

CONSTRUCTION REQUEST

1. Complete, sign and submit Construction Request to the Association Office, and attach additional paperwork at time of submission, as applicable.
2. Wait for Construction Permit prior to commencement of work. Applicants will be notified of committee's decision within ten (10) days from receipt of all required paperwork. If committee forwards the request to the Board for review, the applicant will be notified of Board's decision within ten (10) days following next Regular Board Meeting.
3. Keep a copy of the Construction Permit on the job site at all times.
4. Owner's signature indicates acceptance of full responsibility for all work performed by contractors or sub-contractors, including preliminary work done by equipment operators, and indicates agreement to abide by all Association policies and procedures and to stop work at any time if so requested by the Association in writing.

Unit _____ Block _____ Lot _____ Owner's Name _____

Address _____ Phone _____

Owner's Signature _____ Date _____

DRIVEWAY/CULVERT (attach plot map) *please use the preferred culvert form for culverts*
Work to be performed by: Owner Contractor _____ Phone _____

WELL (attach copy of county permit)
Work to be performed by: Owner Contractor _____ Phone _____

SEPTIC SYSTEM (attach copy of county permit)
Work to be performed by: Owner Contractor _____ Phone _____

STRUCTURE: Type of Structure _____ Size of Structure _____
 Less than 120 square feet (attach plot map)
 120 square feet or more (attach plot map and copy of county permit)
Work to be performed by: Owner Contractor _____ Phone _____

TREE REMOVAL/BRUSHING:
 Removal of brush or trees less than 6" in diameter (no additional paperwork required)
 Removal of tree(s) greater than 6" in diameter (attach plot map and tree removal request form)
 Removal of 3+ acres (attach plot map, tree removal request form, and CDF approval)
 Selling timber (attach plot map, tree removal request form, CDF approval, forester's report, road use permit & deposit)
Work to be performed by: Owner Contractor _____ Phone _____

OTHER: (attach plot map) Specify Other _____
Work to be performed by: Owner Contractor _____ Phone _____

IMPROVEMENTS POLICY

PROCEDURE FOR ALL CONSTRUCTION OR IMPROVEMENTS TO PROPERTY

- 1. Complete, sign and submit a Construction Request to the Association Office prior to commencement of any work.**
- 2. Make sure to attach any additional paperwork to the Construction Request at the time of submission, and have all contractors sign the form, if applicable. Additional paperwork required depends on the construction or improvement taking place and must include a copy of any county permits, if applicable.**
- 3. Wait for receipt of Construction Permit prior to commencement of any work. Applicants will be notified of the committee's decision within ten (10) day from receipt of all required paperwork in the Association Office. Most requests will be approved within ten (10) days, unless the committee feels the need to submit the request to the Board of Directors for approval, which may take up to an additional thirty (30) days.**
- 4. Keep a copy of the Construction Permit on the job site at all times.**

CONSTRUCTION AND PAPERWORK REQUIREMENTS:

1. Driveways/Culverts:

- A. Additional paperwork required: plot map indicating location.**
- B. Brush must be cleared up to 125 feet in either direction of driveway within easement to provide clearance to see oncoming traffic.**
- C. Standard culvert size is 18 inches by 30 feet, but can vary according to location and conditions. Exact size will be determined by Road Committee, and noted on Encroachment Permit, a copy of which will be provided to member.**
- D. All specifications as noted in "Installation of Driveways: must be observed.**

2. Wells/Septic systems:

- A. Additional paperwork required: copy of county permit.**
- B. County will not issue permit for septic system without prior installation of a well.**

3. Structures (less than 120 square feet):

- A. Additional paperwork required: plot map indicating location.**
- B. All structures must have composition or metal roofs.**
- C. Storage sheds MAY NOT be used for human occupancy.**
- D. Out-houses are NOT permitted by County Health Code. Outdoor toilets that contain flushing facilities/septic tanks are permissible.**

4. Structures (larger than 120 square feet):

- A. Additional paperwork required: plot map and copy of county permit.**

- B. All county regulations must be followed. Only single-family dwellings allowed.**
- C. All dwellings for human occupancy must be a minimum of 6000 square feet of interior floor space.**
- D. All structures must have composition or metal roofs.**
- E. Any significant change in the grade of your lot must be indicated on the plot map.**
- F. No structure may be placed closer than twenty-five feet (25') to the right-of-way of any street or drive, not nearer than twenty feet (20') to any side or rear property line.**

5. Fences:

- A. Additional paperwork required: plot map indicating location.**
- B. NO fence, wall or hedge shall be planted, erected, located or maintained in such a location or at such height that may obstruct the view from any other lot or lots, or as limited by state or county law.**
- C. Barb wire fencing, or any similar type of fence, is prohibited on ow around any lot.**

6. Patios, decks, etc.:

- A. Additional paperwork required: plot map indicating location.**
- B. Size and composition must be indicated on plot map.**

7. Tree Removal/Brushing:

- A. No additional paperwork required for removal of brush or trees that are less than six inches (6") in diameter.**
- B. Additional paperwork required for removal of trees lager than six inches (6") in diameter.**
 - 1) For removal of less than 3 acres and where the timber will not be sold for profit: plot map indicating location and tree removal request.**
 - 2) For removal of 3 acres or more and where the timber will not be sold for profit: plot map indicating location, tree removal request, and copy of CDF approval.**
 - 3) For removal of trees that will be sold for profit: plot map indicating location, tree removal request, copy of Cal Fire approval, copy of licensed forester's report, and commercial road use permit**
- C. All Tree Removal Policies and Procedures must be observed.**
- D. Dead or dying trees that present an immediate safety hazard to person or property may be removed by owner, and may be used as firewood, but cannot be sold or given away. Within thirty (30) days of removal, appropriate paperwork must be completed and submitted to the Association Office.**