



CONSTRUCTION DOCUMENTS APPLICATIONS

Date: _____

Lot: _____ **Phase:** _____

Applicant: _____

Applicant contact phone number: _____

Applicant e-mail address: _____

Builder: _____

Builder contact person: _____

Builder phone number: _____

Builder e-mail address: _____

Homeowner name: _____

Homeowner phone number: _____

Homeowner e-mail address: _____

Architect / Design Firm: _____

Contact person: _____

Phone number: _____

Email address: _____

Application Requirements:

Application for construction documents review is to be submitted electronically as one complete package to the Manager, Architectural approvals at hawkslandingdesign@hopewell.com. The home plans are to be at a scale of 1/4" or 3/16" = 1'-0" and the site plan is to be at 1:200 metric scale in a PDF format.

The application will be considered complete when all the following have been submitted:

- Completed construction documents Application Form.
- Letter from the applicant identifying how conditions of final design approval have been addressed.
- Site plan showing property lines, setbacks, contours, general site grading and slopes, all proposed buildings, driveway and entry cairn location, patios, decks, retaining, proposed disturbed area.
- Site plan also is to include the proposed Top of joist elevations, Top of footing elevations and corner points of all building elevations.
- Floor plans for all levels fully dimensioned.
- Building sections
- Roof plan
- All Elevations showing the exterior materials fully detailed, labelled and dimensioned.
- Exterior colour sheet complete with samples. (please note the colour sheet will have to be dropped off at the Hopewell office)
- Builders lot security deposit as outlined in the purchase agreement.





APPLICATION FOR CONCEPT REVIEW

Date: _____

Lot: _____ **Phase:** _____

Applicant: _____

Applicant contact phone number: _____

Applicant e-mail address: _____

Builder: _____

Builder contact person: _____

Builder phone number: _____

Builder e-mail address: _____

Homeowner name: _____

Homeowner phone number: _____

Homeowner e-mail address: _____

Architect / Design Firm: _____

Contact person: _____

Phone number: _____

Email address: _____

Application Requirements:

Application for design review is to be submitted electronically as one complete package to the Manager, Architectural approvals at hawkslandingdesign@hopewell.com. The home plans are to be at a scale of 1/4" or 3/16" = 1'-0" and the site plan is to be at 1:200 metric scale in a PDF format.

The application will be considered complete when all the following have been submitted:

- Completed Concept Design Application Form
- Conceptual site plan showing property lines, setbacks, contours, general site grading and slopes, all proposed buildings, driveway c/w proposed entry cairn location, patios, decks, retaining, proposed disturbed area.
- Schematic floor plans for all levels including future basement development
- Schematic roof plan
- Schematic elevations for all four sides
- Letter from the applicant identifying the chosen style, design highlights and background as to the design solutions being presented.





APPLICATION FOR FINAL DESIGN REVIEW

Date: _____

Lot: _____ **Phase:** _____

Applicant: _____

Applicant contact phone number: _____

Applicant e-mail address: _____

Builder: _____

Builder contact person: _____

Builder phone number: _____

Builder e-mail address: _____

Homeowner name: _____

Homeowner phone number: _____

Homeowner e-mail address: _____

Architect / Design Firm: _____

Contact person: _____

Phone number: _____

Email address: _____

Application Requirements:

Application for design review is to be submitted electronically as one complete package to the Manager, Architectural approvals at hawkslandingdesign@hopewell.com. The home plans are to be at a scale of 1/4" or 3/16" = 1'-0" and the site plan is to be at 1:200 metric scale in a PDF format.

The application will be considered complete when all the following have been submitted:

- Completed Final Design Application Form.
- Letter from the applicant identifying how conditions of concept approval have been addressed.
- Site plan showing property lines, setbacks, contours, general site grading and slopes, all proposed buildings, driveway and entry cairn location, patios, decks, retaining, proposed disturbed area.
- Floor plans for all levels.
- Building sections
- Roof plan
- Elevations for all four sides which are to include be labelling and dimensioning of all the exterior materials.
- Exterior colour sheet complete with samples. (please note the colour sheet will have to be dropped off at the Hopewell office)
- If requested by the Design Review Committee a perspective sketch or electronic massing model of the proposed home and its relationship to the landform, trees and other landscape both existing and proposed.

