

Oak Creek Estates HOA

Pool Construction Policy Agreement

The following agreement is required for approved installation of pools at Oak Creek Estates HOA . **Please adhere to the following agreement, sign below, and include with your ARC submission:**

All pools must be approved prior to any work starting on any pool in the community that is installed by a unit owner or owner contractor.

Instructions for Approval

1. Complete all necessary paperwork and/or inspections required by the City of Hendersonville. Click here to go to the City of Hendersonville's website: [Apply for a Permit | Hendersonville, TN](#). See swimming pool plan submittal checklist below. This is only an example image. You must go to the Hendersonville website to get this list and their other documents. The approved city documents will need to be submitted with your HOA submission. :



City of Hendersonville
Building & Codes Department
301 Maple Drive North
Hendersonville, TN 37075

SWIMMING POOL PLAN SUBMITTAL CHECKLIST

THE FOLLOWING ITEMS ARE REQUIRED FOR A COMPLETE PLAN SUBMITTAL.
INCOMPLETE SUBMITTALS WILL NOT BE ACCEPTED; PLEASE READ CAREFULLY!
PLEASE CHECK WITH THE PERMIT TECHNICIAN FOR REQUIREMENTS.

JOB ADDRESS: _____ APPLICATION #: _____

ONE (1) PDF SITE PLAN AND ONE (1) COMPLETE BUILDING SET ARE REQUIRED. <u>Send by email to permits@hendersonville.org or bring paper copies/fash drives etc to Building & Codes Department.</u>	
	Drawn to an appropriate scale with pool depths shown and dimensions to other structures.
	Have an engineer address any surcharge loads on the pool or from the pool.
	Dimensions of all property lines With North Arrow
	Location of all mechanical equipment, type, and size of pool equipment, plumbing, and gas line sizing.
	BTU rating of all gas appliances including diameter and length of each segment of gas run.
	Location of all easements (including Public Utility Easements) and required setbacks.
	Type of electric service currently on home (overhead/underground).
	Location of electric panel and gas meter.
	Direction of surface water drainage and direction of flow of the deck drain (using arrows).
	Pool fencing design and location to show enclosure around pool area.
	All gates to indicate swing away from pool.
	Point of access across property line for pool construction equipment.
	Wall height and slope for any retaining walls that are part of the proposed construction.
	Contractor must indicate if there is existing damage to sidewalk at access route to yard.
	Gunite pools require engineering from design professional.
	Notes:

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2. Complete and submit Architectural Change Request “ARC” through Synergy’s Website. *Must include approval from The City of Hendersonville.* [Architectural Request for Change Form – Synergy Real Estate](#)
3. ARC requests must include a plot plan with location of the home and distance from property lines and drainage easements.
4. Once approved or denied, you will be notified through your portal and email.
5. Once notification for approval is received, you may begin construction.

Terms

1. **Start of Construction:** No lot clearing or placement of portable toilets will be permitted until:
 - I. All required governmental permits are obtained
 - II. Pictures of all curbs and sidewalks at address of jobsite are submitted to the ARC.
 - III. Onsite pre-construction meeting with Association Representative, Developer Representative, and Homeowner and/or Homeowner’s Contractor has taken place
 - i. A \$150 charge will be applied to your Homeowner account for this meeting
 - IV. Formal written approval of the ARC has been granted
2. **Access:** Contractors, subcontractors, and/or their associated equipment are strictly prohibited from accessing the job site by way of any neighboring lots and/or community common ground.
3. **Dumping:** Absolutely no dirt is to be dumped anywhere on site. A minimum \$10,000 penalty will be imposed if dirt, rock, or debris is dumped in any common area or neighboring lot.
4. **Site Clean-Up:** All construction sites must be maintained in a neat and orderly fashion. Trash from construction work will be contained in a trash dumpster or suitable method that will ensure constant containment and stockpiling of the trash until removal from the site. The Pool Contractor is responsible for trash that blows off the site and shall retrieve such trash immediately. There will be no stockpiling or dumping on adjacent lots, on common ground, or on streets. Trash not removed will be removed by the Association and billed to the responsible contractor or subcontractor. Contractors will use only the utilities provided on the immediate site on which they are working.
5. **Pool Contractor Signage:** No contractor or subcontractor signage is permitted.
6. **Construction Damage:** Any damage to streets and curbs, drainage inlets, sidewalks, street lights, street markers, mailboxes, walls, etc., may, at the Developer’s election, be repaired by the Developer and billed to the Homeowner by which the contractor was hired.
7. **Construction Spillages:** Operators of vehicles are requested to see that they do not spill any damaging material while within the Oak Creek Estates HOA community. If spillage of a load or spillage of mud occurs, operators are responsible for cleaning up the day of. Clean-ups done by the Developer will be billed to the Homeowner. Please report any spills immediately.
8. **Telephone/Cable TV Lines:** If any community telephone, cable television, electrical, water, etc. lines are cut or damaged, it is the contractor’s responsibility to report the accident to the Homeowner within 30 minutes. The Homeowner must then report to the Association within 30 minutes. All repairs are the responsibility of the Homeowner.
9. **Construction Site Appearance:** All personnel working in the Oak Creek Estates HOA community are to keep all areas in which they work free of discarded materials such as lunch bags and odd materials. Objects should not be thrown out of cars and trucks.
10. **Parking:** Contractors and subcontractors must park in front of home at which the pool is being built and must not block the street.

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Important Notes

1. It will be the responsibility of all owners to call Tennessee One-Call and any utilities not a part of Tennessee One-Calls system to locate utilities before digging.

As required by the Declaration of Restrictions for Oak Creek Estates HOA, this agreement and required fees for an addition, improvement or modification are hereby submitted for review by the Architectural Review Committee (ARC).

I understand that no construction shall commence in any manner or respect until approval by the ARC.

I have read this Agreement carefully, and I understand and agree to its terms.

Homeowner Name:

Homeowner Address:

Homeowner Signature:

Date:
