



DESIGN REVIEW PROCESS

PROCEDURE: The Design Review Process is a four-step process.

STEP 1: SKETCH PLAN DESIGN REVIEW:

- The first submittal will be for a Sketch Plan Review. This review is intended to indicate to the applicant if their design direction will be deemed appropriate for Beaumont Place Subdivision and the appropriate Area in which the project is proposed. The Sketch Plan Review is intended to establish a dialogue between the owner, the designer and the ADRC to resolve any questions or specific criteria of the design guidelines and for the owner/designer to present the direction of the design only. Scaled plans and elevations are not required for this portion of the process, but can be by any medium that represents the owner's/designer's/ intention. Email sketch review to adrc@beaumontpl.com and call 406.600.5060 to confirm submission.
- Upon completion of the review of the design intent, the Applicant can proceed with design and then make formal application for Final Design Review. The Sketch Plan Review criteria can be submitted in any format that successfully presents the intended results of the design directions. It is important to note that all designs of all structures must be 4 sided designs. Designed elevations of all sides of all building must be presented during the Final Design Review and all building elevations will be reviewed.

STEP 2: FINAL PLAN DESIGN REVIEW:

- In addition to verifying the required setbacks, this review reviews and examines the designs for correct interpretation of the architectural and design regulations.
- Form Required: Design Review Application.
- Review Fee: A \$500.00 Review Fee is to be collected at the time of design submittal for all single-family projects. All returned incomplete applications are subject to a \$50.00 re-submittal fee. Fees are based on each individual property, regardless of proposed project or prior design approvals.
- In addition to the Design Review Fee, there is also a conditionally fully refundable Contractor Performance Deposit of \$2,000.00 that is to be payable to the order of the Association. This deposit will be held until the completion of construction, to ensure that the Property Owner's contractor and his/her subcontractors abide by all requirements of the design guidelines and the specific requirements outlines in the Design Approval Letter which will be signed by the contractor/Property Owner and the Association. Performance infractions may result no refund of deposit.
- If construction has not begun within twenty four (24) months of receiving plan design approval from the ADRC, plans must be resubmitted and another \$500.00 fee must be paid.
- Minimum Drawings Required:



- Site Plan (1/8" = 1'-0" scale or larger) showing:
 - North arrow.
 - Property lines and setback lines with dimensions.
 - Building footprints
 - Garden walls, fence lines, location, height and material quality of retaining walls.
 - Grading plan.
 - Landscape plan.
 - Location of streets.
 - Location, dimensions and materials for walks and drives.
 - Exterior light locations and type.
 - Location of external equipment (electric meter, location of waste bins, etc.).
- Floors Plans (1/8" = 1'-0") minimum showing:
 - Foundation plan dimensioned.
 - Room use labeled and rooms dimensioned.
 - Wall, window and door openings dimensioned.
 - Exterior walls dimensioned.
 - Gross square footage.
- Elevations & Sections showing:
 - Each Elevation at 1/8" = 1'-0" minimum with colors rendered of fronting street elevation.
- Landscape Plan:
 - Including plant listing (name, planting and mature sizes) and their respective locations.

STEP 3: CONSTRUCTION COMMENCEMENT:

- Construction may not commence without the approval of the ADRC and any other regulating governmental authority, and all necessary permits obtained and fees collected. The ADRC reserves the right to inspect construction in the field for compliance during any stage of construction. The ADRC is empowered to enforce its policy as set forth in this Declaration by any action, in law or equity, to ensure compliance.
- STEP 4: SUBMISSION: Email completed documents to adrc@beaumontpl.com and call 406.600.5060 to confirm submission.

CHANGES:

- It is anticipated that owners may wish to make improvements or modifications to their buildings or property during initial construction or at a future date. A change may be executed upon receipt and approval of the Application for Change(s) form.