



Preliminary Design Application Architectural, Environmental, & Landscape Guidelines

Date: _____
Application Fee: _____ Lot #: _____
Street Address: _____ Wooded: _____ Prairie: _____
Owner: _____
Address: _____ Phone: _____
Office Phone: _____
E-mail: _____ Fax: _____

ARCHITECT (Name, Address, Phone, Fax, & E-mail): _____

SURVEYOR/ENGINEER (Name, Address, Phone, Fax, & E-mail): _____

LANDSCAPE ARCHITECT (Name, Address, Phone, Fax, & E-mail): _____

BUILDER (Name, Address, Phone, Fax, & E-mail): _____

FORESTER/ARBORIST (Name, Address, Phone, Fax, & E-mail): _____

Document Checklist

1. Two copies of proposed permit plat including all improvements, setbacks, grading at one (1') foot contour intervals, trees, tree-preservation fencing, soil and erosion protection fencing, utilities, elevations for top of foundations, retaining walls, driveways, walkways, patios, and all other improvements, prepared by a registered surveyor or engineer. A preliminary impervious surface ratio is also required.
2. Two sets of preliminary architectural drawings, including dimensioned floor plans, all elevations including any proposed English or walk-outs, sections, materials, and specifications.
3. Two copies of proposed landscape plans.
4. When applicable, two copies of a tree-preservation plan prepared by a Landscape Architect, Forester, or certified Arborist, including location of all trees, species, sizes, and conditions. A depiction of the critical root zone must be included for any tree located within or adjacent to the buildable area. In addition, recommendations for removal, auguring, root-pruning, or fertilizing should be attached along with tree-protection and tree-preservation requirements.





Preliminary Design Application Preliminary Housing Design Checklist

1. Proposed floor area:
- a. First floor: _____ SF
 - b. Second floor: _____ SF
 - c. Finished lower level: _____ SF Walk-out English One Grade (circle one)
 - d. Total: _____ SF
2. Building Height: _____ FT (Measured to 1/2 of highest roof—see building heights)
3. Garages (Side load and individual doors—minimum 8' high) Complies: Yes No
4. Roof material: _____
5. Exterior material proposed & color: _____
6. Impervious surface ratio (%): _____
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Site Requirements (Preliminary)

- 1. Survey with one (1') foot contours Yes No
- 2. Grading Plan Yes No
- 3. Tree Survey and Tree-Preservation plan Yes No N/A
- 4. Landscape Plan with decks, patios, walkways, & driveways Yes No
- 5. Lighting Plan Yes No
- 6. Recreational Improvements Yes No

Signature of Applicant

Date

Signature of Owner

Date

Preliminary approval by
The Sanctuary of Bull Valley Master Operating Association, Inc. - ARB

Date

