



**Application for Approval of
MAJOR IMPROVEMENT PLANS**

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SECTION 1: INTRODUCTION

Improvement plans along with the other information required by this application will be used to support the review and approval process as required by the Grande Vista Bay (GVB) Declaration of Covenants, Conditions and Restrictions (CC&Rs). In addition, it is important that the Owner, Contractor, and Architect (if applicable) carefully review all related documentation including the CC&Rs to ensure the owner has a complete understanding of all restrictions, uses, limitations and obligations.

Major improvements for the purposes of this application, shall mean any improvement that ‘materially’ changes or adds to the existing property that were not included as part of the original New Construction Application for the primary residence (see list below in Section 3(a). **NOTE - Improvements such as additions that significantly change the exterior structure or design of the primary residence may need to be submitted under a New Construction Application.**

GVB Property Owner’s Association (POA) has retained Studio Four Design and architect Markus Chady to serve as a member of the GVB Architectural Control Committee (ACC). He, along with the other ACC members will carry out the duties of the architectural review and application approval process for new home construction and improvements as required by the GVB CC&Rs Article VIII, Section 2.

SECTION 2: ARCHITECTURAL REVIEW

1) To begin the architectural review, submit the items listed below, via FedEx to:

Studio Four Design, a Michael Graves Company
18 Emory Place, Ste 100
Knoxville, TN 37917

2) Documents to be submitted with the Major Improvement Plans application are listed below.

DOCUMENTS TO INCLUDE w/ THIS APPLICATION	PAPER SIZE
Check made payable to Studio Four Design, in the amount of \$450, for the Review	N/A
Completed and signed Major Improvement Plan Application (GVB Form 300.1b).	single-sided, 8½ x
A complete set of final construction Drawings, including landscaping and site plans.	single-sided, 11 x
Detailed specifications for materials, all exterior colors and finishes	single-sided, 8½ x
Supporting documents as listed on the application	single-sided, 8½ x

3) When received, Studio Four Designs will forward a copy of all documents to the GVB ACC for additional review.

4) Only Major Improvement Plans Application Form 300.1b (Rev. XX/XX/2023) will be accepted and processed.

IMPORTANT TO NOTE:

- *The Major Improvement Plan signature page must be signed by both the Owner and Contractor (if applicable) as part of the submission.*
- *The architectural review is solely to determine that the proposed improvement complies with the basic requirements of the GVB CC&Rs and other POA written guidelines.*
- *No residence, structure, or improvement (as defined by the CC&Rs) of any kind may begin upon any Lot without written approval of the following major improvement application.*
- *Once the application has been approved, any planned changes or deviations from the approved application must be submitted as an amendment (Form 300.1d) to the original application for an updated review and approval.*

SECTION 3: LOT OWNER INFORMATION

Lot # being improved: _____ Other Lot(s) owned: _____ Date: _____

Lot Owners of Record:

Name: _____

Address: _____

Street

City

State

Zip Code

Telephone: (____) _____ (____) _____

E-Mail: _____

General Contractor, if applicable: (contractor must be licensed in Tennessee)

Name: _____

Address: _____

Street

City

State

Zip Code

Telephone: (____) _____ (____) _____

E-Mail: _____

The owners of the above lot hereby submit for approval their plans to construct a major improvement or structure appurtenant to the residence on said lot, as listed below:

a. This application includes plans and specifications for the following (*check all that apply*):

Detached Garage

Swimming pool

Shed, exterior storage building greater than 200 sq. ft. in size

Retaining wall or other improvement with impact to existing grade on the property

Roofing

Other (explain): _____

IMPORTANT

- *All drawings must be printed on size 11 x 17 paper, single sided.*
- *Applications and all supporting documents must provide all information requested and shall be printed on size 8-1/2 x 11 paper, single sided.*

Any submittals received that do not conform to this format will be immediately and unconditionally rejected without review!

- *All information submitted shall be described in documents exhibiting the level of detail and technical proficiency necessary for the improvement.*
- *Compliance with applicable building codes, health and safety requirements will be the responsibility of the Owner and project designers, for which the Association assumes no responsibility or liability.*

SECTION 4: MAJOR IMPROVEMENT PLAN

Provide the following relevant drawings/documents pertaining to the proposed improvement and its placement:

Required Drawings (must be on 11 x 17 paper, single sided)

- 1) **Signed plat of survey** for the lot from a licensed surveyor showing orientation to the North on all drawings,
- 2) **Site plan** from original new construction application showing:
 - a. Placement (footprint) of previously approved new construction (house) with proposed improvement sketched in as close to scale as possible (e.g., deck, porch, outbuilding, shed, garage, gazebo, fence, driveway, patio, grading, retaining wall, exterior equipment, swimming pool, etc.).
 - b. Location of all utilities and drainage easements, to include water, sewer, gas and electric, as applicable.
 - c. The type, size, and location of trees to be removed larger than twelve inches (12”) in diameter as measured two feet from the ground.
 - d. Location and type of proposed exterior lighting.
 - e. Proposed grading changes, if different than as-build site plan, in maximum intervals of 2' indicating design of drainage conveyance on the site plan that does not result in a post-development increase in spillage onto adjacent lots.
 - f. All proposed retaining walls must have a drawing showing the proposed grading changes from the as-built site plan. All improvements that include grading require a site plan to scale certified by a licensed surveyor or architect.
- 3) **Construction Plans**, as applicable, showing:
 - a. North, South, East, West Elevations, and relevant architectural details.
 - b. Foundation Plan certified by a licensed professional engineer for any significant structure (e.g.,

detached garage or large storage outbuilding) showing footings and footing specifications, all structural supports, layout, dimensions, and materials.

- c. Ground Floor with layout dimensions and details of foundation walls, column support for upper levels, and penetrations.
- d. Structure layout dimensions, square footage total and details of interior and exterior walls and wall construction, roof truss detail (including roof overhang, pitch, soffits, etc.)
- e. Construction details and materials for driveways, aprons, construction entrances/exits.

4) Required Supporting Documents (must be on 8-1/2 x 11 paper, single sided)

Provide the following construction contractor information, if applicable:

- a. A copy of the Construction Contract between lot owner and contractor with contract price/cost of the project.
- b. A copy of the contractor’s current Contractor’s License certificate displaying the monetary limit.
- c. A copy of “Qualification of Builder” form, AIA document A305 (Omit financial statements).
- d. The applicant is required to provide a certificate of elevation/site as-built bearing the seal of a registered architect, engineer, or land surveyor after the first-floor placement has been established. Certificate shall correspond to elevations, grading and placement of improvements on the approved site plan.
- e. The ACC may require preparation and submission of additional documents if they deem them helpful in the approval process.

5) Landscaping Design Plans showing:

- a. The size, type, and location of all plants and materials to be installed.

SECTION 5: STATEMENT OF EXTERIOR MATERIALS

The purpose of the following fill-in section is to provide sufficient information to allow the reviewer to visualize (along with the construction plans) the appearance of the proposed improvement in its planned setting. If you cannot initially provide certain segments of information for whatever reason, please indicate the reason in the space provided. When choices are finally made, it will be your responsibility to submit the information for consideration as a conditional approval. Should changes be needed, amendments may be made using GVB Form 300.1d, but final approval will be withheld until the remaining detailed information is provided and approved. It is suggested that you make copies of your completed application, making modifications as they occur and approved.

*Please provide details for **EACH** item listed in this section, including foundation walls, exterior walls, roofing, windows/frames/trim, entrance doors, porches, decks, exterior stains, walkways, driveways, retaining walls, and flashing: As indicated in the CC&R’s and major improvement application selected color(s) must be earth tones. Should an applied color not match the provided sample or be found not to be acceptable, the GVB POA ACC reserves the right to request a new, more appropriate color be selected. Bright primary colors are not earth tones and will not be approved.*

NOTE: *The term “FAMILY” listed next to the Color Name is to describe the basic color of the item because the color name given to products may not always be clear or descriptive enough to fully understand the actual color. Examples are included for each area below.*

- 1) **Foundation Walls:** The exterior of all above-grade foundation or exposed basement walls must be faced in an attractive manner with stucco, Dryvit or other “EIFS” type material, brick or stone which hides any block or mortar joints. Other materials may be approved in limited circumstances. Colors chosen shall normally be earth tones, which must harmonize with exterior walls:

MATERIAL TYPE/LOCATION	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. Stacked Stone Veneer/All sides</i>	<i>Ferguson Daltile</i>	<i>Imperial Falls / Brown</i>	<i>S316624STACK1T</i>

Reason if not yet selected: _____

- 2) **Exterior Walls:** The exterior building material of all structures shall extend to the ground level and shall be brick, stone, brick veneer, hardiplank, stucco, dryvit, or a combination of same. Exterior colors and trim shall be earth tones, or subdued colors, which are compatible with and blend with the surrounding landscape and existing homes in the Subdivision. Natural or clear stains shall not be permitted on building exteriors.

MATERIAL TYPE/LOCATION	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. Stacked Stone Veneer/Body</i>	<i>Ferguson Daltile</i>	<i>Imperial Falls / Brown</i>	<i>S316624STACK1T</i>

Reason if not yet selected: _____

- 3) **Roofing:** Metal roofs must be standing seam roofs. Stamped corrugated metal roof panels are not an acceptable metal roof material even if colored.

MATERIAL TYPE	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. Asphalt Shingle/All Roofs</i>	<i>Owens Corning DuraRidge</i>	<i>Driftwood / Gray</i>	<i>724550</i>

Reason if not yet selected: _____

4) **Windows, window frames, exterior trim, and shutters:**

a. Windows

MATERIAL TYPE/LOCATION	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. Clad Wood Pine/Front-Rear</i>	<i>Jeld-Wen Double-Hung</i>	<i>Desert Sand / Brown</i>	<i>JWDH6358</i>

b. Window Frames

MATERIAL TYPE/LOCATION	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. Clad Wood Pine/Front</i>	<i>Jeld-Wen Double-Hung</i>	<i>Desert Sand / Brown</i>	<i>JWDH6358</i>

c. Exterior Trim

MATERIAL TYPE	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. Engineered Wood</i>	<i>Miratec Trim--Paintable</i>	<i>Wasabi / Green</i>	<i>Behr M340-4</i>

d. Shutters: Yes No

MATERIAL TYPE	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. Vinyl Open Louvered</i>	<i>Builders Choice</i>	<i>Indigo / Blue</i>	<i>EVL150251B</i>

Reason if not yet selected: _____

5) **Exterior Doors:**

LOCATION/MATERIAL TYPE	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. MAIN ENTRANCE Ex. Alder Wood</i>	<i>Steve & Sons</i>	<i>Mahogany / Brown</i>	<i>M6410-123012-CT-4IRH</i>
MAIN ENTRANCE			
FRONT			
REAR/SIDE			
REAR/SIDE			
GARAGE			
OTHER:			
OTHER:			
OTHER:			

6) **Porches:**

MATERIAL TYPE/LOCATION	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. Composite Deck Board/Front</i>	<i>Trex</i>	<i>Rocky Harbor / Gray</i>	<i>RH010616E2G01</i>

7) **Decks:**

MATERIAL TYPE/LOCATION	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. Composite Deck Board/Rear</i>	<i>Trex</i>	<i>Rocky Harbor / Gray</i>	<i>RH010616E2G01</i>

8) **Exterior Stairs, Risers, Fascia, Railing:**

MATERIAL TYPE	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
Stairs			
Risers			
Fascia			
Railing			

9) **Exterior Walkways and Driveways:**

MATERIAL TYPE/LOCATION	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. Concrete Paver/Walkways</i>	<i>Duncan</i>	<i>Duncan / Brown</i>	<i>205513</i>

10) **Retaining Walls:**

MATERIAL TYPE	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. Concrete</i>	<i>Allegheny Concrete Block</i>	<i>Ashland / Red</i>	<i>308290</i>

11) **Flashings:** *Color, (if not copper)*

MATERIAL TYPE	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #

12) **Fences:** (Must provide picture of fence style/type)

MATERIAL TYPE	MANUFACTURER	COLOR NAME/FAMILY	COLOR/MODEL #
<i>Ex. Steel</i>	<i>Gilpin 6' Spaced Picket</i>	<i>Black / Black</i>	<i>310029-D</i>

NOTE: For more information on fencing see CC&R Article X, Section (h).

SECTION 6: OWNER / BUILDER RESPONSIBILITIES

The purpose of this section is to provide property owners and their contractors with a summary of their responsibilities associated with new construction activities within Grande Vista Bay. **The property owner and contractor should also refer to the GVB CC&Rs for other requirements that may not be listed here as well as associated forms, guidelines, and policies that may be found under the Architectural Documents folder on the GVB community portal. By signing this application, the Owner and contractor are agreeing to abide by all the new construction requirements.**

- 1) Owners are responsible for providing full and correct information to the Architectural Control Committee so that the Committee, on behalf of all GVB property owners, may determine the acceptability of proposed improvement plans. Once construction commences, owners are responsible for ensuring any deviation from the approved designs, materials or site plan is submitted as an amendment to the original application for review and approval. The final as-built structure must match the approved application and subsequent amendments (Form 300.1d). Violations may result in fines to the homeowner.
- 2) Owners are ultimately responsible, through selection of your contractor and your contractual relationships, for the performance of your contractor including ensuring the major improvement is built according to the approved plans. To successfully complete your major improvement with minimum disruption, read your contract carefully, secure legal advice on its meaning, its terms and its conditions. Before selecting a contractor, verify reliability and performance through careful checks of references provided, suppliers, lenders, and other independent sources. Neither the GVB Property Owners Association nor the Architectural Control Committee will involve itself, directly or indirectly, in your dealings with your contractor.
- 3) Owners are also totally responsible for the actions of their Contractor and Subcontractors and shall ensure that each is licensed and approved by the State and County, and that each phase of construction, as applicable, is approved by Roane County Building Inspectors according to their regulations. Owners are bound by the recorded Covenants, Conditions and Restrictions for Grande Vista Bay, as well as the Roane County Building Codes and the Roane County Zoning Regulations.
- 4) Owners and their contractors are responsible for following storm water discharge management requirements during construction and ensuring final grade drainage conveyance does not result in a post-improvement increase in spillage onto adjacent lots. Reference the Tennessee Land and Lakes, Inc. (Developer) GVB Storm Water Pollution Prevention Plan (SWPPP) for construction site specific requirements involving clearing, grading or excavation activity and compliance with the Tennessee Department of Environment and Conservation (TDEC) regulations.
- 5) TVA severely restricts changes to and the use of the shoreline and a certain amount of land above it. Owners are responsible for ensuring any tree removal, soil disturbance, or use of general shorelines and certain amounts of land above the shoreline comply with the most recent TVA Shoreline Management Plan which may be obtained from their website www.TVA.gov.
- 6) Once the construction is commenced, the owner is responsible for ensuring the project is completed within six (6) months after said commencement.
- 7) No GVB development impact fee is required for major improvement applications. Any damage to roadways, edges of the roadway, or rights-of-way caused during construction of the major improvement to the property becomes the responsibility of the property owner.

SECTION 7: MAJOR IMPROVEMENT PLAN APPLICATION FEE

- 1) There is no GVB Development Impact Fee.
- 2) A \$450 architectural application review fee is required for major improvement application projects.

SECTION 8: GENERAL CONSTRUCTION GUIDELINES

The purpose of this section is to provide property owners and their contractors with a summary of guidelines to be followed in performing improvement projects at Grande Vista Bay.

- 1) No owner or contractor shall commence any on-site construction or improvement activity until the owner has full approval of their plans in writing from Studio Four Design, Inc. and has been issued a building permit by Roane County, as applicable.
- 2) If necessary, to preserve the integrity of the roads, a driveway apron must be installed before commencement of any construction on any lot. The apron must be paved or temporarily constructed of quarried or crushed gravel and shall have a culvert so as to not restrict water flow. Any disturbance within the right-of-way will be repaired and reseeded after completion of construction.
- 3) Detached storage buildings (sheds greater than 200 sq. ft.) must be in the rear yard and stick built on site with the same exterior materials and appearance of the primary residence. Limited exceptions for exteriors may be approved for properties where the primary residence is built with majority brick and stone exteriors.
- 4) All privacy fences must be constructed of (1) brick, stucco, Dryvit (or other EIFS system) and/or wrought iron, (2) wood planks shadow box style no more than 8" in width, or (3) Kentucky fences consisting of wood or vinyl posts and three (3) wood or vinyl rails. Decorative metal fencing, aluminum or powder coated steel, is also allowed. No fence shall be constructed beyond the front house line and shall be no more than eight (8') feet tall. Exceptions to any or all the above restrictions related to fences as it, in its sole and absolute discretion.
- 5) During construction Lots shall be always kept clean and free of trash and other unsightly conditions including mud or gravel on roadways, blowing trash or excessive worksite debris. Such trash and debris will be placed in suitable containers for removal to an off-site disposal site. Violations may result in fines to the homeowner.
- 6) Burning of trash, debris, or building materials on any Lot is prohibited. This will be strictly enforced.
- 7) Fuel storage tanks or the storage of fuel tanker vehicles on any Lot is prohibited.
- 8) The use of temporary structures on any Lot, as well as the storage of vans, trailers, trucks or other vehicles or their use as storage facilities on any Lot is prohibited.

SECTION 9: SIGNATURE PAGE

The undersigned Owner(s) and General Contractor by their signatures hereto acknowledge that construction upon the Owner’s lot may not begin until the proposed construction application has been approved, a building permit has been issued for such construction by Roane County, and all other requirements included herein and in the GVB Covenants, Conditions and Restrictions have been fulfilled. It is also hereby acknowledged by the Owner(s) that they have received a copy of the Declaration of Covenants, Conditions, Restrictions, and agree to comply with them as well as all relevant documents, found under the Architectural Documents folder on the GVB community portal, and Federal, State regulations, and County Building Codes.

THE REVIEW IS SOLELY TO DETERMINE THAT THE PROPOSED CONSTRUCTION COMPLIES WITH THE BASIC REQUIREMENTS OF THE COVENANTS, CONDITIONS AND RESTRICTIONS.

Neither the Association and/or Committee, its officers, agents or employees, nor any member of the Association and/or Committee including Studio Four Design shall be responsible or liable in any way for any defects in any plans, specifications or information submitted for approval, or for any defects in any work done according to such plans, specifications or information. Further, approval by the Association and/or Committee shall not be deemed to represent or warrant to any person that the proposed construction complies with applicable codes and laws, nor the quality, function, or operation of the proposed construction, or of any construction, workmanship, design, engineering, materials, or equipment. Neither the Association and/or Committee, its officers, agents or employees, nor any member of the Association and/or Committee including Studio Four Design shall be liable in damages or in any other respect to anyone submitting proposed construction for approval, or to the Undersigned, or to any other person having any interest in any of the Property or proposed construction, by reason of mistake in judgment, negligence, misfeasance or nonfeasance arising out of or in connection with the approval or disapproval or failure to approve or disapprove any such proposed construction. By submission of such proposed construction, each of the Undersigned hereby releases and agrees to hold harmless and to defend the Association and Committee, its officers, agents, and employees and all members of the Committee including Studio Four Design from any such alleged liability, claim and/or damage including attorney’s fees.

This major improvement application, plans, specifications, and support documents are hereby submitted together with a check for \$450.00 payable to **Studio Four Design**.

Owner Signature

Date

General Contractor Signature (if applicable)

Date

Date of Submission: _____

Deliver to:

Markus Chady
Studio Four Design, a Michael Graves Company
18 Emory Place, Ste 100
Knoxville, TN 37917

mchady@michaelgraves.com