

Barton Hills Maintenance Corporation

Barton Hills Village

New and remodel home construction process

1. Approval Process:

- a. Complete architectural plans signed/stamped by a licensed architect and indicated as FINAL PLAN.
 - i. Façade material must be provided at the Barton Hills Maintenance Corporation (BHMC) meeting reviewing the project.
 - ii. Drawings will include elevation
- b. Complete landscape architectural plans signed/stamped by a licensed landscape architect.
 - i. Softscape: Trees, shrubs, grasses, and live plants
 - ii. Hardscape: Driveways, patios, stairs, and materials used
 - iii. Drainage: Surface water, gutter downspouts, and landscape watering
 - iv. Grading
 - v. Lighting
- c. Application fee: As listed in the guidelines.
- d. Construction process fee:
The homeowner shall pay a \$2,500.00 construction process fee to Barton Hills Maintenance Corporation prior to the start of construction. The fee will be assessed again two years after the initial fee is received should the new or remodeled space not be approved for occupancy at that time.
- e. Construction process plan:
Every homeowner/contractor will provide the board with
 - i. Parking plan: To keep construction vehicles off our roads once at the construction site.
 - ii. Noise reduction plan
 - iii. Communication plan: To provide affected neighbors with open lines of communication when issues arise.
 - iv. Traffic plan: Limit the number of vehicles to those trades that are working at the site.
 - v. Construction follow-up plan: The contractor and architect shall meet every six months with the BHMC at a regularly scheduled board meeting to go over progress and to address any issues with the project. If there are issues and/or delays with the project, the contractor and architect shall present to the board a plan to resolve the same.

The homeowner and builder agree to the above construction process rules.

Homeowner

Date

Builder

Date