

# CROWNE POINTE ADDITION/FENCE REQUEST

NAME: \_\_\_\_\_ DATE SUBMITTED \_\_\_\_\_

ADDRESS: \_\_\_\_\_ DATE RECEIVED \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ LOT NUMBER \_\_\_\_\_

E-MAIL ADDRESS (if desired): \_\_\_\_\_

As described in Section 10, page 16 of the Declaration of Covenants, Conditions and Restrictions for Crowne Pointe Subdivision, you will find information regarding the Architectural Control Committee. This request form is designed to help ease your application process. A condensed listing of the rules found in this section is also enclosed for quick reference.

The following is a checklist of the information to be submitted to the committee along with this application. Please be as detailed as possible in order to assist the Committee when reviewing the application. Lack of information or detail may increase the review process. The Committee reserves the right to reject any application that does not provide the information as requested herein.

**FENCES** All requests shall include the type of material being used, the style you wish to build, as well as the height, width, and thickness of the material being used. A legible drawing or sketch of the entire lot is required including dimensions.

**Fence** - Indicate fence location with reference to house location and all dimensions from house and/or street.

**Trash Enclosure** - See Section 20 (xxi) p. 21-22

**ADDITIONS/CHANGES** For additions; include the builder and all material information including a detailed drawing.

**Swimming Pools** - See Section 20 (xx) p. 21

**House or Patio additions** - Drawings must be submitted for additions.

**Other** – Please explain on a separate sheet of paper.

**VARIANCE** Check this box if you are requesting an exception to the rules and regulations. Explain each request separately and the reason for your request in the space below. Provide as much detail as possible. Use a separate sheet if necessary. Applications requesting a variance will likely require more time for the committee to review and research depending upon the request.

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_

3. \_\_\_\_\_

\_\_\_\_\_

**The Covenants allows up to four (4) weeks for the committee to review and act upon an application.** The committee will make every possible attempt to act upon requests as quickly as possible. It is therefore extremely important that you submit all necessary information to eliminate any delays in this process. The minimum amount of time to expect a response is one (1) week for the review process from the time the application is received. The committee reserves the right to request a follow-up inspection for all applications to ensure compliance with the rules of the Homeowners Association.

I have read the Declaration of Covenants, Conditions and Restrictions for Crowne Pointe Subdivision. I understand that, as outlined in Section 18 (ii), page 16-17 of the Covenants, any improvements that revise this approved request are subject to correction at my expense.

**Homeowner Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**For Committee Use:**

**Committee Signatures:**

_____	_____
_____	_____
_____	_____

**MAIL TO:      Todd Day  
                    3016 Liverpool Drive  
                    Thompsons Station, TN 37179**

**Dear Homeowner,**

**Your application has been denied as submitted. Please address the following and re-submit your request.**

- Enclose a drawing showing the location and fence dimensions.**
- Enclose the design, height, width, and thickness of the material to be used.**
- The proposed application does not meet the guidelines of the Crowne Pointe HOA. The following items are not within compliance with the established rules and regulations.**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Thank you for your cooperation.**

# Crowne Pointe HOA – Architectural Regulations

## Fencing

1. All fences must be enclosed.
2. The finished side of the fence must be to the outside/street.
3. Fences shall be of wooden fencing, plank material, or iron/metal rod. **NO** plastic, vinyl, wire, or chain link fencing will be permitted.
4. Fences for corner lot properties, in which a side or back lot line is adjacent to a street, may be no closer than 30-ft to the street.
5. Fences shall be constructed no further than a distance of  $\frac{1}{4}$  of the house's side length from the rear of the house.
6. Fences may be stained, if desired. Color of stain must be same as the house trim or natural wood color. No latex paint will be permitted.
7. Dog runs and/or any other separate enclosures within a fenced property will not be permitted. Security fencing for those homes with pools will be reviewed on a special case.
8. Trash enclosures will be permitted along the side of the house provided the house does not have a fence which exceeds the  $\frac{1}{4}$  length distance. Enclosures shall be no greater than 4' x 7' dimension x 5-ft height, maximum, constructed of wooden fence or plank material. Style, design, and/or color of the enclosure shall match that of any wooden fence on the property.
9. Fences must be constructed using only one material type. Use of two or more material to construct a fence will not be allowed. (example, utilizing both wood and wrought-iron style).
10. Minimum fence height is 4-feet. Maximum fence height is 6-feet.

## Pools

1. All pools must be in ground. No above ground pools are permitted.

## House/Patio Additions

1. Any addition must be constructed of similar material, color, and trim as the existing home, including brick, shingles, vinyl trim, etc.
2. Aluminum material for patio or deck enclosures which involve windows or screens as the primary material is acceptable provided that the aluminum does not encompass a majority of the area enclosed. Color must match existing trim.
3. No metal or tin roofed structures will be permitted.

## Satellite Dishes

1. All Satellite dishes must be concealed from view of the public street.

**Other**

1. No outside storage/utility buildings or sheds are allowed. (No Exceptions)

**PLEASE NOTE:** *For building additions and fences, the **City of Spring Hill** requires a building permit. It is **not** required for this application, but it is your responsibility to acquire a permit from City Hall before beginning any building project. This permit must be posted on your property in plain sight while the building process is underway.*