

BETZ LANDING HOMEOWNER'S ASSOCIATION
P.O. Box 422, Heathsville, VA 22473
House Plans/Improvement Guidelines/Application

Owner(s) Name: _____
Mailing Address: _____ State _____ Zip _____
Lot number: _____
E-mail: _____
Telephone Home: _____ Cell: _____
Estimated start date: _____ Estimated finish date: _____

1. Lot Owners have to deliver to the Committee Chairperson **3** copies of the proposed structure/improvement plans. Architect drawn plans are not required. If submitting commercially drawn plans, they do not need to be the original blue prints, but must be exact copies of the original prints.
 - A. The plans shall include the name of the building or structure, construction plans showing front, rear and side elevations including the dimensions of the structure and the square footage of the living area only **not** including any open porches, decks or basements.
 - B. Include the exterior material siding specifications i.e., brick, vinyl, wood, and indicate the main/trim colors and type/color of the roof.
 - C. Specify the construction of the foundation as being poured concrete or block, and if block, what type of veneer will be applied such as stone or masonry parchment.

2. Lot Owners have to deliver to the Committee Chairperson **3** copies of the plat (site) plan showing dimensions where the proposed structure/improvement will sit on the property. Commercially drawn plans are not required, but the drawings should be to scale, i.e., the size of the structure shown on the document will show as it actually will look on the lot.

Below are the items that must be shown on the plat in addition to the structure(s).

- A. Location of the well site and primary septic drain field from your County/ State Health Department Permit. Include secondary field if located on your lot. It's easiest just to include a copy of your Heath Dept permit.
- B. Approximate location of the 100 foot Resource Protection Area buffer line for waterfront properties.
- C. Area to be cleared of trees. Removal of any trees larger than 6 inches in diameter at chest height (except dead or dying) outside the construction footprint (foundation) must be approved by Northumberland County and the Betz Landing Architectural Control Committee (ACC).
- D. For waterfront lots, identify any trees larger than 6 inches in diameter at chest height that are 100 feet or less from the water (within the RPA) that will be removed and where the replacement trees will be located. This requires approval

from Northumberland County and the Betz Landing Architectural Control Committee (ACC).

- E. Location of your driveway.
3. In order to save time, plans should be submitted directly to the Chair of the Architectural Control Committee, or addressed to P.O. Box 422 Heathsville, VA 22473.
 4. **Please include a check for \$25.00 to cover the expenses incurred by the Committee.** This is a one time fee and covers any future plan submittals.
 5. An acknowledgement letter will be sent to the Owner stating the Committee has received their plans and that the information provided is sufficient. Incomplete plans will not be reviewed until all required information is received and a letter or phone call will be made to that effect. A decision will be made within 30 days of the postmark date of that acknowledgement letter. If no response by the Committee has been made within 30 days, contact the Chair of the Betz Landing Homeowners Association for further action. **No** construction shall commence without a written response from the ACC. Verbal approval or disapproval is not sufficient.
 6. Two of the three Architectural Control Committee members must agree on the decision to approve or disapprove the request. A letter will be sent to the Owner notifying them of the committees' decision.
 7. If the committee members cannot reach an agreement by at least 2/3 vote, the plans will be sent back to the owner with suggested changes. In the event that a committee member is unavailable to review the plans within the designated time period, the president and vice-president of the Board of Directors are members of the committee at large, and may be called in to review and vote on the plans. An appeal process exists should the property owner differ with the rulings of the Committee.
 8. Under no circumstances will any one Architectural Control Committee member take it upon themselves to approve a set of plans.

After the plans are approved, and after the Committee gives written permission for construction to begin, the actual construction can commence and completed in accordance with the approved plans, requirements of the Covenants, and Architectural Guidelines. Any major exterior redesign changes during construction must be reported to the Architectural Control Committee Chairman before the actual construction changes begin. Violations will be discussed with the Property Owner and if resolution is not attained, the Committee will report the incident to the Board of Directors for resolution. Violations of the Covenants are subject to fines that may be levied until corrective action is taken.

For purposes of providing guidance regarding the clearing of lots, the new County Ordinance regarding implementation of the Chesapeake Bay Act shall be followed. These requirements (Section 54-16) are as follows:

(1) Land disturbance shall be limited to the area necessary to provide for the proposed use.

(A) In accordance with an approved site plan, the **limits of land disturbance, including clearing or grading, shall be strictly defined by the construction footprint.** These limits shall be clearly shown on submitted plans and physically marked on the development site.

(B) Ingress and egress during construction shall be limited to **one access point**, unless otherwise approved by the Administrator.

(2) **Indigenous vegetation shall be preserved to the maximum extent practicable consistent with the proposed use or development permitted and in accordance with the Virginia Erosion and Sediment Control Handbook.**
http://www.dcr.virginia.gov/soil_and_water/e_and_s-ftp.shtml

(A) **During construction, existing trees over 6 inches in diameter at breast height (DBH) shall be preserved outside the construction footprint.**

(B) Prior to clearing or grading, suitable protective barriers, such as safety fencing, shall be erected around any tree or stand of trees to be preserved. These protective barriers shall remain so erected throughout all phases of construction. The storage of equipment, materials, debris or fill shall not be allowed within the area protected by the barrier.

(C) Where areas to be preserved, as designated on an approved site plan, are encroached, replacement of existing trees and other vegetation will be achieved at a ratio of two planted trees to one removed. Replacement trees shall be a minimum 1.5 inches DBH at the time of planting.

Note that the "Approved Site Plan" refers to both County approvals and the Architectural Control Committee approval.

Owner Signature and Certifications

The undersigned Lot owner understands and agrees to the following statements:

- I agree that no work will be undertaken without prior review and written approval by the ACC and no deviations will be taken without written approval by the ACC.
- I agree to commence work within 12 months of the approval date.
- I agree to indemnify and hold harmless the Association and its representatives, from all liability concerning this application.
- I agree to obtain all necessary permits and approvals for the improvement(s) to my Lot and comply with all building codes, Betz Landing covenants, and ACC Guidelines.
- I hereby request approval of the above referenced house plans or planned improvement.
If approved, I agree to build in accordance with this application and the attached plans and specifications, and I agree to maintain any improvements at my expense.

Lot Owner's Signature: _____ Date _____

