



Final Submittal Checklist

The final submittal of plans and specifications must be submitted by the Owner and/or Builder to the Architectural Committee for review and approval. The following documents are required to be submitted to the Architectural Committee for review and approval along with this completed checklist and required application and fees. ***Please check that each item that has been included.***

- ☐ ☐ Final submittals shall be submitted in duplicate.
- ☐ ☐ Final Submittal Application.
- ☐ ☐ Complete construction documents and specifications for the Residence or other improvements including building sections to illustrate the Residence or other improvements, all utility locations including the final location of the sewer system, utility meter, back flow prevention device and transformer locations (and screening techniques), any approved adjustments to locations and/or areas of the building site or the residence, and locations and manufacture's catalog cut sheets for all equipment, finishes, and other pertinent locations.
- ☐ ☐ A storyboard showing color pictures of all the materials and colors to be used on the exterior of the house, along with manufacture's specification and if requested by the ABC samples of all exterior materials and colors, window and glass specifications, and accent items. These shall be mounted on an 8 ½" x 11" board clearly marked with Owner's name, filing date, and lot number, and identified with manufacture's name, color, and/or number.
- ☐ ☐ A complete grading plan establishing the existing natural grade in sufficient detail as may be required by the Architectural Committee to fully evaluate the potential impact of the proposed construction on existing trees/plants, and, the extent of any

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proposed cuts/fills, retaining walls or extended foundations. The plan shall be prepared using a minimum of 2-foot contours.

☐ ☐ A complete foundation plan designed by a Texas registered engineer will include beam layout and details. Exposed house foundation will not extend above the finished grade more than twelve inches (12"). Exposed deck, fence, ect., foundation will not extend above the finished grade more than eight inches (8"). Exterior vertical surface between decks, porches, and grade will be masonry to match the house.

☐ ☐ A complete structural plan including cross-sections of typical wall construction detail. Such will also include a roof plan and/or truss specifications, which will detail rafters, joists, beams and/or trusses, and second-floor framing or truss specifications, which will also detail joists, beams and/or trusses for the second-floor.

☐ ☐ A complete elevation plan. The elevation plans must show the percent of exterior vertical surface that will be glass, doors, masonry or other materials, the elevation above finished slab to the highest ridge-line (roof height), detail the roof materials to be used, show the location and detail of roof vents and other penetrations (roof vents will be as unobtrusive as possible and low profile ventilators will be used and when ever possible roof vents should not be visible from the front of the house).

☐ ☐ A site plan, at a scale no less than 1" = 10' on a 24" x 36" or a 30" x 42" sheet or at such other scale and size as the Architectural Board may approve from time to time showing the following:

- ✓ Location and area of the building site
- ✓ Location and area of residence
- ✓ Location of all other proposed improvements
- ✓ Distances from any proposed structures or improvements to the nearest lot lines, building setback lines, easements, and/or any existing structures, driveways, parking areas, patios, pools, walls, fences, and utility services.
- ✓ Location of topographic and vegetative features of the site including:

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1. Any proposed site grading (cut or fill)
2. Topographic features such as washes or rock outcroppings
3. Locations of existing protected trees, including identification of every tree with a diameter of 26 inches or more at a height of 4-feet 6-inches above existing grade
4. Other major plants to be retained or removed,
5. Elevation of all building floors, roof peaks, patios, and terraces, shown in relation to the site contour elevations.

- ✓ Location of portable toilet
- ✓ Location, height and materials of all retaining walls
- ✓ Location and direction of all the anticipated overall drainage of the lot once the improvements are in place
- ✓ Location of existing trees
- ✓ Location of the construction entrance for the building site
- ✓ Such other items or notes as the Architectural Committee may require from time to time

☐ ☐ Exterior lighting plan and lighting fixture details, including yard light and dimensions to the street

☐ Driveway dimensions and materials & sidewalk dimensions (4x4x2)

☐ Air conditioning location and screening (***Must comply with Exhibit J***)

☐ ☐ Tagging of all trees/plants that are to be saved, moved or cut.

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- ☐ Notification of any changes required by the review process of the local Governing Authority.
- ☐ ☐ A time schedule indicating dates for commencement and completion of construction, utility hook-up, completion of landscaping work, and anticipated occupancy date.
- ☐ ☐ The owner's name, address and phone number, the Architect's name, address and phone number, the Builder's name address, and office number and job-site phone number, and contact information for any other contractor who will be retained for the work.
- ☐ ☐ Both the Owner and its Builder shall execute and deliver their notarized Statements of Intent to Comply with the Design Guidelines, as set forth in Exhibit "G" and "H" with this submittal
- ☐ ☐ Submittal of all fees, dues and/or deposits which may be established or required by the Association acting in or through it Board of Directors or the Architectural Committee.
- ☐ Submittal of Propane Utilization fee and compliance deposit made payable to Flintrock POA.
 - ☐ Plan note indicating use of propane gas for water, heating, and central comfort.

If you have any questions regarding this checklist, please contact the Association office at 512-266-6771 or visit our website at: www.flintrockpoa.com.

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