## SKYECROFT ARCHITECTURAL REVIEW MINOR PROJECT APPLICATION

(ONE PAGE)

Submit this form for Minor Projects (only)

### SUBMIT THIS FORM ONLY, TO: SKYECROFT HOMEOWNERS ASSOCIATION, INC.

c/o Kara Discotell, Association Manager may be sent by e-mail: kdisotell@hendersonproperties.com Henderson Properties 305 Post Office Dr., #3. Indian Trail, NC 28079 704-535-1122

### REGISTRANTS WILL BE NOTIFIED BY E-MAIL HOW TO MAKE SUBMITTALS. All submittals will be digital and must be uploaded to the ARC review site

#### COMPLETE THE FOLLOWING:

THE OW.
-
(

Once you are logged onto the review site, upload a description of your proposed work or a graphic to the review site. The review period may take up to ten (10) business days. The registrant will be notified by email from the review site of the ARC determination.

#### SKYECROFT ARCHITECTURAL REVIEW SUBMITTAL FORM ONE - MAJOR PROJECTS SCHEMATIC REVIEW

(ONE PAGE)

#### Submit this form to initiate your Schematic Review

#### **SUBMIT THIS FORM ONLY, TO:** SKYECROFT HOMEOWNERS ASSOCIATION, INC.

c/o Kara Discotell, Association Manager may be sent by e-mail: kdisotell@hendersonproperties.com Henderson Properties 305 Post Office Dr., #3. Indian Trail, NC 28079 704-535-1122 (YOU WILL BE NOTIFIED BY E-MAIL HOW TO MAKE FUTURE SUBMITTALS)

Registrant e-mail addres Registrant Telephone:	ss: ()Fax: (	)	(w/area code)
Lot Owner:l addr	ess:		
Owner Mailing Address	3		
City:	State:	Zip:	
ALCO CONFIDM T	HE EOLI OWING WHEDE ADDITO	DIE.	
	HE FOLLOWING WHERE APPLICA Homeowner's fees paid to HOA for cur-		eviously paid)
1. Illitials	_ Homeowner's rees paid to 11071 for ear.	rent year (meidde ii not pr	eviously paidy.
	_ Main dwelling Schematic Review fee \$20 final occupant)		
II. * InitialsOWNER AND BU	_ Main dwelling Schematic Review fee \$20	0.00 (only applies where c	urrent lot owner will not be the  AGREE TO CONFORM TO
II. * Initials OWNER AND BUT	_ Main dwelling Schematic Review fee \$20 final occupant)  ILDER ACKNOWLEDGE THAT THE	0.00 (only applies where c EY HAVE READ AND S IN THE EDITION D	AGREE TO CONFORM TO DATED DECEMBER 2014:
OWNER AND BUTTHE SKYECRO	_ Main dwelling Schematic Review fee \$20 final occupant)  ILDER ACKNOWLEDGE THAT THE FT ARCHITECTURAL GUIDELINE	0.00 (only applies where c  EY HAVE READ AND S IN THE EDITION I Date:	AGREE TO CONFORM TO OATED DECEMBER 2014:
II. * Initials OWNER AND BUTHE SKYECRO Lot Owner Builder	_ Main dwelling Schematic Review fee \$20 final occupant)  ILDER ACKNOWLEDGE THAT THE FT ARCHITECTURAL GUIDELINE	0.00 (only applies where c  EY HAVE READ AND S IN THE EDITION I Date:Date:	AGREE TO CONFORM TO DATED DECEMBER 2014:
OWNER AND BUTTHE SKYECRO Lot Owner Builder Association Man	_ Main dwelling Schematic Review fee \$20 final occupant)  ILDER ACKNOWLEDGE THAT THE FT ARCHITECTURAL GUIDELINE	0.00 (only applies where c  EY HAVE READ AND S IN THE EDITION I Date:Date:	AGREE TO CONFORM TO DATED DECEMBER 2014:

COMPLETE THE FOLLOWING:

1) WHERE APPLICABLE, FEES ARE TO BE SUBMITTED WITH THIS FORM. CHECKS SHOULD BE MADE TO: "SKYECROFT HOA"

#### SKYECROFT ARCHITECTURAL REVIEW

#### SUBMITTAL FORM TWO – MAJOR PROJECTS DESIGN DEVELOPMENT REVIEW

(ONE PAGE)

#### Submit this form and fees to initiate your Design Development Review

### SUBMIT THIS FORM <u>AND YOUR APPLICATON FEES</u> ONLY, TO: SKYECROFT HOMEOWNERS ASSOCIATION, INC.

c/o Kara Discotell, Henderson Properties 305 Post Office Dr., #3. Indian Trail, NC 28079 704-535-1122 (Submittal of required materials shall be in the same manner as the Schematic Review)

	PLETE THE FO		
		(Note to Association Manager, no suffix is needed on the	
Lot S	treet Address		
Regis Regis	trant Name (prim trant e-mail addre	ary contact):ss:	(vy/amaa goda)
Regis	trant Telephone:		(w/area code)
Lot C	Owner:		
Lot C	Owner e-mail addr	ess:	
Own	er Mailing Addres	S	
City:		State: Zip:	
ALSO	O CONFIRM TH	IE FOLLOWING WHERE APPLICABLE:	
		_ Homeowner's fees paid to HOA for current year.	Enter Amount:
II. *		Main dwelling Architectural Review. See Article 3.3 for amount.	Enter Amount:
III.*		Compliance Security Deposit . See Article 3.5 for amount	Enter Amount:**
		Other Review fee. See Article 3.3 for amount	Enter Amount:
			Total Enclosed:
		ith the initial Submittal for any new dwelling.	
		be retained by the HOA to cover non-specific wear and tear of infra	structure in the community.
Depo	osit must be paid b	by the Contractor from their business account.	
Asse	ociation Man	ager confirms receipt of fees: By:	Date:
Fee	s Paid by:	Total Amount P	aid:
NO	TE.		
INU			H

1) ALL FEES ARE REQUIRED TO BE SUBMITTED WITH THIS FORM. CHECKS SHOULD BE MADE TO: "SKYECROFT HOA"

## SKYECROFT ARCHITECTURAL REVIEW MAJOR PROJECTS SUBMITTAL FORM THREE

This form is required to be submitted with drawings at both the

Design Development and Construction Document Reviews
(TWO PAGES FOR DESIGN DEVELOPMENT - THIRD PAGE ADDED FOR CONSTRUCTION DOCUMENTS)

This submitta	al is forDe	sign Dev	elopment Review _	Co	onstruction Document Review
I am ack	nowledging inc		f page 9 from the Ar n Development Sub Or		aral Guidelines with this form for my
					tural Guidelines with this form and ument Submittal.
ALL INFORMATIO	N, INCLUDING	THIS FO	RM MUST BE SUBMI	TTED D	DIGITALLY AS A PDF, TIFF OR JPEG.
DATE OF THIS SUBMI PROPERTY ADDRESS:					
GENERAL CONTRAC NORTH CAROLINA LI	CTOR IF KNOWN ICENSE NUMBER	<b>N:</b>			ENSE TYPE
MAILING ADDRESS: PHONES(S):CITY/STATE/ZIP:		I	E-MAIL		
					OMPANY
PHONES(S):		I	E-MAIL		
CITY/STATE/ZIP:					
					ON THIS SITE AND FURTHERMORE : YESNO
HEATED SQ. FT:	1 <sup>ST</sup> FLOOR				
	2 <sup>ND</sup> FLOOR				
	BASEMENT				
	OTHER				
	SUBTOTAL		(Heate	d)	
UNHEATED SQ. FT.:	SUBTOTAL		(Under	Roof)	
TOTAL SQ. FT. (ADI	O SUBTOTALS):		(Un	der Roof)	
TOTAL HEATED SF	WAS MEASURE	ED BY	_ NC Real Estate Guic	des	_ IBC STANDARDS, (see Article 5.2)
OPEN DECK? YES PATIO? YES COVERED PATIO YE	NO QUAN	ΓΙΤΥ:	TOTAL	L SQ. FT.:	

Skyecroft Homeowners Association Architectural Guidelines – May 2017 Edition

GENERAL NOTE: BUILDER AND PROPERTY OWNER MUST ACKNOWLEDGE THEIR ACCEPTANCE OF THESE GUIDELINES ON

SUBMITTAL FORM ONE OR MINOR PROJECT APPLICATION FORM

available, provide a digital photograph of proposed n	naterial taken in normal dayl	light)
BRICK:	COLOR:	STYLE
STONE:	COLOR:	STYLE
STUCCO:	COLOR:	STYLE
SIDING:	COLOR:	STYLE
OTHER:	COLOR:	STYLE
ROOF:	COLOR:	STYLE
WINDOWS:	COLOR:	STYLE
TRIM:	COLOR:	STYLE
DOORS:	COLOR:	STYLE
SHUTTERS:	COLOR:	STYLE
DRIVEWAY:	COLOR:	STYLE
DRIVEWAY APRON:	COLOR:	STYLE
WALKS:	COLOR:	STYLE
OTHER:	COLOR:	STYLE
GARAGE DOOR:(Front Loading Not Permitted)	COLOR:	STYLE
UNVENTED GAS FIR	CHIMNEY:_ EPLACES AND EXPOSED RK ARRESTORS ARE NOT	METAL STACKS
EXTERIOR MATERIALS: (Specify website for Manufa at the Construction Document review a digital pho manufacture)		aken in normal daylight or a picture from the
THE UNDERSIGNED CERTIFIES THAT HE/S ACTIVITIES, BUILDING AND ZONING PERMI		
I acknowledge that I have completed and inclureview. I understand that this information has to my obtaining bank loans or building permits.	been requested by the SK	
Lot Owner Signature		Date

EXTERIOR MATERIALS: (Specify website for Manufacturer, Color and Style or Pattern for all that apply. If website is not

### SKYECROFT ARCHITECTURAL REVIEW

**SUBMITTAL FORM THREE (Continued)** 

Complete this page and upload for the Construction Document Review

#### **INTERIOR MATERIALS:**

Flooring in foyer and halls:	COLOR:	STYLE	
Flooring in family room:	COLOR:	STYLE	
Flooring in Bedrooms:	COLOR:	STYLE	
Flooring in Kitchen:	COLOR:	STYLE	
Flooring in Utility areas	COLOR:	STYLE	
Rooms with cornice trim:		-	
Door Hardware:	FINISH:	STYLE	
Interior Door:	FINISH:	STYLE	
Door and window casing: Width:	FINISH:	STYLE	
Kitchen Cabinets	FINISH:	STYLE	
Kitchen Counter tops:	FINISH:		
Bathroom Cabinets	FINISH:	STYLE	
Bathroom Counter tops:	FINISH:		
Custom Cabinetry:	FINISH:	STYLE	
Rooms with exposed beams or special ceilings:			
Kitchen Appliances:	<u> </u>	STYLE	
Fireplace:	FINISH on mantel		
Manufacturer of faucets and plumbing hardware:			
Confirm if the home has the following:			
Special AV or sound system: Energy Ma	Special AV or sound system: Energy Management System: SEER rating on HVAC:		
Was the home designed to meet any Green Energy St	tandards?		

FOR EACH ITEM NAME THE MANUFACTURER, WITH COLOR/FINISH AND STYLE IF KNOWN

## SKYECROFT ARCHITECTURAL REVIEW SUBMITTAL FORM FOUR

(TWO PAGES)

#### REQUEST FOR ON-SITE REVIEWS

(you will use this form three times during the course of construction)

#### 1. PRE-CONSTRUCTION ON-SITE REVIEW:

Signature of Person Requesting Review:

A PRE-CONSTRUCTION REVIEW MUST BE SCHEDULED TEN (10) BUSINESS DAYS IN ADVANCE AND APPROVAL TO PROCEED MUST BE ISSUED PRIOR TO BEGINNING ANY CONSTRUCTION (SEE "SKYECROFT ARCHITECTURAL GUIDELINES").

STAKING OF THE OUTLINE OF THE HOME WITH STRING LINES ALONG MAJOR WALLS; SAMPLE BOARD OR MATERIALS ON SITE AS DESCRIBED IN ARTICLE 3.10.1; A RIBBON INDICATING THE PROPOSED LOCATION OF THE SILT FENCE; CONSTRUCTION FENCING; TREE PROTECTION AND STONE CONSTRUCTION DRIVE MUST BE IN PLACE *PRIOR* TO BEGINNING ANY CONSTRUCTION ACTIVITIES OR REQUESTING THIS REVIEW. THE MOST IMMEDIATE CATCH BASIN DOWN STREAM OF ANY HOME WHERE BARE EARTH IS EXPOSED DUE TO WORK, EITHER NEW CONSTRUCTION OR MAJOR LANDSCAPE MODIFICATIONS SHALL HAVE FILTER FABRIC PLACED IN THE CATCH BASIN BY THE SKYECROFT HOA PRIO TO EXPOSING THE EARTH, EXCEPT WITH APPROVAL OF THE ARC. THIS IS IN ADDITION TO THE REQUIREMENT FOR SILT FENCES.

When submitting this form requesting the on-site review, the contractor must upload to the review site all

items required under Article 7.1G (notably, insurance endorsements, a copy of the contract for construction and the attachment to Form Four) Signature of Person Requesting Review who read notices above. Date NOTE THAT FOR THE SITE STAKING REVIEW REQUEST, THE NEXT PAGE IN THESE GUIDELINES NEEDS TO BE COMPLETED AND SUBMITTED ALONG WITH THE ATTACHMENTS NOTED. 2. REVIEW AT DRY-IN: AT THE POINT THAT THE HOME HAS ROOFING, WINDOWS AND EXTERIOR DOORS INSTALLED AND HOUSE WRAP IN PLACE, THE OWNER OR BUILDER SHALL REQUEST THE REVIEW COMMITTEE TO CONDUCT THE DRY-IN REVIEW. THE REVIEW WILL BE SCHEDULED AS SOON AS PRACTICAL BY THE REVIEWERS. CONSTRUCTION SHOULD CONTINUE WITHOUT REGARD TO THE TIMING OF THE ON-SITE REVIEW. When submitting this form requesting the dry-in review, the contractor must upload to the review site the landscape plan. Signature of Person Requesting Review who read notices above. Date 3. FINAL REVIEW: UPON COMPLETION OF THE HOME AND ALL LANSCAPING AND FEATURES, THE OWNER OR BUILDER SHALL REQUEST A FINAL REVIEW. THIS REVIEW WILL BE PERFORMED TYPICALLY WITHIN TWO WEEKS OF THE REQUEST. THE REVIEW WILL BE MADE WITH RESPECT TO SITE CLEAN-UP AND WILL RESULT IN APPROVAL OF ANY DEPOSIT MONIES THAT ARE TO BE REFUNDED.

Skyecroft Homeowners Association Architectural Guidelines – May 2017 Edition

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Date

# UPLOAD THIS FORM TO THE SAME SITE AS YOUR APPLICATION EACH TIME YOU WISH TO SCHEDULE AN ON SITE EVALUATION. (SUBMIT THIS FORM DIGITALLY)

### ATTACHMENT TO SUBMITTAL FORM FOUR CONTRACTOR INFORMATION

#### THIS FORM IS REQUIRED TO ACCOMPANY THE SITE STAKING REVIEW REQUEST

GENERAL CONTRACTOR (LEGAL NAME):		
GENERAL CONTRACTOR (LEGAL NAME): NORTH CAROLINA LICENSE NUMBER:	LICENSE TYPE:	
MAILING ADDRESS:		
PHONES(S):	E-MAIL	
PHONES(S):NAME OF ON SITE SUPERVISOR:	PHONE:	
HVAC CONTRACTOR:		
NORTH CAROLINA LICENSE NUMBER:	LICENSE TYPE:	
MAILING ADDRESS:		
PHONES(S):	E-MAIL	
PHONES(S):NAME OF ON SITE SUPERVISOR:	PHONE:	
ELECTRICAL CONTRACTOR:		
ELECTRICAL CONTRACTOR: NORTH CAROLINA LICENSE NUMBER:	LICENSE TYPE:	
MAILING ADDRESS:		
PHONES(S):	E-MAIL	
NAME OF ON SITE SUPERVISOR:	PHONE:	
PLUMBING CONTRACTOR:		
NORTH CAROLINA LICENSE NUMBER:	LICENSE TYPE:	
MAILING ADDRESS:		
PHONES(S):	E-MAIL_	
NAME OF ON SITE SUPERVISOR:	PHONE:	
LANDSCAPE CONTRACTOR:		
NORTH CAROLINA LICENSE NUMBER:	LICENSE TYPE:	
MAILING ADDRESS:		
PHONES(S):	E-MAIL	
NAME OF ON SITE SUPERVISOR:		

NOTE: ALL WORK OF THE PROJECT IS TO BE PERFORMED BY OR UNDER CONTRACT WITH THE PARTICIPATING BUILDER, INCLUDING PRIME SUBCONTRACTORS NOTED ABOVE. (SEE ARTICLE 7.1)

### SKYECROFT ARCHITECTURAL REVIEW SUBMITTAL FORM FIVE

(ONE PAGE)

#### REVIEW AT SITE STAKING

	1.	Lot Number:	Inspection Date:	Time:	
	2.	Street Address:			
	3.	Homeowner:			
	4.	Builder:			
Site and H	ome	Staked?			
Water Met	.041	Condition of govern			
Type of pr	oneci	Condition of garren	and pinings		
Type of pr	C	1011; 1''. D - 1 C'.1-			
Interior pro	operi	ty lines	11 /	ty, site trash:	
Condition	of St	cone for driveway and	1 location of dumpster/port-a-pot	ty, site trash:	
Sample Bo	ard:	Materials on board of	or otherwise on site? If No, a sepa	arate review will be required at an additi	ional expense:
General Co	ondit	ion of Roadway and	Curbs:		
Electrical a	and V	Water Service to the s	ite:		
Existing T	ree P	rotection:			
Building P	ermit	t Posted: (Name Con			
Dunding 1	CIIIIII	t i osted. (i vaine con	tractory		
NOTES: <u>I</u>	Build	er / Homeowner are	responsible for maintaining site: B	Builder/Homeowner shall keep roadway	clean of all debris.
		be swept clean by 5:00	) PM each Friday. If not maintained	SARC will have roadways cleaned and bill	will be sent to the
homeowne		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	761 711	1 2 21 1	7.77. 6.1.17
				the site spill onto roadway it is the respon	
				ed from roadway after notification by comm	unity management,
		roadway clean and bill		tten approval to place the following on ad	licining proportion
				andscaping materials. Damage to neighboring	
				o bring impacted property back to pre-cons	
	,			·	
Signatures:	: (not	te: representative requ	uired on site at time of review)		
		Homeowner:		Date:	
				Date:	

Photos on file? YES NO

### SKYECROFT ARCHITECTURAL REVIEW SUBMITTAL FORM SIX

(ONE PAGE)
REVIEW AT DRY-IN

### 1. Lot Number: \_\_\_\_\_ Inspection Date: \_\_\_\_\_ Time: \_\_\_\_\_ 2. Street Address:\_\_\_\_ 3. Homeowner: 4. Builder: Curbing: Any damage due to new construction: Water Meter: Condition of cover and piping: Type of protection: Sewer System: Condition of cover and piping: Type of protection: Silt Fence Condition: Road Side\_\_\_\_\_ Interior property lines \_\_\_\_\_ Condition of Stone for driveway and location of dumpster/port-a-potty, site trash: Sample Board: Materials on home same as board? If No, explain:\_\_\_\_\_ General Condition of Roadway: Needs cleaning and/or other: Building materials stored: If on neighboring property is permission authorized? If No, explain: Exterior Home Massing and Details as approved: If no, explain: <u>Landscape Elements</u> as approved: If no, or plan not yet submitted, explain: Signatures: (note: representative required on site at time of review) Homeowner: Date: Builder: \_\_\_\_\_\_Date:\_\_\_\_\_

Photos on file? YES NO

Date:

#### SKYECROFT ARCHITECTURAL REVIEW

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#### SUBMITTAL FORM SEVEN

(ONE PAGE)

#### FINAL REVIEW

1. Lot Number: Inspection Date: Time:
2. Street Address:
3. Homeowner:
4. Builder:
Curbing and Road: Note all damage, compare to original:
Water Meter: Condition of cover and piping:
Type of protection:
Sewer System: Condition of cover and piping:
Type of protection:
Silt Off Site?:
Condition of Stone for driveway and location of dumpster/port-a-potty, site trash: All removed?
Sample Board: Materials on home same as board? If No, explain:
Building materials stored: If on neighboring property was property restored?
Exterior Home Massing and Details as approved: If no, explain:
[d Fl
Landscape Elements as approved: If no, explain:
Repair of neighboring property where used during the construction process?
Repair of heighboring property where used during the construction process:
Mailbox installed?
Mandox instance:
Signatures: (note: representative required on site at time of review)
Homeowner: Date:
<b>Builder:</b> Date:
Are there any outstanding claims with the contractor's insurance company with respect to community property pending
resolution? If yes, explain:
esolution: 11 yes, explain.
Is Security Deposit Authorized for release? Explain YES or NO:
as occurry Deposit numorized for release. Explain 120 of 140.
SARC: Date:
Photos on file? VES NO

### SKYECROFT ARCHITECTURAL REVIEW PARTICIPATING CONTRACTOR APPLICATION - FORM EIGHT

### (ONE PAGE) FOR NEW APPLICANTS ONLY

	COMPANY NAME:	License #:
	QUALIFIER NAME:	License #:
	COMPANY LICENSE TYPE:	License #:COMPANY LICENSE LIMIT: Unlimited (only option)
CON	NFIRM (initial after each):	
• I	NSURANCE ENDORSEMENTS ARE INC	CLUDED HEREIN, PER ARTICLE 7
	FINANCIALS ARE PROVIDED HEREIN,	· —————
		ATIVELY WITH THE SARC IN MEETING GUIDELINE
		Y VIOLATIONS THAT MAY OCCUR.
	•	A MINIMUM OF TWO LOTS IN THE COMMUNITY. APPROVA
		T PURCHASE AFTER OTHER QUALIFICATIONS HAVE BEEN
		YOU ARE IN RECEIPT OF SARC PRELIMINARY APPROVAL.
YOU SKYI	R CURRENT CORPORATE STRUCTURE ' ECOFT COMMUNITY. (PROVIDE SEPARA	RESPECT TO HOMES THAT YOU HAVE COMPLETED UNDER THAT ARE SIMILAR IN SIZE AND SCOPE TO HOMES IN THE ATE EXPLANATION IF STRUCTURE CHANGED)
	ME NUMBER ONE:	
1.	Contact:	
2.	Telephone:	
3.	Physical Address:	
4.	Total Heated Space:	
5.	Year Completed:	
6.	Number of months under construction:	
7.	Total delivered price of the home:	
	ME NUMBER TWO:	
8.	Contact:	
9.	Telephone:	
10.	Physical Address:	
11. 12.	Total Heated Space:	
12.	Year Completed: Number of months under construction: _	
13. 14.	Total delivered price of the home:	
	ME NUMBER THREE:	
15.		
16.	Contact:	
17.	Telephone:Physical Address:	<del></del>
19.	Year Completed:	
20.	Number of months under construction: _	
21.	Total delivered price of the home:	
ATT	ESTED TO:	Title:
Signa	iture:	Date:
	OAD THIS FORM IN DIGITAL FOR	

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