

**APPROVAL PROCESS FOR HOME CONSTRUCTION AND/OR IMPROVEMENT &
RELATIVE RULES AND REGULATIONS**

The ABC Board of Governors believes it should take a deeper role in the approval process for construction of new homes, the renovation of existing homes and/or the altering or changing of the topography of leased lots as stated in the By-laws of the Club. The main purpose of this involvement is to insure that County rules, regulations and ordinances are adhered to. But, the Board also believes that it should make sure, the best it can, that surrounding homes/lots are not unintentionally adversely affected by the construction. We do *not* put into affect these processes/procedures to oversee the architectural features and characteristics' of new homes or homes being updated. We want to insure that all parties affected by the construction have an avenue to express their concerns relative to the construction before it begins. The process is outlined below:

1-Submit to the Board a relatively current survey and detailed drawings, showing: lot setbacks, location of home, septic system tanks & drain field, out buildings, decks, driveway and all walkways along with home plans showing dimensions of the new home & garage (when applies) with approximate height and type of roof (applies to new homes & renovation projects).

2-The Board will contact the lease holders of adjacent lots, layout the general plans for construction (if requested by adjacent lot holders) and give the surrounding lot holders an opportunity (10 days) to voice any thoughts they might have on how they could be effected relative to the construction next to their lot.

3-The Board will schedule a meeting at the building site *before* submission to the County and *before* clearing, grading and/or construction starts. The meeting will include Board members, Architect and/or General Contractor to review location of new home or addition to home, decks and garage. Lessee or Builder must use stakes showing final corners of all structures including decks. Lessee or Builder must also layout stakes or spray paint marking the path of the driveway & all walkways. All trees and large shrubs should be marked that will be affected (cut down or heavily trimmed) by construction with plastic tape or spray paint.

4-Once approved by the County the subject lot holder will submit to the Board all *approved* county paperwork (building permits, variances, septic permit...). BOG will then give final approval for construction to begin.

5-Lessee and/or Contractor must provide at least 24 hour notice of any planned road closures, water or electrical disruption due to construction.

6-Lessee and/or Contractor are responsible for repairing/replacing any Club or other Members personal property and/or landscape damages caused by the construction process or building/hardscape/landscape crews. Lessee and/or Contractor will also be responsible for repairing any lot contour grading if drainage is diverted onto adjacent lots and shall be responsible for any damages caused by failure to meet these requirements.

Lessee Date_____

General Contractor Date_____

RELATIVE RULES AND REGULATIONS IN THE CLUB'S BY-LAWS

5. All members are responsible for maintenance of Club property and repairing damage caused by negligence of family members and guests. (*Contractors are guests*).
27. The approval of the Board is required for any clearing or cutting, excavation, new construction or major improvements, or substantial changes in use of lots. Members shall submit proposals, in writing, to the Building and Grounds Committee for review and approval by the Board.
35. All permanent and non-permanent structures must be approved by the Board of Governors prior to being erected/placed on any leased lot.

REQUIREMENTS FOR CONSTRUCTION ON ATHENS BOAT CLUB PROPERTY

Prior to commencement, written approval by the Building and Grounds Committee is required for any clearing or cutting, excavation, remodeling, replacement, new construction, or any changes in the use of lots. To obtain approval, proposals must be submitted, in writing, to the Building and Grounds Committee. All requests must contain plans, sketches and/or a detailed explanation covering the intended work. Any work, as described above, that is commenced or completed without prior written approval of the Building and Grounds Committee shall be subject to an order from the Board of Governors to be stopped, removed, or changed. In the event such an order is issued, the member shall have thirty days to comply with said order or be subject to disciplinary action by the Board of Governors. Should any member receive an adverse ruling by the Building and Grounds Committee to a construction request, the member may appeal the ruling in a regular or special meeting of the Board of Governors.

GENERAL:

1. All driveways shall have a culvert pipe of sufficient size to permit free drainage in the bar ditches. Minimum pipe size shall be established by the Building and Grounds Committee at the time of construction approval.
2. The building line, in relationship to the lot side lines, shall be ten feet minimum offset at the nearest point.
3. The location of all proposed mobile homes, permanent homes or new construction of any kind must be staked out and the location approved by the Building and Grounds Committee prior to the commencement of work.
4. Each installation shall have a separate septic system that is installed in compliance with local and Georgia health codes. The septic system shall be installed by a contractor approved by the Building and Grounds Committee.
5. Lot contour grading shall be such that drainage is not diverted onto adjacent lots. Members shall be responsible for any damages caused by failure to meet this requirement.

Lessee Initials

Contractor Initials

6. When a building contractor is to be employed, he MUST be approved by the Building and Grounds Committee prior to the commencement of construction.

7. When either a building contractor is employed or a member is acting as the contractor, the following rules shall be followed at all times:

a. Indiscriminate issuance of gate keys or codes to workmen, delivery people, and subcontractors is expressly prohibited. Loss of or damage to Club property or the property of another member traceable to such action shall be the responsibility of the member issuing the keys or codes.

b. Contractor or member is responsible for seeing that the Club gate is locked when his workmen leave in the afternoon.

c. Workmen, delivery people, and subcontractors shall not roam around the Club grounds at will. They shall enter and depart by the main gate.

d. The roadway, its right of way or adjacent lots, shall at no time be used for the storage of building materials or the accumulation of construction debris.

e. The construction area shall be kept in an orderly manner. Packing materials, general debris, etc., shall be cleaned up and disposed of on a regular basis (as they accumulate).

f. Packing material, general debris, etc., shall not be disposed of on Club property nor shall it be placed in the garbage area.

g. All workmen shall park their vehicles in a manner consistent with common courtesy: i.e., leaving the roadway free for normal traffic.

h. Open burning shall be in accordance with item 6 above and shall be extinguished completely at the end of the day.

i. Building permits will be obtained from Dawson County for ALL construction changes.

Lessee Initials

Contractor Initials