

Application # \_\_\_\_\_ Date received in Office by HOA \_\_\_\_\_

**WESTPOINTE ARCHITECTURAL CONTROL COMMITTEE**  
**New Construction/Building Addition/etc.,** Revised 6/18/18  
**6 Month to 1 Year Permit**

**Building Permit For: (Check One)**

**Fees Due: \$25.00 None**

New Construction  New Bulkhead/Boathouse/Ramp  Building Addition  Other

Denied  Delayed - More Information Required  Approved with Stipulations  Approved

Stipulation(s)/Denial Info:

\_\_\_\_\_

Above is for Office Use Only

**Description of work being done:**

\_\_\_\_\_

**Applicant and Property Owner Information**

Application Date \_\_\_\_\_ Section \_\_\_\_\_ Block \_\_\_\_\_ Lot(s) \_\_\_\_\_

Owners Name \_\_\_\_\_ Construction Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Phone \_\_\_\_\_ E Mail \_\_\_\_\_

**Builder Information (must be filled in)**

Builder's Name \_\_\_\_\_ Anticipated Number of Trucks \_\_\_\_\_

Builder's Address \_\_\_\_\_ Anticipated Start Date \_\_\_\_\_

Builder Phone Number \_\_\_\_\_

Does this require a variance to the existing Building and Use regulations? (Circle One) YES NO

If yes, describe in detail the variance requested \_\_\_\_\_

**Required Attachments for Submission of this Application:**

*Failure to provide documents will result in immediate disapproval until such time as all documents required are provided.*

\_\_\_\_\_ **Site Plan** showing all existing and proposed improvements, with measured lot size and distances from actual property line (not the Road) and setbacks.

\_\_\_\_\_ **Building Permit** and 5" address Number from Liberty County

\_\_\_\_\_ **TRA Permit** attached if required (bulkhead/boathouse)

\_\_\_\_\_ **Current Survey** with staked corners

\_\_\_\_\_ **Building Plans** including Elevations

\_\_\_\_\_ **Complete materials list including colors**

\_\_\_\_\_ **Detailed Building Specifications**

\_\_\_\_\_ **Maintenance Fees Paid**

\_\_\_\_\_ **Builders Risk**

Builder and Property Owner warrant the information provided together with all attachments are true, correct, and accurately reflect the proposed improvements and or description of the dwelling unit to be considered for entry. Each party further covenant to comply with all the terms and conditions of approval, the rules and by laws of the Association, the Deed Restrictions, any stipulations and the time frame specified for completing same.

By acceptance of this building permit the owner and applicant agree to be bound by these restrictions. The owner understands that should they vary from the approved plan in any way, without prior written permission signed by at least two

members and the Chairman of the Architectural Committee; the Association can order immediate cessation of construction and removal or re modification back to the original of without changes have been made.

Applicant/owner understands that all construction must be done to the standards of the National Building Code as well as the current National Electrical Code. Failure to do so will result in a violation of the terms and conditions of this permit.

_____ ACC Chair	Date _____
_____ ACC Member	Date _____
_____ ACC Member	Date _____
_____ ACC Member	Date _____
_____ ACC Member	Date _____
_____ ACC Member	Date _____

**Fees as of 5/18/17 Revision:**

- Any new structure to be utilized as a residence, including modifications like landscaping, driveways, etc., made within one year of initial completion .....\$500.00
- Projects exceeding 750 square feet or requiring the entry or delivery utilizing 4 or more trailers or commercial vehicles used to bring in construction materials.....\$200.00
- All other exterior projects requiring no more than 2 commercial vehicles (grass, soil, gravel, pool, repaint etc.) .....\$25.00
- There shall be no charge for minor projects like dish antennas less than 30 inches, minor landscaping, etc.

*I understand and agree to the provisions described above:*

Owner _____	Date _____
Builder _____	Date _____