

COUNTRY PLACE COMMUNITY ASSOCIATION
BUILDING AND PLANNING COMMITTEE
CONSTRUCTION REQUIREMENTS AND PROCEDURES

Welcome to Country Place!

This construction packet contains the following information:

- A. Country Place restrictions that must be followed.
- B. A building permit application.
- C. Guidelines for site location/construction plan approval.
- D. Burning permit.
- E. Check list for final plan approval.

Upon completion of your site plans, go to your lot and with stakes and string, outline your house, garage (if detached), and any out buildings.

After the perimeter of your house is outlined (staked out), call the Building and Planning Committee chairman for an inspection of the building site.

When your plans are complete that is, builder chosen, brick, trim and roof selections made-call the representative of the Building and Planning Committee that is assigned to your project, and he will set up an appointment for you and your builder to meet with the committee for plan and construction approval.

If your plans are complete, and if the following is done, you should get final approval at this meeting.

- A. Bring your builder with you to the meeting.
- B. Bring a set of completed plans to leave with the committee.
- C. Bring brick, roof, and trim samples.
- D. Have your check list for plan approval filled out and bring with

**GUIDELINES FOR SITE LOCATION AND CONSTRUCTION PLAN APPROVAL
BUILDING AND PLANNING COMMITTEE CONSTRUCTION PERMITS**

All construction must be of high quality materials, and professional quality workmanship, and must be compatible with and appropriate for the surroundings. Any residence constructed must have a heated and cooled living area of not less than 1,900 (Phase I) or 2,000 (Phase II) square feet exclusive of open or screened porches, patios, carports, garages, etc. Any multiple story residence must have not less than 1,400 square feet of heated and cooled living area on the ground floor. A garage for a minimum of two cars must be constructed on each lot at the same time that the residence is constructed. Before planning any construction, careful consideration must be given to the suitability of the proposed structure and the materials of which it is to be built, to the lot upon which it is to be erected and to the harmony thereof with the wooded rural surrounding.

Each home must be custom designed to fit the topography and trees on the lot on which it is to be built. Drastic changes in the surface and character of the land and trees to fit a particular house plan may not be made. No clearing or dirt work may begin prior to final approval of site location and preliminary house plans.

Homes that are aesthetically designed to blend with the country environment are recommended, with preferred styles being those utilizing exterior materials consisting of tasteful blends of masonry and natural wood siding finished with semi-transparent stains of earth tone or natural colors of clear or tinted sealers. Pastels and bright colors are inappropriate and are not approved. Acceptable exterior building materials are brick, brick-veneer, stone, wood or combinations of the preceding. Houses built principally of logs are not approved. The use of particle board, composition board, pressed board, plywood and vinyl siding is limited to trim usage. Composition asphalt shingles of a superior quality (260 lbs., 25+ year warranty) type and of earth tones or rustic color are preferred. Other type roofs may be considered when called for in special architectural designs and styles.

Originality of design, porches and decks, custom glass, thermal pane windows, extra insulation, efficient fireplaces, maximum setbacks from streets and lot lines, thorough planning and exceptional quality are among the recommendations of the Committee. Driveways are to be constructed of exposed aggregate or brushed concrete or asphalt - construction to be completed before move in. A culvert of an adequate diameter to meet county requirements (minimum length of 20 feet) is required. All barns, workshops, outbuildings, kennels, etc., must be either to the rear of the residence or to the rear of the projected back line of the residence.

1. Proposed home, garage, driveway, and outbuilding site locations must be staked out at least one week prior to the Committee meeting at which site location approval is requested. Minimum setbacks (85 feet from any road right-of-way, 20 feet of any side or rear lot line) will be approved only when those distances represent the bet location on the lot. Ordinarily, larger setbacks than the minimum are suggested. House plans drawn to professional quality and designed for the lot, site, and country setting, and showing the following, must be furnished to the Committee.
 - a. Exterior elevations showing all sides of the house, garage, and outbuildings. Elevations to show are: spark arrestor on each chimney, roofing material (show color, brand name, style weight, etc.), dimensions of roof overhangs, brick name and color (or type stone), exterior trim color, stain color and type, wood areas by type and finish, breezeways, decks, rails, porches, exterior lighting, planters attached to house, retaining walls, walkways and additions to landscaping (such as statues, outside decorations, etc.). Show color on all galvanized metal or aluminum trim to be used on the home exteriors, including windows and flashing. Sketch and describe the manner on which all cuts, fills, and excavations will be handles and restored. Side or rear entrance garages are recommended.
 - b. Floor plan showing dimensions and square footage of heated and cooled living area, garage, porches, decks, patios.
 - c. Name, address, and phone number of landowner, general contractor, electrical contractor, plumbing contractor, and sewer contractor.
 - d. Sketch of lot and site plan, showing house and garage, outbuildings, barn or kennel, walkways, driveway, retaining walls cuts and fills, septic tank, drain field, garden location, patio, pool, tennis court, and fences.
 - e. Chain link fences may not be used without Committee approval as to location visibility. Wood or cedar rail is preferred.
2. All parts of trees that are uprooted that are not cut and stacked into firewood must be disposed of as soon as possible but not to exceed thirty (30) days of the time they are uprooted. Furnish name of the person responsible for removal.

3. At the time construction starts and continuing until all construction is complete, the owner must contract for weekly removal from the lot all building debris, scrap, litter, etc. All loose materials must be cleaned daily. Use of a trash dumpster is required if the above is not complied with. Furnish the persons name responsible for clean up.
4. Concrete trucks must not dump or wash out excess concrete on road right-of-ways, in road ditches, or in any location in the subdivision other than a site designated on the construction site itself, out of sight.
5. Contractors and workmen should not be allowed to litter within the subdivision nor speed on subdivision roads. The noise level of radios shall not be obtrusive.
6. Temporary toilet facilities (portable potties) for workmen must be provided from the beginning of construction and continuing until all construction is complete.
7. A custom mailbox and stand to match or complement the dwelling is required. Furnish a sketch or description of the mailbox to be constructed. A rustic or earth tone color is required. No unpainted or galvanized mailbox or stand may be used. Professional quality lettering is required.

Any and all deviations from these guidelines must be approved by the Building and Planning Committee and signed off by both the Committee Chairman and the landowner. Specific deviations will be put into writing by the Committee

I have read and understand the aforementioned guidelines and agree to abide by same.

Landowner/Homeowner

Contractor

Existing Address

Mailing Address

New Address

Phone Number

Building and Planning Chairperson

Date

COUNTRY PLACE COMMUNITY ASSOCIATION
P.O. Box 8856
Tyler, Texas 75711

BUILDING PERMIT APPLICATION

NAME: _____ LOT NO. _____

STREET ADDRESS _____

DATE: _____ BUILDER: _____

SITE PLAN APPROVED: _____
(Chairman of the Building Committee)

COLORS OF TRIM, EXTERIOR AND ROOF APPROVED:

(Chairman of the Building Committee)

I have read all the Restrictions and Regulations regarding construction in Country Place Addition, and hereby agree to abide by the same:

(Owner)

(Builder)

The Building Committee Hereby Grants To: _____,
a permit to begin construction of a residence, outbuilding, etc. according to plans and specifications submitted
to us for review and approval. Landscaping shall be basically completed six months after move-in.

The following variances if any, are approved: _____

_____.

SIGNED: _____
(Chairman of Building Committee)

(Owner)

DATE ISSUED: _____

Sign in duplicate. (Original filed with the Plans and Specifications in Building Committee files. Second copy retained by the Owner.)

CHECKLIST FOR FINAL PLAN APPROVAL - CONSTRUCTION PERMIT

Landowner: _____ Lot # _____ Date: _____

Street Address _____

1. Site location approved by the Committee? _____
2. Have the house plans meeting and design requirements been submitted? _____

Do the plans show:

- a. Spark arrestors? _____
 - b. Roofing materials? _____
 - c. Brick or stone name and color? _____
 - d. Exterior trim color, stain color and type?

 - e. Wood areas by type and finish?

 - f. Breezeways, decks, rails, porches?

 - g. Exterior lighting?

 - h. Planters, retaining walls and landscaping? _____
 - i. Finish color of metals, including flashing and windows?

 - j. Sketch of and description of handling of cuts, fills, and excavation?

3. Floor Plan showing dimensions, square footage? _____
 4. Names of Contractors and phone Numbers:
 - a. General Contractor: _____
 - b. Electrical Contractor: _____
 - c. Plumbing Contractor: _____
 - d. Sewer System Contractor: _____
 - e. Building Cleanup: _____
 - f. Tree Removal: _____
 5. Site Plan sketch showing:
 - a. Locations and setbacks of buildings? _____
 - b. Location, description, dimensions and drawings of septic tank and drain field system? _____
 - c. Type of driveway surfacing? _____
 6. Will landscaping be started no later than six-months after move-in?

 7. Date of Construction Start: _____

Estimated Completion Date: _____

FINAL PLAN APPROVED: _____
(Country Place Building and Planning Committee Member)

DATE APPROVED: _____

**COUNTRY PLACE COMMUNITY ASSOCIATION
BURNING PERMIT APPLICATION**

BURNING PROCEDURES AND REQUIREMENTS

1. Burn only limbs, brush, leaves, grass trimmings, etc. The burning of logs, stumps, and other debris is not permitted.
2. A safe location away from structures, trees, grass and weeds will be utilized.
3. The fire will be attended at all times until completely out.
4. Water will be available on site.

I have read the burning requirements listed above and agree to abide by them.

NAME: _____ DATE ISSUED: _____
(Property Owner)
STREET ADDRESS _____

ISSUED BY BUILDING AND PLANNING COMMITTEE MEMBER:

(Committee Member Signature)

BURNING PERMIT RECORD FOR THE FILES

A burning permit was issued to _____
for property located at _____
on this Date: _____. They have agreed to abide by the procedures
and requirements set forth for burning in the Country Place Subdivision.

Signed: _____
(Property Owner's Signature)

Street Address

Signed: _____
(Committee Member's Signature)

This permit is effective until revoked by the Board of Directors.