

Sugarwood Residential Property Change Project Application

The purpose of the SHA Planning Committee project reviews is to ensure the continued development of the Sugarwood Subdivision residential area of the highest quality and standards, and in order that all improvements on each building lot shall present an attractive and pleasing appearance from all sides and from all points of view, the Planning Committee, subject to the supervision of the SHA Board of Directors, has the exclusive power and discretion to control and approve all of the buildings, structures, and other improvements on each building lot in the manner and to the extent set forth within the Sugarwood Subdivision Unified Restrictions.ⁱ

No residence or other building, and no fence, wall, utility yard, driveway, swimming pool, or other structure or improvement, whether attached to or detached from the main residence and that, in the Planning Committee's judgment, materially change the visual aesthetics of the specific lot or the neighborhood generally, shall be commenced, placed, or erected or allowed to remain on any building lot, nor shall any addition to or exterior change or alteration thereto be made, unless or until building plans and specifications covering the same, showing the nature, kind, shape, height, size, materials, floor plans, exterior color schemes with paint samples, location an orientation on the building lot and approximate square footage, construction schedule, on-site sewage and water facilities, and such other information as the Planning Committee shall reasonably require, commensurate with the scope and scale of the proposed project, including, if so required, plans for the grading and landscaping of the building lot showing any changes proposed to be made in the elevation or surface contours of the land, have been submitted to the Planning Committee and until copy of all such plans and specifications, as finally approve by the Planning Committee, have been lodged permanently with the Planning Committeeⁱⁱ.

Complete the attached application and send via postal mail to:
Sugarwood Homeowners Association
Planning Committee
P.O. Box 22702
Knoxville, TN 37933

Or for faster consideration via e-mail to: SugarwoodBoard@Sugarwood.Org

Sugarwood Residential Property Change Project Application

1) **HOMEOWNER (APPLICANT) NAME: (Please Type or Print):**

2) **ADDRESS OF PROPOSED CHANGE:** _____

3) **LOT NUMBER:** _____

4) **SUBDIVISION UNIT NUMBER:** _____

5) **HOME TELEPHONE:** _____

6) **WORK TELEPHONE:** _____

7) **E-MAIL ADDRESS:** _____

8) **GENERAL DESCRIPTION OF PROPOSED CHANGE:**

Provide a description of the proposed change, including the purpose or reason for the change, the type and color of materials to be used, location on the property, and any other pertinent information required to evaluate the proposed change.

9) **REQUIRED EXHIBITS AND SUPPORTING DOCUMENTATION.**

Supporting documentation as required by Unified Restrictions (see listed below) must accompany this application as applicable for the proposed change. An application submitted without necessary information may be considered incomplete.ⁱⁱⁱ

- a) Exterior color schemes with paint samples^{iv}
- b) Finish Materials - A description and/or sample of all finish materials to be used for the exterior surface of proposed changes^v
- c) Structural addition, exterior change, or alteration - A site plan, drawn to scale, showing the location and dimensions of any proposed structural change, including orientation with respect to the property lines, unit, and adjacent dwelling units must be provided for decks, patios, walls, and fences^{vi}.
- d) Major Landscaping - Plan for the grading and landscaping of the building lot showing any changes proposed to be made in the elevation or surface contours of the land require approval.^{vii}

10) Illustrative Examples - The following are illustrative examples of items/projects that are subject to review and approval by the Planning Committee. See the referenced Articles of the Unified Restrictions for additional information.

- i) Out-building, pool house, carport, or detached garage construction (Article 9)
- ii) Building Additions, Changes, or Improvements (Articles 10 and 19)
- iii) Changes to Driveways, Fireplaces, Foundation Walls, Windows (Article 9)
- iv) Fences, Walls, Utility Yard, driveway, swimming pool, or other structures (Articles 9 & 19)
- v) Aerials, Antenna, Solar Panels, and other Exterior Installations (Article 11)
- vi) Grading, landscaping, and drainage Changes (Article 19)

11) **ESTIMATED STARTING DATE OF CONSTRUCTION:** _____

12) **ESTIMATED COMPLETION DATE:** _____

13) **NOTES:**

- a) Nothing contained herein, nor the decision of the Sugarwood Homeowners Association Planning Committee or Board of Directors, shall be construed to represent that alterations to lots or buildings in accordance with these plans will comply with any applicable federal or state laws and/or all provisions of the [Building Codes of Town of Farragut](#) and Knox County.^{viii} See [RESIDENTIAL PERMIT TYPES AND PROCESSES](#) on the Town of Farragut website for complete details on "[When Permits are Required](#)".^{ix} Nothing contained herein shall be construed as a waiver or modification of any building code requirements or restriction or covenants contained in the Unified Restrictions.
- b) Homeowner (Applicant) acknowledges and agrees that no work on this project will commence until written approval has been obtained from the Planning Committee. In the event the Planning Committee fails to approve or disapprove such design and location, within ten (10) business days after said plans and specifications have been submitted to it, said plans shall be deemed automatically appealed to the SHA Board of Directors and held in abeyance, (i.e., neither approved nor disapproved) for the thirty (30) business day appeal period specified in Article 10 of the Unified Restrictions. Any party hereto may appeal a decision of the Planning Committee to the SHA Board of Directors. Decisions of the SHA Board of Directors are final.
- c) Homeowner further acknowledges and agrees that any exterior alterations undertaken before written approval is obtained is not permitted and that Homeowner may be required to restore the property to its former condition at Owner's own expense if such alterations are made and subsequently disapproved in whole or in part. Further, owner understands that any legal expense associated therewith may be the responsibility of Owner.
- d) Homeowner agrees to give the Planning Committee members express permission to enter on the Owner's property at a reasonable time to inspect the proposed project, the project in

progress and the completed project.

- e) Owner understands that any approval is contingent upon the completion of alterations in a workmanlike manner and in accordance with the approved plan and specifications for said alterations.
- f) Homeowner acknowledges that he/she has read the Unified Restrictions.
- g) Owner agrees to store construction materials only on his own property, rather than on common areas, easements, or streets, and to bear the cost of repairing any damage caused to such areas, to remove all unused materials from public view within 7 days following the completion of work, and to control, collect, and properly dispose of construction debris and trash daily.

Owner's Signature: _____ **Date:** _____

DATE RECEIVED BY PLANNING COMMITTEE: _____

Action Taken: _____

Planning Committee

Representative: _____

Date: _____

ⁱ 2002 Declaration of Amended and Unified Restrictions, Instr:200212300056736 REC'D FOR REC 12/30/2002 by the Register of Deeds, Knox County.

ⁱⁱ Article 19 of the Unified Restrictions

ⁱⁱⁱ Article 19 of the Unified Restrictions

^{iv} Article 19 of the Unified Restrictions.

^v Article 19 of the Unified Restrictions.

^{vi} Articles 10 and 19 of the Unified Restrictions

^{vii} Article 19 of the Unified Restrictions.

^{viii} [When is a Town of Farragut building permit required?](#) For any new construction, additions, decks, deck replacement/repairs, screen porches, sunrooms, structural alterations, new or replacement gas/mechanical units, water heaters, swimming pools, and/or most accessory structures. Unless structural modifications are needed, building permits are not typically required for cosmetic work such as re-roofing, replacing siding, painting, flooring, etc. For example, fences up to a maximum of 7 feet in height do not require a building permit. However, the property owner is responsible for making sure the fence is on their property and not within the public right of way and/or any pedestrian easement. Also, fences are not permitted where they would impede the free flow of stormwater. Fences may also be removed without being re-installed if they are placed within utility, drainage, and/or construction easements. The best advice with regards to fence placement is to have a survey conducted so that the property boundaries and easements are known and future issues do not arise.

^{ix} <http://www.townoffarragut.org/679/Permit-Types-and-Processes>