

## Cedar Ridge POA, Inc. Construction Checksheet

Lot Owner \_\_\_\_\_ Lot Number \_\_\_\_\_

### Instructions

1. Use a separate sheet for each unit being constructed.
2. The “preconstruction” items should be reviewed with the lot owner prior to the start of construction by at least two members of the Building Committee or the Board of Directors, all sitting together. Each item should be checked off as it is reviewed, and signatures and date affixed when the review is completed. *The idea here is to acquaint the lot owner with our requirements so there are no surprises.*
3. Final construction approval requires the signature of at least 3 members of the Building Committee, one of whom must be the Chairman, and a member of the Board of Directors.
4. At the completion of construction, the “post construction” items should be gone over by 2 Building Committee members and/or Directors and the lot owner *to verify compliance.*

Item	Pre construction	Post construction	Requirements ( <i>paraphrased; consult Declarations of Restriction and Bylaws, or Board of Directors, in case of questions, ambiguities, or need for interpretations.</i> )
<b>Land clearing</b>	Discussed _____	Checked _____	County permit required. Association monitors silt control fence integrity and integrity of preexisting natural drainage path(s).
<b>Type of construction.</b>	_____ _____	N/A	Allowed types are stick or modular built single family residences, private garages, servants quarters, boat houses, and permanent outbuildings. No trailer or mobile homes. Property line fences OK with special approval of Association. No temporary bldgs.
<b>Specify siting setbacks on lot.</b>	Front _____ ft Left _____ ft Right _____ ft	Front _____ ft Left _____ ft Right _____ ft	Front setback must be per plat minimum building line or greater. Side setbacks must be 10 ft or greater. Consideration should be given to compatibility with nearby existing construction and natural drainage situations.
<b>Size</b>	No. floors _____ 1st floor _____ ft <sup>2</sup>	No. floors _____ 1st floor _____ ft <sup>2</sup>	1200 sq ft min first floor outside area for one story, 800 sq ft min outside area for two story.
<b>Architectural drawings</b>	Discussed and agreed _____	N/A	Drawings need not be professionally prepared, but must be of “good quality”. The Association shall be the judge of whether this condition has been met.
<b>Outside completion time</b>	Discussed and agreed _____	Done _____	Must be closed in within 9 months after start.
<b>Temporary buildings</b>			Temporary buildings associated with construction shall not be left on site more than 6 months after end of completion time.
<b>Material of construction</b>	Discussed and agreed _____	Done _____	Exterior walls shall not consist of imitation stone or brick*, or cinder or concrete masonry block, or concrete. <i>*Interpreted to mean 2 dimensional sheeting with a stone or brick pattern.</i> Foundations consisting of concrete, or cinder or concrete masonry block shall not extend above finished grade lines* which are visible from street or lake. <i>*Interpreted to mean more than about 9” above the grade line.</i>

Item	Pre construction	Post construction	Requirements ( <i>paraphrased; consult Bylaws and Deeds of Restriction, or Board of Directors, in case of questions, ambiguities, or need for interpretations</i> )
<b>Utilities</b>	Discussed and agreed _____	Done _____	All utility lines must be buried.
<b>Culverts</b>	Discussed and agreed _____	Done _____	Culverts must be corrugated pipe and meet state and association specifications.
<b>Retaining walls</b>	Discussed and agreed _____	Done _____	Retaining wall finished surface, if visible from street or lake, must not be exposed concrete, concrete masonry, or concrete brick. <i>Interpreted to mean that at a minimum a finish, such as painting or stuccoing, must be applied.</i>
<b>Misc</b>	Discussed and agreed _____	Done _____	Fuel tanks, trash receptacles, garbage cans must be buried, or screened from sight.
<b>Signature</b> <b>Date</b>	_____ _____	_____ _____	Lot owner sign and date.
<b>Signature</b> <b>Date</b> <b>Signature</b> <b>Date</b>	_____ _____ _____ _____	_____ _____ _____ _____	Building Committee member or Director sign and date.  Building Committee member or Director sign and date.

**Approved for construction:**

\_\_\_\_\_  
Building Committee Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Building Committee Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Building Committee Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Director

\_\_\_\_\_  
Date