

Site Plan Requirement Checklist - SHED

NAME _____ ADDRESS _____

All site plans shall be clearly and accurately drawn to scale on paper no larger than 11x17 and must indicate all of the information listed below. For ease of drawing the site plan, use the graph paper provided with you application packet. For each item, mark either "shown" or "N/A" as appropriate for your project.

This checklist must be completed and included with all site plans. Any site plan without this checklist will be rejected and returned to the applicant for corrections.

General Property Information:

Shown

- Property lines including dimensions
- North arrow and site plan scale
- Marine waters, lakes, ponds, streams, creeks, wetlands

Existing Property Improvements

Shown

- Locations and dimensions of all existing structures on the property in relation to property line
- Location of all existing Drainfields and water lines on the site

Proposed Property Improvements

Shown

- Location and dimensions of all proposed structures with setbacks shown to property lines. Other structures, wetlands, etc.

Houses & Accessory Buildings

Shown

- Foundations plan, elevation plan
- Materials, engineering
- Drawing or rendering of the house, accessory buildings
Including sheds
- Signatures on all pages

SURFSIDE HOMEOWNERS ASSOCIATION SHED BUILDING PLANS– APPLICATON

Owner's Name: _____

Mailing Address _____
City State Zip

Phone (_____) _____

Site Location: _____ - _____ - _____
Division Block Lot(s)

Surfside Address: _____

- I. I am requesting approval of a Shed Plan according to 4.11 Covenant Description of a Shed, i.e. Maximum ht. 10 feet, 120 square feet or less: Yes _____ No _____
- II. **Materials of Shed: Please include a drawing/rendering or product brochure. Please indicate to the right materials to be used.** Roof: _____ Siding: _____
- III. Setbacks property lines will be: Front (feet) _____ Sides: (feet) _____ Rear: (feet) _____ (refer to sample plot plan – see Covenants Section 3.2.)
- IV. I have completed and attached (two copies) of a plot plan for my property depicting all locations of improvements and all measurements and lot dimensions. As depicted on the sample plot plan Initials _____ Date _____
- V. Please confirm that the foundation will be Non-permanent by initialing here Initials _____

Signature of Owner _____

Covenants Governing Sheds

4.11 Each lot (or adjoining lot complying with the standards of Section 4.1) containing a single-family residence or multi-family residence may contain up to three storage sheds that comply with the provisions and approval requirements of this Section 4.11. Each lot (or adjoining lot complying with the standards of Section 4.1) not containing a single-family residence or multi-family residence may contain one storage shed that complies with the provisions and approval of this Section 4.11. The property owner shall submit a storage shed application to, and must receive approval from, the Architectural Committee before starting construction (or placement) of the storage shed. All storage sheds must meet the following requirements:

- a. All storage sheds must meet applicable setback requirements of Section 3.2 and be in the appropriate location on the lot, as determined by the Architectural Committee.
 - b. All storage sheds must be constructed of materials in conformance with Section 4.5.
 - c. No Storage shed may be larger than 120 square feet when measured at the base nor exceed 10 feet in height measured from the ground at the exterior base to the highest point of the roof, not to exceed the maximum height restriction of the lot.
 - d. No storage shed may be placed on a permanent foundation. Storage sheds must be placed on pier blocks, skids or other similar non-permanent supporting bases.
 - e. Storage sheds may contain eaves that do not extend more than 18 inches beyond the exterior wall of the storage shed. No structures, including, but not limited to, decks, lean-tos, garages, shops, patios, carports, other sheds or RV covers, may be attached to or adjoin a storage shed.
 - f. No storage shed may contain plumbing fixtures or lines, either supply or waste.
 - g. Storage sheds may be used for storage of materials only. Storage sheds may not be used as living quarters, sleeping areas or otherwise for human habitation.
- 4.11 a. A construction storage unit is allowed for a maximum time frame of 1 year provided; 1.) it's not placed within the required setbacks, 2.) no higher than 10' maximum, 3.) 250 square feet maximum, 4.) no living quarters, 5.) no plumbing and a Pacific County construction permit must be in place.

With the signature below, I certify all aspects of the attached plans are in compliance with all provisions of the Surfside Homeowners Association covenants.

If plans are submitted by other than the owner:

Name: _____
(Representative/Agent) (Business Name)

Mailing address: _____
(Street) (City) (State) (Zip)

Phone: (____) _____
(Signature of Representative/Agent)

If plans are submitted by owner:

(Signature of owner)

Surfside Homeowners Association

Statement of Intent:

I hereby certify that the _____ to be built on the property at Division _____
Block _____ Lot(s) _____, in Surfside Estates will have a maximum height of _____ feet
above the center of the road level of _____ which fronts the property
according to the Surfside Homeowners covenants.

I also certify that the minimum setbacks from the property lines will be:

Front (street) _____ feet Sides _____

Rear: _____ feet

I also certify that the minimum distance between the water line to the house and the septic/drain field will be
_____ feet.

I hereby certify that the _____ to be built on the above-described property will adhere to
the plans submitted and approved by the Surfside Homeowners Architectural Committee.

Date: _____

(Signature of owner) Address City State Zip

OR

(Signature of Builder) Address City State Zip

Note to Applicant:

It is the applicant's responsibility to 1) Identify any circumstances or variations (including but not limited to, type of structure or materials, setbacks, height, minimum square footage, location of utilities, and foundation requirements) which do not comply with the provisions of the covenants; and 2) specifically request approval of such circumstances or variations below; or 3) to certify that there are no such circumstances or variations.

_____ I certify all aspects of the attached plans are in compliance with all provisions of the Surfside Homeowners Association covenants.

OR:

_____ I certify that the following aspects of this application, do, or may, not comply with the specific provisions of the Surfside Homeowners' Association covenants listed below, and request specific approval by the Architectural Committee of these circumstances or variations.

Covenant Section	Circumstance or Variation	Approval Granted or Condition

Signature of Applicant: _____ Date: _____

ONGOING AUTHORIZATION TO ENTER ON PROPERTY

The undersigned (the "Owner") hereby represents, agrees and authorizes as follows:

1. The Owners owns Division _____, Block _____, Lot(s) _____ of Surfside Estates (the "Property").
2. The Owner has applied to the Surfside Homeowners Association ("Surfside") for approval for construction or development on the Property (the "Project").
3. The Owner hereby irrevocably grants consent for Surfside employees, members of the Surfside Architectural Committee and other representatives of Surfside to enter onto the Property, now and in the future, for inspection related to the Project including, without limitation, whether the Project should be approved, whether the Project as constructed, or as being constructed, complies with the approval granted and with the Covenants of Surfside and whether there is any change to the Project in the future.
4. The Owner hereby releases Surfside, the employees of Surfside, the members of the Surfside Architectural Committee and other representatives of Surfside from any and all liability in any way related to and/or arising out of entry onto the Property pursuant to this Ongoing Authorization to Enter on Property.

Date: _____

Date: _____

SAMPLE PLOT PLAN





