

Application Date: _____ Permit #: _____ Received By: _____

Date of Final Inspection: _____

FORT CLARK SPRINGS ASSOCIATION, INC. APPLICATION FOR CONSTRUCTION PERMIT

Instructions: Complete application, staple minimum essential requirements, sign, date and return to Admin Office

MEMBER INFORMATION	BRIEF DESCRIPTION OF REQUEST
Name: _____	_____
Address: _____	_____
Unit: _____ Block: _____ Lot(s): _____	_____
Telephone #: _____	_____
Email: _____	_____
	SEE BELOW FOR MINIMUM ESSENTIAL INFORMATION

MINIMUM ESSENTIAL INFORMATION (Examples Provided) Please contact the ARC Liaison or attend an ARC meeting for assistance in filling out this application.

The following is a check list of minimum essential required for construction permit approval, as applicable to type of construction:

PLOT PLAN (provided by the Association if available) or sketch to include the following (Attach to Application)

___ Lot lines with dimensions (by ft.), easements, and streets abutting lot. ***Lot lines* are the dimensions of Owner's lot

___ Plan of water, sewer, and gas lines with clean-out (if applicable). **On Plot /Sketch draw location and point of entry into structure of water/gas.

___ Indication of existing construction including location of propane tank, pools, sprinkler systems, solar panels & satellite dishes.

___ Dimension of new construction in elevation and plan sq. ft.

PLAN VIEW OF CONSTRUCTION - including front and side elevations (by ft.) **This refers to a ground level view of the structure to be placed or to undergo construction. (Minimum 18"x24" plan size with 1/8"=1'-0" scale for new home builds)

MATERIALS LIST **Type of material and color of all exterior construction (Attach color samples to Application)

INSTALLATION OF FENCING

___ Type of post and spacing, corner bracing, height: _____

___ Location of gates: _____

___ Type and/or gauge of fencing material: _____

PLEASE REVIEW THE ABOVE AS WELL AS YOUR UNIT'S CC&Rs CAREFULLY FOR ALL MINIMUM ESSENTIAL INFORMATION REQUIRED. APPLICATION WILL NOT BE ACCEPTED WITHOUT THE MINIMUM ESSENTIAL INFORMATION.

CONSTRUCTION DATA AND PERMIT FEES cont.

(Sq. Ft. below pertains to habitable areas only (deck, carport need not be included)

SOLAR PANELS SATELLITE DISH PROPANE TANK/ POOL (\$0): Size: _____ Placement: _____

AIRPORT HANGER OPEN RV COVER (\$75.00) ENCLOSED RV COVER (\$125.00) Total Price: _____

UNDERGROUND SPRINKLER SYSTEM (M.U.D. APPROVAL see below) (\$0) Total Price: _____

LANDSCAPING FENCING PAVED DRIVEWAY/CARPORTS (\$0) Total Price: _____

*****PENALTY FOR WORKING WITHOUT OR OUTSIDE OF AN APPROVED CONSTRUCTION PERMIT WILL BE \$250.00 PLUS THE ORIGINAL PERMIT AMOUNT*****

TOTAL PERMIT FEE: _____

Note: CONSTRUCTION PERMIT EXPIRES SIX MONTHS FROM THE DATE OF APPLICATION OR UPON FINAL INSPECTION, WHICHEVER COMES FIRST.

THIS section must be completed & approved prior to any new water or sewer tap, new plumbing or sprinkler system:

Sketch presented of water/sewer lines, approved.

Date: _____

By: _____

Fort Clark M.U.D. Manager

FOR OFFICE USE ONLY:

Permit Fee Paid This _____ Day of _____, _____. Received By: _____

STATEMENT OF COMPLIANCE AND INTENT

*I certify that the information provided in this application is true and correct and that I have read, understand and will comply with the CC&Rs applicable to my unit. I understand that **no Construction may begin without first having secured and paid for and Approved Construction Permit. I accept that this application must be submitted no later than 5 PM on the Wednesday before the Tuesday Architectural Committee meeting and that an incomplete application may cause delay in the approval process.** Any work which requires or involves water, must be certified by M.U.D.. As the Owner/Member, I am responsible for all work performed by my authorized Contractor and for removal of all construction debris. I agree to notify the Architectural Liaison when I am prepared for final inspection.*

Member Signature: _____

The checked box is the decision of the Architectural Committee under authority granted in the dedicatory instruments of the Fort Clark Springs Association and is recorded in the minutes of the Committee meeting this _____ Day of _____, _____.

Approved

Approved with Conditions: _____ Applicant Initials: _____

Disapproved

Chairman, Architectural Committee

FORT CLARK SPRINGS ASSOCIATION, INC.

Dear Owner/Member:

Thank you for submitting your application for a permit.

The Architectural Committee, appointed by the Board of Directors of the Fort Clark Springs Association, has developed a set of standards that promotes consistent decisions, fairness and equity among residents, as well as enforcement; which is essential to preserve, maintain, enhance and protect the property values and assets of Fort Clark Springs.

In accordance with the Declaration of Protective Covenants, specifically the Covenants, Conditions, Restrictions and Reservations (CC&Rs), the Committee reserves the discretionary right to 'placement' and 'improvements' made on or to structures on Fort Clark Springs.

As such, Owners/Members must submit an Application for Construction Permit along with the minimum essential information required on the application and within your unit's CC&Rs to obtain an approved permit. We have included examples for your reference. Applications can be acquired at the Administration Office. The Committee meets each Tuesday afternoon at 5PM in the Board Room; however, the application must be submitted on the Wednesday prior to the meeting date to be placed on the meeting Agenda.

We are here to help you. To avoid a delay of permit issuance, please be sure to go over your application submission with the Architectural Liaison, checking the boxes next to each pertinent item.

THINGS TO REMEMBER:

1. **THE COMMITTEE CANNOT ISSUE A PERMIT WITHOUT REVIEWING THE MINIMUM REQUIRED INFORMATION AS LISTED ON THE APPLICATION.**
2. It is **highly recommended** you attend the Architectural Committee meeting concerning your permit to answer any questions that may arise and potentially cause delays to the approval process.
3. Permits granted must be displayed in plain sight at all times while construction is underway. If no permit exists, construction must cease immediately until one is acquired.
4. Temporary vehicle pass required; All Contractors must check in with Security and obtain a temporary vehicle pass to be displayed in plain view upon entering Fort Clark Springs. If no temporary pass is issued, said individual will be asked to leave Fort Clark Springs until one is obtained under the Rules and Regulations governing Owner/Member guests.
5. Upon completion of project, please return your permit to the Administration Office.

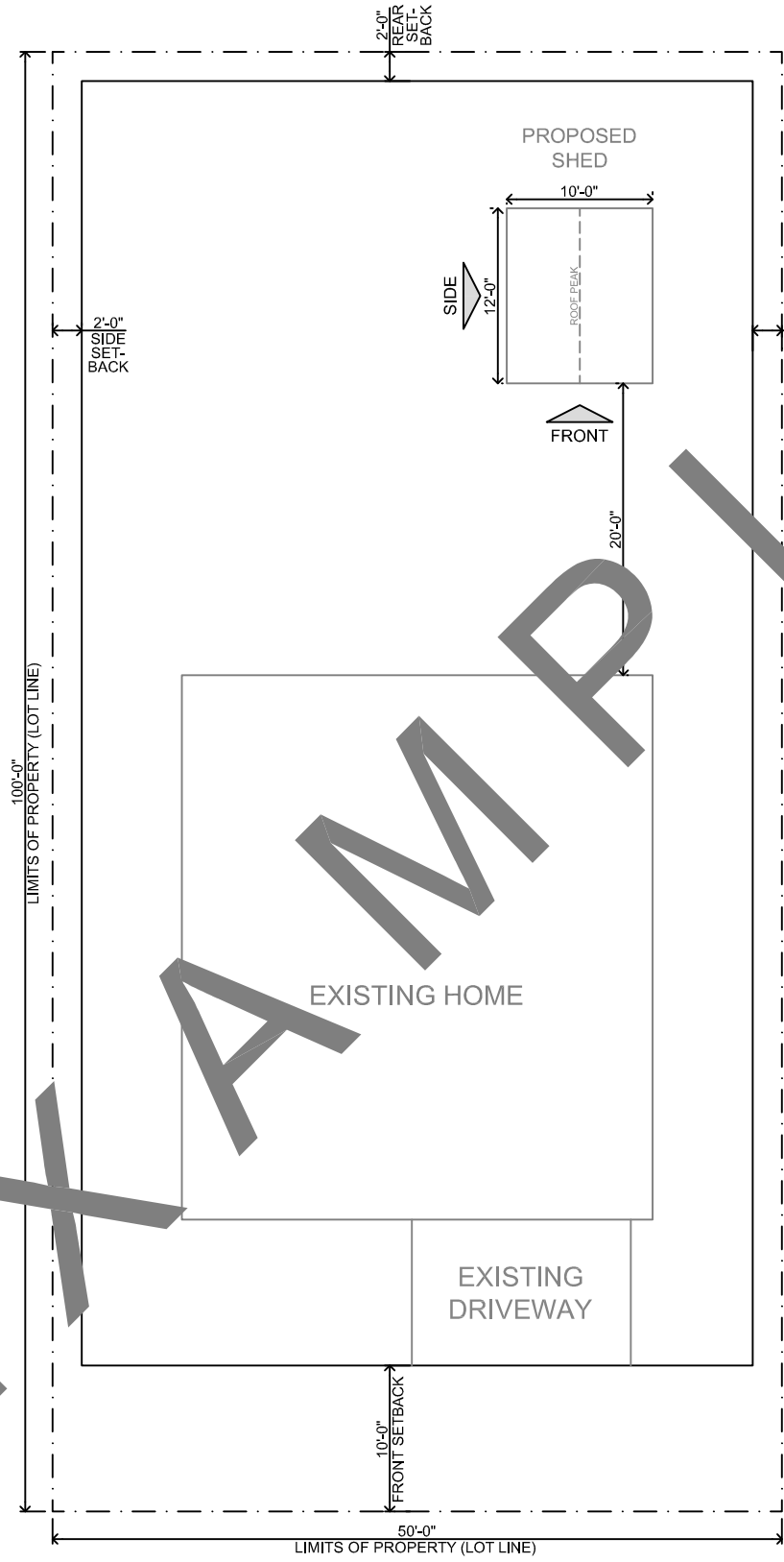
Thank you for your cooperation and for doing your part to keep Fort Clark Springs a nice place to call home.

Fort Clark Springs Association, Inc.

Architectural Committee

EXAMPLE OF LOT LINES AND SETBACK LINES

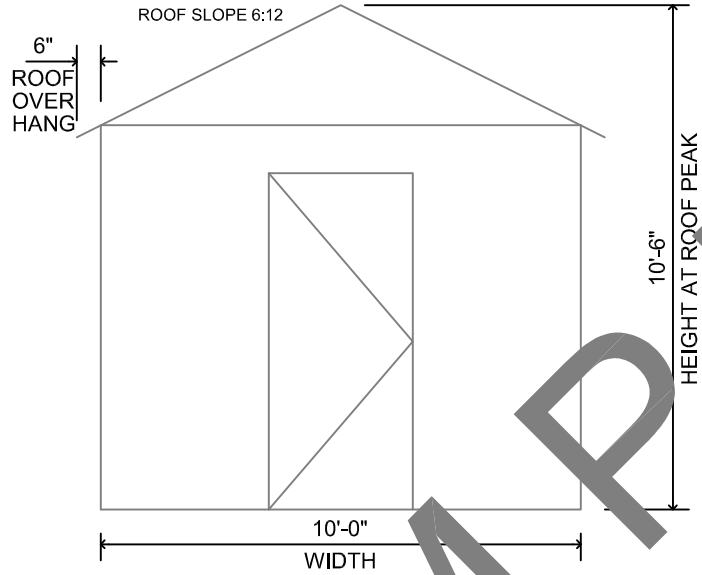
STREET AT BACK OF HOUSE



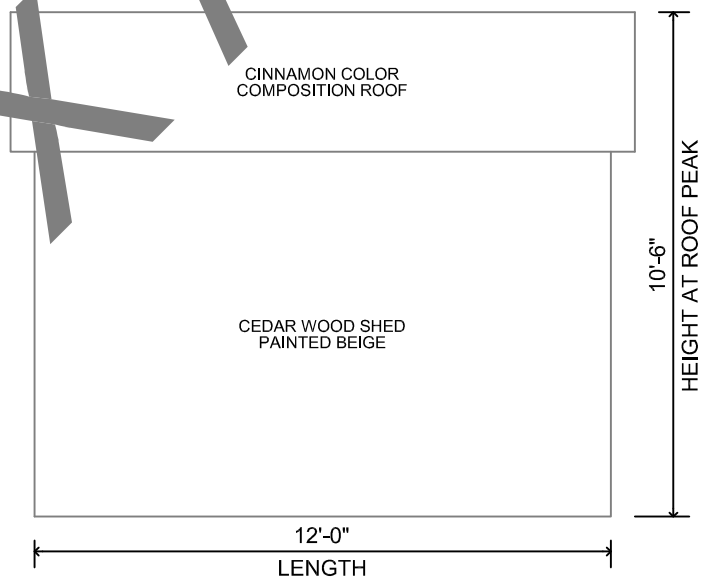
STREET AT FRONT OF HOUSE

PLOT PLAN

EXAMPLE BUILDING ELEVATIONS



FRONT ELEVATION



SIDE ELEVATION

PLOT PLAN

EXAMPLE MATERIAL LIST

Owner/Member Name: _____

Address: _____ Unit: _____ Block: _____ Lot(s): _____

Materials List:

Mobile Home

Footings for mobile home – Concrete

Blocked with concrete blocks

Anchored with metal bands connected to anchors

Under pinning – natural stone

Deck

All materials will be composite wood

(10) Concrete footings

(6) 4 foot posts (4"x4")

(3) 4"x4"x3' Railing Post

(80) 2"x2"x3' Balusters

(8) 2"x6"x10' Railing & cap to rail

(1) Stair Case

(2) Ramps 4' wide & 8' long

(8) 2"x12"x8' Beams

(32) 2"x6"x4' Decking