

Wolfe Pointe Architectural Review Committee
Application for Exterior Modifications/Improvements

The Architectural Review process of the Wolfe Pointe BOD requires that the following application be completed and submitted to the Architectural Design Review Committee (hereinafter "ARC") before the commencement of any exterior modifications. Modifications shall include, but are not limited to, home additions, decks, fences, porches, large landscape projects, and/or a change to the exterior elements of your home.

Wolfe Pointe ARC Request Instructions & Checklist:

The following items are required when submitting an Architectural Request to the Wolfe Pointe ARC. This list is not meant to be all encompassing, as some requests may require additional documentation in order to permit the ARC to render a decision. If any of the required items are missing from the submission, the ARC will reject the application as being incomplete and it will not be reviewed until all items are received.

Application Checklist:

- One (1) copy of all documentation, including this application, architectural plans/drawings or photographs of the proposed project. Drawings **MUST** show elevations, dimensions, height off the ground, relationship to existing structures, railings, footings, color samples if necessary and manufacturer's brochure, if available.
- One (1) copy of the property plat showing size, shape and location of improvement to residence and adjoining properties (including specific dimensions of improvement(s) and distances to adjoining properties). Setbacks and property line must be shown. Grading plan must be included, if applicable.
- Survey of Original Plot Plan
- Construction Plans
- Check in the amount of \$35.00 payable to Wolfe Pointe Community Association (BOD)

All applications & attachments should be mailed or emailed to:

Sandra Ware
c/o Berkshire Hathaway HS Gallo Realty
16712 Kings Hwy, Lewes, DE 19958
Sandra@CommercialDE.com

*(Please call Sandra Ware if you should have any questions
regarding the above documentation: 302-542-0900)*

[Type here]

Name(s): _____

Property Address: _____

Contact Phone Number(s): _____

Email Address: _____

TYPE OF MODIFICATION/IMPROVEMENT: (check appropriate box)

- Second Story Deck (Complete SECTION A below)
- Ground Level Deck (Complete SECTION A below)
- Fence (Complete SECTION B below)
- Patio (Complete SECTION C below)
- Storm Door (Complete SECTION C below)
- Landscaping (Complete Section D below)
- Other **to include sheds and Stand Alone Generators** (Complete SECTION E below)

SECTION A- Deck Additions: *Use extra sheet if necessary.*

Dimensions across back of house: _____ Dimensions/Length of house: _____

Elevation from Ground Level: _____ Railing Height (from surface to deck): _____

Railing Type (describe): _____ Type of material: _____ Include information

SECTION B- Fence Additions: *Use extra sheet if necessary.*

Total Dimensions of fence: _____ Fence Type: _____

Type of Gate: _____ Type of Materials to be used: _____

SECTION C-Patio Additions: *Use extra sheet if necessary.*

Total Dimensions of patio: _____ Type of materials & Color: _____

SECTION D- Landscaping: *Use extra sheet if necessary.*

Provide explanation of project including details on dimensions, materials, colors, fencing as applicable: _____

SECTION E- Other (includes pool, gazebos etc.): *Use extra sheet if necessary*

Provide explanation of project including details on dimensions, materials, colors,

Fencing, landscape buffer specifics, contractor, (license information) as

[Type here]

applicable: _____

Stand Alone Generators:

- Require permanent foundation
- Must be behind the home
- Must have natural landscaping privacy/noise buffer
- Must be installed by a licensed contractor

I understand:

That the ARC has thirty (30) days from the date of receipt of a completed application to review and provide an approval or denial in writing to the owner/applicant.

That this modification may require a County building permit or may be subject to other governmental regulations. I agree to obtain all required city/county approvals. Miss Utility will be contacted at **1.800.282.8555** prior to the commencement of any construction. Approval of this application satisfies only the requirements of the Association and not any obligations to the County or others as may be required.

That I assume full responsibility for all landscaping, grading, and/or drainage issues relating to the improvement, including applicable bonds or escrows posted by the Developer/ Builder, affecting the work associated with the project will be completed within the property lines. Any damage to adjoining property (including common area) or injury to third persons associated with the improvement is my full responsibility.

That **no work on this proposal will commence until I receive written approval of the ARC.** To do so is a violation of the Covenants of the Association and may result in the requirement that I remove any unapproved modification and restore my property to its original condition at my own expense if this application is disapproved. I also understand that I will be held liable and responsible for any legal fees incurred on behalf of the Association to enforce this provision.

That any approval is contingent upon the construction being completed in a timely, professional, and workmanlike manner as per the specifications as submitted in this application.

..... The members of the ARC committee or its designated Agent, may enter upon my property to make routine inspections.

That there are architectural requirements addressed in the Design Code and the Declaration and a review process as established by the Wolfe Pointe Board of Directors.

That the approval authority granted by the Wolfe Pointe ARC (if so granted) will automatically expire should the proposed project not be commenced within 180 days of the approval or completed within one year of the approval.

That a variation from the original application must be submitted for approval.

Owner/Applicant's Signature: _____ **Date:** _____

[Type here]