



## Final Design Application Architectural, Environmental, & Landscape Guidelines

Date: \_\_\_\_\_  
Cash Bond: \_\_\_\_\_ 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. Three copies of proposed permit plat including all improvements, setbacks, grading, 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 and stamped by a licensed surveyor or engineer. All permit plats are required to calculate the impervious surface ratio.
2. Three sets of preliminary architectural drawings, including dimensioned floor plans, elevations, sections, materials, and specifications, prepared and stamped by a licensed architect.
3. Three sets of completed landscape plans prepared by a licensed Landscape Architect.
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.
5. Two sets of an action plan showing location of dirt stockpiling and storage of materials and equipment, dumpster, and port-o-let locations. Depending on site constraints, excess dirt may be required to be removed immediately.





## Final Design Application Final Housing Design Checklist

1. Architectural Style: \_\_\_\_\_
2. Floor Area      a. First floor: \_\_\_\_\_ SF      Screened porch: \_\_\_\_\_ SF  
                         b. Second floor: \_\_\_\_\_ SF  
                         c. Finished Basement: \_\_\_\_\_ SF      Walkout    English    On Grade    (circle one)  
                         d. Total: \_\_\_\_\_ SF
3. Building Height: \_\_\_\_\_ FT (Measured to 1/2 of highest roof—see building heights)
4. Garages (Side load and individual doors—minimum 8' high)      Complies:     Yes     No
5. Roof pitch: \_\_\_\_\_
6. Roof material: \_\_\_\_\_
7. Exterior material and color or style: \_\_\_\_\_
8. Chimney material      Complies:     Yes     No
9. Flashing      Complies:     Yes     No
10. Plumbing and attic vents      Complies:     Yes     No
11. Pool       Yes     No
12. Driveway surface: \_\_\_\_\_
13. Recreational facilities (list): \_\_\_\_\_
14. Adjacent lot architectural style and color scheme: \_\_\_\_\_
15. Final impervious surface ratio (%): \_\_\_\_\_
16. DROS monuments installed       Yes     No

### Submittal Requirements

1. Survey and Grading Plan       Yes     No
2. Stamped Architectural Plans       Yes     No
3. Landscape Plan with decks, patios, walkways, driveways, and recreational improvements       Yes     No
4. Tree Survey and Tree-Preservation Plan       Yes     No
6. Builder Application       Yes     No

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved by

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

\_\_\_\_\_  
Date

