

HIGHLANDS POINT ASSOCIATION (HPA)
ARCHITECTURAL REVIEW COMMITTEE
DEVELOPMENT GUIDELINES

PURPOSE

To preserve the privacy, natural beauty, and views of each HPA property owner and protect each owner against improper use of surrounding building sites, thereby enhancing the value of all properties within the Association.

The Architectural Review Committee (ARC) goal is to carry-out this purpose and to insure quality construction and development, and to maintain aesthetic beauty within Highlands Point boundaries. Construction, including any site work or tree removal must not be commenced on any Building Site until the Architectural Review Committee issues a certificate approving the plan for such building and the location thereof. The ARC will assist the lot owner through the plan submitting process. In addition, the ARC will promote a cooperative process.

RESPONSIBILITIES

To review all plans for new construction, additions, exterior remodeling, out buildings, etc. Septic system placement, wells, etc. including site development, and notification of Association members. Then issue an acceptance or rejection. The Association Board of Directors will be notified of the decision.

To simplify the procedure and have your plans accepted without delay send plans electronically to the ARC at: arc@highlandpt.com, or by regular mail to:

Chairman of the ARC
Highlands Point Association
542 Commons Drive
Bridgton, ME 04009

Send one set of plans that include the following information. These plans will be dated upon arrival:

- A. **Construction drawing** showing front, sides, rear elevation, and a floor plan of all buildings. Also to be included is the type and color of the roof and siding. The drawing must be to scale and have the scale indicated to check dimensions.
- B. **Plot Plan**¹ showing all lot lines, the roadway, the location of all structures on the lot including out buildings, the driveway or accessway, location of well, location of the septic system, and the area to

be cleared. These items must show the dimensions from the lot lines and roadway. The development plan should also show that a 50' buffer of natural vegetation inside of all property boundaries should be maintained. Selective cutting or maintenance of a natural vegetation buffer of less than 50' along town road frontage may be acceptable if first approved by the ARC. (See note 1 on p. 3 for waterfront lots)

- C. **Erosion Control Plan:** Please be aware, per Maine state law, an appropriate erosion control plan must be in effect and compliant before construction begins. Reference Maine Statutes Title 38, §420-C. The purpose of such a plan is to protect neighboring properties, water quality and to minimize landowner costs for regrading. The Lakes Environmental Association (LEA) in Bridgton offers free technical assistance for Erosion Control Plan development if desired. If you would like assistance from the LEA, please contact LEA at, lakes@leamaine.org Note: Most General Contractors in the State of Maine have the ability to provide an Erosion Control Plan as well.
- D. The main structure must be set back at least 100 feet from the front lot line and a minimum 50 foot side setback where possible due to lot size.
- E. The dwelling must be a single family home of not less than 1500 square feet of usable living area.
- F. The maximum height of the structure is 35 feet above grade.
- G. All construction, including site work, must commence within 12 months after the date of approval.
- H. Construction must be completed within 12 months from the date of commencement. The commencement date is defined as that time when site work commences. The area to be cleared must be marked by the lot owner or their agent and be reviewed by at least one member of the ARC prior to clearing.
- I. Landscaping must be completed to stabilize the lot and prevent erosion. This must be done in the time frame for construction. Final grading and landscaping is to be completed within 9 months after construction is completed.

The following are **not permitted**:

- A. T1-11 siding
- B. Asbestos or asphalt siding
- C. Concrete block houses
- D. Temporary or portable garages
- E. No capped foundations will be allowed as living quarters

Approval or denial will be made within 30 days from the date the ARC receives the plans. Approval will require a majority vote of the ARC and the vote will be recorded.

The ARC will inspect the site to insure compliance 12 months from the date of commencement.

These are guidelines. Variations to these guidelines are possible only if it can be demonstrated to the ARC that they do not affect the aesthetic beauty, do not hurt the values of Highlands Point, and are in the best interest of Highlands Point.

These guidelines are subordinate to the HPA Declaration of Protective Covenants. In case of discrepancy between the guidelines and the covenants the covenants will prevail.

Note 1: Waterfront Lots

Development on waterfront lots must comply with Town of Bridgton Shoreland Zoning Ordinance and Maine Dept. of Environmental Protection orders 86-6489-05020. If topography limits the ability to comply, a variance may be requested, beginning with the Maine Department of Environmental Protection. The owner is solely responsible for correctly completing this process. The ARC will assist where/if possible. Below are links to use as a resource, including the Bridgton Code Enforcement Officer.

[ME Dept. of Environmental Protection Shoreland Zoning](#)

[Bridgton Shoreland Zoning ordinance](#)

ceo@bridgtonmaine.org

Approved by the Board of Directors of Highlands Point Association:

David Crowell



Kurt Lange



Deb Brusini



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