

GLOA Architecture Application Instructions and Form

**The Approval Process for New Homes, Additions, and all other Improvements on Grandview Lake Properties.
(See “Dredging” procedure and form for dredging-specific information)**

INSTRUCTIONS:

If you are planning the construction of a new home or home remodel that modifies the exterior footprint, decks, boat dock, boat house, roofed entertainment area, storage shed, garage or any other accessory structures that will be built or placed on your lot, **prior to starting work**, it is necessary to first submit your plans to the Grandview Lake Lot Owners Association office representative who will share your input with the Grandview Lake Manager and the Architectural Committee Chairman. You are required to gain prior approval for these improvements under covenants, plat restrictions and the GLOA policies and procedures documentation that can be found on the Grandview website, i.e. www.grandviewlake.org. Plans should be submitted in paper(s) or electronic file(s) to the GLOA office. Plan ahead. Do not wait until the last minute. The architectural committee will review promptly and in a reasonable timeframe, but per the procedural guidelines this can take up to 30 days from date of submission. You will receive a letter of approval or denial from the architectural committee chairman. For Grandview lots, the Bartholomew County Department of Code Enforcement requires a GLOA approval letter before issuing a city/county building permit.

Items Required as Part of Your Complete Application

1. Complete the Form (page 2 of this instruction). If a contractor is involved, please include contact information. Do not start any excavation on the lot related to this improvement, e.g. a new home, prior to providing this form and receiving architectural committee approval. Also, remember that silt fences are required to prevent lake contamination.
2. The planned construction area corner outline as well as the lot boundary lines for both sides of the lot should be clearly marked with wooden stakes, flags or other readable markings.
3. The site plan must be submitted and show the exact location of the subject improvements on the lot, i.e. actual distances to existing structures and lot lines, setbacks, easements and shorelines. The plan should be drawn “to scale” so that the review committee can check the dimensions & distance to setbacks. If your plans include over water docks or an overwater structure your site plan must show the lot lines into the water for your lot as defined by the county plat. A site plan prepared by a licensed surveyor is recommended.
4. All improvements are considered to be of a permanent nature; therefore, will be subject to the prescribed setbacks for your addition and lot.
5. Building Plans; e.g. “Blueprints”, should show a building’s footprint, elevations, square footage and dimensions so that the improvement can be evaluated based on the requirements for your lot and addition.
6. In the event that there is a problem with your plan as it relates to the covenants, GLOA architectural guidelines or plat for your section, you will be asked to make the necessary adjustments or meet with someone on the committee to discuss your submittal.
7. Upon GLOA Architecture Chairman written approval of application, no increase to dimensions are permitted without a communication of revised plans to the GLOA office. GLOA Architectural committee members and the GLOA lake manager are permitted on-site privileges to ensure compliance. Changes may result in revocation of the GLOA approval letter and notification to the Bartholomew County Department Code of Technical Enforcement who may in turn issue a county building permit violation.

Lot # _____

Date completed application received by G.L.O.A. _____

Grandview Lake Architectural
Application FORM for Review of Improvements

Lot Owner Name: _____ Lot Number: _____ Date: _____

Property Street Address: _____

Owner's mailing address: _____

Owner's Phone Numbers: _____

Owner's E-mail Address: _____

Proposed Improvement Details: _____

Person Making Application: _____

Additional Contact Information of Applicant and or Contractor: _____

Please submit copies of all drawings, sketches and site plans along with a copy of this Application Form in paper or electronic files. Plans submitted to the GLOA office will not be returned, kept on file in the GLOA office are treated as confidential. Remember, plan ahead. Do not wait until the last minute. The architectural committee will review promptly and in a reasonable timeframe, but per the procedural guidelines this can take up to 30 days from date of submission.

Date completed application received by GLOA _____