

# INFORMATION NEEDED FOR ARCHITECTURAL APPROVAL REQUEST

The Martins Landing Architectural Committee (ARC) requests that the follow information be provided for ARC submissions. Please include the requested information below as well as any other information you may have. Current Pictures will be required for most submissions.

***Make sure to stay on your property and not the neighbor's property, Martins Landing common property or the common property belonging to a sub-association.. If you are not sure, get a survey.***

**PLEASE NOTE:** Zoning, Permits, Inspections, Covenants and Restrictions Compliance are NOT decided by the Architectural Committee. We simply review your proposal for aesthetic and architectural harmony with the neighborhood. The City and County officials and any Martin's Landing resident may have other rights not related to the activity of the Architectural Committee. We have NO expertise or authority in such matters, so inaction or approval does NOT mean you are or will be in compliance with Zoning, Permits, Inspection, or Covenants & Restrictions. You must handle said matters on your own.

## **Paint- Exterior**

- Picture of house currently.
- Name and Brand of Paint
  - For siding (main part of house)
  - For Trim if applicable
  - For accent if applicable
- Paint Sample(s) for all colors used

- Type of siding
  - \*Wood (type of wood)
  - \* Hardiplank
  - \* Other (please describe)
- Finish of siding (smooth, wood grain, other (please describe))
- Paint or stain color (see exterior paint requirements)
- Please note that vinyl siding is prohibited.

## **Tree Removal**

- Number of trees proposed to be removed
- Location of trees proposed to be removed
- Type of trees proposed to be removed
- Size of trees (diameter at chest height) proposed to be removed  
(i.e. 2 (4") pines and 1 (20" oak))
- Reason for removing
- **Check to see if you are in the River Corridor**
- Contact the city to determine if you need Roswell's approval to remove trees.
- Dependent upon the number and type(s) of trees you wish to remove and the reason(s) for removal, you may be asked to plant replacement trees.

## **Windows**

- Picture of house currently
- Placement of windows (front, back , all of house)
- Type, style and brand of windows
- Color of windows

Please note that some housing types may not allow white windows.

## **Driveway**

- Outline/sketch of property (can be found on Tax assessor website ([www.fultonassessor.org](http://www.fultonassessor.org) > Property records) with position of driveway shown (or drawn).
- Materials to be used
- Dimensions of current and proposed driveway

## **Siding**

- Picture of house currently

## **Fence**

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Fences may not come more forward than the midpoint of the house- any variance of this rule must be approved by the ARC committee. No chain link fences will be approved.

- Outline or sketch of property (can be found on Tax assessor website ([www.fultonassessor.org](http://www.fultonassessor.org) > Property Records) with position of house drawn in and sketch of proposed fence placement.
- Material used
- Style of fence
- Height of fence
- Any gates must be noted and style of hardware described
- Finish – paint or stain color (if any to be used) otherwise- natural
- If wire is to be used (i.e square or hogwire), the color of this wire must be black. Please note that wire will not be approved in all areas. It will depend upon what is visible.
- Pictures of desired fence always helpful.
- Fences inhibiting the view of common area discouraged
- Please note that the finished side must face outward toward the neighboring property. (if building a shadowbox fence both sides are finished)

**DECK**

- Outline or sketch of property (can be found on Tax assessor website ([www.fultonassessor.org](http://www.fultonassessor.org) > Property Records) with position of house drawn in and sketch of proposed retaining wall placement.
- Materials to be used (type, style, finished color)
- Dimensions (length, width, height)

- Pictures of desired deck design always helpful
- Please be aware this type of structure will probably require a building permit from the city of Roswell.

**Roof**

- Picture of house currently
- Style/Type of roofing (i.e High Definition Architectural shingles, 3 tab shingle, etc)
- Brand and color of shingle (i.e Timberline GAF Weathered wood, Owen Corning onyx, etc).
- Please note- white, red, blue and green roofs are prohibited.

**Retaining Wall**

- Outline or sketch of property (can be found on Tax assessor website ([www.fultonassessor.org](http://www.fultonassessor.org) > Property Records) with position of house drawn in and sketch of proposed retaining wall placement.
- Materials to be used (type, style, finished color)
- Please ensure that placement of a retaining wall does not adversely effect the natural flow of water on your property or neighboring properties.

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**Expansion of Current home**

- Current Picture of house
- Square footage of home (prior to expansion and after expansion)
- Outline or sketch of property (see Fencing section)
- Description of expansion – what is being added, change in exterior appearance must be described in detail
- Exterior Materials(siding, brick, etc.)
- Finish- (paint, stain, ?)
- Any ingress/egress being added
- Roofing material (see roof request list)  
Please note that this may be referred to the new build committee based upon the size of the expansion