

# CLEARWOOD COMMUNITY ASSOCIATION

## ARCHITECTURAL CONTROL COMMITTEE APPLICATION

### LOT IMPROVEMENT

MEMBER NAME \_\_\_\_\_ DIV/LOT \_\_\_\_\_ DATE \_\_\_\_\_  
ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_  
CITY/ZIP \_\_\_\_\_ CLEARWOOD ADDRESS \_\_\_\_\_

#### CHECK ALL APPLICABLE ITEMS

- BRUSH CLEARING - Small trees under 3 inches in diameter are considered Brush.
- SITE CLEARING - Provide a Site Plan showing lot dimensions. Property corner stakes must be located or a survey conducted. Lot corners must be staked and flagged. String must run from corner to corner. String must be left in place until project is complete. Do not encroach on neighboring property.
- TREE REMOVAL - How many \_\_\_\_\_. Trees to be removed must be tagged.
- DRIVEWAY/RV PAD - Provide a Site Plan. Provide off street parking for at least two cars.

#### **CULVERTS ARE REQUIRED ON ALL DRIVEWAYS**

- FENCE/HEDGE - County setbacks apply to all frontages on roadways. A decorative fence no higher than 3 feet may be permitted within such setbacks. Fence colors conform to current CCA standards. Construction must be of wood. Chain link fences are not permitted.
- DECK - Unattached or added on subsequent to original construction. Provide a Site Plan. If over 30 inches above grade, a Thurston County Building permit is required. Copies of the building plans and County permit must accompany this application.
- UTILITY TRENCH - Water, Electric, Etc., locate on Site Plan.
- OTHER - \_\_\_\_\_

#### STRUCTURES

Structures **of any size** require a Clearwood permit and structures over 200 square feet at the drip edge (eaves), require a Thurston County Building Permit. Metal buildings are not allowed, although some types of metal roofing may be used with ACC approval. For any pre-fab construction, provide brochures and/or drawing to show all details. Storage sheds and the like may be of single story construction only. Paint chips must be provided at the time of permit application.

- STORAGE SHED  WOOD SHED  PICNIC SHELTER  CARPORT  GARAGE

#### SEPTIC

Thurston County Permit is required. Copies of permit and engineers design plan must accompany this application. If a "Septic Only" permit is requested, a RV Septic Only Certificate of Water Availability will be issued by the Clearwood Community Association. A RV Septic Only Certificate will NOT allow for the construction of a residence.

- SEPTIC SYSTEM

START DATE      COMPLETION DATE      CONTRACTOR NAME      PHONE

**ANY CHANGES OR ADDITIONS TO THE PROJECT MUST BE APPROVED BY THE ACC.**

**CLEARWOOD COMMUNITY ASSOCIATION  
ARCHITECTURAL CONTROL COMMITTEE**

|             |         |
|-------------|---------|
| MEMBER NAME | DIV/LOT |
|-------------|---------|

**GENERAL INFORMATION**

ANY CHANGES OR ADDITIONS MUST BE APPROVED BY THE ACC.  
PROPERTY CORNERS MUST BE LOCATED BY THE MEMBER OR A SURVEY PERFORMED.  
PROPERTY CORNERS MUST BE STAKED AND FLAGGED WITH STRING FROM CORNER TO CORNER. THE MEMBER IS RESPONSIBLE FOR THE ACCURATE LOCATION OF PROPERTY CORNERS. STRUCTURE/HOUSE CORNERS MUST BE STAKED ON THE LOT PRIOR TO ACC INSPECTION.

Lot preparation and all construction must be in accordance with Thurston County Codes and the CCA Covenants. Encroachment on neighboring lots or community property is not allowed. For example; "any cuts into the earth must be a minimum of 2 foot set back from any adjoining property line from the top of the cut".

Outdoor fireplaces or fire-pits must be built in accordance with the Covenants.

Tree and brush clearing debris may be burned on site by complying with DNR and CCA Covenants. Building materials debris must be removed from Clearwood. Directions to garbage collection stations are available at the office or from the ACC.

Member agrees to complete the requested permit in a satisfactory manner within the time given by the permit. Failure to do so may result in a violation of not complying with an ACC permit

Members are responsible for the conduct and actions of their vendors, subcontractors and guests. Failure to comply with Covenants, Rules or the terms under which this permit is granted may result in a violation and/or substantial fine.

I hereby acknowledge that I have read and understand the Clearwood Community Association Covenants and Rules and agree to comply with those applicable to this project. Further, I hereby give my permission for a representative of the Clearwood Community Association and/or the Architectural Control Committee to enter my property for the purpose of inspecting the progress of my project and determining compliance with the CCA Covenants and Rules.

Signature \_\_\_\_\_ Date \_\_\_\_\_

By approving this permit the Association makes no representations regarding the validity of boundary lines as they may relate to neighboring lots and to abutting community property. Applicant is advised that they should seek assistance of a survey and/or legal counsel to determine the accuracy of their boundaries before beginning any work that may affect bordering properties. Furthermore, approval by the ACC does not release members from an obligation to properly secure all applicable necessary governmental permits associated with the proposed improvements.

I affirm that I have accurately ascertained the boundary of my lot, and that upon approval by the ACC, I will make permitted improvements and/or erect the structure(s) accordingly. I further affirm that, in the event that it is later determined (by survey) that my designation is incorrect, any use will be treated as permissive based upon my error, which, therefore, would constitute a waiver of any claim(s) of adverse possession of abutting properties.

Signed \_\_\_\_\_, Division \_\_\_\_\_ Lot \_\_\_\_\_

|   | Office use only |                   |           |
|---|-----------------|-------------------|-----------|
| <b>PERMITS</b>  |                 | <b>IMPACT FEE</b> |           |
| Permit not requiring County Permit                          | \$15.00         | Septic            | \$480.00  |
| Permit requiring County Permit other than Residential/Cabin | \$30.00         | House             | \$5520.00 |
| Permit requiring County Permit for Residential Construction | \$100.00        | House & Septic    | \$6000.00 |
| Brush Clearing – No Chare                                   | Perc Holes      |                   |           |
|   | \$125.00        |                   |           |

THE FOLLOWING LIST **MUST BE COMPLETE PRIOR TO SUBMITTING APPLICATION TO THE ARCHITECTURAL CONTROL COMMITTEE (ACC)**

- ✓ Provide a site plan showing proposed placement of outbuilding/structure, you may use the graph provided on the back of this form.
- ✓ Provide a set of building plans for your outbuilding/structure showing the dimensions and the exterior materials to be used, including samples of paint color. A brochure of the project may also be attached.
- ✓ If the project requires a county permit, a copy must be attached to your application.
- ✓ Boundary lines **must be located and strung** in order for the ACC to verify setback requirements. (It is the responsibility of the owner to establish property corners). Water meters are not necessarily on the corners.
- ✓ All trees to be removed must be clearly marked so the ACC can make a determination. In the case of a house/septic system, you may tag the trees that will remain on your lot; provided you specify on your application.
- ✓ Outbuilding/structure corners must be staked on the lot to verify setbacks, (20' from front, 10' from back and 6' from each side). **DO NOT ENCROACH ON NEIGHBORING LAND!**
- ✓ A completed and signed ACC application and all applicable fees paid.
- ✓ Tree and brush clearing debris may be burned on site complying with CCA and Fire Dept. rules of **one fire 4x4x3 ft.** Building materials must be removed from Clearwood, (directions to garbage collection stations are available at the office or from the ACC).

The ACC is a group of volunteers and their time is valuable to the membership, although they try to complete each request in a timely manner, failure to have all the necessary information complete may result in delays in processing your application. Be advised your Rules allow for 30-days to process, from the time a complete application is received.

A member of the ACC will inspect your lot and review your paperwork, if they visit your lot and any of the requirements are not complete an additional fee will be added to your account. **A third visit to your lot will require you to submit another application.**

**ALL ASSESSMENTS MUST BE CURRENT!**

**ARCHITECTURAL CONTROL COMMITTEE**

**Application for Permit**

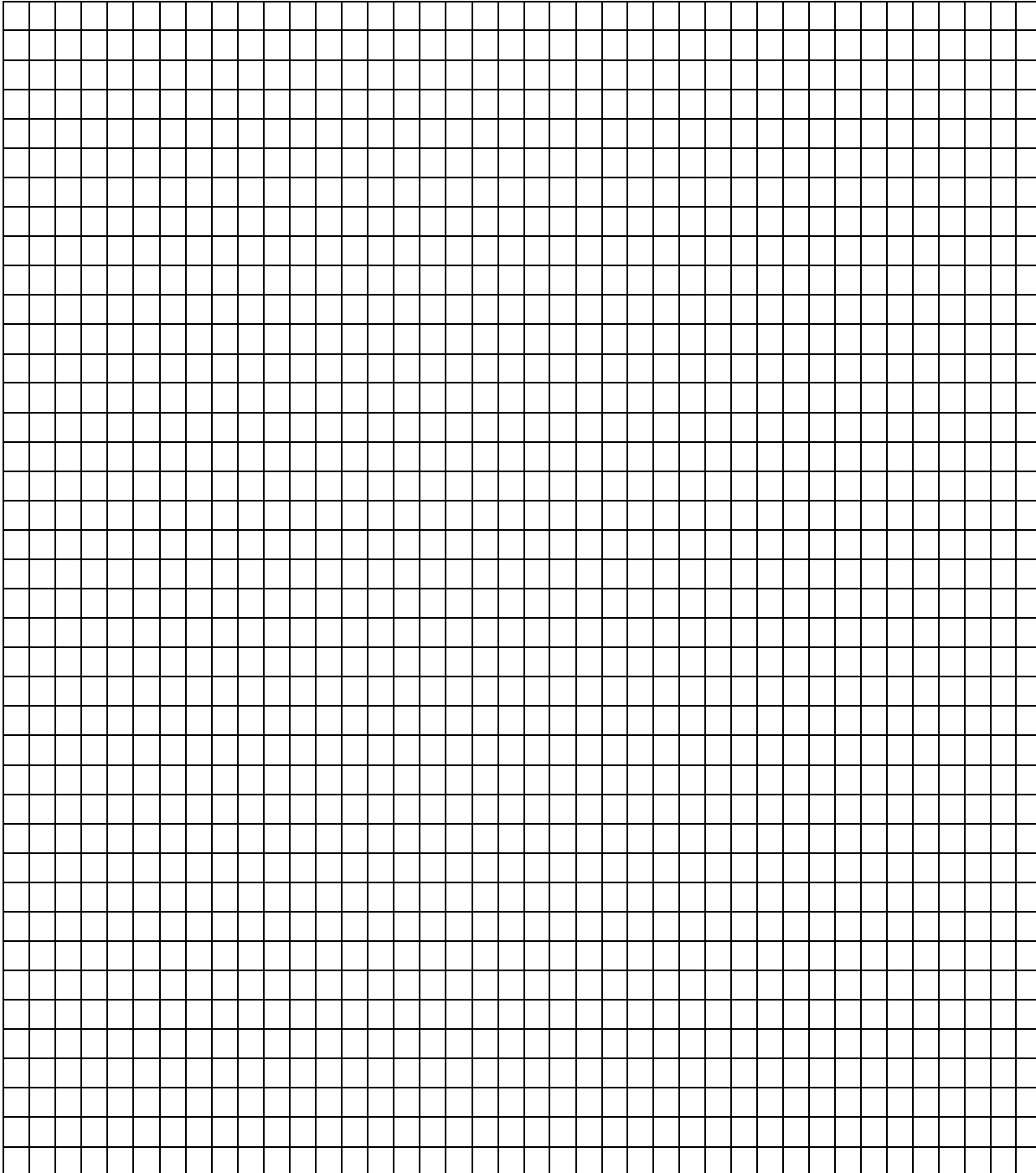
Date: \_\_\_\_\_

Name: \_\_\_\_\_ Div/Lot: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Use **this graph** to sketch site plan.

Scale –  $1/4" = 4 \text{ ft.}$



**ASSESSMENTS MUST BE CURRENT!**