### Tellico Harbor Property Owners' Association

# Rules & Regulations - Section 5

## Building Permit Application Procedures and Construction Requirements—Rev. 3

Pursuant to the Declaration of Covenants, Conditions, and Restrictions ("DCC&Rs") of Tellico Harbor Property Owners' Association (POA), the following written rules and regulations are adopted in order to facilitate submission and handling of applications to the Tellico Harbor Architectural Control Committee (ACC) for building permits and to outline requirements for construction in Tellico Harbor. ACC and Tellico Reservoir Development Agency (TRDA) approved building permits are required before construction of new buildings may begin. ACC approved building permits are required before performing any exterior changes to existing buildings or landscape (per Article VIII of the DCC&Rs). These Rules and Regulations are not intended to supplant or amend the governing documents, and in the event of an inconsistency or conflict between these Rules and the governing documents of the Association, the governing documents provisions will supersede and apply. These rules and regulations shall apply to all applicants submitting building permit applications to the ACC.

1. The Tellico Harbor Property Owners' Association and the Tellico Harbor Architectural Control Committee have developed specific requirements and procedures for building permit applications and for issuing permits for construction in the development. These procedures and requirements may change from time to time at the discretion of the Board of Directors and the ACC. Upon approval of changes by the POA Board of Directors, the changes will be effective immediately and documents defining the new procedures and requirements will be posted to the website replacing the earlier version. The approved requirements and procedures are defined in the following documents and are posted on the website under the appropriate tabs:

### -Application Package Cover Letter

This document contains an overview of the process and procedures for applying to the ACC for a building permit.

#### -- Building Application Requirements

This document defines the application requirements and includes a list of items that applicant must submit with the building permit application to the ACC before a request will be considered properly submitted. All listed requirements must be included in the submission or the ACC will not consider the application for approval and it will be returned to the applicant.

## -Application for Building Permit

This form must be filled out and submitted in duplicate. Applicants must submit two (2) signed copies to the ACC.

#### -- Construction Requirements for Builders/Contractors and Lot Owners

This form must be signed by both the owner <u>and</u> builder to verify their understanding of the construction requirements and to confirm their agreement to conform to these requirements.

2. The lot owner's current year POA membership dues must be paid in full for the application to be considered for approval by the ACC. The ACC may take up to 45 days after the plans have been properly submitted to review and consider the application. This timeframe is specified in the THPOA Declaration of Covenants, Conditions and Restrictions, Article VIII. Applicants

may review or download a copy of the DCC&Rs from the website. All applications with required documents must be submitted to:

"Tellico Harbor ACC, 2000 Cherokee Dr., Maryville, TN 37801."

3. After an application is reviewed by the ACC, if not approved, it will be returned to the applicant with explanation. If approved by the ACC, one copy of the application form will be returned with an approval signature and date. The second copy along with the other submitted documents will be retained by the ACC for POA files. Once the application has been approved and returned to applicant by the Tellico Harbor ACC, it must be submitted to the TRDA for final approval before construction is allowed to begin.

## 4. Rule Enforceability

- A. If any portion of these rules is determined to be legally unenforceable, it shall not negate the enforceability of the remaining portions of the rules.
- B. The Rules, Regulations, Policies and Procedures are established to promote the health, safety, and welfare of Tellico Harbor residents and owners and to support the Association's desire to preserve and enhance the property values within the development. These Rules and Regulations will take effect immediately upon passage and enactment.

DATED AND ENACTED

11/ay 12th, 2009

Mark Elam (President)

Jim Horton (Vice-President)

Elena Nelson (Treasurer)

Larry Danz (Director at Large)

Kathy Kromer (Secretary)