



APPLICATION FOR NEW CONSTRUCTION – September 2023

Applicant/Builder: _____ Date: _____

Contact Person: _____ Phone: _____ Email: _____

Address: _____

Property Address/Lot#: _____

Owner: _____ Phone: _____ Email: _____

Please submit this completed form, along with ALL information requested below, in PDF format via email to the contact provided. Only applications submitted electronically will be processed.

Following receipt of this application, an acknowledgement of receipt will be provided, along with request for a check in the amount of \$2,500.00 payable to Echelon Homeowner's Association, Inc., as full payment for the Architectural Review Fee.

Architectural drawings (pdf format) following ARC Guidelines pages 5 through 9.

- | | | |
|---|---|---|
| 1. Site Plan – 1" = 20' – Any Scale
2. Completed Tree Survey
3. Foundation/Basement Plan – 1/4" = 1'
4. Floor Plans – 1/4" = 1'-0" | 5. Roof Plan – 1/4" = 1'-0"
6. Exterior Elevations – 1/4" = 1'-0"
7. Exterior Details – 3/4" or 1" = 1'0
8. Exterior Finish Sample Board | 9. Landscape Plan – 1" = 10'
10. Landscape Details – any scale
11. Plant Schedule – grid format |
|---|---|---|

One (1) set on 8 1/2" x 11" paper.

One hard copy of complete set of plans including site plan to be provided to the board.

Building Design Source: ☐ Custom ☐ Purchased ☐ Builder's Plan Repeated in Echelon? Yes (Lot # _____) / No

First Floor Square Feet: _____ **Total Square Feet:** _____ **Basement:** Yes / No

Lot Type: Golf Course / Waterfront / Corner / Interior

Has this building elevation or colors been used on adjacent homes? Yes / No / Similar

Is the House to connect to the STEP system: Yes / No **If Yes, Has EMS approved connection:** Yes / No

Estimated start date: ____/____/____ **Estimated completion date:** ____/____/____

Exterior Materials:

Veneer: _____ Brick _____ Rock _____ Hardcoat Stucco _____ Shake Siding _____

Roofing: _____ **Manufacturer:** _____

Trim: _____ **Stoop & Steps:** _____

Exterior Colors:

Veneer: _____ **Trim:** _____ **Front Door:** _____ **Roof:** _____

Shutters: _____ **Garage Doors:** _____



PERMISSION IS HEREBY GRANTED FOR MEMBERS OF THE ARCHITECTURAL REVIEW COMMITTEE TO ENTER ON THE PROPERTY FOR REASONABLE INSPECTION OF THE CONSTRUCTION LOCATION.

By signing this application, the undersigned agree that neither the ARC, nor any of its representatives, successors or assigns may be liable for damages to anyone submitting plans for approval, or to any Owner, Builder, Contractor, Visitor or Occupant of any of the property in Echelon by reason of mistake in judgment, negligence or nonfeasance arising out of or in connection with the approval or disapproval of any plans or the failure to approve any plans. No ARC approval as provided herein shall be deemed to represent or imply that the proposed improvement, if constructed in accordance with the approved plans and specifications, will result in properly designed and constructed improvement or that it will meet all applicable building codes, governmental or agency requirements. The issuance of Echelon ARC Final Approval does not take the place of other governmental approvals and permits. All such approvals and permits are the responsibility of each Owner. We certify that we have thoroughly read and understand the Echelon Architectural Design and Construction Guidelines Document. Any variances from this document must be submitted to the Echelon Homeowners Association Board of Directors for approval. We also certify that we have read and thoroughly understand the New Construction Fee and Deposit Schedule. We understand and accept that violating rules within the Construction Guidelines will result in the appropriate fine being imposed.

BUILDER'S SIGNATURE: _____ DATE: _____

OWNER'S SIGNATURE: _____ DATE: _____

Submission should be made to:
secretary@echelonhomeowners.com
darlene@atlantacommunityservices.com

ARC ACTION

Property Address/Lot#: _____

____ APPROVED ALL ☐ FINAL

____ APPROVED AS NOTED ☐ FINAL

____ RESUBMIT

ARC CHAIRPERSON SIGNATURE: _____ DATE: _____

No Construction should commence without signed and Approved ARC ACTION, or prior to the payment of a Refundable Construction Deposit (Must be paid in full before any construction activity begins):

Construction Deposit: \$20,000.00