

**CUB CREEK RANCH (CCR) ARCHITECTURAL REVIEW COMMITTEE (ARC)
SUBMITTAL INFORMATION FORM**

Revised August 31, 2017

CCR Lot Number _____
Lot Address _____

Owner's Name _____
Address _____
City, State, Zip Code _____
Phone _____
E-Mail _____

Type of Application (please select and submit corresponding fee on next page)

- _____ Preliminary Plan Review
- _____ Final Plan Review
- _____ Landscape Plan, Ancillary Improvements, Changes and/or a Request Review
- _____ Well & ISDS Location Plan Submittal (prepared by a PLS) for ARC File

BUILDER:

Name & Company Name _____
Address _____
City, State, Zip Code _____
Phone _____
E-Mail _____
Project Manager Name _____
Phone _____
E-mail _____

ARCHITECT:

Name & Company Name _____
Address _____
City, State, Zip Code _____
Phone _____
E-Mail _____

CIVIL ENGINEER OR OTHER PROFESSIONAL:

Name & Company Name _____
Address _____
City, State, Zip Code _____
Phone _____
E-Mail _____

LANDSCAPE ARCHITECT OR OTHER PROFESSIONAL:

Name & Company Name _____
Address _____
City, State, Zip Code _____
Phone _____
E-Mail _____

See the CCR Design Review Guidelines for required submittal documentation

**CUB CREEK RANCH (CCR) ARCHITECTURAL REVIEW COMMITTEE (ARC)
SUBMITTAL CHECKLIST FORM**

Revised August 31, 2017

New Builder Application

_____ ARC Application Form & ARC Application Fee
_____ Submittal documentation as detailed in the CCR Design Review Guidelines

Preliminary Architecture & Site Plan Review

_____ ARC Application Form & ARC Application Fee
_____ Preliminary Site Plan including Well & ISDS Locations (2 sets)
_____ Preliminary Architectural Elevations, Floor Plans, and any Preliminary Sections (2 sets)
_____ Indication of Exterior Materials and Colors
_____ Any additional drawings, materials or samples (if requested by the ARC)
_____ Any additional drawings and/or plans for Ancillary Improvements contemplated on the lot
_____ Staking (if requested by the ARC)
_____ Additional information to communicate the design intention

Final Architecture & Site Plan Review

_____ Final Site Plan including Well & ISDS Locations plus GESC Plans (2 sets) 1'=20 scale min.
_____ Landscape Plan or Re-Vegetation Plan (2 sets) 1'=20 scale min.
_____ Final Architectural Drawings (2 sets) 1/4"=1' scale
_____ Exterior Materials and Colors Board plus a letter size sheet (8 1/2" x 11") indicating all Exterior
Material, Colors and Manufacturer
_____ Any additional drawings, materials or samples (if requested by the ARC)
_____ Any additional drawings and/or plans for Ancillary Improvements contemplated on the lot
_____ Staking (if requested by the ARC)
_____ General Well & Septic Systems Construction Form for CCR Amendment 3
_____ Additional information to communicate the design intention

Modifications OR Changes to Original Submittal

_____ ARC Application Form and ARC Application Fee
_____ Landscape Plan, Architectural or Site Changes and/or any Ancillary Improvement Plans

Upon Installation of Well and Septic Fee

_____ ARC Application Form and ARC Application Fee
_____ Provide the ARC a copy of the stamped Improvement Location Certificate (ILC) by a Professional
Land Surveyor (PLS) indicating property lines, easements, building envelope, home location, drive
location and well & ISDS location

The Cub Creek Ranch (CCR) ARC Application Fees (Payable to Cub Creek Ranch HOA) are as follows:

\$750.00	Architecture and Site Plan Submittal (this fee is for one preliminary & one final submittal)
\$400.00	Architecture and Site Plan Submittal (per additional submittal if 1 st submittal is not approved)
\$350.00	New Builder Application Form (per each submittal)
\$100.00	Modifications OR Changes to Original Submittal (per each submittal)