

# Meadow Trails

## Builder Checklist & Submittal Process

Architectural Review Committee (ARC) will review all submittals

### **Purpose:**

This checklist is intended to help applicants submit **complete and review-ready** plans for Meadow Trails. Complete submissions help streamline ARC review and reduce delays.

### **Important:**

ARC approval addresses exterior appearance and covenant compliance only. All projects must also comply with City of Kindred zoning, building codes, permits, and inspections. Recorded Covenants, the PDD Agreement, and City approvals control in all cases.

## **BEFORE YOU SUBMIT**

- Confirm lot number, block, and zoning designation (SFR-2, SFR-3, MFR-4, etc.)
- Review applicable Meadow Trails Covenants and PDD standards
- Verify setbacks, height limits, and lot coverage
- Coordinate ARC review and City permit timelines
- Prepare complete drawings and specifications (incomplete submissions delay review)

## **REQUIRED FOR ALL NEW HOME CONSTRUCTION**

### **1. Architectural Plans (PDF)**

- Floor plans (all levels)
- Exterior elevations (all sides)
- Roof design and pitch
- Building height information
- Garage layout and door orientation

### **2. Exterior Materials & Colors**

- Roofing material and color
- Siding type, material, and color
- Masonry accents (brick/stone) on street-facing façades
- Trim materials and colors
- Garage door style and finish

### **3. Site Plan**

- Lot lines and dimensions
- Building footprint and setbacks
- Driveway location, width, and surface material
- Sidewalks and walkways
- Decks, patios, and exterior steps
- Location of utilities and meters (if applicable)

#### **4. Grading & Drainage**

- Existing and proposed grades
- Drainage flow direction away from structure
- Compliance with approved engineering and stormwater plans

#### **5. Landscaping Plan**

- Front-yard landscaping layout
- Tree and shrub locations
- Street tree (if required)
- Lawn (sod/seed) areas
- Timeline for installation

### **ADDITIONAL ITEMS (IF APPLICABLE)**

Submit these **only if included in your project**:

- Accessory structures (sheds, detached garages, pool houses)
- Fences or privacy screens (location, height, materials)
- Decks or patios (materials and design)
- Pools or hot tubs
- Play equipment
- Basketball hoops (freestanding only)
- Solar panels or solar equipment
- Exterior lighting plan
- Satellite dishes or antennas

*Accessory structures and exterior features must match the primary residence and may be restricted by lot location.*

### **POST-CONSTRUCTION & FUTURE PROJECTS**

ARC approval is also required for:

- Exterior remodels or additions
- Changes to siding, roofing, or colors
- New decks, patios, fences, or structures
- Significant landscaping changes

### **SUBMISSION PROCESS**

- Submit electronic plans online at **MeadowTrailsKindred.com/Builder-Checklist**
- Ensure all required items are included before submitting
- Incomplete submissions may be returned for revision
- Typical review period begins once a complete submission is received

## **TIPS FOR FASTEST APPROVAL**

- ✓ Match home design to lot width and setbacks
- ✓ Use materials consistent with neighborhood standards
- ✓ Submit clear, labeled drawings
- ✓ Coordinate ARC review early—before ordering materials
- ✓ Ask questions *before* building, not during construction

### **FINAL REMINDER**

This checklist is a planning aid only. Approval decisions are based on the recorded Meadow Trails Covenants, the PDD Agreement, and ARC review. Approval is discretionary and project-specific.