

Architectural Control Committee
Oak Hollow Property Owners Association

Application to Begin Construction of a New Homes, Pool, and Large Garage / Outbuilding

The small project form should be used for all other projects.

Before submitting plans please consult your copy of the Declaration of Covenants, Conditions and Restrictions for the Oak Hollow Subdivision. It is the responsibility of the lot owner to provide the contractor with a copy. If the lot is builder owned, it is the responsibility of the builder to provide any prospective purchaser with a copy of the Declaration of Covenants, Conditions and Restrictions for the Oak Hollow Subdivision.

ARTICLE I – ARCHITECTURAL CONTROL

1.05 **Prior Approval.** No dwelling, building, garage, storage building, fence, wall, sign, exterior lighting, pole, antenna, driveway, sidewalk, other walkway, mailbox, athletic equipment, recreational equipment, playground equipment, basketball goals, swimming pool, spa, hot tub, other structure, equipment or apparatus of any nature whatsoever, either permanent or temporary, or landscaping shall be commenced, erected, constructed, placed or maintained upon any Lot, nor shall any exterior addition thereto, change therein or alteration, excavation, subdivision, or resubdivision thereof, including without limitation changes in or alteration of grade, landscaping, roadways, and walkways, be made, until the plans and specifications showing the nature, kind, shape, height, materials, color, location, and other material attributes of the same shall have been submitted in writing to and approved in writing by the Architectural Control Committee, in its sole and exclusive discretion, as to (i) compliance with the Covenants herein contained, and (ii) harmony of external design and location in relation to surrounding structures and topography which are now or hereafter existing or proposed, including, but not limited to, architectural designs, setbacks, landscaping, color schemes and construction materials... In the absence of gross negligence or willful misconduct attributable to the Architectural Control Committee, the Architectural Control Committee and the individual members of the Architectural Control Committee shall not be liable for the improper enforcement or failure to exercise any of the powers reserved and delegated unto said Architectural Control Committee pursuant to this Declaration. The fact that some type of structure or improvement may be mentioned in this Declaration is not in any manner to be construed as a statement that such type of structure or improvement will be allowed on any Lot in the Subdivision, as the final approval or disapproval for any type of structure or improvement on any Lot shall be expressly vested solely in the Architectural Control Committee to be exercised at its sole discretion.

DETAILED PLANS MUST BE SUBMITTED WITH THE APPLICATION ALONG WITH A PLAT SHOWING THE LOCATION OF PLANNED CONSTRUCTION. APPLICATIONS MUST BE SIGNED BY PROPERTY OWNER AS WELL AS GENERAL CONTRACTOR.

- **EACH PAGE MUST BE INITIALED.**

Property Owners: _____

Current Address: _____

Oak Hollow Property Address: _____

Current Phone Numbers: _____ Phone Number: _____

Property Description: Tract: _____ Phase: _____

Email Address: _____

General Contractor: _____

Address: _____

Email Address: _____

Business Phone: _____ Cell Phone: _____

Member of Tyler or National Association of Builders Since: _____

If not a member, supply three references with addresses and phone numbers:

1. _____

2. _____

3. _____

Owner

General Contractor

SPECIFICATION FOR NEW HOME, POOL, AND LARGE GARAGE / OUTBUILDING CONSTRUCTION

Type of Construction (Home, Pool, Large Garage / Outbuilding) _____

Home: (Refer to Exhibit B – Design Guidelines and Community Rules and Regulations)

Square footage Heated (under roof) _____ Total square footage: _____

Check one: Slab Foundation Pier and Beam

Are footages from property lines to construction site shown on Plat? Check one: Yes No

Are footages in compliance with the setback restrictions of the Phase where the property is located? Check one: Yes No

If no, a request for variance is required and must be attached to this application for approval by the Architectural Control Committee.

Exterior:

Is Home 80% Masonry? Check one: Yes No

Type of Brick: _____ Other Masonry Type: _____ Color: _____

Will the brick be painted? Yes No If painted, what color will the brick be painted? _____

What material(s) are the other 20% of Exterior? _____ Color: _____

Exterior trim material (Hardi Board or equivalent required) _____ Color: _____

Windows: Check type(s): Metal ____ Wood ____ Vinyl ____ Other: _____

Garage / Outbuilding:

Check one: Attached to house Free Standing

If Free Standing is it 80% Masonry? Check one: Yes No

Do materials match the Home? Check one: Yes No

Direction Building opening faces - Check one: Side street: Rear: Front: Interior Property Line:

Roof:

Material type: _____ Color: _____

Driveway:

Material: _____ Length from Street: _____ Footage from Property Lines: _____

Sidewalks:

Material: _____ Sidewalk shown on drawing: Yes No

Fences: (Note that there are different requirements for different sections – See Exhibit B)

Decorative fence: Material: _____ Height: _____ Color: _____

Remaining fence: Material: _____ Height: _____ Color: _____

Location of fence shown on plat? Check one: Yes No

Pool: (No above ground pools permitted)

Drawing and complete plans of in-ground pool required.

Location of pool shown on plat? Check one: Yes No

Drawing of fence around pool - Material: _____ Height: _____ Color: _____

I UNDERSTAND THAT:

The Architectural Control Committee (ACC) will approve or disapprove the application within 30 DAYS OF RECEIPT OF A COMPLETE APPLICATION AND ALL REQUIRED DOCUMENTATION. Incomplete applications will not be considered. If the completed application is disapproved, the reason for disapproval shall be given to the applicant so corrective measures can be taken and a new application can be submitted.

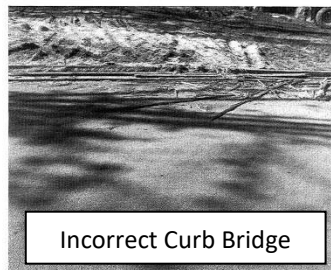
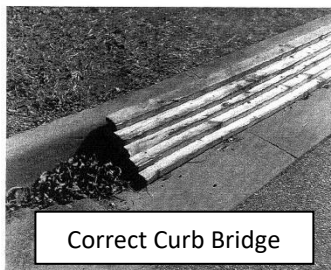
The ACC can only approve improvements that are in compliance with the applicable codes and the existing covenants and restrictions. An approval granted on improvements not meeting the requirements of the applicable codes and the existing covenants and restrictions will not act as a general waiver of the codes or the covenants and restrictions.

The Applicant/Property owner (henceforth "owner") must provide the following prior to any consideration by the ACC.

1. The application must be completed, signed, initialed and dated by the owner and general contractor.
2. One set of house construction plans (including handrails on decks and stairways). Plans must be professionally drawn to scale 1 ¼ ft. /scale. These plans will not be returned to the owner but will be kept permanently on file with the ACC.
 - a. Floor plans must identify rooms, decks, porches, garages, carports and plumbing fixtures. Square footage of living area, garage, porches, patios and decks must be shown.
 - b. Elevations must show front, rear, left and right sides with exterior material and roofplan view indicating pitch identified.
 - c. All revisions to the approved plans must be resubmitted to the ACC for review and approval. The approved drawings will be updated or marked up, initialed and dated.
3. Plot plan prepared by licensed surveyor, architect or building designer at scale of 1" = 20' or 1" = 30' and containing the following:
 - a. Site plan showing the location & types of trees to be removed. **This should be submitted prior to any dirt work beginning.**
 - b. House location on lot and grade elevation variations.
 - c. Patios, decks, sidewalks and driveways.
 - d. Building set-backs and easements lines.
 - e. Driveway culvert location(s)
 - f. Corner pins.
 - g. Water line and central sewer tank locations for house connections.
 - h. Liquid petroleum gas tank and connecting line locations to house.
 - i. Original and final grades in minimum of 5' increments of elevation change * lots small than 1/2 acre may be provided using smaller scale.

The Owner/General Contactor must agree to the following prior to any consideration by the ACC.

1. **A silt fence is required prior to starting construction and dirt work.**
2. Curbs should be spanned properly during all phases of improvement, including dirt work. Method of the proper spanning of the curb is to be determined by the Owner/General Contractor. Photos of correct and incorrect methods are shown below.



3. During periods of heavy rainfall or other conditions causing mud to be created on the building site, Owner/General Contractor will cover the affected areas with hay or other suitable material to suppress the amount of mud and dirt carried onto the street and **will be required to clean the street.**
4. Owner/Contractor is fully responsible for the conduct of all sub-contractors including and not limited to trash, littering, burning, loud music and unacceptable personal behavior.
5. Appropriate methods of trash disposal will be provided at all times, including dumpsters during construction.
6. Contractor is fully responsible for following local, city, and state laws and ordinances.
7. **Failure to compile with these rules will result in written notification and a 5 business day grace period to correct issue. If the issue is not resolved within the grace period a charge of \$100.00/day will be deducted from the builder deposit until the deposit is exhausted. Once exhausted construction will be halted until the builder/contractor corrects the issue and a new deposit is provided to the HOA.**

Oak Hollow Property Owners Association, Inc. and its Board of Directors, Officers and Architectural Control Committee members hereby expressly disclaim any representation, liability, obligation, or duty in connection with the proposed construction described herein, including without limitation any warranty, either expressed or implied, of habitability, suitability, fitness for purpose, safety, compliance with applicable laws and restrictive covenants, or the effect of the proposed construction upon any surrounding property. By the execution and delivery of this application, the owner and/or applicant expressly covenants and agrees to indemnify and hold Oak Hollow Property Owners Association, Inc., and its officers, directors, committee members, employees, agents, successors and assigns harmless from any cost, loss, claim liability, damage, expense, or other obligation arising from, related to, or any way connected with the construction proposed herein or the effects thereof, including without limitation any claim by any person or entity that such construction (i) fails to meet the requirements of any applicable law or restrictive covenants, (ii) is unsafe or unsound, or creates a nuisance or other dangerous condition, or (iii) inversely of improperly affect the drainage of the water on, across, or under the property in question or any surrounding property. I understand the construction applied for in this permit must be completed within a period of (12) months from the date of approval.

- I understand the certification of square footage may be required.

I certify that I personally have read Exhibit B for the Oak Hollow subdivision. To the best of my knowledge, these plans conform to the deed restrictions. In the event that I have failed to comply with said restrictions, I will take necessary measures to correct any nonconforming issues within thirty (30) days.

Date Submitted

Owner

Date Submitted

General Contractor

AFTER THIS APPLICATION HAS BEEN APPROVED OR REJECTED BY THE ARCHITECTURAL COMMITTEE YOU WILL RECEIVE A COPY OF THIS FORM SIGNED BY THE ACC.

GENERAL CONTRACTORS MUST SIGN THIS "NOTICE TO ALL GENERAL CONTRACTORS" AS PART OF THE COMPLETED APPLICATION.

A **\$2,500.00 builder deposit** is required at the time of application. **(For Builders building more than 1 home at a time, a \$2,500.00 builder deposit is required for every 2 homes submitted during the same building period.)**

Once the project has been completed, the owner can request the deposit be refunded pending no open issues or damages. Any curb damage will need to be repaired prior to the builder deposit being released. A member of the ACC will do a site inspection to verify the builder deposit may be refunded.

ARCHITECTURAL CONTROL COMMITTEE APPROVAL

APPROVAL DATE: _____

Comments or Contingencies from ACC: _____

Checklist for Architectural Control Committee				
	Owner/Builder	ACC Member	ACC Member	ACC Member
<i>Check Completed items under name</i>				
Complete Application				
Certification Signed				
Site Plan				
1 st Floor Plan				
2 nd Floor Plan				
Front Elevation				
Rear Elevation				
Left Elevation				
Right Elevation				
Sq Ft of living Area Shown				
% of Exterior Material Shown				
Exterior Material Shown				
Exterior Colors Listed				
Rooms Labeled				
Roofing Material Shown				
Location of Trees to be Removed				
House Location Lot to Scale				
Setback Lines Shown				
Easements Show				
Patio Location				
Deck Location				
Sidewalk Location				
Sidewalk Materials				
Driveway Location				
Driveway Materials				
Water Line from Meter to House				
Electric from Source to House				
OSSF Septic System Show				
LP Gas Location to House				
Original and Final Grades Shown				
Fence Location and Type Shown				
Antenna Location				
Antenna Material				
Garage/Outbuilding to Scale on Site Plan				
Complete Plan for Garage / Outbuilding				
Landscape Plan				
Flower Beds Shown				
Pool size and Location Shown				

- **If item is not applicable N/A is acceptable.**
- **This form must be completed in full, including the checklist, in order to be reviewed.**