

Application # _____ Name _____ Lot# _____ Phone# _____

Corrotoman By The Bay (CBTB)

Land Use and Construction Application

Instructions:

The Architectural Control Committee, appointed by the Board of Directors of CBTB, has prepared the following application to assist property owners in construction projects and enhancements to private properties located within this subdivision. This application is intended to cover all areas as defined in the covenants but may be modified by descriptive comments and attachments as needed to meet any special request of property owners. Please refer to Article VI and VII of your covenants for building and land use limitations.

Return application to: **CBTB P.O. Box 99 Mollusk, Va. 22517**

- 1. New construction (permanent requiring foundation)**
 - A. Submit one full set of plans with elevations
 - B. Submit one Lancaster County approved site plan or survey with construction area outlined
 - C. List exterior wall finish: Wall _____
 - D. Roof Material _____

- 2. Additions and alterations to existing structures**
 - A. Submit plans or scale drawing of proposed project
 - B. Submit copy of plat with scale drawing of site work
 - C. Exterior finish: before, _____ ; after, _____
 - D. Roof material: before, _____ ; after, _____

- 3. Pools, septic systems, site work or any work requiring heavy equipment on CBTB roads**
 - A. Submit copy of plat and health permit outlining the scope and location of work

- 4. Storage facilities and non permanent structures (not requiring foundations)**
 - A. Submit plans, scale drawings or manufacturers specifications
 - B. Submit copy of plat with location of proposed structure to scale
 - C. Exterior finish: _____
 - D. Roof material: _____

- 5. Fences, walls or other structures not outlined**
 - A. Submit copy of plat showing the location of proposed work to scale
 - B. List dimensions: height _____, section length _____, total length _____
 - C. Material: _____
 - D. Description: _____

Additional comments or information: _____

Items 1, 2, & 3 require a one thousand dollar (\$1000) road damage deposit held in escrow during the construction phase. This deposit is returned after all work is completed and an inspection certifies there is no damage to CBTB property. This fee does not apply to any construction site entirely accessed by roads under control of the Virginia Department of Transportation. The property owner assumes all responsibility for their agents and or contractors during the term of this project. The property owner agrees to reimburse CBTB for all costs of repairs in excess of the deposit and any costs of collection including reasonable attorney's fees.

The property owner shall comply with all local, state and federal regulations and codes applicable to the project.

All structures shall be completed on the exterior within **6 months** from start of construction.

Signed: _____ (Seal) Date: _____
Property Owner

_____ (Seal) Date: _____
Property Owner

Accepted: _____ Date: _____
Architectural Control Committee Chairperson

Deposit required: Y N Amount: _____ Check# _____ Date: _____

Post Construction

Approved: _____ Date: _____
Road Committee

Deposit returned: _____ Date: _____

Please allow **30 days** from acceptance by the Architectural Committee for Board approval. Incomplete applications will not be approved. Please contact the Architectural Committee or Board member if you have a question concerning this application. Every effort will be made to expedite your request in conformity with the Covenants of CBTB.

A signed copy of this application approved in accordance with the covenants of CBTB shall serve as notice of compliance to proceed with work.

Revised: Pending review and approval