

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-- APPLICATION

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: (refer to sample plot plan – see Covenants Section 3.2.) Front (feet) _____ Sides: (feet) _____ Rear: (feet) _____
- 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 _____

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 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, set-backs, height, minimum square footage, location of utilities, and foundation requirements) which do not comply with the provisions of these 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 Owner 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 for the duration of the permit plus 14 calendar days, 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: _____

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)

SAMPLE PLOT PLAN

10' minimum setback requirement to rear property line

Show dimensions of plot lines in feet

25' minimum setback requirement to high water line of lakes or canal

Deck Height ft.

Foundation Lines (Show footage) ft.

Shed 10' x 12'

5' minimum setback to side property (10' when a street)

5' minimum setback to side property (10' when a street)

HOUSE
1 Story - 900 sq. ft. Minimum Main Living Area
Multiple Story - 700 sq. ft. Minimum Main Living Area

Deck Width ft.

Septic Tank

Primary Drainfield

Reserve Drainfield

Garage

Show dimensions of plot lines in feet

Show dimensions of plot lines in feet

10' Front Property line setback minimum except where less allowed by Sunside Covenants.

Name _____

Div. _____ Blk. _____ Lot _____

SUNSIDES ADDRESS: _____

MAILING ADDRESS: _____

Water Box

Show dimensions of plot lines in feet

Street Front Property Line

