

## SECTION 20 POA NEW CONSTRUCTION PERMIT

Permit Fee: \$150.00

Clean Jobsite Deposit: \$2,500 (REQUIRED)

Permit Duration: 180 days - 6 months

**\*\* accounts with past due balances must be paid prior to permit submission**

### REQUIREMENTS:

- May apply for one permit extension of 6 months
- **House colors may not include: black, neon, stripes/patterns**
- Minimum Square Footage Under Air (living area): 2,000 sq. ft.
- Minimum Roof Pitch: 5:1
- **NO SIGNAGE LARGER THAN 6 INCHES BY 8 INCHES** unless on inset portion of permit box
- Design Requirements: minimum 1 window per side of home, minimum 2 wall mounted sconces on front of home, front door shall not be flat or six panel, front door roof covered entryway must be minimum of 6 feet, front of home needs minimum 2 architectural design features such as stonework, columns, banding, siding, or window shutters.

### DOCUMENTS CHECKLIST:

- Site Plan from Surveying Company (or Detailed Drawing)
- Construction and Landscape Plans
- **PHOTO EXAMPLE** of Shingle/Roof Material Color
- **PHOTO EXAMPLE** of Paint Colors
- \$150.00 New Construction Permit Fee
- \$2,500.00 Clean Jobsite Deposit (separate check)
- POA Permit Application Packet
  - Application for Building Permit
  - Owner & Builder/Contractor Agreement
  - Performance Bond Waiver

**\*\* ALL PAGES MUST BE FULLY COMPLETED BEFORE SUBMISSION.\*\***

**Architectural Review Committee Meetings are held on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month, effective July 30, 2024. Complete permit including fees must be submitted by noon Tuesday for consideration.**

## **DEEP CREEK SECTION 20 PROPERTY OWNERS ASSOCIATION CLEAN JOB SITE PROGRAM**

Deep Creek Section 20 is continuing to grow. This growth is made possible by developers and contractors. The majority of contractors working in Section 20 are good neighbors and keep their job sites orderly. However, with more contractors and construction taking place in established neighborhoods, these job sites are creating increased complaints from residents about litter, unsightly job sites, and drainage issues. We have tried to encourage neat and organized job sites, but this problem persists. For these reasons, the Board of Directors will be initiating the Clean Job Site Program.

### **Scope & Requirements**

Section 20 will require that you do the following:

1. Maintain portable toilets on each site as required by Charlotte County regulations.
2. Maintain a dumpster on site from the time the slab is poured until a Certificate of Occupancy has been obtained. The dumpster **must** be a solid-side dumpster with a bottom. Wire sides or bottoms will no longer be permitted.
3. All trash must be placed in the dumpster at the time it is generated. Trash may not be placed or stored on the ground.
4. Dumpsters cannot be filled above the plane of the dumpster. This will prevent blowing wind from scattering litter and debris.
5. The remains of all lunches, snacks, or meals must be placed in dumpsters immediately. All litter **must be placed in the dumpster.**
6. All required silt fences must be maintained to prevent dirt from entering swales, canals, and other drainage areas.
7. Proper drainage must be maintained. A drainage path between the job site and the road is required to allow for proper drainage.
8. Foliage and grass on jobsites must be trimmed and/or mowed on a regular basis as to not become unsightly.
9. Jobsites will be inspected the first week of each month. If mowing/trimming is needed, the POA will send a contractor to address the issue and your account will be billed.

### **Administration**

1. With each permit application you will be required to submit a **separate** refundable deposit of \$2,500.00 payable to: Section 20 Property Owners Association
2. This check must accompany the plans and permit application. Your permit will **not be approved** and you will not be able to begin construction until the deposit is received.
3. The money will be placed in a non-interest bearing account and linked with your job site.
4. When a Certificate of Occupancy for a home is obtained, submit a copy to Section 20 and your deposit will be refunded to the same entity that submitted the deposit check.
5. If the Association has been required to take corrective action on the job site, the cost of these actions will **immediately** be deducted from the deposit. The builder will be invoiced that amount to maintain the \$2,500.00 requirement. Should the costs exceed the amount of the deposit, the Association reserves the right to invoice the builder or property owner for same.
6. Upon repeat violations by the builder, the Association reserves the right to deny any further plans/permit applications.

**Deep Creek - Section 20 Property Owners Association  
24710 Sandhill Boulevard, Unit 804  
Punta Gorda, FL 33983**

Phone: (941) 627-6562 Fax: (941) 627-0425 Email: poa@deepcreekfl.com

**APPLICATION FOR BUILDING PERMIT (CIRCLE ALL APPLICABLE)**

HOUSE	ENCLOSURE	CONCRETE PAVERS FLATWORK	POOL AND/OR POOL CAGE	LANAI	WATER WELL	PLAYGROUND  EQUIP	ADDITION	ARBOR
	FENCE			PATIO	KENNEL/ DOGRUN		PERGOLA	TRELLIS

**CONTRACTOR/BUILDER'S INFORMATION**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_

LICENSE #: \_\_\_\_\_ DATE: \_\_\_\_\_

**OWNER(S) INFORMATION**

NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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

PHONE #: \_\_\_\_\_ ADDITIONAL PHONE #: \_\_\_\_\_

**SPECIAL NOTE - COUNTY APPROVALS:** Many structural changes require county permits. **It is the homeowner's responsibility to obtain all county approvals and permits.** Charlotte County authorities should be contacted prior to beginning any work in order to verify what procedures must be followed and to obtain required permit(s). County approval does not preclude the need for ARC approval.

**DISCLAIMER:** These plans have been reviewed for the limited purpose of determining aesthetic compatibility of the plans within the community. These plans are approved on a limited basis. No review has been made with respect to functionality, safety, and compliance with governmental regulations or otherwise and any party with respect to such matters should make no reliance on this approval. The approving authority expressly disclaims liability of any kind with respect to these plans, the review hereof, or any structures built pursuant

**OFFICE USE ONLY**

ITEM		ITEM	
FRONT SET-BACK (25' MIN)		PAINT COLOR/SCHEME	
REAR SET-BACK (15' MIN)		SITE PLAN	
RIGHT SIDE SET-BACK (7'-6":MIN)		LANDSCAPE PLAN	
LEFT SIDE SET-BACK (7'-6":MIN)		CONTRACTOR/BUILDER AGREEMENT	
LIVING AREA (UNDER AIR)		PERMIT FEE	
CONSTRUCTION DWGS/DOCUMENTS		BLOCK-LOT	
PERMIT ISSUED	YES NO	DATE:	

AUTHORIZED ARCHITECTURAL COMMITTEE REP.:

**Section 20 Property Owner's Association**

24710 Sandhill Boulevard, Unit 804, Punta Gorda, Fl. 33983

Phone: (941) 627-6562 Fax: (941) 627-0425, email: [poa@deepcreekfl.com](mailto:poa@deepcreekfl.com)

**OWNER & CONTRACTOR/BUILDER'S AGREEMENT**

Project Location: Street Address \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

- 1) Any and all excess fill will be removed from the building site.
- 2) Dumping of fill or other material on right-of-ways, greenbelts, common areas or private property is prohibited.
- 3) A clean, safe work area shall be maintained for the duration of the project and any incidental **damage** to or **debris** upon surrounding right-of-ways, **greenbelts**, **common areas** or private property shall be the **responsibility of the permit holder** to clean, remove, repair or restore immediately. When we are under a **Named Storm Watch**, all construction material and debris must be secured.
- 4) All vehicles of any type are prohibited from traversing right-of-ways, greenbelts, common areas or private property in any way. **(Any exception requires prior approval by grantor)**
- 5) This permit is good for 180-days (6 months) from date of issue. If the structure does not have a roof (if applicable) at the end of the 180-day period, then the permit must be renewed. At the end of the initial 180 day period, a one time 180-day (6 month) extension will be granted free of charge. The permit holder must request this extension at the end of the 180-day period. The Section 20 permit shall be posted in the permit box along with all other pertinent documentation.
- 6) I agree to pay any applicable permit fees and submit the following: Site Plan and if applicable (1) Set Blue Prints; Landscaping Plan showing plantings; and Color Scheme w/Paint Chips.
- 7) I have been given access to and have read the Deed Restrictions and agree to all of the Deed Restrictions as well as the above requirements.
- 8) If this permit is for new construction of a house, it is agreed that the house will not be used as a model home. (If the house is to be used as a model home, please contact the POA prior to submittal of your permit application.)

\_\_\_\_\_  
Owner Name

\_\_\_\_\_  
Contractor/Builder Company Name

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Contractor/Builder Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor/Builder Signature

\_\_\_\_\_  
Date

Section 20 Property Owner's Association, Inc.  
24710 Sandhill Boulevard, Unit 804  
Punta Gorda, FL 33983

PERFORMANCE BOND WAIVER

BLOCK \_\_\_\_\_ Lot \_\_\_\_\_

It is my/our understanding that Section 20 POA has a PERFORMANCE BOND and LABOR and MATERIAL PAYMENT BOND provision in their building code restrictions, a portion thereof quoted below:

The builder will provide a PERFORMANCE BOND and MATERIAL PAYMENT BOND. These will be posted prior to the commencement of construction. These bonds are for the mutual protection of the Company and owner. The bond will insure the Company that the building is constructed in accordance with the plans and specifications and also that partially completed and abandoned structures will not mar the beauty of the area. In addition, the bond assures the owner that the building will be free and clear of any encumbrances, with protection for all time against any claims of liens or accounts of any nature which may arise from construction of the building.

As stated above, this is for the mutual protection of both the Company and the owner. Understanding the above, I/WE HEREBY WAIVE THE REQUIREMENT OF PAYMENT AND PERFORMANCE BOND and MY/OUR proposed structure to be built by \_\_\_\_\_. By waiving this requirement, I/WE accept full responsibility for the selection of the contractor and for insuring that the contractor builds the structure in accordance with the plans and specifications. I/WE further agree to accept the responsibility for completing the improvements in the event the contractor abandons construction or I/WE discharge the contractor.

I/WE further understand that by waiving the Payment and Performance Bond that the above described property may be subject to Florida Construction Liens pursuant to Chapter 713, Florida Statutes.

I/WE acknowledge receipt of copy of "Warning to Homeowners" provided by the Charlotte County Building and Zoning Board and/or the City of Punta Gorda.

I/WE further release SECTION 20 POA, INC. its subsidiaries, officers, directors and employees from any and all liability with reference to this structure, and acknowledge that SECTION 20 POA, INC., has and assumes no responsibility with reference and approved the plans, drawings or specifications concerning this structure.

I/We certify that I/WE have the necessary funds to complete My/OUR structure including the "extras" which I/WE may authorize.

Owner's Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_