

# MINOR PROJECT PERMIT APPLICATION PMCPOA ENVIRONMENTAL CONTROL

TRACT \_\_\_\_\_ LOT \_\_\_\_\_ PROJECT TYPE: \_\_\_\_\_

PROPERTY ADDRESS \_\_\_\_\_

PROPERTY OWNER \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_

HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_



EMAIL ADDRESS \_\_\_\_\_

GENERAL CONTRACTOR \_\_\_\_\_

## STATEMENT

I have read, understand and agree to comply fully, now and at all times in the future, with all requirements of the PMCPOA CC&Rs and the Environmental Control (EC) Code. The accuracy of the data provided is the sole responsibility of the property owner. I agree to remove all construction signs from the subject property upon completion of the exterior of the structure herein requested.

Neither the Environmental Control Officer (ECO), Environmental Control Committee (ECC) nor PMCPOA, Inc. is responsible for the location of fences, buildings or other structures in relation to easements, rights-of-way or licenses of any kind or nature. Approval by the Committee of any application or plan does not constitute a review or approval of the location of any fence, building or structure in relation to easements, rights-of-way or licenses. All fences, buildings, and other structures are located at the owner's sole risk and should be surveyed by a qualified, licensed surveyor.

Note than for any landscaping or any structure (i.e., tree, bush, plant, retaining wall, fence, lights, shed, etc.) placed, erected, or installed on PMCPOA right-of-way or any setback bordering a road, the property owner shall indemnify and hold PMCPOA, Inc. and its directors, officers, agents, and employees harmless from any damage that might occur as the result of street maintenance, snow plow, or road work, or any activity or work undertaken by PMCPOA pursuant to the Association's governing documents. The property owner shall take full responsibility for any damage to PMCPOA equipment or injury to PMCPOA directors, officers, agents, and employees resulting from the placement of the landscaping or structure.

I understand that approval by the PMCPOA ECO does not constitute approval by the County of Kern, Department of Planning and Development Services.

Signature of Property Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Property Owner(s) \_\_\_\_\_ Date \_\_\_\_\_

**PROPERTY ACCESS AUTHORIZATION  
Construction Packet**

Property Address:

\_\_\_\_\_

Tract / Lot: \_\_\_\_\_ / \_\_\_\_\_

Property Owner(s) \_\_\_\_\_  
(Please Print Clearly):

This is authorization for the EC Officer and EC Committee members to enter onto our lot(s), for the duration of our construction project, for the purposes of verifying lot lines, footings, plot details, tree locations, easements and any other construction project items. This authorization shall remain in force until the time of the site cleanup and final inspection.

\_\_\_\_\_ Date: \_\_\_\_\_  
Property Owners Signature

\_\_\_\_\_ Date: \_\_\_\_\_  
Property Owners Signature

\_\_\_\_\_  
Contact Telephone Number

**PURPOSE:** To define the requirements and limitations associated with minor projects in Pine Mountain Club (PMC).

**SCOPE:** The CC&Rs and the EC Code dictate that any structure be harmonious with the surroundings, will not inhibit view, and be constructed of wood or wood products.

**DEFINITION:** Minor projects shall mean and refer to, but not limited to, small sheds (up to 120 sq feet), gazebos, awnings, greenhouses, etc. Projects not requiring a Kern County building permit.

**GENERAL RULES**

1. All minor projects must be reviewed and approved by the EC Officer prior to construction.
2. Request for a minor building project requires a **\$25.00 non-refundable EC fee** and \$75.00 performance deposit, payable at the time plans are submitted (See Performance Deposit Fee Refund Schedule below).

| Type of Construction  | Performance Deposit | Non-Refundable EC Fee | Permit Check Total | Time to Comp | Refund Amount | Time to Comp | Refund Amount | Time to Comp** | Refund Amount | Time Limit Exceeded - No Refunds Given - # New Permit & Fees Apply if No Extension Granted |
|---|---------------------|-----------------------|--------------------|--------------|---------------|--------------|---------------|----------------|---------------|--|
| SFR~  | \$1,000.00          | \$200.00              | \$1,200.00         | 24 mos       | \$1,000.00    | 30 mos       | \$850.00      | 36 mos         | \$500.00      | 36+ mos \$0.00   |
| Room Addn   | \$350.00            | \$150.00              | \$500.00           | 24 mos       | \$350.00      | 30 mos       | \$262.50      | 36 mos         | \$175.00      | 36+ mos \$0.00   |
| Garage  | \$350.00            | \$150.00              | \$500.00           | 24 mos       | \$350.00      | 30 mos       | \$262.50      | 36 mos         | \$175.00      | 36+ mos \$0.00   |
| Carport   | \$200.00            | \$150.00              | \$350.00           | 6 mos        | \$200.00      | 9 mos        | \$150.00      | 12 mos         | \$100.00      | 12+ mos \$0.00   |
| R-wall  | \$150.00            | \$150.00              | \$300.00           | 6 mos        | \$150.00      | 9mos         | \$112.50      | 12 mos         | \$75.00       | 12+ mos \$0.00   |
| Deck  | \$150.00            | \$150.00              | \$300.00           | 6 mos        | \$150.00      | 9 mos        | \$112.50      | 12 mos         | \$75.00       | 12+ mos \$0.00   |
| Solar   | \$150.00            | \$150.00              | \$300.00           | 6 mos        | \$150.00      | 9 mos        | \$112.50      | 12 mos         | \$75.00       | 12+ mos \$0.00   |
| Minor Misc*   | \$75.00             | \$25.00               | \$100.00           | 2 mos        | \$75.00       | 3 mos        | \$50.00       | 4 mos          | \$25.00       | 4+ mos \$0.00  |
| *Minor Misc = sheds, awnings, small greenhouses, gazebos, fences, or other projects not requiring a Kern County Bldg permit   |                     |                       |                    |              |               |              |               |                |               |  |
| ~ SFR - Time clock starts with initial ECO inspection of footings   |                     |                       |                    |              |               |              |               |                |               |  |
| # For SFR, Room Addition and Garage Projects - If construction exceeds 36 months, a one time 'Good Cause' time extension may be granted by the ECO on a case by case basis. If extension time limit is not met, project will be stopped and new permit process must be started and new fees paid. |                     |                       |                    |              |               |              |               |                |               |  |
| Updated January 2017  |                     |                       |                    |              |               |              |               |                |               |  |

*(EC Fees are not refundable at all. Refund applications for performance deposits must be filed within 60 days of final inspection sign off.)*

|   |        |          |
|---|--------|----------|
| a. New construction - SFR   | EC Fee | \$150.00 |
| b. New construction performance deposit   |        | \$850.00 |
| c. Retaining walls and decks  | EC Fee | \$150.00 |
| d. Retaining walls and decks performance deposit  |        | \$150.00 |
| e. Garages or room additions  | EC Fee | \$150.00 |
| f. Garages or room additions performance deposit  |        | \$350.00 |
| g. Carports   | EC Fee | \$150.00 |
| h. Carports performance deposit   |        | \$200.00 |
| i. Other (Sheds, awnings, gazebos, or other minor projects that do not require a Kern County building permit) | EC Fee | \$ 25.00 |
| j. Other performance deposit  |        | \$ 75.00 |

*Refunds of the performance deposit will be as specified on the EC Schedule of Fees, Performance Deposits and Refunds (see chart above)*

3. A plot plan must be furnished to the ECO showing the proposed project location, all existing structures on the lot (with full dimensions) and the finish to be applied.
4. All project colors must meet the approved color chart, available in the EC Office or online.
5. A site inspection shall be conducted by the ECO after plans are submitted. Stringing of the project site is required prior to this inspection so that placement is explicit.
6. The property owner is reminded that all lots in PMC have a 25' front setback, 20' rear setback and 10' side setbacks. No projects shall be built within the setback areas, unless a variance has been approved by the Board of Directors.
7. All minor projects constructed on any lot shall be made of wood or wood like products. Chain link, cable and rope projects are not permitted.
8. Visible retaining walls and embankment retention devices shall be constructed of a natural appearing material, such as "split face block" or faced with natural stone, manufactured stone, or other natural appearing material that are in keeping with the natural stone of PMC.
9. Any embankment retention device exceeding six (6') feet in height and/or 75 degrees from horizontal requires EC Committee approval. Retaining walls must meet Kern County requirements. Decorative walls and borders must be approved by the ECO prior to installation and shall not exceed three (3') feet in height.

## Sample Plot Plan - Minor Project

1. Plot location of property lines (must be strung on lot).
2. Plot location of all existing structures.
3. Plot location of all existing trees and shrubs.
4. Show proposed location of project (must be strung on lot), and show distance to property lines.
5. Specify height and length of proposed project.
6. Specify any variances you are requesting.

### EXAMPLE OF PLOT PLAN

