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.

ADDITIONAL INFORMATION APPLICABLE TO MOBLE HOMES AND/OR RECREATIONAL VEHICLE LOT					
	Statement of condition, year of manufacture, brand, size and color				
	☐ Skirting material and color				
	Slab, runners, or piers construction and/or ground cover				
	Self-propelled  Towed				
	☐ Sewer connected toilet and shower facility				
	☐ Slab, runners and/or pad construction				
	Number of cubic feet				
SLAB, IF APPLICABLE (See Res. 85-4 Floor Elevation) Note: Res. 93-11: The finished floor elevation of any habitable portion of a dwelling shall be at least twelve (12") inches above the mean grade level of the lot.  CONSTRUCTION OR PLACEMENT OF ITEMS ON GREEN BELT OR FCSA PROPERTY IS STRICTLY PROHIBITED.					
REQUEST FOR VARIANCE: **IF YOUR PROJECT WILL BE OUTSIDE CC&R GUIDELINES, THIS IS CALLED A 'VARIANCE' AND WILL NEED TO BE APPROVED BY THE BOARD OF DIRECTORS. PLEASE DESCRIBE BELOW (Be as specific as possible. If you run out of room, attach a separate sheet:					
			······································		
MY	CONTRACTOR IS:PH	ONE #:			
CONSTRUCTION DATA & PERMIT FEES Base permit fee is \$25.00 (*\$50.00) plus any additional cost (see below) (Sq. Ft. below pertains to habitable areas only (deck, carport need not be included)					
	WATER/SEWER TAP to be paid at M.U.D. (\$750.00) (Paid at Administration Office with signature from MUD Manager)				
	NEW SITE BUILT HOME (+ \$0.10 per Sq. Ft.)	Sq. Ft:	Total Price:		
	ADDITION OF A HABITABLE AREA (+ \$0.10 per Sq. Ft.)	Sq. Ft:	Total Price:		
	MOBILE OR MANUFACTURED HOME (+ \$0.10 per Sq. Ft.)	Sq. Ft	Total Price:		
	INDUSTRIALIZED HOUSING OR MODULAR HOME (+ \$0.10 per Sq. Ft.)	Sq. Ft	Total Price:		
	PERFORMANCE ON A RV LOT * (+ \$0.10 per Sq. Ft.) (Minimum performance requires utility hookups, and lot Surfacing)	Sq. Ft	Total Price:		
	EXTERIOR MODIFICATION OF EXISTING BUILDING $\square$ Paint $\square$ Roof	(Attach color samples)	Total Price:		
	MODIFICATION WITHIN THE SCOPE OF APPROVED PERMIT (\$10.00) (Prior to expiration or final inspection)	Permit #:	Total Price:		
	ONE-TIME EXTENSION TO UNEXPIRED PERMIT (\$15.00)	Permit #:	Total Price:		

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	ze: Placement:					
☐ AIRPORT HANGER ☐ OPEN RV COVER (\$75.00) ☐ ENCLOSED RV COVE	ER (\$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***						
ТОТА	L PERMIT FEE:					
<u>Note</u> : CONSTRUCTION PERMIT EXPIRES <u>SIX MONTHS</u> 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					
	FOIT Clark W.O.D. Wanagei					
FOR OFFICE USE ONLY:	r ort Glark M.O.D. Manager					
	TOIL GIAIN M.O.D. IMAIIAgei					
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Permit Fee Paid This Day of, Received By: _	t and that I have read, understand no Construction may begin n Permit. I accept that this ore the Tuesday Architectural in the approval process. Any work ner/Member, I am responsible for all					
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STATEMENT OF COMPLIANCE AND INTENT  I certify that the information provided in this application is true and correct and will comply with the CC&Rs applicable to my unit. I understand that a without first having secured and paid for and Approved Construction application must be submitted no later than 5 PM on the Wednesday beform Committee meeting and that an incomplete application may cause delay which requires or involves water, must be certified by M.U.D As the Ownwork performed by my authorized Contractor and for removal of all constructional Liaison when I am prepared for final inspection.  Member Signature:  The checked box is the decision of the Architectural Committee undedicatory instruments of the Fort Clark Springs Association and is Committee meeting this Day of	t and that I have read, understand no Construction may begin n Permit. I accept that this ore the Tuesday Architectural in the approval process. Any work ner/Member, I am responsible for all ruction debris. I agree to notify the					
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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 <u>highly recommended</u> 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.

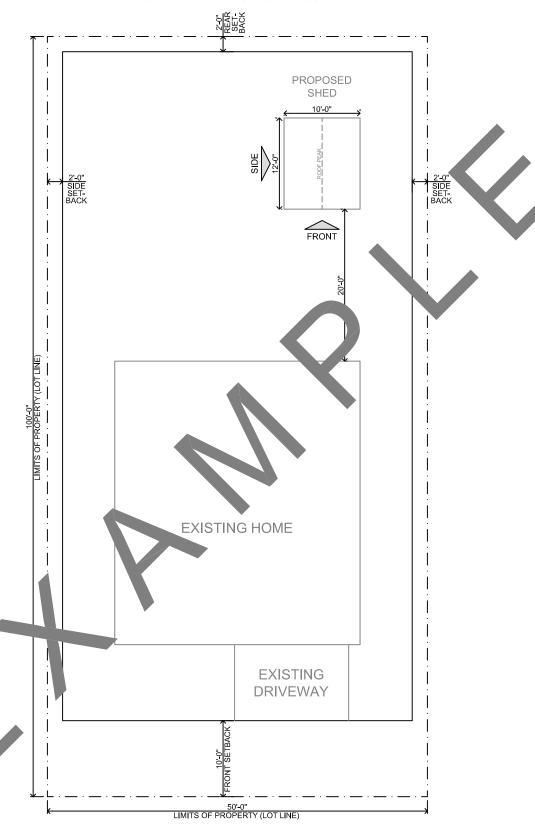
Fort Clark Springs Association, Inc.

Architectural Committee

OWNER/MEMBER NAME: \_\_\_\_\_ JANE SMITH \_\_\_\_ UNIT #: \_\_30 \_\_ BLOCK: \_\_\_ J \_\_\_ LOT(S): \_\_\_ 8 \_\_\_

# **EXAMPLE OF LOT LINES AND SETBACK LINES**

STREET AT BACK OF HOUSE

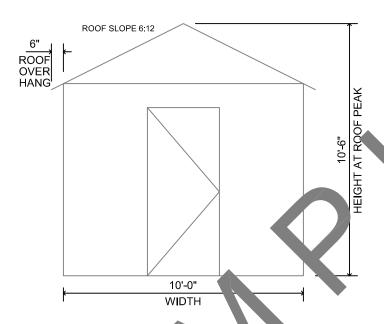


STREET AT FRONT OF HOUSE

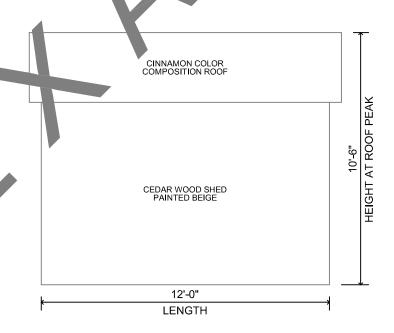
PLOT PLAN

OWNER/MEMBER NAME: \_\_\_\_\_ JANE SMITH \_\_\_\_\_ UNIT #: \_\_30 \_\_ BLOCK: \_\_\_ J \_\_\_ LOT(S): \_\_\_ 8

# **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						
<u>Deck</u>						
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