To: All Builders

From: Olivers Landing Home Owners Association

Thank you for your interest in building new construction in Olivers Landing. The website has all the information and documents you will need to initiate the process. Please review this entire page for helpful information.

Under this current tab you'll find selections for the following PDF documents: 1. building application, 2. deeds covenants and restrictions (DC&R's). It is highly recommended that you thoroughly familiarize yourself with these documents as they contain the guidelines, rules, and restrictions which you will have to follow during the construction phase. The list at the bottom of this page points out the relevant sections of the DC&R's pertaining to use restrictions in Article II for builders during the construction phase. Please download the documents and review them in their entirety with a special attention towards the subsections of articles II in that document.

**With this in mind there are several items would like to bring to your particular attention which in the past have been areas of special concern or frequent areas of misunderstanding:**

**1. Sewer tap fee must be paid upfront with submission of the plans**

**2. A dumpster must be present on site throughout the building process and must be present before construction begins**

**3. A silt fence must be erected for any lot that is either level with the street grade or slopes towards the street.**

**4. Any runoff from lot onto the street which includes muddy tracks from building equipment or the like must to be cleaned and removed immediately.**

**5. Job sites should be maintaining a clean and orderly manner**

**6. No dumping of excess material including cleared trees, construction debris, or other rubbish will be allowed in any neighboring lot. This is why the dumpster will be need to be present**

**7. Strive to park construction vehicles on the lot. If neighboring lot must be used please do not block traffic**

The building application also has a lot of good information with which it is highly recommended that you familiarize yourself. Please read the entire document and fill it out as indicated.

The Process for submitting a plan for consideration for approval is as follows:

1. Please contact the ARC chairman (currently Phil Paspa, cell phone 612-0025 or email ppaspa@me.com) to arrange Drop off of the documents that will be needed to proceed.

2. The documents that are needed will be a fully completed and executed building application, the site plan survey drawn to scale, and a full set of house plans.

3. The ARC chairman and the builder will meet to review the above documents in detail. Annotations will be made to the documents where clarification is needed. The date that this review is made will be considered the submission date, and will be marked on the documents.

4. The architectural review committee (ARC) will meet and review the plans and if they agree will be sent to the Board of Directors for approval. Please allocate and expect up to 45 days for this review process.

5. Any subsequent changes to the plans must be accompanied by the change form which is located on page 7 of the the Building application. Please expect and allocate up to 15 days for any changes to be reviewed.

**Sections of Article 2 of the DC&R's which must be adhered to by builders:**

1. Subdividing lots

3. Unattached garages

5. Square Feet requirements

7. Proper trash disposal, dumpster

9. Exterior walls. No exposed concrete

or cinder block

10. Storage of building materials

12. Fence

13. Sat. Dish

14. Driveways

15. Mailboxes

16. HOA easement

17. Setback requirements

19. Seawalls

20. Garages

23. Golfers easement, in phase V, but deed should be examined as many lots adjoining golf course have this easement as part of the deed.

25. Removal of trees, shrubs or roots.