

ARCHITECTURAL AND LOT USE STANDARDS BUILDING FORM
RESERVE AT PILOTTOWN

(revised 27 March 2021, reference: <https://reserveatpilottown.wixsite.com/reserveatpilottown>)

This form is to be completed by the homeowner's Builder and/or Architect and be approved by, signed and dated by the homeowner(s) and the builder/architect. The completion of this form demonstrates compliance of proposed building plans to the standards outlined in Reserve at Pilottown Buyer Booklet Exhibit B Architectural and Lot Use Standards document.

Included with this form are the following: (every item must be provided to begin approval process)

1. Two checks payable to RESERVE at PILOTTOWN MAINTENANCE CORPORATION per paragraph 3.06 Declaration of Restrictions:
 - o \$500 for Architectural Review
 - o \$2,000 deposit.
2. Two full size paper copies and PDFs of complete Building Plans to scale 1/4" = 1 foot showing elevations of all sides.
3. Sample chips of material, commercial, colored brochures (not a copy) and/or palette strips of all material used on the exterior of the home and as required on this form. If samples (i.e., stone, brick, etc.) are too large to be submitted, then accurate color brochures are acceptable.
4. Plot Plan:
 - a. Showing location of the house and all improvements to the lot including, but not limited to decks, porches, driveways, walkways, exterior showers, propane tank location (if not underground), fences, hot tubs, etc.
 - b. All accessory use structures and or equipment outside the exterior wall structure of the home.
5. Final grade plan.
6. Landscape plan: The Landscape plan needs to define the plants, size, quantities and general location of the Landscape.

Homeowner and Builder confirm this form is complete, all items above are provided and any changes to the exterior build plan will be resubmitted for HOA approval before build:

Homeowner name and date:

Owner signature _____ Date _____

Owner signature _____ Date _____

Builder and/or Architect name and date:

Builder signature _____ Date _____

Architect signature _____ Date _____

CONTACT INFORMATION

Owner(s) Name: _____

Current Address: _____

Address of new
Home +/-or Lot # _____

Owner
Email Address: _____

Owner Phone: _____

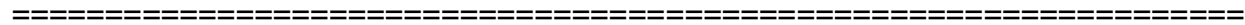
Owner Cell Phone: _____

Builder Name _____

Address _____

Builder
Email Address: _____

Builder Phone: _____



TO BE COMPLETED BY HOA

Received by HOA: Name and date _____

Date: HOA Architect review completed _____

Date: ARC review completed _____

Date: HOA Approval Letter sent _____

PLEASE COMPLETE ALL FIELDS ON THE APPLICATION FORM BELOW:

LOT COVERAGE, HARDSCAPE AND LANDSCAPE

1. Style of Home: _____

Definition of Terms: (Ref: City of Lewes DE/Part II: Article XVI (197-106):

STORY, One or Two: That portion of a building included between the surface of any floor and the surface of the floor next above it, or if there is no floor above it, then the space between such floor and the ceiling next above it. A basement shall be counted as a story for the purpose of height measurement if its ceiling is over five feet above the level from which the height of the building is measured or if it is used for business purposes other than storage.

STORY, HALF: A partial story under a gable, hip, or gambrel floor, the wall plates of which on at least two opposite sides are not more than two feet above the floor of each story.

2. Square Footage: _____

One Story: Min. 1800 Sq. Ft.
Story and One-Half: Min. 2100 Sq. Ft.
Two Story: Min. 2500 Sq. Ft.

3. Your Proposed Dwelling location setbacks:

(Minimums)

- a. Front: _____ 30 ft
- b. Rear: _____ 15 ft
- c. Side: _____ 8 ft
- d. Do you have a City of Lewes Issued variance? * _____

* **If variance is issued by City of Lewes please attach certified copy of Variance.**

4. Accessory Use Structure: None _____ Yes _____

- a. If Yes: Type (i.e., gazebo, hot tube, etc.) _____
- b. Are you planning a maximum of one accessory use structure? _____
(Note: All accessory use structures must be in rear of dwelling and no closer to the side property lines than the dwelling).
- c. Rear set back minimum (15 ft.) _____
- d. Accessory use structure shown on plot plan? Yes _____ No _____

5. Additions and Equipment (Patios, Decks, propane tanks, HVAC, Generators, Etc.)

- a. Shown on plot plan? Yes _____ No _____
- b. Within setbacks? (15 ft. rear, 8 ft. side) _____ ft.

6. **Fences** (no higher than 5 ft.) *** Yes _____ or No _____

a. Material: PVC _____ Wood _____ Aluminum _____ Other _____

b. Color of Fence: _____

c. Height of Fence: _____ ft.

d. Shown on plot plan: Yes _____ No _____

*** **Please submit a sample or Brochure with type, style and color noted.**

7. **Driveways** (Maximum width 12 ft. at sidewalk and curb, can widen to 30 ft. maximum starting 5 ft. from edge of sidewalk):

a. Material: concrete _____ Pavers _____ Other _____

b. Avoids Pre-planted trees: Yes _____ No _____*

* **If No and tree needs to be removed for construction of house, tree must be replaced with SIMILAR SPECIES AND SIZE of tree removed.**

c. Location avoids pre-installed lighting: Yes _____ No _____

8. **Walkways** (4 ft. minimum width) Must extend to both driveway and to the adjacent sidewalk at street)

a. Material: Concrete _____ Stone _____ Pavers _____ Other _____

b. Shown on plot plan: Yes _____ No _____

9. **Front Steps:**

a. Confirm front-steps material matches foundation material _____
OR:

b. Confirm front-steps material matches walkway Material _____

10. **Landscape/Grade: Confirm Landscape and Final Grade Plan Submitted with this form:** _____

DWELLING STANDARDS

1. Foundation

a. Front Facing Façade (street facing, if corner lot all sides facing street)

Stone____ Brick _____

b. Sides and Rear

Stone____ Brick _____ Parged _____ Other _____

c. Crawl Space _____

d. Raised slab on grade _____

2. First Floor Ceiling Height (Minimum 9 ft.) _____ ft.

3. Roof Pitch (Minimum main roof pitch over enclosed heated living space including roof over garage.)

Planned:

a. 7/12 Single Story Dwelling Pitch _____

b. 10/12 Story and a Half Dwelling Pitch _____

c. 7/12 Two Story Dwelling Pitch _____

d. Roof Height Complies with City of Lewes Maximum building height (34 ft. in flood area, 30 ft. 6 inches in non-flood area)

Yes _____ No _____

4. Additional Minimum roof pitches

Planned:

a. Dormers and Gables 10/12 Pitch _____

b. Shed Roof Front Porches 4/12 Pitch _____

c. Gable Roof Covered Entries Pitch _____

d. Shed Dormers (allowed on the rear of dwelling) 3/12 Pitch _____

5. Roof Types:

a. Main Roof: Hip____ Gable____ Other____

b. Façade facing Street (s)

Gable _____ Gables or Dormers _____

Combination of Gable(s) and Dormer(s) _____

- c. Combined Width of Gables and Dormers (dormer width measure at widest point) On Street(s) facing façade relative to the entire length of roof:

Single Story Ranch 50% Minimum (gable(s) and/or dormer(s))
_____ %

Story and a half 50% Minimum (gable(s) and/or dormer(s))
_____ %

Story and a half 25% Minimum (dormers only)
_____ %

Two Story 25% Minimum (gable(s) and/or dormer(s) only)
_____ %

6. Gables facing Street(s)

- a. Decorative or wide trim 8" minimum below roof rake edges _____
- b. Trimmed widows _____
- c. Trimmed vent _____
- d. Rake trim extends greater than 4" from gable façade _____

7. Roof Material

- a. Confirm minimum 30-year warranty _____
- b. Asphalt _____ Fiberglass _____ Architectural grade _____
Other (with Approval) _____
- c. Colors: Black _____ Charcoal _____ Wood _____
Other (with Approval) _____

8. Siding

- a. Material:
Vinyl _____ Wood _____ Hardiplank _____
Stone _____ Brick _____ Other _____

- b. Type:
Shake _____ Shingle _____ Lap _____
Beaded _____ Dutch Lap _____ Other _____

- c. Color: _____
Approved colors are: Clay, Beige, Tan, Grey, Pewter, Cream, Almond, soft
Yellow, Light Blue, White)

Other (with Approval) _____

9. Trim

- a. Material:
Vinyl _____ Wood _____ Hardiplank _____
Aluminum Wrapped _____

- b. Color: _____ for all trim
(Approved colors are: Beige, Tan, Cream, Almond, and White)

- c. Soffit trim boards below fascia and/or rake boards on street(s) facing
façade:
Decorative trim 8" nominal minimum width _____
Wide trim 8" nominal minimum width _____

- d. Corner trim board 3" nominal minimum width _____

- e. Fascia and Rake trim boards 8" minimum _____

- f. Drip edge trim board 3" _____

10. Windows on street(s) facing façade:

- a. Color must be white _____

- b. Operable windows head height 7' 8" _____

- c. First floor operable windows minimum size 2' 4" x 6' 0"

- d. Front façade windows muntins
Entire Window _____ OR Upper half only _____

- e. Head and sill trim 6" nominal minimum _____

11. Shutters. Note: Please submit sample or brochure with type and color noted

- a. On all front single windows _____
- b. Shutters 16" wide minimum or shutters one half width of adjacent windows (whichever is less) _____
- c. If no shutters on windows, then 6" wide vinyl or wood panel trim on ALL sides top and bottom.
- d. Not permitted on non-operable windows, multi-operable windows or decorative windows

12. Front door: Note: Please submit sample or brochure with type and color noted

- a. Color of entry door located on front façade _____
- b. Transom required 7' 8" height _____
- c. Sidelight (1 minimum) _____
- d. Panel or decorative glass insert type door _____
- e. Trim matches window trim and is 6" minimum surrounding door _____

13. Covered entry or front porch

- a. Street façade roof covering:

7 ft. wide minimum _____
6 ft. deep minimum _____
8 ft. minimum floor to ceiling height _____

- b. Roof matches main roof? Yes _____ No _____

- c. Standing seam metal roof: color _____

Acceptable colors are: Grey, Black, Forest Green, and Maroon

Other (with Approval) _____

- d. Front porch columns Articulated Base and Capital _____

Minimum column width 8 inches _____

Column profile: Square _____ Round _____

Material; Wood; _____ Fiberglass _____ Other _____

14. Garages

- a. Two car garage completely enclosed with garage doors _____
- b. Garage doors panel style with windows in upper ¼ portion of door
***Please submit sample or brochure with type and color noted of garage doors** _____

c. Door trim 6 inch wide for jambs _____

d. 10-inch-deep trim at head _____

e. Garage side door or passage *

Material _____

Color _____

Raised panel or flush _____

***Please submit sample or brochure with type, style and color noted** _____

f. **Front entry attached garage:**

Placed rearward a minimum of 2 feet from the front most living space projection of the dwelling _____

OR:

g. **Courtyard type garage:** _____

1. Side entry courtyard garage projects forward of dwelling for single story dwelling or story and a half dwelling only. _____

2. Two (2) windows Minimum Street facing façade _____

3. Street side of driveway curved _____

4. Decorative masonry screen wall *:

* For courtyard garages only

Wall attached to corner of garage _____

Wall length 6ft to 8 ft. along edge of driveway _____

Wall 6 ft. in height at garage corner _____

Wall 4 ft. height at opposite end _____

Capped masonry column at end of screen wall _____

Material of wall same type and color as foundation masonry _____

Additional landscaping in front of driveway _____