

Requirements

New Housing, Additions, or Modifications

Please read, sign, and attach to the Construction Permit Application

No materials may be brought into the Cape, nor construction started until the permit application has been approved. I agree that if any construction is begun without a valid permit having been issued and conspicuously displayed on the property, non-compliance fees will be assessed and the matter may be turned over to the CCPOA attorney for legal remedy and that I will be liable for attorney fees, court costs, and other applicable fees. I hereby grant reasonable access to my property by members of the ACC and CCPOA Board of Directors to determine compliance and progress until such time as the project is completed.

The construction of a house, either site-built or modular in the Cape, or any modifications or additions, requires a permit. This includes the addition of rooms, decks, stairways, garages, and enclosing the space below houses built on stilts or pilings. The purpose is to ensure that all restrictions and requirements of the subdivision have been met and that all required governmental permits and approvals have been acquired.

Permit fee structure at the time of new construction includes new home, septic system, garage, carport, culvert, deck, and driveway. The exterior of any new home must be completed within 180 days of permit date to receive this permit fee structure.

To apply for approval, please submit the following:

1. One copy of a stamped survey plat with dimensions showing the following:
 - a. the lot number(s) and the 911 street address
 - b. the property lines and easements
 - c. the location of the house and any other proposed construction
 - d. the location of the water line to the house
 - e. the location of the septic system and drain field or spray heads
 - f. the location of any existing improvements

2. One full copy of the construction plans and specifications. These are available from your contractor and must include:
 - a. the actual plans to be used in construction
 - b. front and side elevations (views) of the house and any proposed construction, with dimensions, including height above grade level
 - c. details and dimensions of foundations, footings, or pilings
 - d. specifications of any exterior materials
 - e. specifications of roofing materials
3. One copy of the fully completed Construction Permit Application package.
4. One copy each of any required permit from any government agency, County, State, or Federal. This includes, but may not be limited to:
 - a. Approved OSSF issued by Jackson County
 - b. Floodplain Development Determination Letter, issued by Jackson County
 - c. Development Permit, issued by Jackson County
5. Written plans for the provision of sanitary facilities for workers during construction (porta-potty), and for appropriate containers for building debris and trash.

Restrictions for Construction:

1. No more than one (1) single family residence may be built on any one lot. No duplexes, rooming houses or similar building shall be permitted.
2. If construction is not begun within three (3) months of obtaining approval from the Architectural Control Committee, the approval shall be null and void unless an approval is granted in writing, not to exceed two extensions. A culvert must be installed prior to any other construction.
3. No building exceeding two stories (32') in height shall be erected on any lot.
4. No house may be constructed or covered with tarpaper, metal, or any other material other than that customarily used for the erection of a house.
5. All houses shall have a minimum of 600 square feet of heated/cooled living area, not counting stoops, porches, and so forth.
6. All construction must be of new material, except stone, brick, or other materials used for an antique decorative effect, if the ACC approves such use.
7. All building shall be completed on the exterior within six months (180 days) after permit approval. 'Completed' is defined that all outside walls porches, steps, painting and driveways will be completed, an approved septic system is installed and operational, the surrounding ground is leveled and cleaned up, and the building has received two coats of paint.
8. No house shall be occupied while in the process of construction or until completed on the outside.

9. If the house has a wood or siding exterior, it must have at least two (2) coats of high quality paint or stain applied to it, except where rough cedar siding is used.
10. No building shall be locate nearer than five (5') feet from any exterior side lot line, nor nearer to the rear lot line than ten (10') feet, nor nearer than twenty (20') feet to the front lot line. Interior easements between adjacent lots are disregarded when two or more lots are the property of one owner.
11. The Architectural Control Committee/Board of Directors reserves the right to approve or disapprove the following per Paragraph 6.02 of the Deed Restrictions:
 - a. the type and size of the proposed structure
 - b. the quality of materials and workmanship
 - c. the harmony of the exterior design in relation to existing structures and the location with regard to the topography of the property
12. Modular and manufactured buildings submitted as homes must be originally designed and built as homes. The conversion or adaptation of buildings designed as utility buildings into residences is not allowed.

The CCPOA and ACC are responsible only for ascertaining that our building restrictions are met. CCPOA and ACC make no warranty, implied or otherwise, regarding structural/design strengths. I hereby grant reasonable access to my property by members of the Architectural Control Committee and the CCPOA Board of Directors for progress assessment until the project is completed.

Signature of Property Owner

Lot #(s)

9-1-1 Street Address

Date

Date Received by CCPOA

CCPOA Office Staff Member