

APPENDIX B
APPLICATION FOR NEW HOME/ADDITION CONSTRUCTION
Including Room Additions, Decks, Porches, Porch Enclosures and Patios

New Bldg [] –or- Addition []	Unit: Lot:	Connestee Street Address:
OWNER INFORMATION (please print)		
Name: _____		
Mailing Address: _____		
City: _____ State: _____ Zip Code: _____		
Phone Number: _____		
CONTRACTOR INFORMATION (if applicable) – Complete attached Declaration		
Name: _____		Contact: _____
Mailing Address: _____		
City: _____ State: _____ Zip Code: _____		
Phone Number: _____		
License Number: _____		Tax Id Number: _____
# of Square Feet (heated area): _____		Window area as % of wall area: _____

The Architecture and Environment Committee meets every Thurs. morning (except on holidays). This application and accompanying documents must be submitted to the Admin. Office by 12 noon Monday prior to the meeting in order to be considered by the A&EC.

ATTACHED DOCUMENTS (Furnish two (2) of each):

- [] County Permit
- [] Sanitary Permit if Lot will have septic system
- [] Site Plan conforming to Section IVB- A,1
- [] Surface Water and Erosion Control Plan conforming to Section IVB – A, 2 for new construction
- [] Construction Plans confirming to Section IVB – A, 3 for new construction
- [] Construction Specs
- [] Sealed Survey

Gutters - Gutters are required and downspouts are to be fitted with adapters for flexible pipe which will be buried to carry water to undisturbed soil. Indicate outlets for these pipes with a stake for final inspection.

Exterior Lighting – (See Section III, E, Rules & Regulations.)

The Owner or Contractor must contact the Architecture and Environment Committee (Inspector) at 828-885-2001 for inspection purposes:

1. When the footprint is cleared, if the design elevation for the main floor has not been approved.
2. When the footers are dug (at least two working days prior to pouring concrete); and
3. When construction is complete. You will need to submit a copy of your Certificate of Occupancy from the County. It is important that all conditions set forth in this application be complied with before applying for this last inspection. If the project does not comply with the content of this application, a \$25 charge back against the security deposit will be levied for any subsequent final inspections.

A&EC Filing Fee	\$
Performance Deposit	\$
New Home Construction Fee	\$
Amenity Fee	\$
TOTAL FEES ATTACHED	\$
Note: Improved property assessments on new homes begin 6 months after the date an A&EC permit is issued or when a Certificate of Occupancy is issued, whichever comes first.	

FEES AND DEPOSITS (See Current Fee Schedule for Rates):

Exterior Materials & Color Specs (Approved colors are shown on the color sample boards at the Administration Building. Color chips must be submitted with the application.) No white color or color lighter than those on the sample board may be used.

Roof Materials	Manufacturer & Type of Materials	Color Name
Roofing		
Window Units		
Architectural Features		Paint Color
Siding		
Corner Boards		
Band Boards		
Foundation		
Garage door(s) & Garage Door Trim		
Soffits		
Downspouts		
Facia Board and Gutters		
Window & Door Trim		
Shutters		
Front Door		
Decks & Porches (Natural or Siding Color)		
Roof Vents, Stove Pipes & Chimney Caps		

List others or changes to above

Screening Plan (see Section IV-B, A, 1, o.) Describe plans to provide screening, if required. Work to be done within 12 months of final acceptance.

A&EC Approval:

Approval comments:

APPENDIX B

OWNER/CONTRACTOR RESPONSIBILITY: Applicant must sign below acknowledging that he/she has obtained competent erosion control advice, and understands same, and is willing to be held responsible for the adequacy of the control plan submitted, and understands all the rules/regulations and Declaration of Restrictive Covenants as established in the Property Owner's Manual. He/She also understands that any violation of the A&EC Rules and Regulations (Article XVI, Sec. I, No.6) may result in a stop work order pending the necessary correction of the violation. By signing this application, Owner(s) further acknowledge(s) having read and understood Art. V, Sec. H of the Declaration of Restrictive Covenants for Connestee Falls which states as follows: "Notwithstanding the approval of the A&EC of plans, specifications or its inspection of the work in progress, neither it, the Association, nor any person acting on behalf of them shall be responsible in any way for any defects in any plans or specifications or other materials submitted to the A&EC, nor for any defects in any work done pursuant thereto. Each person submitting such plans or specifications shall be solely responsible for the sufficiency thereof and the adequacy of Improvements constructed pursuant thereto." Owner(s) as well as their successors and assigns do further by execution of this application release and forever discharge the A&EC, Connestee Falls Property Owners Assoc., Inc., together with their members, officers, directors, employees, and agents, from any and all actions, causes of actions, damages, judgments, claims and demands whatsoever, in law or in equity, connected with or related to the construction to which this application pertains or to any decision made by the A&EC in connection with the application or the construction to which this application pertains. Owner and/or Contractor further grants CFPOA and to their designates, the right to enter property to make appropriate inspections. Owner/Contractor understands that any inspections/complaints leading to a violation(s) listed on the Addendum to this application will be subject to immediate fine in the amount designated in the Addendum. The Owner or General Contractor must pay the fine by check or cash at the Connestee Falls Administration Building within 72 hours of notification of the amount of the fine. If not paid, the amount will be deducted from the performance deposit at the end of the 72 hour grace period. The performance deposit original amount must be maintained, therefore any amounts deducted must be deposited with CFPOA within seven days of any amounts deducted for fines. This application must be complete in all segments for approval to be granted. Any change or deviation in the specifications herein submitted must be spelled out in writing to A&EC prior to scheduled meeting with A&EC and a written approval from the A&EC will be necessary. No verbal communication will be acceptable. I have received a copy of CFPOA documents, I have read and understand documents and I agree to abide by them. I understand that in the event that I, my employees or sub-contractors violate any rule or portion thereof I shall be subject to penalties.

The performance deposit will be returned to the deeded owner at the time of the final inspection.

Owner and contractor are current with ALL CFPOA accounts.

All work pertaining to this permit shall be completed within 12 months of approval.

Signature of Owner: _____ Date: _____

Signature of Contractor: _____ Date: _____

A&EC Action/Comments: _____

DECLARATION ACCOMPANYING APPLICATION FOR NEW HOME/ADDITION CONSTRUCTION

I, _____, represent that I am the owner of Unit _____, Lot _____, and that I have designated the individuals or companies named below to act as my agent in representing me before the CFPOA during the construction of the project which is described in the attached application and as the General Contractor for the construction of this project. I further represent that I have read and understand the current version of the CFPOA Rules and Regulations which govern the completion of this project. I acknowledge that, as owner of the building site, I am personally responsible for ensuring that all of these Rules and Regulations are obeyed.
_____(Owner) _____(Date)

I, _____, acknowledge that I am acting as the agent for the owner described above, for the construction project described in the attached application. I represent that I have read and understand the current version of the CFPOA Rules and Regulations which govern the completion of this project.
_____(Agent) _____(Date)

I, _____, acknowledge that I will be the General Contractor for the construction project described in the attached application and that I am the agent for the above owner with respect to and concerning all requirements for construction as set out in the CFPOA Rules and Regulations. I represent that I have read and understand the current version of the CFPOA Rules and Regulations govern the completion of this project. I understand and agree that in accepting the role of General Contractor for this project I am accepting, along with the owner of the building site, responsibility for conforming to all of the application CFPOA Rules and Regulations.
_____(General Contractor) _____(Date)

C.F.P.O.A. - ARCHITECTURE & ENVIRONMENT COMMITTEE
NEW HOUSING START AND OTHER CONSTRUCTION FEES
(effective 3/1/11)

- \$300 NEW HOME FILING FEE
- \$5000 PERFORMANCE DEPOSIT – for new housing start. Performance deposits will be placed in a non-interest bearing escrow account and will be refunded to the deeded owner after final inspection has been approved.
- \$2000 PERFORMANCE DEPOSIT – for major addition which will increase heated & habitable sq. Ft. By 20% or more, or a new level added to a portion of existing structure. Refundable to deeded owner after final inspection has been approved.
- \$4000 NEW HOME CONSTRUCTION FEE (IMPACT FEE) -- Fee paid for each **new housing start** or for a **complete demolition and rebuild**.

All owners of unimproved Lots transferred **on or after** April 1, 2009, either privately or from CFPOA, will pay the fee in effect at the time the A&EC housing start permit is issued on that Lot. An owner of an unimproved Lot transferred **on or after** April 1, 2009 is anyone taking title to a Lot *by any means* with the sole exception of a surviving spouse.

All owners of unimproved Lots transferred **prior to** April 1, 2009, either privately or from CFPOA, will pay the fee in effect at the time the A&EC housing start permit is issued on that Lot, reduced by \$400 per year for each year that the current owner has owned that Lot and paid assessments, down to a minimum impact fee of \$500. This privilege is not transferrable to anyone else with the sole exception of a surviving spouse.

NOTE:

PROPERTIES ARE CHARGED AT THE IMPROVED ASSESSMENT RATE 6 MONTHS AFTER THE A& EC HOUSING START PERMIT IS ISSUED, REGARDLESS OF THE COMPLETION STATUS OF THE HOUSE AT THAT TIME.

A & E Committee Checklist/Inspections
For New Home Construction

Date _____ Unit & Lot _____ Owner _____ Builder _____

	Yes	No
1. Owner & Contractor are current with all CFPOA accounts		
2. Two sets of Appendix B APPLICATION for new Home/Addition Construction or current form		
▪ Completed Agency Letter		
▪ Color Samples for all paint colors		
▪ Samples of roofing or vinyl siding if not on display in Administration Bldg..		
▪ Complete form (colors, heated sf, window %)		
3. Two surveyed SITE PLANS to include footprint outline: (see pg R-30)		
▪ House, drive (label width), garage, turnaround, parking for 2 cars,		
▪ Overhang, decks, porches, retaining walls, sidewalks, etc.		
▪ Direction of flow of water, location of septic field, location of LP tank		
▪ Setbacks from property line/ justify variance, if variance is needed		
▪ Contours before and after construction if grade changes exceed 10 feet over cleared area		
▪ Elevation of main floor noted on site plan (consistent with elevations)		
▪ Areas to be cleared of vegetation are designated (including sewer line)		
▪ Plan for restoring wooded setting including sewer line clearing		
4. Two sets of 1/4" scale CONSTRUCTION PLANS to include		
▪ Floor plans		
▪ Elevations: front, sides, rear (including vertical dimensions main floor to finish grade earth) and consistent with site plan contours		
▪ Foundation plans		
5. Two copies of TRANSYLVANIA COUNTY PERMIT		
6. Two SEPTIC PERMITS (if home is not to be connected to sewer lines)		
7. Field location marked to indicate footprint, property lines (verify setbacks) and <u>all</u> clearing outlined in field, elevation of main floor level marked outside cleared area.		
8. Assoc. Maintenance Supervisor inspection for proper contour of access drive, culvert/drainage requirements.		

Field Inspections

CLEARING INSPECTION	Yes	No
1. Surface water flow control		
2. Erosion control approved		
▪ Erosion and sediment devices installed		
▪ Driveway cuts graded to prevent mud on roads		
▪ Bare ground mulching with ground cover		
3. Permits on site appropriately displayed; plans on site in weatherproof container		
4. Tree removal, clearing, grading, driveways, parking acceptable		
▪ Trees protected and wells installed if necessary		
▪ Elevation of main floor level marked		
▪ Driveway properly graded and stabilized with stone		
5. Temporary porta-john provided (green or brown), location least obtrusive		
6. Construction site appearance maintained.		
7. Sewer line connection marked		
FOOTING INSPECTION		
Check clearing conforms to plan and marks before work proceeds		
▪ Setback requirements confirmed before footings are filled with concrete		
▪ Random		
▪ Final		
FINAL INSPECTION		
1. Certificate of Occupancy		
2. Property is neat, clean and acceptable appearance		
3. Exterior lights (if known) approved		
4. Utility requirements met; temporary wiring removed; gas tank screened.		
5. Downspouts connected to undisturbed soil and 10' from house		
6. Construction in accordance with initial approval		
7. Exterior colors and materials as specified on application		
8. Cleared area conforms to approved plan		
9. Restoration plan completed		
10. Performance deposit refunded		
11. Mailbox & newspaper box on wood post.		