

HFCA Application for New Construction Approval

Property Owner: _____

Highlands Falls address and lot #: _____

Telephone/fax/email: _____

Contractor's name/address: _____

Telephone/fax/email: _____

NC License #: _____

Proposed start date: _____ Estimated completion date: _____

Heated Sq. Ft. _____

Fines and assessments must be paid in full before the application will be approved.

Applicable rules and regulations to be read and agreed to by owner and contractor in the ARC Guidelines are Sections A., B., C., D., F. and App. 1.

It is strongly urged that the owner and architect/landscape designer meet with representatives of the ARC early in the design process to avoid problems that might arise should the design not meet Highlands Falls criteria.

No work shall begin before the application is approved. *NOTE:ARC approval does not warrant that the project described in this application meets or exceeds applicable minimum Macon/Jackson County building/structural requirements.

A construction application is not complete until preliminary plans have been submitted and a meeting between the owner, his/her contractor, ARC representatives, and the HFCA Manager with these plans as the subject has been concluded. Final ARC approval will require the submission of plans which have received pertinent building authority approval. To avoid expensive changes due to failure to meet HFCA criteria, there should be no significant difference between the preliminary plans which have been reviewed with ARC and those which are submitted for building authority approval.

New construction must commence within 90 days of approval.

The exterior structure, site work, and landscaping to control erosion must be completed within 12 months. . Extensions may be requested as described in C. Guidelines for All Construction (Remodeling and New), item #17.

There will be a charge against the contractor's compliance deposit of \$500 for each full month that work continues beyond the 12-month time limit.

Final completion, issuance of a certificate of occupancy by the County, and issuance of a certificate of completion by HFCA must occur no later than eighteen (18) months from the start of construction.

NEW CONSTRUCTION REQUIRES THE FOLLOWING:

- 1) Preliminary plans meeting which includes owner, contractor, ARC representative, and

HFCA Manager

- 2) Completed application
- 3) Copy of NC Contractor's License (Intermediate level or above)
- 4) Copy of Contractor's Certificate of Insurance naming Highlands Falls Community Association as additional insured.
- 5) 2 copies of stamped drawings plans approved by the County Building Official.
- 6) Copies of county land disturbance application and permit and/or plan.

7) Fees:		<u>Paid</u>	<u>Date</u>
a) Plan Submission	\$1,500	_____	_____
b) Wastewater Impact	\$2,000	_____	_____
c) Water Impact	\$2,000	_____	_____
d) Road Impact* \$3 per sq. ft		_____	_____

Time Extension Request (# of months) _____

ARC approval/denial by ARC Representative: _____

Date approval given: _____

- 8) Deposits To Be Held
 - a) Contractor Compliance Deposit \$2 per heated square foot _____
(\$4,000 minimum)
 - b) Landscape Deposit \$1,500 _____

*The road impact fee of \$3 per sq. foot is applicable to the first 100 loads of concrete, fill dirt or retaining materials. Additionally, for construction that requires above-average concrete foundation work, extra fill dirt, gravel or retaining materials, a fee of \$100 for every load over 100 will be charged against the contractor's compliance deposit, not to exceed \$15,000. All new construction fees must be paid at the time of application submission, including the truck fees as estimated at the time of plan submission. The compliance deposit will be refunded upon completion of the items listed on the "Compliance Deposit Refund Checklist and ARC New Home Construction Checklist." If the compliance deposit is exhausted, the homeowner is responsible for any fees or fines thereafter.

If the application is rejected or canceled by the owner, in the sole discretion of the ARC a sum equal to the fees paid less expenses incurred by HFCA may be refunded.

TOPOGRAPHICAL SITE PLAN CHECKLIST

Topographical site plan is drawn to scale and showing items on the following list.

- 1) Exterior elevations –all (4) sides _____
- 2) set-backs _____
- 3) surface run-off direction with arrows _____
- 4) grading and drainage _____
- 5) drainage piping as needed _____
- 6) erosion control measures _____
- 7) streams _____
- 8) all tree and vegetation removal _____
- 9) Foundation Plans _____
- 10) electrical, telephone, and cable service lines as applicable _____
- 11) water system as applicable:
 - a) water connection at HFCA water service box-below frost line curb stop to house. _____

- b) water line (+) Pressure reducing valve _____
- 12) sewer system as applicable:
 - a) gravity sewer line _____
 - b) sewer tank, pump, line, gate and check valves _____
 - c) septic tank and field _____
- 13) house footprint (+) house footprints (+) full elevations on adjacent lots must be shown on Topography map.
- 14) Floor Plans on all levels _____
- 15) port-a-john location _____
- 16) sidewalks and driveway areas and their drainage _____
- 17) culvert and headwall if applicable _____
- 18) appurtenant structures as applicable: _____
 - lampposts, columns, walls, signs, mailbox, fences, retaining walls, parking area, rock columns, in-ground or screened gas tank, generator with screening, HVAC compressor or heat pump located and screened.
- 19) house location on adjacent lots _____
- 20) webbed fencing _____
- 21) Engineer/Architect Seal, signed dated on each page _____

SPECIFICATIONS CHECKLIST

Specifications include items on the following list.

- 1) all exterior materials and exterior colors and provide samples if not on the pre-approved list _____
- 2) Slope type and color of roofing materials and provide samples if not on pre-approved list _____
- 3) all specifications for the sewer system as applicable:
 - a) pressure sewer system shall require:
 - 1) check the valve _____
 - 2) line of 2" pvc schedule 40 _____
 - 3) minimum 2 horsepower lift station pump _____
 - 4) minimum 500-gallon lift station tank _____
- 4) design and materials as applicable for:
 - fences _____
 - walls _____
 - lampposts _____
- 5) screening for gas tank, generator, HVAC compressor/heat pump as applicable _____

By signing below I have agreed to the conditions contained in and agreed to abide by the rules and regulations of the Architectural Review Committee Guidelines.

 NC Contractor's Name & Signature _____
Date

 Owner's Name & Signature _____
Date

 Architectural Review Committee Representative's Name & Signature & Date