

Hamlin Plantation
Procedure for ARB Submittal

Full New Home Submission

- Application Form and New Home Checklist fully completed
- Construction Application Form completed
- Full set of plans to be kept on file
- Site plan (from engineer or surveyor)
- Sample Board of exterior materials: Shingles, Brick/Siding, Body and Trim Colors
- \$500.00 Non-refundable application fee
- \$1,500.00 Refundable Contractors Bond
- \$1,500.00 Refundable Homeowner's Deposit

Changes

- Change Application fully completed
- Site plan or survey showing footprint of house with additions/changes
- Fences – site plan showing location of fence/design/height, include pictures of neighboring fences is applicable
- Pictures or sketch of proposed changes
- Landscaping- Plant list with plant size required
- Landscaping- Plants must be shown on plat with house footprint
- Samples of exterior materials and colors
- Paint change– include pictures of neighboring homes to reference color
- \$125.00 or \$25.00 Non-refundable application fee (see fee schedule)
- \$500.00 or \$125.00 refundable Homeowner's Deposit (see fee schedule)

The ARB meets on the first Thursday of each month. Please remit 2 separate checks payable to Hamlin Plantation POA with completed paperwork no later than the Friday prior to the meeting (New Construction must be submitted 7 days prior to the meeting). No submissions will be placed on the agenda if the paperwork is incomplete or the fees are unpaid.