

Permit Extension for New Construction

www.bvacc.com

Staff Only: Initials _____ Date Submitted: _____ ACC#: _____ Permit #: _____ Payment: _____

Property Information

Property Address: _____

Lot(s) _____ Block _____ Subdivision _____ Parcel #(s) _____

Owner Information

Owner's Name: _____

Mailing Address: _____

Phone #: _____ Email: _____

Primary Contact Information

*** OWNER IS STILL SOLEY RESPONSIBLE FOR THEIR PROPERTY, EVEN WHEN A REPRESENTATIVE IS ACTING ON THEIR BEHALF.**

Business Name: _____

Primary Contact: _____

Mailing Address: _____

Phone #: _____ Email: _____

Project Details

Description of Improvements: _____

Fee Information:

Miscellaneous Extensions _____ \$50.00

NO REFUNDS

Application Checklist

- Fill out, sign, and date the application.
- Picture(s) showing the progress made on the project.
- An updated Proof of financial ability is to be provided in accordance to Covenant 10 of the Declaration and Protective Covenants. The following are accepted forms of proof:
 1. Provide to the ACC that a suitable completion bond has been made to insure completion of the building and to indemnify Owner against material and mechanic liens.
 2. Copy of a loan that references the owner, dates of the loan, legal description or address of the property, and amount of loan.
 3. An original letter from a financial institution that references the owner, legal description or address of the property, and a statement to the effect the owner has funds available in excess of \$\$\$ for construction. Letter must be signed by financial institution.

- An updated copy of a builder’s risk insurance **policy** in the name of the owner or builder. The policy is to reference the legal description or address of the property, inclusive dates of coverage, and an amount that is equal to the value of the project.
- Has there been any changes to the location, size, and/or any additions to the project?
 - NO YES If yes, please provide an updated copy (11” x 17”) of the survey, to scale, indicating any changes or additions.
- If on Septic - Has the septic been installed?
 - NO If no, the AR Dept of Health permit will need to be revalidated.
 - YES If yes, the AR Dept of Health permit **part 3** needs to be signed.
- Has the design changed for this project?
 - NO YES If yes, provide one updated set of plans (11” x 17”) to include: four exterior elevations (front, rear, and sides) and floor plan with dimensions.
- Have the materials and/or color preferences changed for this project?
 - NO YES If yes, provide an update Color Scheme Sheet to include: manufacturer name, color name and picture of color to be used for all exterior materials. **Actual samples may be required.**

Additional information needed, as applicable:

- If the project has a conditional easement release, an update from CCI will be required.

Applications will not be accepted until all information is provided and correct.

I certify that the above, together with attached survey/plat, construction plans, materials and color descriptions, constitutes a true description of the proposed building and accessory construction and that the location on the site of all items of construction will be in accordance with these documents.

Property Owner or Designated Representative’s Signature

Date

ACCEPTANCE: The ACC has reviewed this application, and the project is approved subject to the following:

ACC Administrator’s Signature

Date of Approval

ACC COLOR SHEET

PROPERTY ADDRESS _____

All new construction applications and change requests must include this sheet or the application will not be accepted

| | | | | |
|--|----------------|--|--------------|-----|
| Insert below a clear photo/snips of each material being used with accurate details of what will be used and where. <i>Please use n/a below for details that don't apply to this house</i> | | M – Manufacture name C – Color name L – Location of material | | |
| Roof | Primary: | | Accent: | |
| | | M – | | M - |
| | | C – | | C - |
| | | L – | | L - |
| Body of the house | Brick: | | Stone: | |
| | | M – | | M - |
| | | C – | | C - |
| | | L – | | L - |
| | Primary: | | Secondary: | |
| | | M – | | M - |
| | | C – | | C - |
| | | L – | | L - |
| | Accent: | | Other: | |
| | | M – | | M - |
| | | C – | | C - |
| | | L – | | L - |
| Trim: | Soffit/Fascia: | | Window trim: | |
| | | M – | | M - |
| | | C – | | C - |
| | | L – | | L - |
| | Deck: | | Garage Door: | |
| | Decking | Railing | | M - |
| | M - | M - | | C - |
| | C - | C - | | L - |

Additional notes:

**An example color sheet is available on the ACC website www.bvacc.com and in the office at 626 W Lancashire Blvd.*