

# **Architectural Review Application**

## for Hidden Lake Property Owners

This application Must be submitted and approved BEFORE beginning ANY type of construction.

Items needing approval include (but are not limited to):

- new home
- addition to existing structure
  - garage
  - shed
  - workshop
  - porch
  - deck
  - exterior stairs
- fencing
- retaining walls
- solar panels
- driveway
- grading
- tree removal
- etc.

Failure to comply will result in a fine. Please refer to the Hidden Lake Rules & Regulations excerpt below:

### *3. Architectural Review Application (Adopted February 20, 2010)*

*An Architectural Review Application must be submitted to the Hidden Lake POA and approved before any construction may begin. Construction includes new structures and additions to existing structures, site preparation; including tree removal and grading. Anyone who commences any construction, as defined above, without signed approval is subject to a fine of up to \$50.00 a day for every calendar day from the date of the start of construction until issuance of an approved application from the Hidden Lake POA. Erosion control measures must be in place and effective through construction for the application to remain current.*

The property owner is liable for ANY damage to Hidden Lake roads, culverts, and/or other infrastructure caused by the building process, contractors performing the work, or their construction equipment or vehicles. The owner should arrange for repairs as soon as possible.

Owners must also advise any and all contractors that signs of any type are not permitted to be placed on their property, or anywhere inside the community. If found, they will be removed.

Please be sure to ONLY give out the Contractors Gate Code to any workers, and advise them to use the Contractors/Service Entrance gate ONLY.

Please review the ARC Guidelines for Hidden Lake PRIOR to starting any building project. A copy of them can be found in the Documents section of our website, or by Clicking Here:

[hiddenlakepoaofmcdowellcounty.com-ARC Guidelines](http://hiddenlakepoaofmcdowellcounty.com-ARC%20Guidelines)

## **Owner Information/Contact Page**

Owner(s): \_\_\_\_\_

Please check here if you currently have a signed offer-to-purchase on property in Hidden Lake: \_\_\_\_\_

Applications will not be considered for anyone looking at property, or that does not have a signed offer-to-purchase. Applications will not be approved prior to the sale of any property or home.

Hidden Lake address or Lot #: \_\_\_\_\_

Physical mailing address, if not a full-time resident:

\_\_\_\_\_  
\_\_\_\_\_

Phone number(s): \_\_\_\_\_

Email address(s): \_\_\_\_\_

## **Project Detail Pages**

Please completely fill out the information to the best of your knowledge. Incomplete details will delay your application process.

Is this project – please check option below

- Addition
- Deck
- Fence
- Garage
- Property grading
- New home
- Patio
- Shed
- Tree removal
- Other

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(if "other" please explain project in detail above)

If this will be a home, addition, garage, roof, shed or other type of structure, what will be the exterior covering (log, log siding, etc.)? Please consult the ARC Guidelines for specifics:

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\*\*Please provide us with a physical sample of the exterior covering

What will be the color of the exterior of the structure and/or roof:

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\*\*Please provide us with a color sample or swatch

Who will be performing the work? We require: the company name, the contractor name, company address, phone & email:

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What is the estimated start date of your project:

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What is the estimated completion date of your project:

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Are you planning to use a camper or motorhome on your property as temporary living accommodations during your construction?

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If yes, please refer to the Hidden Lake Rules & Regulations excerpt below:

*1. Camping (Adopted February 14, 2009)*

*Camping is permitted only when the lot owner has completed the Architectural Review Application, it is approved by the Architectural Review Committee and the Board of Directors, and the construction of the house has begun. Construction must remain continuous with camping allowed until the owner receives the Certification of Occupancy, in which case campers may be kept on said lot, but out of sight, as much as possible, from other lots and roadways.*

If this will be a **Fencing** project, please be sure to read all of the Fencing Guidelines. See Link Above

If this will be for a **Shed** (site built, or pre-built and delivered), please be sure to read all of the Shed Guidelines. See Link Above

There is no such thing as too much information on your application. If you would like to share additional info. or details on your project, please do so here: \_\_\_\_\_

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## **Additional items to include with your application**

We must have **ALL** of the following items included with your application:

- A drawing showing the location of the project in relation to the property lines, the road, adjoining lots, driveway, well & septic. Please submit a copy of your septic permit if you already have one. You may also draw this information onto your septic permit, but be sure to use a copy & not your original. You can also enlarge a copy of your lot from the plat map of Hidden Lake (found on our website) and draw onto that. We require this for **ALL** projects. If this will be a shed or fencing project, we will also need dimensions for them.
- A scaled drawing showing ALL sides of the exterior design and elevations of the structure. This is preferred so it may be easily shared with the committee, and printed out. Your builder should be able to supply you with this, or you may submit a copy of your actual construction plans.
- A drainage or erosion control plan for the property. If a large amount of earth will be disturbed, silt fencing must be in place to prevent run-off prior to and during your project.
- If this will be a fencing project, please consult the Fencing Guidelines, and provide us with a description, drawing, or photo of the style of fencing you wish to use.
- If this will include an outdoor utility shed, please consult the Shed Guidelines, to make sure your project meets the requirements. A description, drawing, or photo of the shed will be helpful.

## **How the approval process will work**

We will only accept applications from current owners in Hidden Lake, or those with a signed contract to purchase property inside Hidden Lake. We will not approve any applications prior to purchase.

Applications can be submitted at any time. The committee will do their best to vote on your project as quickly as possible. Please note – any new home construction will also be voted on by the Board of Hidden Lake.

Any questions about your project, this application, or how to submit your completed application, you may contact and/or send it to:

Theresa Carr – ARC Committee Chair

Email: [HiddenLakeRentals@gmail.com](mailto:HiddenLakeRentals@gmail.com) or 828-460-8252

Owner(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

ARC Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Board Approval: \_\_\_\_\_ Date: \_\_\_\_\_