

Revised 2/16/16

Land Owners Association of Ladd Landing, Inc. (LOALLI)
P.O. Box 428
Kingston, TN 37763

Re: **PROVISIONS FOR BUILDING A HOME**

Dear Landowner,

Please follow the below outline for building a home in Ladd Landing. Expect between 60 to 90 days for Architectural Review Committee (ARC) approval cycle.

1. All landowners should have received a copy of the Amended and Restated Declaration of Easements, Covenants, Conditions, Restrictions and Owners' Association For Ladd Landing, LLC (CCR). If, for some reason, you do not have this document, please contact Ladd Landing, L.L.C at 865-717-2250 to request a copy.
2. Familiarize yourself with Article III, Architectural Control (pages 8-12) and Article XIII, Construction Provisions (pages 52-54) of the covenant.
3. When choosing house plans, roofing, and siding consider the following information:
 - a. The ARC has previously approved southern low-country style house plans from: <http://www.houseplans.southernliving.com>, <http://dongardner.com>, and <http://www.williampooleedesigns.com>.
 - b. Most metal shingles <http://www.englertinc.com>, faux slate products, and standing seam roofs are acceptable; asphalt shingles are not acceptable.
 - c. Concrete boards such as Hardie Plank <http://www.jameshardie.com> can be added to the list of acceptable siding.
4. Prior to submitting the building application, referenced in step 5, the ARC recommends sending a preview of the front elevation schematic drawing to the C&OC committee, Dennis Langer, at Langer.marta@yahoo.com. Dennis will forward these documents to the ARC and there will be no charge for this review. The ARC also recommends that you do this prior to purchasing plans or engaging the full service of an architect.
5. Complete the Land Owners Association of Ladd Landing, Inc. (LOALLI) Building Application package which is found on our website at <http://www.llhoa.org/> under Documents and Forms link.
6. Send completed building application including house plans and site plan to the Construction & Oversight Committee (C&OC) via email to Dennis Langer at Langer.marta@yahoo.com. If you are unable to send the documents electronically, then send three sets of all documents to the LOALLI address above marked "Attention: Dennis Langer." Two sets are required for the ARC and the third set will be provided to the Construction Coordinator employed by LOALLI.
7. The construction coordinator will review all of the required documentation (i.e. house plans including elevation drawings, site plan, Storm Water Pollution Plan and

associated Notice of Intent, and LOALLI Building Application) for accuracy and completeness. After the review is completed, the construction coordinator will contact the Lot Owner and/or Builder to identify any issues or concerns and recommend potential solutions and/or changes to facilitate ARC approval. Once ARC approval is received, the construction coordinator will provide oversight during the construction process to insure compliance with the approved plans. This will include site visits for the foundation, framing, roofing and exterior material applications. Any changes to the ARC approved plans will require submission of an ARC Change Request Form.

The Lot Owner will be responsible for the \$750 fee for the services provided by the construction coordinator and required by the LOALLI. The fee covers 10-12 hours of work for consultation and documentation review and site visits. If additional work is required at the Lot Owners' request, the billable rate is \$65.00 per hour.

8. At the time you submit your plans, you will need to write three checks for the Security Deposit and Plan Review Fee (CCR Sec. 3.4(a)).
 - Plan Review Fee check for \$250 made out to "Foil Wyatt Architect" and indicate "Plan Review Fee for Lot #" on the check. Mail this check to the LOALLI address above marked, "Attention: ARC."
 - Security Deposit check for \$1000 made out to LOALLI and indicate "Construction Security Deposit for Lot #" on the check. Mail this check (separate from the application) to the LOALLI address above marked "Attention: Security Deposit."
 - Construction Coordination and Oversight check for \$750 made out to LOALLI and indicate "Construction Coordination and Oversight Fee for Lot # ___" on the check. Mail this check (separate from the application) to the LOALLI address above marked "attention: Construction Coordination and Oversight." It is acceptable to include this check with the Security Deposit Check.
9. Documents will be reviewed for completion by the C&OC.
10. Documents are sent to the ARC for review.
11. Documents are returned to the C&OC with either an approval or conditional approvals.
12. After the ARC agrees upon all conditions, a letter of approval to build is sent to the C&OC.
13. C&OC sends a copy of the letter to: BOD president and the homeowner.
14. Homeowner or contractor delivers the approval letter, plans, proof of insurance, and license to the city building inspector to apply for a building permit.