

**ARCHITECTURAL CONTROL & CONSTRUCTION STANDARDS
APPROVAL PACKAGE**

GENERAL INFORMATION

DATE: _____

PROPERTY OWNER: _____

HOME ADDRESS: _____

HOME TELEPHONE: _____ WORK TELEPHONE: _____

RESPONSIBLE CONTACT PERSON: _____

BUILDING SITE LOT NUMBER: _____ SQUARE FOOTAGE _____

CONTRACTOR: _____

ADDRESS: _____

CONTRACTOR TELEPHONE NUMBER: _____

CONTRACTOR EMERGENCY TELEPHONE NUMBER: _____

SITE WORK START DATE: _____ CONSTRUCTION START DATE: _____

ANTICIPATED DATE OF COMPLETION: _____

DOCUMENTS ENCLOSED

- BUILDING PERMIT ISSUED BY _____ County, State of Tennessee
- SITE PLAN (clearly denoting property setbacks)
- FLOOR PLAN (clearly denoting square footage of each floor)
- EXTERIOR ELEVATION
- EXTERIOR FINISH SCHEDULE
- EXTERIOR FINISH SAMPLES
- PROPERTY OWNER'S SIGNED LETTER OF COMPLIANCE
- CONTRACTOR'S SIGNED LETTER OF COMPLIANCE

ARCHITECTURAL CONTROL & CONSTRUCTION STANDARDS
APPROVAL PACKAGE

LETTER OF COMPLIANCE
PROPERTY OWNER

DATE: _____

TO: ARCHITECTURAL CONTROL COMMITTEE
CLIFFTOPS PROPERTY OWNERS ASSOCIATION
700 CLIFFTOPS AVENUE
MONTEAGLE, TN 37356-2092

FROM: _____ (Name)
_____ (Address)
_____ (City, State,
Zip)
_____ (Telephone)

LOT NUMBER: _____

I HAVE READ THE CLIFFTOPS PROPERTY OWNERS ASSOCIATION RESTRICTIVE COVENANTS AND ARCHITECTURAL CONTROL & CONSTRUCTION STANDARDS. I UNDERSTAND THAT AS A MEMBER OF THE CLIFFTOPS PROPERTY OWNERS ASSOCIATION, I AM REQUIRED TO ABIDE BY THESE RESTRICTIONS, COVENANTS, AND ARCHITECTURAL CONTROL & CONSTRUCTION STANDARDS.

OWNER'S SIGNATURE: _____

OWNER'S SIGNATURE: _____

OWNER'S SIGNATURE: _____

ARCHITECTURAL CONTROL & CONSTRUCTION STANDARDS
APPROVAL PACKAGE

LETTER OF COMPLIANCE
BUILDER/CONTRACTOR

DATE: _____

TO: ARCHITECTURAL CONTROL COMMITTEE
CLIFFTOPS PROPERTY OWNERS ASSOCIATION
700 CLIFFTOPS AVENUE
MONTEAGLE, TN 37356-2092

FROM: _____ (Name)
_____ (Address)
_____ (City, State, Zip)
_____ (Telephone)

PROPERTY OWNER: _____

LOT NUMBER: _____

AS THE BUILDER/CONTRACTOR FOR THE ABOVE NAMED CLIFFTOPS PROPERTY OWNER, I HAVE READ THE CLIFFTOPS PROPERTY OWNERS ASSOCIATION'S **ARCHITECTURAL CONTROL & CONSTRUCTION STANDARDS**. I AGREE TO ABIDE BY THOSE ARCHITECTURAL CONTROL & CONSTRUCTION STANDARDS.

CONTRACTOR/BUILDER SIGNATURE

ARCHITECTURAL CONTROL & CONSTRUCTION STANDARDS

APPROVAL PACKAGE

EXTERIOR FINISH SCHEDULE "A"

SAMPLE

Owner: John Doe

Date: 01/33/2010

New Construction Addition to or Remodel existing structure*

ITEM	MATERIAL	FINISH and COLOR
DRIVEWAY	Crushed Rock	Grey Limestone
SIDEWALKS	Concrete Aggregate	Brown River Rock
PORCH FLOORS	Mountain Stone	Natural Brown
PATIOS	Concrete	Natural Brushed

Attached are Finish Schedules for items that must have color samples included.

Color samples are readily available from all paint suppliers.

Use paint samples as color indicators for materials such as metal doors, window trims, garage doors, roof vents, etc. Color samples may be cut out of suppliers' brochures and included on the appropriate schedule.

Product samples must be included for exterior wall veneer and roof covering.

A product sample is an actual sample of the product. They are readily available from your contractor's suppliers.

Addition to existing structure*

If existing colors, finishes, roofing materials, etc., are used, samples are not required.

**ARCHITECTURAL CONTROL & CONSTRUCTION STANDARDS
EXTERIOR FINISH SCHEDULE "B"**

New Construction Addition to or Remodel existing structure*

DECKS			YES	COL OR SAM PLE I TEM	
EXPOSED FOUNDATION			YES		
WALL VENEER			YES		
OVERHANG			YES		
CORNICE TRIM			YES		
WINDOW TRIM			YES		
DOOR TRIM			YES		
MISCELLANEOUS TRIM			YES		MATE RIAL
DOORS			YES		
GUTTERS			YES		FINIS H and COL OR REQ UIRE D
GARAGE DOORS			YES		
SHUTTERS			YES		
FIREPLACE CHIMNEYS			YES		
ROOF COVERING			YES		
ROOF VENTS			YES		
OTHER					

***If existing colors, finishes, roofing, materials, etc., are used, samples are not required.**

MEMBER S SIGNATURE: _____ DATE _____

**ARCHITECTURAL CONTROL & CONSTRUCTION STANDARDS
EXTERIOR FINISH SCHEDULE "B"**

SAMPLE

New Construction Addition to or Remodel existing structure*

ITEM	MATERIAL	FINISH and COLOR REQUIRED	COLOR SAMPLE
DECKS	WOOD	STAINED NATURAL	YES
EXPOSED FOUNDATION	STUCCO	STUCCO BROWN	YES
WALL VENEER	WOOD	STAINED GREY	YES
OVERHANG	WOOD	STAINED GREY	YES
CORNICE TRIM	WOOD	PAINTED GREY	YES
WINDOW TRIM	ALUMINUM	ANODIZED BRONZE	YES
DOOR TRIM	WOOD	PAINTED GREY	YES
MISCELLANEOUS TRIM	WOOD OR ALUMINUM	PAINTED GREY	YES
DOORS	WOOD	STAINED NATURAL	YES
GUTTERS	ALUMINUM	ANODIZED BRONZE	YES
GARAGE DOORS	STEEL	PAINTED GREY	YES
SHUTTERS	ALUMINUM	PAINTED GREY	YES
FIREPLACE CHIMNEYS	STONE	NATURAL BROWN	YES
ROOF COVERING	WOOD SHINGLE	WEATHERED	YES
ROOF VENTS	ALUMINUM	ANODIZED BRONZE	YES
OTHER			

***If existing colors, finishes, roofing, materials, etc., are used, samples are not required.**

MEMBER S SIGNATURE: _____ DATE: _____

ARCHITECTURAL CONTROL & CONSTRUCTION STANDARDS

APPROVAL PACKAGE

EXTERIOR FINISH SCHEDULE "A"

Owner: _____

Date: _____

New Construction Addition to or Remodel existing structure*

ITEM	MATERIAL	FINISH and COLOR
DRIVEWAY		
SIDEWALKS		
PORCH FLOORS		
PATIOS		

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Addition to existing structure*

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