DESIGN REVIEW SUBMITTAL CHECKLIST

The Mill Pond Village Owners Association would like to welcome you and the construction of your new home here in the community of Mill Pond Village. Please send this completed checklist and application for New Home Construction with fee to the MPVOA address at the bottom of this form. To avoid any possible delays in starting construction, it is best to complete this approval step with the Mill Pond Village Architectural Committee before submitting plans to the City of Astoria Design Review Committee.

You will need to submitt the following items:

- ○ Three (3) full sets of construction blueprints plus a set of blueprints in electronic form (pdf) is very helpful
- ○ A completed New Home Construction application form
- ○ Completed application checklist from the Green Guidelines
- ○ Proposed Landscape plan (specific plant names not required at this point, just planting spaces and plant types) including your plan for watering and maintaining landscape material

Your site plan must include building roof plan and the following:

- ○ Dimensions of all required setbacks to property lines
- ○ Identify main entry location
- ○ Locate and give dimensions of main porch
- Locate and give dimensions from building and property line to outside components of the heating / cooling systems to include any
- ○ alternative systems such as solar panels or photo voltaic arrays
- ○ Specify all hard surfaces to include: driveways, walkways, patios and landscaping
- ○ Specify required fencing
- ○ Show any accessory building such as garages, sheds, etc.
- ○ Show all exterior elevations including accessory buildings
- ○ All proposed materials covering all of the proposed area - no partial hatching

  Identify all vertical dimensions including:
  - ○ Ridge height of all roof lines on main and accessory buildings
  - ○ Eave heights for the same
  - ○ First floor height from finished grade at main sidewalk - midpoint of sloping

Visible building materials and color selection must also be approved by the Architectural Committee. We require documentation included with your submittal such as manufacturer's information sheet, samples and or pictures :

- ○ Paint and or wood stain selections , (exterior walls, doors, gutters, down spouts, trim, fascia boards and eaves)
- ○ Brick or stone selections
- ○ Roofing and gutter material and color
- ○ Type of doors and windows
- ○ Type of exterior skin materials
- ○ Type of materials used for driveways and walkways
- ○ Sky lights
- ○ Solar heating panels, satellite dish, air conditioning and other equipment
- ○ Type of rain gutters and down spouts
- ○ Type of window and door shutters if proposed
- ○ Exterior lighting

NOTE: The application fee to review plans is $600.00 and re-submittals due to insufficient information or non-compliance are $200.00 each. All fees should be paid at the time of plan submission. Please make checks payable to Mill Pond Village Owners Association.

IMPORTANT: We must receive a set of final plans that will be submitted for your building permit with the City of Astoria.

Mill Pond Village Architectural Committee, Northwest West Inc., 762 Ave. G, Seaside, OR 97138 Phone: (503) 738-3480

NEW HOME CONSTRUCTION APPLICATION

MILL POND VILLAGE ARCHITECTURAL COMMITTEE'S CONSIDERATION AND APPROVAL

LOT NUMBER _____ DATE _____

APPLICANT NAME(S)

MR. / MS. _____ _____ _____
LAST FIRST MIDDLE

CURRENT ADDRESS _____ _____ _____
STREET CITY ZIP

PHONE NUMBER _____ FAX _____ EMAIL _____

BUILDER NAME _____

BUILDER ADDRESS _____ _____ _____
STREET CITY ZIP

PHONE NUMBER _____ FAX _____ EMAIL _____

DESCRIPTION OF PROJECT _____

PROPOSED START DATE FOR CONSTRUCTION _____ PROPOSED COMPLETION DATE _____

NOTE: PLEASE ATTACH THIS FORM TO PLANS

MPVARC APPROVAL DATE _____

REVISED 3/9/2015

GREEN DEVELOPMENT CHECKLIST

CHECKLIST PROCEDURE

To apply for approval from the Mill Pond Village Architectural Committee (MPVAC), please review and select measures from the individual Green Deveopment Guidelines pages. Tally the measures your project satisfies and present this form to the MPVAC. Six to twelve measures checked off in each of the siz areas presented are required for compliance. Check each section for specific number of measures required.

SUSTAINABLE LANDSCAPES

Planting Design

- ○ Professional landscape design
- ○ Xeriscape techniques
- ○ Replace turf areas
- ○ Plant groundcover on slopes
- ○ Plant for screening
- ○ >75% Recommeneded plans (Required)
- ○ Native plant list
- ○ Locally grown plants
- ○ Minimize use of annuals
- ○ Minimum tree sizes
- ○ Recycle plant packaging
- ○ Chip landscape waste on site

Landscape Details

- ○ Match plant type to location
- ○ Group plants in irrigation zones
- ○ Save and re-use topsoil
- ○ Erosion & sediment control
- ○ Indigenous stone
- ○ Local soil amendments/mulch
- ○ Low toxic decking and fencing
- ○ Recycled plastic furnishings
- ○ Soil amendment & mulch
- ○ Licensed landscape contractor

Microclimate Design

- ○ Plant for energy conservation
- ○ Protect solar access
- ○ Plant for wind protection
- ○ Passive solar orientation
- ○ South-facing outdoor use areas

Landscape Maintenance

- ○ Design efficient irrigation
- ○ Professional Irrigator
- ○ Rainwater irrigation system
- ○ Greywater irrigation system
- ○ Integrated Pest Management
- ○ Organic fertilizer and lime
- ○ Do not use pre-emergents
- ○ Yard composting system
- ○ Short-term compost bin
- ○ Compost organic wasted
- ○ Remove invasive plants

Green Neighborhoods

- ○ Preserve views
- ○ Prevent light pollution
- ○ Provide front porches
- ○ Green building occupant's manual
- ○ Provide wildlife habitat
- ○ Provide sound barriers
- ○ Waste recycling dumpsters
- ○ Resident recycling bing
- ○ Hazmat management
- ○ Plants that attract wildlife
- ○ Low-toxic cleaners

_____ Total ○ (12 Required)

PAVEMENT & DRAINAGE

Drives & Parking Lots

- ○ Tire strip driveways
- ○ Direct runoff to vegetated areas
- ○ Provide vegetative buffers
- ○ Direct PL runoff to bioswales
- ○ Pervious paving
- ○ Recycled content sub-base

Walkways

- ○ Direct runoff to vegetated areas
- ○ Provide additional landscaping
- ○ Match paving type
- ○ Pervious paving
- ○ Recycle formwork

Private Lots/Commons

- ○ Limit impervious coverage
- ○ Direct roof runoff to bioswales
- ○ No garage
- ○ Single car garage
- ○ Garage as accessory building

Grading & Drainage

- ○ Biorevetment
- ○ Level spreaders & checkdams
- ○ Bioswale plant selection
- ○ Recycle fill material

_____ Total ○ (6 Required)

STRUCTURAL SYSTEMS

Foundation

- Drainage under slab
- Mesh fiber in slab
- Flyash concrete
- Reusable forms
- Low-toxic form releasers
- Sub-slab moisture barrier
- Slab vent pipe
- Monolithic slab pour
- Caulk slab cracks & joints
- Seal slab penetrations
- Smart truck washout

Walls

- Advanced Framing
- Engineered stud / joist material
- Structural insulated panels
- Regional block/brick
- Non-structural recycled brick
- Indigenous stone
- Reinforced cementitious walls

Roof

- Trusses with 6" energy heels
- Deep top chord truss
- Room trusses
- Structural Insulated Panels
- Continuous ridge & soffit vents
- Frame overhangs for shading

Decking

- Sealed underlayment
- Low toxic sub-floor
- Engineered wood floor joists
- Recycled content underlayment

Wood Construction

- Standard building dimensions
- Fast growth OSB
- Re-used dimensional lumber
- Certified sustainable lumber
- Re-use salvaged lumber
- Engineered lumber products
- Smart Disposal
- Recycle 90% construction waste

_____ Total ○ (10 Required)

BUILDING ENVELOPE

Roofing
- ○ 30 year material
- ○ Recycled content roof material
- ○ Smart Disposal

Cladding
- ○ Composite trim
- ○ Engineered facia
- ○ Cement-fiber siding
- ○ Recycled sleathing
- ○ Recycle waste

Thermal
- ○ Air seal garage
- ○ Exterior air infiltration barrier
- ○ Recycled content insulation
- ○ Low irritant insulation
- ○ High density insultation
- ○ Insultated unit masonry
- ○ Extra insulation
- ○ Sealing package
- ○ Insulate at exterior heaters
- ○ Recycle packing

Doors & Windows
- ○ Size south-facing glass
- ○ Reduce east & west glazing
- ○ Recycled content doors
- ○ Composite windows
- ○ Sustainably managed trim
- ○ Super windows
- ○ Skylights or suntubes

Exterior Finishes
- ○ Recycled paint/ finishes
- ○ Low toxic outdoor finishes
- ○ Low VOC exterior paint
- ○ Hazmat management

_____ Total ○ (10 Required)

BUILDING SYSTEMS

HVAC
- ○ Centrally located furnace
- ○ Heating system sizing furnace
- ○ High efficiency heating system
- ○ Dual equipment speed
- ○ Smart thermostat
- ○ Heat pump HSPF min. 12
- ○ air-to -air heat exchanger
- ○ Sealed ductwork joints
- ○ No fiberglass in airstream
- ○ No outside wall ducts
- ○ Advanced duct systems
- ○ Improved air fliters
- ○ High capacity spot exhaust fans
- ○ Crank timers
- ○ Exhaust air heat exchanger
- ○ Blower door test

Lighting
- ○ Design for automatic control
- ○ Prevent outdoor light pollution
- ○ Compact flourescent light bulbs
- ○ Long-life incandescent bulbs
- ○ Halogen accent lighting
- ○ Photovoltaic lighting
- ○ Recycle packing

Drives & Parking Lots
- ○ Tire strip driveways
- ○ Direct runoff to vegetated areas
- ○ Provide vegetative buffers
- ○ Direct PL runoff to bioswales
- ○ Pervious paving
- ○ Recycled content sub-base

Appliances
- ○ No fireplace
- ○ Energy efficient refigerator
- ○ Controlled combustion fireplace
- ○ Energy-saving dishwasher
- ○ Front-load washing machines
- ○ Recycle packaging

Plumbing
- ○ Future solar hot water heating
- ○ Sink water filter
- ○ Water budgets
- ○ Combo water / space heating
- ○ Sealed combustion H20 heater
- ○ Energy efficient hot water tank
- ○ Low flow toilets
- ○ Low flow fixtures

_____ Total ○ (10 Required)

INTERIOR FINISHES

Floors
- ○ Carpet <1/2 square footage
- ○ Light colored interior
- ○ Light colored carpet
- ○ Natural material carpet
- ○ Low toxic carpet and pad
- ○ Natural linoleum and cork
- ○ Recycled content carpet
- ○ Recycled content carpet pad
- ○ Ceramic tile
- ○ Recycled conent ceramic tile
- ○ Carpet tacked not glued
- ○ Recycle 90% construction waste

Walls
- ○ Recycled content gypsum drywall
- ○ Composite trim
- ○ Sustainably managed trim
- ○ Drywall stops or clips
- ○ Recycle 90% construction waste

Cabinetry
- ○ Location for recycling bins
- ○ Hazardous lockable storage
- ○ Low toxic cabinets
- ○ Built-in recycling center
- ○ Finger-jointed or composite trim
- ○ Certified sustainably managed trim
- ○ Recycle packaging
- ○ Recycle 90% construction waste

Counters/Backsplashes
- ○ Ceramic tiles
- ○ Recycled content ceramic tile
- ○ Recycle packaging

Paints & Coatings
- ○ Low VOC interior paints/finished
- ○ Low toxic wood floor finishes
- ○ Waater-based, low toxic adhesives
- ○ Sealed cabinetry
- ○ Low toxic woodwork finishes
- ○ Recycled paint and finishes
- ○ Recycle 90% construction waste

_____ Total ○ (10 Required)

Applicant Name/Address

Builder Name

Project Name/Address

Application Date:

Contact Name

Phone

Fax

Email