?	Y_____	N_____
	f.)	Photo of similar house enclosed?	Y_____	N_____
3.)	SITE PLAN	Submitted?	Y_____	N_____
	a.)	Is the lot number and phase indicated?	Y_____	N_____
	b.)	Property lines shown with dimensions and bearings?	Y_____	N_____
	c.)	Dwelling indicated as exterior walls with entry and stairs delineated, and roof and deck lines shown?	Y_____	N_____
	d.)	Building setbacks, easements, and "green belt" limits shown?	Y_____	N_____
	e.)	Building accurately located within setbacks?	Y_____	N_____
	f.)	Walks and drives located, dimensioned and materials indicated?	Y_____	N_____
	g.)	Exterior lighting type(s) and location(s) shown?	Y_____	N_____
	h.)	Location of water service shown?	Y_____	N_____
	i.)	Location of sewer service shown?	Y_____	N_____
	j.)	Are existing/proposed contours shown?	Y_____	N_____
	k.)	Driveway is a minimum of 3 feet from any property line?	Y_____	N_____
	l.)	Drives are a minimum of 9 ft. wide and no more than 12 ft. wide?	Y_____	N_____
	m.)	Paving materials are consistent with or complement the architecture of the house?	Y_____	N_____
	n.)	Is there any fencing proposed?	Y_____	N_____
	o.)	Are there any detached buildings proposed?	Y_____	N_____
	p.)	Is the finished floor elevation (above grade) indicated?	Y_____	N_____
	q.)	Is the north arrow indicated?	Y_____	N_____
4.)	PLANTING PLAN	Submitted?	Y_____	N_____
	a.)	Drawn to an appropriate scale?	Y_____	N_____
	b.)	Variety, size, location, and number of all plants shown?	Y_____	N_____
	c.)	Types and limits of sodded areas shown?	Y_____	N_____
	d.)	Is Bahia Grass proposed?	Y_____	N_____
	e.)	Irrigation system?	Y_____	N_____
5.)	FOUNDATION PLAN	Submitted?	Y_____	N_____

	a.)	Drawn to an appropriate scale?	Y_____	N_____
	b.)	Footing details shown?	Y_____	N_____
	c.)	Framing system noted?	Y_____	N_____
	d.)	Foundation walls have exterior finish materials to grade level?	Y_____	N_____
6.)	FLOOR PLAN(S) Submitted?		Y_____	N_____
	a.)	Drawn to an appropriate scale?	Y_____	N_____
	b.)	Thoroughly dimensioned?	Y_____	N_____
	c.)	Windows and doors shown?	Y_____	N_____
	d.)	All fixtures, cabinets, and appliances shown?	Y_____	N_____
	e.)	Does the house meet the minimum sq. ft. req'ts?(_____SF H/C)	Y_____	N_____
	f.)	Are the rooms labeled?	Y_____	N_____
7.)	EXTERIOR ELEVATIONS: Submitted?		Y_____	N_____
	a.)	Drawn to an appropriate scale?	Y_____	N_____
	b.)	All four elevations submitted?	Y_____	N_____
	c.)	Shingles are GAF "Timberline" or equal?	Y_____	N_____
	d.)	Roof pitch is minimum of 6:12 and a maximum of 12:12 (4:12 over porches)	Y_____	N_____
	e.)	H.V.A.C. screening shown?	Y_____	N_____
	f.)	Approved chimney cap shown?	Y_____	N_____
	g.)	Exterior finish materials remain consistent?	Y_____	N_____
	h.)	Do the elevations show how the house relates to the site slope?	Y_____	N_____
8.)	DETAILS / SECTIONS Submitted?		Y_____	N_____
	a.)	Details drawn to an appropriate scale?	Y_____	N_____
	b.)	Typical deck and railing details drawn?	Y_____	N_____
	c.)	Typical screened porch details drawn?	Y_____	N_____
	d.)	Typical fence and screening details drawn?	Y_____	N_____
9.)	MISCELLANEOUS PLANS			
	a.)	Finish, door and window schedules submitted?	Y_____	N_____
	b.)	Roof plans submitted?	Y_____	N_____
	c.)	Electrical plan(s) submitted?	Y_____	N_____
10.)	GENERAL REQUIREMENTS			
	a.)	Corners of the house staked on the lot in the proposed locations?	Y_____	N_____
	b.)	Trees to be saved flagged with surveyor's tape?	Y_____	N_____