



Miscellaneous Permit Application

Misc. Permit # _____ Date _____ Pre-approval _____
(Assigned by ACC)

Property Owner Name _____ Phone # _____

Tellico Village Property Address _____ Lot Block Addition

Mailing Address (if different from above) _____ E-mail Address _____

Contractor for this Project _____ Contractor's Phone #'s _____
\$ _____ \$ _____
Estimated Cost of Project Review Fee: See attached fee schedule

Check or Cash Receipt # _____

I certify that this information constitutes a true description of the proposed building and accessory construction and the location and the site of all items of construction and that same will be in accordance with these documents. All work will be done per applicable building codes of the State of Tennessee. I further certify that the building site and adjacent areas will be kept free of litter during construction. I have and agree to abide by the Tellico Village Declaration of Covenants and Restrictions.

There is a Six (6) Month Time Requirement for Completion of the Project.

Describe Project: _____

Attach Plans, Plot Plan, Spec Sheet, Contractor License, Worker's Comp. Insurance, etc.

Owner Signature (required) → → → _____

Submittal Checklist

Miscellaneous Projects

Misc.# _____

NOTICE: After your application has been submitted, a sign will be posted on your property stating the meeting date for committee review of your project. This is not an approval to begin your project. When you have an approval letter from the ACC office, you may proceed with your project according to the conditions stated in the letter.

Townhouse owners must contact the TVTA representative for your neighborhood to obtain approval for your project. That approval must be submitted to the ACC along with the miscellaneous permit application.

1. Application form and agreements signed by property owner and completely filled out describing in detail the proposed project.
2. Fee submitted with package.
3. Submit proof of worker's compensation insurance (or qualified applicants may sign an Affidavit of Exemption).
4. Adequate plans / elevations drawn properly reflecting the work to be done. Plans shall be no larger than 11"x17".
5. Spec sheet with color samples.
6. Accurate survey for any project changing the footprint of the structure or adding an object in the yard (fence, pool, etc.) Survey must show the location of the proposed work with no encroachment into utility easements or golf course setback.
7. Submit a copy of the contractor's license and worker's compensation insurance for projects that have a contractor.

Please make every attempt to be present for the ACC meeting when your package will be reviewed.

Committee members may have questions needing to be answered before your submission is considered for a vote.

Signature Required

Date



Required

Property Owner Agreement for Miscellaneous Permit

Misc. Permit # _____
(Assigned by ACC)

Property Owner Name

Tellico Village Property Address

No work shall be started on this permit request until all contingencies have been met and approval notifications have been received from all permit review agencies.

You must abide by all Blue Book requirements for the project. Should the permit need to be pulled for any reason, a \$500 re-instatement fee will be due in order to continue the project.

By signing this document, I understand the above noted requirement and agree to abide by these provisions. Commencing work before required approvals may result in penalties being assessed to the Property Owner.

Owner Signature Required → → _____

Date _____

ACC Miscellaneous Specification Sheet

Misc Permit # _____

Owner _____

Address _____

Foundation Material: _____ Sample: _____ Color: _____	Roofing Material: _____ Sample: _____ Color: _____
Exterior Wall Material : _____ Sample: _____ Color: _____ Mortar Color: _____	Exterior Doors Material: _____ Sample: _____ Color: _____
Trim Material: _____ Sample: _____ Color: _____	Windows Material: _____ Sample: _____ Color: _____
Fascia Material: _____ Sample: _____ Color: _____	Shutters Material: _____ Sample: _____ Color: _____
Deck Material _____ Sample: _____ Color: _____	Column Material: _____ Sample: _____ Color: _____
Railing Material: _____ Sample: _____ Color: _____	Other: _____ Sample: _____ Color: _____

Color chips must be submitted for all exterior items.

I, the undersigned, warrant that no changes in the submitted plans and specifications will be made without the written approval of the ACC.

Owner Signature (required)

Date



Permit Fees as of 2018

Residential Miscellaneous Permit Review Fee Schedule

Note: Building permit fees charged by the jurisdiction doing code inspections are in addition to the following POA charges:

<u>Total Valuation</u>	<u>Fee</u>
\$900 and less	No fee, unless inspection is required, in which case a \$50.00 fee for inspection shall be charged
\$1,000 to \$49,000	\$50.00 for the 1 st \$1,000, plus \$10.00 for each additional thousand or fraction thereof.
\$50,000 to \$99,000	\$400.00 for the 1 st \$50,000, plus \$8.00 for each additional thousand or fraction thereof.
\$100,000 and up	\$600.00 for the 1 st 100,000 plus \$6.00 for each additional thousand or fraction thereof.