

**Crossings on the Potomac Property Owners Association, Inc.**  
**P.O. Box 417**  
**Hedgesville, WV 25427-0417**

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Architectural Review Committee  
Member Construction Plan Approval Application

Lot Number \_\_\_\_\_

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Member Name(s) (The Current Owners of the Lot According to the Title Issued by Berkeley County)

Members Current Address:

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Member Contact Information:

Owner that is to be the Point of Contact \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

Fax \_\_\_\_\_ e-mail \_\_\_\_\_

**Documents Required (Approval Requires All, But Plans and Plat Can Be Earlier)**

House or other structure plans

- front, side and rear elevation drawings
- Floor plans for each level with dimensions of each room and overall

Lot plat showing the location and alignment of the structure, the dedicated septic field area, intended well site, intended construction driveway entrance point, intended permanent driveway entrance point, existing drainage easements, existing structures, and all streets abutting the Lot

Documentation that sufficient funds are available to complete the exterior of the structure covered by this application within the one year timeframe required by the Crossings Covenants

Architectural Review Committee  
Member Construction Plan Approval Application

Page 2

**Selected Information and Compliance Requirements Per Crossings Covenants**

(the below is not a complete list of covenant requirements and restrictions and does not relieve the owner(s) obligation to comply with all requirements and restrictions in the Crossing Covenants dated May 1, 2003, as amended if applicable. The Covenants shall take precedence in the event of a difference from the Crossings Covenants.)

- Lots shall be used for residential and recreational purposes only, excepting for  
    Lots 122 and 124 which have additional allowed uses
- Residences shall be single family residences
- Minimum square footage required to be built exclusive of any porch, decking,  
    basement and garage or outbuilding
  - Lots # 1-74                      1,800 square feet
  - Lots # 75-135                2,500 square feet
  - Lots # 136-173              2,000 square feet
- NO VINYL house siding is permitted on the street side of any residence or other  
    building or improvement, including corner lots abutting more than one street
- All dwellings shall have an enclosed permanent foundation and be a minimum of  
    thirty feet in width
- All exterior construction must be completed within one year of the commencement  
    of excavation
- Minimum building setback requirements
  - 20 feet from any street or front lot line
  - 10 feet from any side or rear boundary line
  - Note that Berkeley County requirements may be more stringent
- Each lot has a 10,000 square feet established as a proposed septic drainage area.  
    Please do not disturb this area
- All wells must be located at least 100 feet from any septic reserve area and  
    least 10 feet from any boundary line
- The cost of repairing damage to Crossings common area property (e.g., roadways,  
    including surfaces, sub-surfaces, other improvements and shoulder grading)  
    caused by Lot construction and any other activity are recoverable from  
    the owners of the Lot. Accordingly, Lot owners are required to install before  
    commencement of excavation a sufficiently sturdy culvert (if the shoulder is used  
    for drainage) and suitable road aggregate material in the Crossings roadway  
    shoulder for use of the builders and for construction materials and construction  
    equipment deliver and removal

Each Owner(s) Confirmation of Having Read the  
Above Selected Information and the May 1, 2003  
Crossings Covenants in Connection  
with this Application

Owner Initials \_\_\_\_\_  
Owner Initials \_\_\_\_\_  
Owner Initials \_\_\_\_\_

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**Description of Residence, Garage or Other Building to be Constructed**

House Style \_\_\_\_\_

Street Side Siding Type (note that  
Hockman Lane is not a Crossings street):

Roof Type \_\_\_\_\_

“Front Side” \_\_\_\_\_  
(if this side faces a street)

Number of Bedrooms \_\_\_\_\_

“Left Side” \_\_\_\_\_  
(if this side faces a street)

Number of Bathrooms

“Right Side” \_\_\_\_\_  
(if this side faces a street)

Full \_\_\_\_\_

“Rear” \_\_\_\_\_  
(if this side faces a street)

Half \_\_\_\_\_

Attached Garage    Y    N  
(circle one)

Basement or Lower Level    Y    N  
(circle one)

Describe Construction in the space Below, if this is Not Construction of a Residence

\_\_\_\_\_  
Name and Address of Plan Source (e.g., design company, architect, or “kit” company)

\_\_\_\_\_  
Name and Address of Builder (general contractor, home builder, self)

Other pertinent information provided:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(attach additional sheets of more space is needed)

Architectural Review Committee  
Member Construction Plan Approval Application

Page 4

I (We) \_\_\_\_\_  
the owner(s) of Lot \_\_\_\_\_ certify that all of the above information and all other information submitted with this application are true and accurate. I (we) understand that any changes or modifications to the above or the plans and drawing submitted in connection with this application without approval from the Crossings on the Potomac Architectural Review Committee and the Crossings Board of Directors will void any approval(s) granted in connection with this application. I (we) understand that if excavation is not commenced within one year from the later of the date of the Crossings Architectural Committee or the Crossings Board of Directors concurred with the ARC approval noted below will cause such approval/concurrence to be null and void unless the approval and concurrence dates are extended in writing by the Architectural Review Committee and the Crossings Board of Directors, respectively.

Lot Owner Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

Lot Owner Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

Lot Owner Signature(s) \_\_\_\_\_ Date \_\_\_\_\_

**Crossings Architectural Review Committee Approval of Plans**

ARC Chairman's Signature \_\_\_\_\_ Date \_\_\_\_\_

**Crossings Board of Directors' Concurrence with Approval**

President's Signature \_\_\_\_\_ Date \_\_\_\_\_