



Community Development Department

Frequently Asked Questions

- 1. Where is The Landings Association (TLA) Office located?** We are located at 600 Landings Way, S. across from Franklin Creek Pool and next to the Landings Community Park.
- 2. What is the Architectural Review Committee (ARC) and what do they do?** The Architectural Review Committee (ARC) represents the common interests of The Landings homeowners and residents by interpreting and enforcing Guideline standards in a fair, reasonable, and equitable manner. The ARC was created by The Landings Association to review proposed new construction, additions and alterations, landscaping, and other elements that affect private properties and the outward appearance of any structure constructed thereon. The Landings Association Architectural Design and Development Guidelines are considered the governing directive in all actions taken and decisions made by the ARC.
- 3. Why do I need permission to modify my home?** To ensure that the design of proposed structures and/or modifications meets the requirements of the Guidelines and compliments the architectural character of The Landings. Factors that will be considered, include but are not limited to: Scale, Massing, Fenestration, Roof, Color and Aesthetics.
- 4. What requires approval and/or a permit?** Any modification (painting, repairs, re-roofing, driveway replacement, installation of exterior lighting, fencing, play structures, fire pits, patios, decks, etc.) and/or additions which increase the square footage or modify exterior envelope of the home, or changes to the property to include landscaping alterations when the project exceeds 25% of the total landscaped area. In addition, should a project require a Dumpster, Port-A-Jon (POJ) or portable storage unit (POD), a TLA permit is required prior to it being delivered to the site.
- 5. If I plan to replace something “like for like”, do I need a permit?** Yes. A Maintenance Notification will need to be submitted along with photos of existing area of repair or improvement as well as information on the proposed repair materials, products, and exterior colors as applicable.
- 6. How do I apply for a Dumpster/POD/POJ?** You will need to submit an Application by clicking [HERE](#). Please note that each one will require a separate application and review fee.
- 7. When are the ARC meetings held and the submission dates?** You can find the ARC Schedule and Deadlines by clicking [HERE](#).
- 8. Am I required to pick a pre-approved paint color for my home?** No. An Exterior Paint Application will need to be completed for any proposed painting. This includes, pre-approved colors, like for like and custom color schemes. In addition to this application, you will need to submit a current photo of your home and/or areas to be painted along with a photo of the neighboring homes to your left and right and a photo of the proposed paint samples. All submissions will be reviewed to determine if they may be staff approved or if they require ARC for approval.
- 9. Why do I need to submit photos of the neighboring homes to paint my house?** To ensure the overall aesthetic impact of the color palette is cohesive with the neighboring homes. Homes should have a minimum of two colors (siding & trim) and color samples are required for review prior to approval.

- 10. How much fence can I install?** The Landings is comprised of two types of lots: For single family lots, the maximum allowable square footage for fences other than pool fences is 4% of total lot square footage. This would include the footprint of the fence and the area enclosed within it. Fences are not permitted to enclose or define property lines of individual home sites and must not encroach the property's setbacks and/or easements, and have specific height, design, and material requirements. For Patio Lots, please contact CDD Staff for additional information. You can review additional information by clicking [HERE](#) (See Section 3.8).
- 11. Where would I find information about modifying my landscaping?** You can find more information by clicking [HERE](#) (See Section 4.0).
- 12. Who do I contact to get approval to have a tree removed?** You will need to report the issue via SeeClickFix and you can do that by clicking [HERE](#) and then follow the prompts for Tree Removal Request on Residential Property or you can reach out to our Public Works Department for more information.
- 13. Can my Contractor submit all required documentation needed for a permit?** Yes, a contractor may apply for a permit on behalf of the property owner, but must supply all required documentation, to include contact information for the current homeowner/resident, and any required permit fees.
- 14. What is the process for adding a patio?** Patios, decks, and terraces require an Addition Application along with a scaled site plan showing the proposal, photo of the area to change, and sample photo of the proposed materials. These features must not encroach into the setbacks, or easements and must be compatible with the main building and its surroundings. Additions require ARC approval prior to installation.
- 15. Where can I find information regarding property maintenance?** You can review the Private Property Maintenance Standards (PPMS) by clicking [HERE](#), and/or feel free to contact the CD Department for more information.
- 16. What is a setback?** Setbacks establish a minimum distance between structures and property lines. Their preservation is vital to preserving the open, natural aesthetic character of The Landings. Each lot has specific setback distances on each side (front, sides, and rear) from its property lines. All structures including swimming pools, patios, and hardscape pavers shall not encroach into the defined setback areas. Roof overhangs may extend over the building setback line as appropriate to each design and as approved. You can find more information by clicking [HERE](#) (See Section 3.3).
- 17. Where can I find my setback and property lines?** You can reach out to the Community Development Department (CDD) to see if there is a site plan on file for your property. Often, these documents will show the setback and property lines.