



ARCHITECTURAL CONTROL COMMITTEE APPLICATION

HUNTING RIDGE FARMS ASSOCIATION

Return to: 36 Hunting Ridge Farms Rd, Branford, CT 06405

E-Mail: admin@huntingridgefarms.com

Date Submitted: _____ Date Received: _____
Property Owner: _____ Phone:(hm) _____ (cell) _____
Mailing Address: _____
City: _____ State: _____ ZIP: _____
Email Address: _____

Architect: _____ Phone: _____
Email Address: _____

CONTRACTOR

Contractor: _____
Email Address: _____ Telephone: _____

Projected Start and Completion Dates: _____ (start) _____ (finish)
Who will be Performing Work? (contractor or homeowner) _____

REQUESTED APPROVAL: (check all that apply)

- ☐ Home
- ☐ Fence
- ☐ Landscaping
- ☐ Detached Structure
- ☐ Other

STRUCTURE INFORMATION:

Lot: _____ Legal Address: _____
Type of Construction: _____
Floor Area Square Footage: _____
Total Square Footage Under Roof: _____

REQUIRED ITEMS (check with ACC prior to application submittal):

- ☐ Elevations – front, sides, rear
- ☐ Site plans to scale (indicate scale)
- ☐ Location of all improvements (house and any detached structures) on the property
- ☐ Exterior Dimensions (primary and detached structures)
- ☐ Accurate setbacks drawn to scale (including any easements) with structure location

- ☐ Distances between structures (if any detached structures)
- ☐ Location of improvements such as porches, decks, garages, driveways, pool or spa, etc...
- ☐ Fence type, height, and location on property
- ☐ Exterior color scheme (type of facade, accents, roofing material)
- ☐ Drainage plan for the lot if changes in grade or other conditions adversely affecting drainage are anticipated (generally, approval will be denied if adjoining properties are adversely affected by changes in drainage)
- ☐ Landscape site plan (can be submitted at a later date)

PLEASE CHECK ALL APPLICABLE ITEMS

☐ **FENCING: (Maintenance, Repairs, & Replacement Standards Policy -Guidelines (h))**

ALL FENCE APPLICATIONS MUST BE SUBMITTED WITH A LOT SURVEY (OR PLAT DRAWING) WHICH IDENTIFIES THE FENCING LOCATION AND DIMENSIONS.

FENCING TYPE (ex. Ornamental iron, stone, brick etc.): _____

COLOR/FINISH: _____ HEIGHT: _____

COLUMNS MATERIALS (ROCK, BRICK, WROUGHT IRON, ETC. IF ANY) _____

Number of Gates: _____ (Indicate on Lot Survey)

Please also remember the "finished" side of the fence must face out!

☐ **HOME ADDITIONS, EXTENSIONS OR RECREATIONAL USES:**

CHECK ALL THAT APPLY:

- ☐ STORAGE SHED
- ☐ HOUSE ADDITION
- ☐ CHANGES IN HOUSE ELEVATION
- ☐ PATIO/PORCH OR DECK
- ☐ POOL OR SPA
- ☐ LANDSCAPING STRUCTURE
- ☐ PLAY EQUIPMENT
- ☐ OTHER: (PLEASE DESCRIBE) _____

ALL ITEMS LISTED ABOVE MUST BE SUBMITTED WITH A DETAILED PLAN AND SPECIFICATION OF EACH ITEM. PLANS SHOULD INCLUDE A DETAILED ELEVATION AND PLAN VIEW OF THE STRUCTURE. SPECIFICATIONS SHALL INCLUDE ALL COLOR SELECTIONS AND BUILDING MATERIALS TO BE USED. ALL ITEMS MUST BE SUBMITTED WITH A COPY OF THE LOT SURVEY AND ALL STRUCTURE LOCATIONS MUST BE IDENTIFIED ON THE SURVEY. PHOTOGRAPHS OR CATALOG PICTURES ARE ALSO HELPFUL FOR REVIEW.

Notes to the Unit Owner (Applicant):

1. Unit Owners) is responsible for obtaining all necessary permits
2. I understand that no construction activity shall take place prior to the approval of the ACC. The ACC will take a minimum of ten (10) days and a maximum of thirty (30) days to approve the project. If alterations are made prior to approval I may be required to return the property to its former condition at my own expense if this application is not approved wholly or in part, and that I may be required to pay all legal expenses incurred if legal action becomes necessary.
3. I understand that members of the Architectural Control Committee are permitted to enter on my property to make reasonable inspection of proposed construction locations.
4. It is understood that I am aware of the Covenants, Conditions and Restrictions and Architectural Controls for Hunting Ridge Farms Association with regard to the review process.

5. It is understood that I am aware of the Design Guidelines for Hunting Ridge Farms Association with regard to the review process.
6. I understand that any approval is contingent upon construction or alterations being completed in a workman-like manner as per plans submitted.
7. Installation or changes made prior to receiving proper approval is a violation of the HRFA Declaration and could result in penalties and/or fines.
8. The approval by the ACC shall not be construed as a representation, warranty or assurance by the ACC or the HRFA that the proposed improvements comply with applicable statutes, laws, ordinances, codes, rules, regulations and requirements and shall not constitute the assumption of any liability on ACC or HRFA part for their accuracy or compliance with such statutes, laws, ordinances, codes, rules, regulations and requirements.

Signature of Applicant: _____ Date: _____

Please allow 30 days review time for any application.

POSSIBLE REASONS FOR DENIAL (for HRFA use only)

- ☐ Incomplete application.
- ☐ Incomplete drawings, photos, unclear photos, lack of proper labeling.
- ☐ Building materials not indicated on plans/elevations.
- ☐ Proposed project not adhering to HRFA Policies.
- ☐ Other

Fee Schedules: A check payable to “Hunting Ridge Farms Association.” for the appropriate amount below is required with the application.

External (non-Unit): \$100.00

Additions or improvements to existing Unit: \$150.00

Landscaping Plans (if not submitted with original application) \$50.00

Approved: Yes_____No_____ Conditional: _____ (See Comments Below or Attached)

Property Owners Signature: _____ Date: _____

ACC Member Signature: _____ Date: _____

Comments: _____

