
Date	Legal Name of Lot Owner	Lot #
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Address	Email	Phone
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Appendix A-1

Checklist

	New Construction	Addition/ Remodel
___ 1. Initial Contact with ACC Discuss rules and review checklist <i>Appendix A-1</i>	X	X
___ 2. Site Plan, Floor Plan, Elevations, Materials <i>Appendix A-2</i>	X	X
___ 3. Survey and Indemnification Form <i>Appendix A-3</i>	X	X
___ 4. Driveway Approval/Snow Removal Form <i>Appendix A-4</i>	X	*see note
___ 5. Utilities Approval Form <i>Appendix A-5</i>	X	*see note
___ 6. Conduct and Responsibility Rules <i>Appendix A-6 and Attached Contractor Posting</i>	X	X
___ 7. Neighbor Notification: <i>Appendix A-7</i>	X	X

___ 8. Compliance agreement of ACC Rules/Regulations and Covenants; Approval to Start Construction Form <i>Appendix A-8</i>	X	X

***Note:** required only if changed from original location

Date _____ Legal Name of Lot Owner _____ Lot # _____

Appendix A-2

Site Plan, Floor Plan, Elevations & Materials

Attach the following:

- Floor Plan
- Elevations
- Site Plan
- Landscape Plan

For new construction or relocation, indicate the location of the following:

- Entry drive
- Propane tank
- Leach field and septic tank
- Dog run/fencing

Site clearing:

- Indicate approximate location of trees needing to be removed
- Evergreens should be shown separately, oaks as clusters

Structure(s):

Roof color and material (provide samples) _____

Exterior colors and materials (provide samples) _____

Height of structure: _____ Area of structure _____

Size of irrigated area (maximum 1,000 square feet) _____

Description of work proposed:

Date _____ Legal Name of Lot Owner _____ Lot # _____

Appendix A-3

Survey & Indemnification Form

- The lot owner is responsible for assuring that all improvements are within the lot boundaries.
- The ACC reserves the right to require the lot owner to provide a current survey as described in the ACC Rules and Regulations, paragraph J. All costs and fees thus incurred shall be the sole responsibility of the lot owner.
- The lot owner indemnifies FCRA from all claims arising from errors and/or mistakes in the location of the lot center or the location of improvements within the lot boundary.

“I/We understand the I/we are solely responsible for the location of my/our lot and the residence I am/we are constructing thereon. I/We hereby release and discharge Falls Creek Ranch Association, Inc., from any and all liability arising out of the placement of the survey and/or survey stake and location of my residence and improvement. I/We further agree to indemnify Falls Creek Ranch Association, Inc., from any and all claims made by third parties arising out of the construction of the home and its relationship to my survey and/or survey stake.”

Lot owner's signature _____ Date _____

Date	Legal Name of Lot Owner	Lot #
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Appendix A-4

Driveway Approval/ Snow Removal Form

The Roads and Utilities committees must approve all plans for an entry drive prior to ACC action. No excavation, construction, or modification of driveways may begin until the ACC approval process is complete. In addition to driveway location, special attention to the following issues is required:

- Drainage and snow removal options and recommendations must be reviewed.
- Driveways and parking areas must be located at least 10 feet from fire hydrants, water system valve boxes, or other above ground elements of the water system. Therefore, these locations must be approved by the Utilities Committee.
- Owner will install culvert of 18” or more if required by the Roads Committee and appropriate ditching if FCR road drainage will be affected by new construction.
- Owner will provide proper ditching, shaping, and installation of road base material at the beginning of construction to avoid carrying of mud and debris onto FCR roads by poor drainage and/or construction vehicles. Any construction impacts on roadways must be repaired by the Owner.
- Contractor must assure all employees’ and equipment vehicles do not block roads or neighboring driveways for access and safety reasons.
- Parking and turnaround areas must be provided.
- The ACC’s advice and approval for the clearing of trees to permit adequate access of emergency vehicles and snow removal equipment is required.

Owner signature	Date
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Chair, FCR Roads Committee signature	Date
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Chair, FCR Utilities Committee signature	Date
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Ranch Manager signature	Date
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Date	Legal Name of Lot Owner	Lot #
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Appendix A-7 Neighbor Notification

As determined by the ACC, designated lot owners shall be notified of the proposed work by the Owner before ACC approval of the project. This is a courtesy notification (not requiring neighbor approval) that provides transparency for community members and shall be accomplished via email or in person (attach relevant emails to this form).

Below is required if email is **not** used for notification:

I/we have been notified of the neighbor's desire to build/remodel on their property and have had the opportunity to review the proposed project.

Neighbor's printed name/signature	Lot #
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Neighbor's printed name/signature	Lot #
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Neighbor's printed name/signature	Lot #
-----------------------------------	-------

Neighbor's printed name/signature	Lot #
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CONTRACTOR POSTING

ATTENTION ALL WORKERS AND DELIVERIES:

- **NO SMOKING ALLOWED EXCEPT IN VEHICLES. DISPOSE OF CIGARETTE BUTTS SAFELY IN VEHICLES**
- **OBEY POSTED SPEED LIMITS.**
- **CLEAN UP AFTER YOURSELVES.**
- **ALL TRASH IS TO BE PLACED IN THE JOBSITE DUMPSTER OR REMOVED FROM FCR. DO NOT PLACE ANY TRASH IN FCR DUMPSTERS.**
- **DO NOT USE THE FALLS CREEK LAKE. IT IS PRIVATE PROPERTY.**
- **DO NOT PLAY RADIOS LOUDLY.**
- **ALL PETS MUST BE KEPT WITHIN THE BOUNDARY LINE OF THE LOT AND NOT BE PERMITTED TO RUN AT LARGE OR OTHERWISE BECOME A NUISANCE.**

Thanks for your cooperation!