

**FIRST COLONY COMMUNITY ASSOCIATION
NEW CONSTRUCTION
RESIDENTIAL SUBMITTAL CHECKLIST**

NEIGHBORHOOD: _____ **SECTION:** _____

LOT (S) _____ **BLOCK:** _____ **PAYMENT:** _____

BUILDER: _____

Design Concept Plans (2 sets) – Fee \$150.00

- 1. **Site Plan** _____
- 2. **Elevations (front, left, right, rear)** _____

Custom Plans (2 sets):

- 1. **Site Plan (indicating neighborhood, section, lot, block, building lines, driveway, sidewalk, fencing)** _____
- 2. **Elevations (front, left, right, rear)** _____
- 3. **Materials (roof, brick, stucco, paint)** _____
- 4. **Landscape and Irrigation** _____
- 5. **Conceptual Submittal of \$150.00 each** _____
- 6. **Final Plan Submittal (\$750.00 after 2nd disapproval - \$250.00 Re-submittal fee).** _____
- 7. **Each individual item submittal - \$250.00 each.** _____

Common Items to be Marked on the Plans:

- 1. **Shutter sized to fit windows** _____
- 2. **Brick mold/wood trim** _____
- 3. **Enclosed metal chimney caps** _____
- 4. **Fountain details (if any)** _____
- 5. **Muntins on exterior for divided light (“Pella” system approved for interior wood muntins)** _____

Production Plans (2 sets):

- 1. **Elevations and Floor Plans** _____
- 2. **Materials (brick, stucco, stone, paint)** _____
- 3. **Several Typical Landscape Plans** _____
- 4. **\$150.00 Submittal fee (per plan, per neighborhood)** _____
- 5. **\$75.00 Submittal fee per Plot Plan** _____
- 6. **\$75.00 Certificate of Compliance Fee (Required prior to closing)** _____