ROYAL HEIGHTS HOMEOWNERS' ASSOCIATION

ARCHITECTURAL CONTROL SUBMITTAL

(Plans can be submitted Monday through Friday 8:30 a.m. to 5:30 p.m. to Royal Heights Homeowners Association, 2400 So. 57th St., Temple, Texas 76504)

Date Received: _____

Legal Description: _____ Owner: _____

Street Address: _____ Address: _____

Square Footage (total conditioned area): _____

_____ Phone: _____

Architect/Designer: _____ Builder: _____

Address: _____ Address: _____

Phone: _____ _____

Phone: _____(Work)

_____(Mobile)

_____(Fax)

Applicant Signature: _____

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Plan Submittal Checklist

A complete application package contains the following:

I. Site Plan (Two Copies)—site plan at 1"=10' minimum:

_____ All property lines, easements, building lines (including decks, patios, all improvements), North arrow
_____ Topo required showing existing contours
_____ Setbacks
_____ Easements and encroachments
_____ Dimensions from proposed structure to property lines
_____ Utility locations and proposed trench lines
_____ Drainage plan
_____ Proposed drives, walks, and any other flatwork or improvements
_____ HVAC units location and appropriate screening
_____ Location of utility boxes and meters

_____ Written description of post development drainage patterns or grading plan
_____ Silt fencing location
_____ Dumpster location
_____ Port-a-let location

II. Architectural Plans (Two Copies)—(All plans for custom sections must be site specific—No "Mass Production" drawings accepted):

_____ ¼" scale—driveway, sidewalks, patios, covered porches, decks, tree survey
_____ Square footage calculations of conditioned area on each level
_____ Minimum four elevations (front, rear, left, right) with grade shown
_____ Clearly marked exterior materials
_____ Exterior must be 75% masonry designated by architect plans.
_____ Fencing (design and color included)
_____ Roof pitches indicated
_____ Building height measured per appropriate deed restrictions

III. Material Samples—Sample Board/File (All samples must be attached securely inside of a manila folder):

_____ Exterior paint—color samples (chips)—no larger than 4"x4"
_____ All exterior colors of trim, accents, and stucco walls must be designated on all plans and elevations. Sample paint chips must be no larger than 4"x4".
_____ Brick or stone—small sample or small samples if multi-color—no larger than 4"x4" or photograph with description (Acme brick style #)
_____ Roofing material and color, including documentation of weight and warranty—*copy of brochure not entire sample panel*—small sample 4"x4". Photograph is acceptable.

IV. Landscape Plans (Two Copies):

_____ Size, type and location of all landscaping plants or materials—engineering plans will be required as necessary.
_____ Location, materials and elevations of any proposed retaining walls
_____ Location and materials of any proposed fencing

All other site improvements such as pool, fountains; spas; fences; playscapes; etc. not on original plans with complete details must be submitted for approval.

A complete application package contains the following documents:

Site/Construction Plan (1" = 10' minimum)
Floor Plans (1/4" = 1'0")
Roof Plan (1/4" = 1'0")
Exterior Elevations and Details (1/4' = 1'0" minimum)
Sample Board with Exterior Colors

The Architectural Control Committee will approve or disapprove all plans and requests within thirty (30) days after submission. In the event the Architectural Control Committee fails to take any action within thirty (30) days after requests have been submitted, approval will be presumed, and this procedure will be deemed to have been fully complied with.