



# ELKRIDGE

## SPECIFICATIONS FOR ARCHITECTURAL REVIEW ELK RIDGE

### Special Requirements for Submission:

All improvements must be made in accordance with the Declaration of Covenants, Conditions and Restrictions for Elk Ridge. Please review these documents carefully, and make sure your plans comply with their requirements. All Improvements must be approved by the Architectural Review Committee. A general rule of thumb is this- imagine you are on the Committee and you are reviewing the submission. Do you have everything necessary in order to visualize the completed product so you can make a judgement? If there are no unanswered questions in your mind based on the submission, then it is likely your submission will be acceptable.

**Please Note: The Process of Architectural Review May Take Up To 30 Days.**

### Architecture Review Questions and Answers:

-What is Architectural Review?

Architectural Review is the power of the Developer/Homeowners Association to govern the exterior appearance of all properties in the community upon which homes will be built.

-Where does this authority come from?

The authority comes from the Declaration of Covenants, Conditions, and Restrictions for the Association which is a legal document recorded with the Burleigh County Recorder prior to any lots being purchased.

-Why are there architectural standards?

The benefit of Architectural Review is two-fold. First, the community in which you plan to live will maintain its attractive appearance with standards. Second, if the community maintains its attractive appearance, the value of all properties in the community will be retained at a higher level than if there were no Architectural Review and approval.

### Items to Submit:

- 1) Worksheet (next page).
- 2) Set of Digital Plans Including:
  - a. Site Plan Including Lot Survey Exhibit
  - b. Floor Plans/Complete Blueprints
    - i. Include specifications, elevations, etc.
  - c. Landscaping Plan (most often sent at a later date, closer to house completion)
    - i. To include plant types, sizes and quantities and exterior color samples.
    - ii. May be submitted later if the Landscaping Plan is not yet determined.
- 3) Applicable Application Fees

After the Committee has approved your plans, you may proceed with the improvement. At that time, the written approval may be taken to the local government entities to obtain necessary permits. The Architecture Review Committee is not responsible to ensure your plan meets all applicable city, county or state laws and codes. A set of plans will be retained by the Architecture Review Committee.

If application is approved, any changes after approval MUST be run through the Architecture Review Committee.

## Architecture Review Committee Worksheet

**HOMEOWNER:**

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail address: \_\_\_\_\_

**BUILDER:**

Phone number: \_\_\_\_\_

Name: \_\_\_\_\_

E-Mail address: \_\_\_\_\_

The following specifications are submitted for your review prior to the commencement of construction of the house which I/We plan to build:

Lot \_\_\_\_\_ Block \_\_\_\_\_ Addition \_\_\_\_\_

Style of Home: \_\_\_\_\_

Main floor square feet finished: \_\_\_\_\_

Second floor square feet finished: \_\_\_\_\_

Lower level square feet finished: \_\_\_\_\_

Lower level square feet unfinished: \_\_\_\_\_

Basement square feet finished: \_\_\_\_\_

Basement square feet unfinished: \_\_\_\_\_

Total square feet finished: \_\_\_\_\_

Total unfinished: \_\_\_\_\_

Garage dimensions: \_\_\_\_\_ x \_\_\_\_\_, garage square feet: \_\_\_\_\_, 3 Stall \_\_\_\_\_ Other \_\_\_\_\_

**Siding:**

Front elevation: \_\_\_\_\_ Color: \_\_\_\_\_ Brick/drivet/rock,etc. color: \_\_\_\_\_

Left side elevation: \_\_\_\_\_ Color: \_\_\_\_\_ Brick/drivet/rock,etc. color: \_\_\_\_\_

Right side elevation: \_\_\_\_\_ Color: \_\_\_\_\_ Brick/drivet/rock,etc. color: \_\_\_\_\_

Rear elevation: \_\_\_\_\_ Color: \_\_\_\_\_ Brick/drivet/rock,etc. color: \_\_\_\_\_

Roof Pitch: \_\_\_\_\_

Type of Shingle: \_\_\_\_\_ Cedar Shakes, \_\_\_\_\_ Asphalt, Other: \_\_\_\_\_. Color: \_\_\_\_\_  
(No interlocking)

Plans to bring in additional fill dirt for the project: \_\_\_\_\_ Yes. \_\_\_\_\_ No.

If yes, approximately how many cubic yards and describe need? \_\_\_\_\_

Realistic estimate value of completed home and lot at time of occupancy: \$ \_\_\_\_\_

Building Completion Approximate Date: \_\_\_\_\_

## Signature Page

**NOTICE:** I am aware that any deviations or alterations from the plans and specifications as herein submitted must have the prior written approval of the Architectural Review Committee.

**JOBSITE CLEANLINESS:** I agree to the following terms: keeping the building jobsite clean- including no dumping or piling of excess dirt, no dumping rocks, garbage or debris on neighboring lots. To remove my excess building materials, concrete washout from the jobsite with disposal occurring offsite and outside of the development (following the washout process required by the city/county). To maintain any roll off dumpsters in a way that garbage does not blow out of the dumpster when one is used on the jobsite. To maintain the growth of grass, weeds and other vegetation on the jobsite before, during and after construction. The HOA and/or Developer reserve the right to assess fines/penalties for non-compliance of jobsite cleanliness during the building process.

\_\_\_\_\_  
Signature Date  
**Homeowner**

\_\_\_\_\_  
Signature Date  
**Builder/Contractor**

### Architecture Review Committee:

Approved: \_\_\_\_\_

Approved with following (see-attached): \_\_\_\_\_

Not Approved (see-attached): \_\_\_\_\_

\_\_\_\_\_  
Signature Date  
**Architecture Review Committee**

**\*Submit a copy of this worksheet and other required plans to the following: [admin@ndhoa.com](mailto:admin@ndhoa.com)**

**\*Submit the \$500.00 Architecture Review Fee, required before final approval to:**

Neighborhood Management  
5112 Stockholm Loop  
Bismarck, ND 58503

**THIS FORM MUST BE TURNED IN AND APPROVED WITH PLAN BEFORE  
DIGGING IS STARTED.**