

# SAVANNAH BAY PLAN APPROVAL CHECK LIST

08/2003

LOT#: \_\_\_\_\_ PHASE# \_\_\_\_\_

DATE PLANS SUBMITTED: \_\_\_\_\_

SQUARE FOOTAGE REQUIREMENT: 1,800 SQ. FT. WITH AT LEAST 1,200 SQ. FT. ON MAIN LEVEL. ALL DWELLINGS REQUIRE AN ATTACHED OR UNATTACHED TWO-CAR GARAGE. FINISHED ROOMS OVER A GARAGE OR A FINISHED BASEMENT SHALL NOT BE INCLUDED IN DETERMINING SQUARE FOOTAGE.

OWNER(S): \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

CITY / STATE / ZIP: \_\_\_\_\_ PROPERTY ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_

WORK PHONE: \_\_\_\_\_ CITY/STATE: \_\_\_\_\_

CELL PHONE OR PAGER \_\_\_\_\_ FAX \_\_\_\_\_

**BUILDER:** \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY / STATE / ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_

CELL PHONE OR PAGER: \_\_\_\_\_

FAX: \_\_\_\_\_

**PLAN NAME AND NUMBER:** \_\_\_\_\_

**NO CLEARING, GRADING OR CONSTRUCTION SHOULD COMMENCE BEFORE WRITTEN APPROVAL IS OBTAINED. ONCE HOUSE PLANS ARE APPROVED. THE FOUNDATION MUST BE STAKED OUT AND AN INSPECTION ORDERED AND APPROVAL OF LOCATION GIVEN PRIOR TO CONSTRUCTION BEGINNING. PLEASE CONTACT THE HOMEOWNERS ASSOCIATION FOR THIS INSPECTION.**

**ALL ITEMS ON THIS FORM MUST BE COMPLETED. THE ARCHITECTURAL REVIEW FEE, ROAD BOND, AND ALL FEES MUST BE PAID AND HOMEOWNERS ASSOCIATION DUES MUST BE CURRENT BEFORE APPROVAL OF ANY PLANS WILL BE GIVEN.**

**PLAN APPROVAL CHECK LIST  
SAVANNAH BAY**

**08/2003**

YOU MUST SUBMIT SNAPSHOTS OF THE ENTIRE ROAD, ROAD SHOULDERS AND DITCHES IN FRONT OF THE LOT AND ACROSS THE STREET FROM THE LOT TO SHOW THE CONDITION OF THE ROAD, ROAD SHOULDERS AND DITCHES PRIOR TO CLEARING OR ANY CONSTRUCTION.

YOU MUST SUBMIT SEVERAL SNAPSHOTS TAKEN FROM THE ROAD SIDE AND SEVERAL SNAPSHOTS TAKEN FROM THE APPROXIMATE CENTER OF THE LOT FACING THE REAR OF THE LOT OR TOWARD THE LAKESIDE OF THE LOT SHOWING THE ENTIRE WIDTH OF THE LOT AND ITS VEGETATION AND TREES.

IF YOU OWN A WATERFRONT LOT, PLEASE TAKE SEVERAL SNAPSHOTS FROM THE LAKE SIDE TOWARD THE LOT SHOWING THE ENTIRE WIDTH OF THE LOT ALONG THE SHORE LINE AND ITS VEGETATION AND TREES.

<b>HEATED SQ. FT:</b> (To be completed)	1 <sup>ST</sup> FLOOR	_____
	2 <sup>ND</sup> FLOOR	_____
	BASEMENT	_____
	Other	_____
	Total	_____

**EXTERIOR FINISH;** (circle all that apply): Brick Stone Stucco Siding Other \_\_\_\_\_

**EXTERIOR MATERIALS (SPECIFY MANUFACTURER, PRODUCT NAME, & COLOR)**

BRICK: \_\_\_\_\_ COLOR: \_\_\_\_\_

SIDING: \_\_\_\_\_ COLOR: \_\_\_\_\_

ROOF: (architectural shingles) \_\_\_\_\_ COLOR: \_\_\_\_\_  
(required)

TRIM: \_\_\_\_\_ COLOR: \_\_\_\_\_

DOORS / SHUTTERS: \_\_\_\_\_ COLOR: \_\_\_\_\_

DRIVEWAY & WALKWAYS: \_\_\_\_\_

OTHER: \_\_\_\_\_

**GARAGE DESCRIPTION:** \_\_\_\_\_

**HOUSE PLANS MUST INCLUDE ELEVATIONS, FLOOR PLANS AND ROOF PITCH.**

**SITE PLAN MUST BE SUBMITTED SHOWING LOCATION OF HOUSE, DRIVEWAY, WALKWAYS, SEPTIC FIELD, INCLUDING DISTANCES FROM PROPERTY LINES.**

**A LANDSCAPING PLAN MUST BE SUBMITTED PRIOR TO COMMENCEMENT OF ANY CLEARING, GRADING OR CONSTRUCTION OF ANY NATURE.**

PLAN APPROVAL CHECK LIST  
SAVANNAH BAY

08/2003

**FIREPLACE?** YES NO      QUANTITY \_\_\_\_\_      **CHIMNEY**  
TYPE MATERIAL \_\_\_\_\_

**OPEN DECK?** YES NO      QUANTITY: \_\_\_\_\_      TOTAL SQ. FT \_\_\_\_\_

**COVERED PORCH?** YES NO      QUANTITY: \_\_\_\_\_      TOTAL SQ. FT \_\_\_\_\_

**SETBACK REQUIREMENTS ARE MET AND APPROVED BY THE COUNTY.**

\_\_\_\_\_  
Owner / Builder      Date

A non-refundable fee of **\$300** must accompany the two sets of house plans submitted for review. Plans will be retained for future review. Plans need to be sent to **Savannah Bay Homeowners Association, Inc.**, P.O. Box 502, Alpharetta, GA, 30009-0502. NOTE: Plans must include a completed Plan Approval Check List, two full sets of the proposed house plans, (including elevations, floor plans and roof pitch) site plan showing house placement including distances from property lines, driveways, walkways, and septic placement, and a landscaping plan showing plants, shrubs, decks, fencing, etc. Materials and colors used for the exterior of the above must be approved.

CHECK#: \_\_\_\_\_      DATE: \_\_\_\_\_      PAID BY: \_\_\_\_\_

SILT FENCING MUST BE INSTALLED IN FRONT OF HOMESITE BEFORE CONSTRUCTION BEGINS TO PROTECT THE ROAD SHOULDERS. IF HOMEOWNER DOES NOT HAVE BUILDER INSTALL SILT FENCING PRIOR TO THE BEGINNING OF CONSTRUCTION, THEN THE HOMEOWNERS ASSOCIATION WILL INSTALL THE SILT FENCING AND BILL THE HOMEOWNER IN THE AMOUNT OF \$350.00 PER LOT.

A CHECK FROM EITHER THE BUILDER OR OWNER, MADE PAYABLE TO THE SAVANNAH BAY HOMEOWNERS ASSOCIATION, INC., IN THE AMOUNT OF \$500.00 FOR ROAD BOND IS REQUIRED PRIOR TO ANY CLEARING OR CONSTRUCTION. THIS AMOUNT IS REFUNDABLE UPON COMPLETION OF ALL HOME CONSTRUCTION IF ROAD PAVEMENT AND ROAD SHOULDERS NEAR AND IN FRONT OF THE SUBJECT LOT ARE MAINTAINED THROUGHOUT THE CONSTRUCTION PROCESS IN THE SAME GOOD CONDITION AS WHEN CONSTRUCTION BEGAN.

CHECK#: \_\_\_\_\_      DATE: \_\_\_\_\_      PAID BY: \_\_\_\_\_

NOTE:

The property owner is responsible for placing and maintaining a stone driveway to facilitate the delivery and distribution of building materials at a centralized staging area on the subject lot. Concrete pipe is required for the driveway culvert. No materials of any nature are to be unloaded or stored in the road or road rights-of-way. This driveway is to be used before and during construction to minimize damage to the roads and shoulders of the roads caused by the repeated parking of vehicles, heavy equipment and trucks. During construction and after completion of construction, a **Savannah Bay Homeowners Association** representative will inspect the roads and road shoulders near and in front of the subject property. The owner will be responsible for any necessary repairs.

Upon final completion of home construction, landscaping, proper installation of a concrete driveway culvert, paving of driveway, as approved, and the installation of the approved mailbox, the homeowner should request an inspection from the **Savannah Bay Homeowners Association**. All construction must be completed before request for refund of road bond. Upon completion, if there is no damage to roads or shoulder of the roads, the \$500.00 road bond will be refunded.

-----  
**Signature of person submitting plans**

-----  
**Signature of person submitting plans**

**PLANS RECEIVED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

PLEASE CONTACT THE **SAVANNAHBAY HOMEOWNERS ASSOCIATION, INC.** ARCHITECTURE REVIEW COMMITTEE BY EMAIL AT [arc@savannahbayhoa.com](mailto:arc@savannahbayhoa.com), OR BY US MAIL AT P.O. BOX 502, ALPHARETTA, GA, 30009-0502, IF YOU HAVE ANY QUESTIONS OR REQUIRE CLARIFICATION OF THE BUILDING GUIDELINES OR PLAN APPROVAL PROCESS.