

**ARCHITECTURAL CONTROL COMMITTEE GUIDELINES
FOR OUTBUILDINGS, CARPORTS, PATIO COVERS AND RV COVERS**

ARCHITECTURAL COMPATIBILITY

To determine basic compatibility and to qualify for submission to the Architectural Control Committee for approval, construction plans and materials should incorporate or include the following:

1. A roof design of Gable or Hip Construction with a minimum of 4/12 pitch and an overhang matching the house or a minimum of 12 inches with finished soffit and fascia.
2. A foundation plan indicating how the constructed building is being attached or embedded in a concrete slab.
3. Construction material shall match the home. Submission of a brochure or color chart indicating the color and material of the selected siding, trim and roofing would be helpful.
4. A basic landscaping plan for the finished building.

The ACC requires the following documentation for the approval process:

1. Two sets of drawings with architectural quality for new construction; one will be returned to the builder/homeowner; one is retained for WPOA files.
2. Plot Plan – showing the location of the construction site with the measurement to all property lines and all related items such as the house, decks, patios, walks, fences and drives. Any other pertinent items in conjunction with the construction should be shown. No building shall be located nearer than five (5) feet to either inside property line, nor on property designated on said maps as an easement, nor nearer to the front property line or rear property line than the minimum set back lines shown on said maps.
3. Exterior Floor Plan – specifying dimensions and including decks, porches, etc.
4. Elevations – at least two elevations depicting the building and related items in relationship to the grade and roof lines.

5. **Electric Distribution Box – outside electric power cut-off should be identified on the drawing.**
6. **Specifications Form – in duplicate. One will be returned to builder/homeowner; one will be retained in WPOA file.**

The Architectural Control Committee will not approve any structure where any part thereof is built on more than (1) lot without an agreement in writing from the owner that will be binding on the owner, his successors and assigns, that the owner will not sell separately such lots and will only sell or convey such lots as a single transaction. The Single Family Residences Agreement form is available at the Management Office and must be signed before a Notary Public.

Incomplete required documents and plans WILL NOT be submitted to the Architectural Control Committee. You may contact Kathy Parker at (409) 834-2241 ext. 104 to view your plans prior to the submittal deadline to ensure it is complete.

The ACC will review plans at regular twice monthly meetings, the 2nd and 4th Wednesday of each month. Plans should be submitted to the office no later than 12:00 p.m. on Monday prior to the scheduled meeting. The property owner, or their representative, may be present at the meeting when construction plans are reviewed.

No construction is to begin until approval has been obtained from the Architectural Control Committee and a building permit has been paid.

Please refer to the Wildwood Resort City Property Owner's Manual for building restrictions.

**WILWOOD BUILDING SPECIFICATIONS FOR ADDITIONS,
OUTBUILDINGS, CARPORTS, RV COVERS AND PATIO COVERS**

OWNER: _____ DATE: _____

PHONE NUMBER: _____

PROPERTY ADDRESS: _____

LOT(S) NO. _____ BLOCK NO. _____

CONTRACTOR: _____ PHONE NO. _____

1) FOUNDATION:

Concrete Mix _____	Reinforcing _____
Number of rebar, depth & width of exterior beams _____	
Number of rebar, depth & width of interior beams _____	
Size of rebars in both beams _____	
Termite Protection _____	

2) FRAMING:

ITEM	MATERIAL (Grade & Species)	SIZE & SPACING	BRACING
Main Sill			
Sub Sills			
Floor Joists			
Studs			
Ceiling Joists			
Rafters			
Ridge Board			
Sub Floor			
Roof Pitch			

3) Exterior Walls:

ITEM	MATERIAL (Type & Grade)
Walls	
Gables	
Sills	
Lintels	

4) ROOFING:

ITEM	MATERIAL (Grade & Species)	SIZE & SPACING	OC
Sheathing			
Roofing			

Flashing			
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5) GUTTER AND DOWNSPOUTS:

ITEM	MATERIAL	GAGE	SIZE
Gutters			
Downspouts			

6) WINDOWS AND EXTERIOR DOORS:

ITEM	MATERIAL	TYPE	THICKNESS
Windows			
Doors			

7) EXTERIOR PAINTING

ITEM	MATERIAL	COLOR	NO. COATS

8) PLUMBING

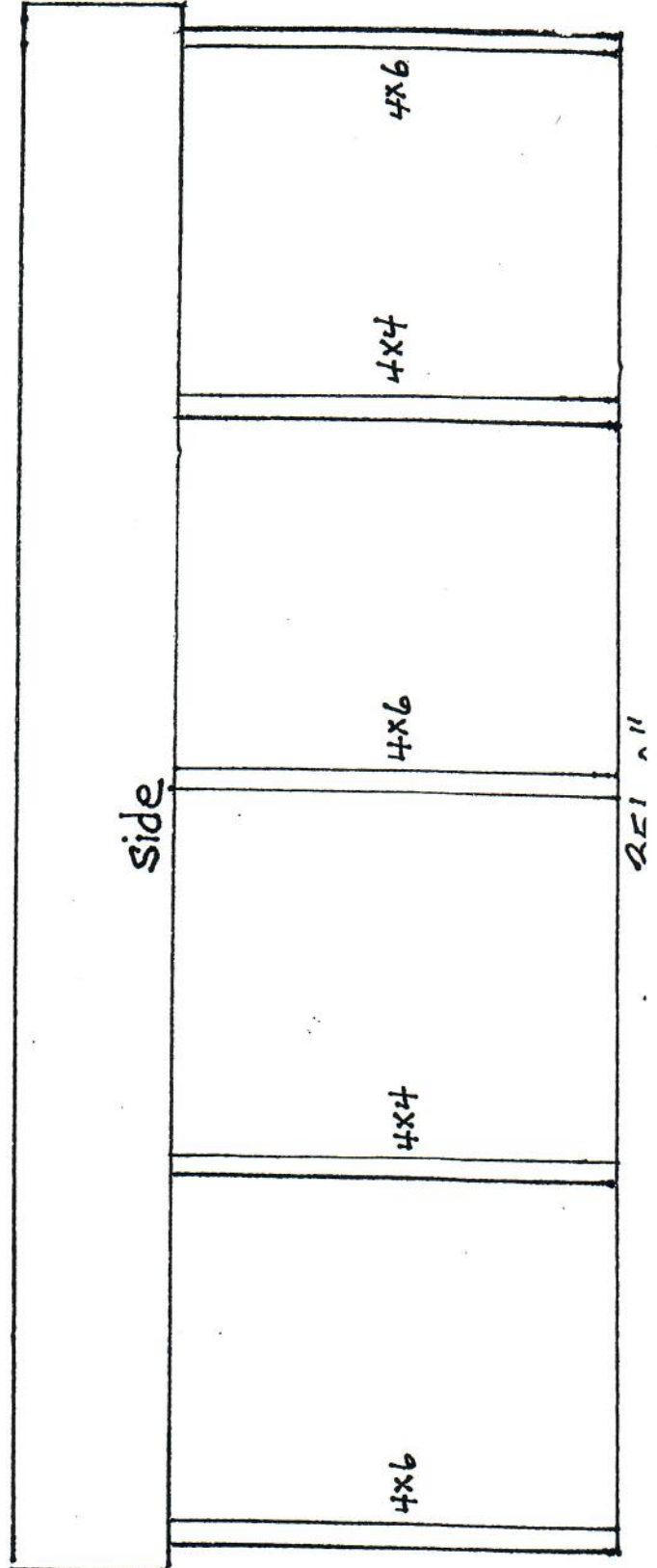
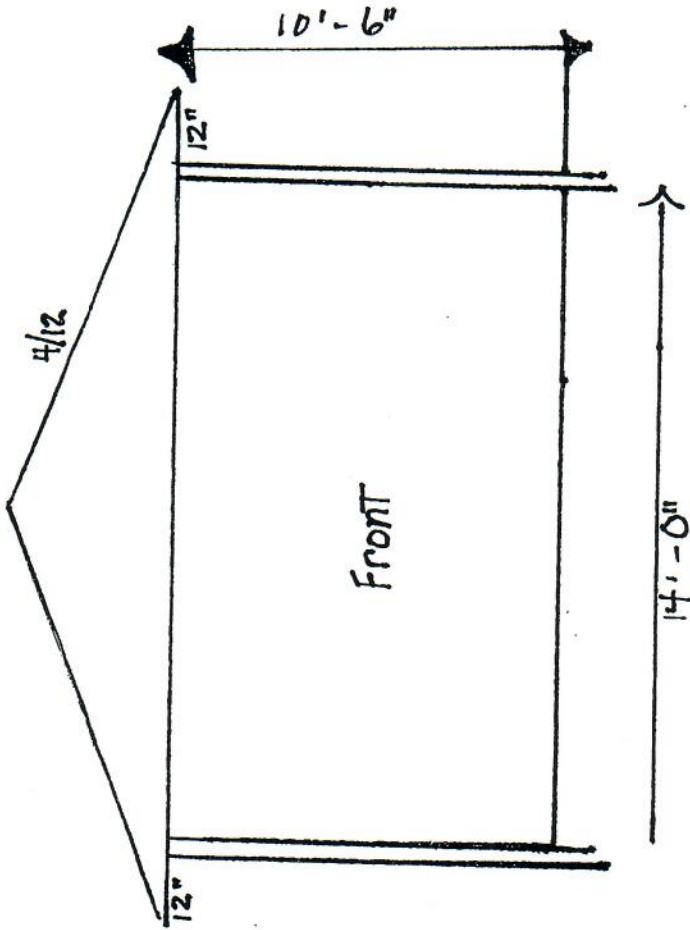
ITEM	MATERIAL (Type & Size)
Water	
Sewer	

9) ELECTRIC WIRING (All wiring must be copper ONLY)

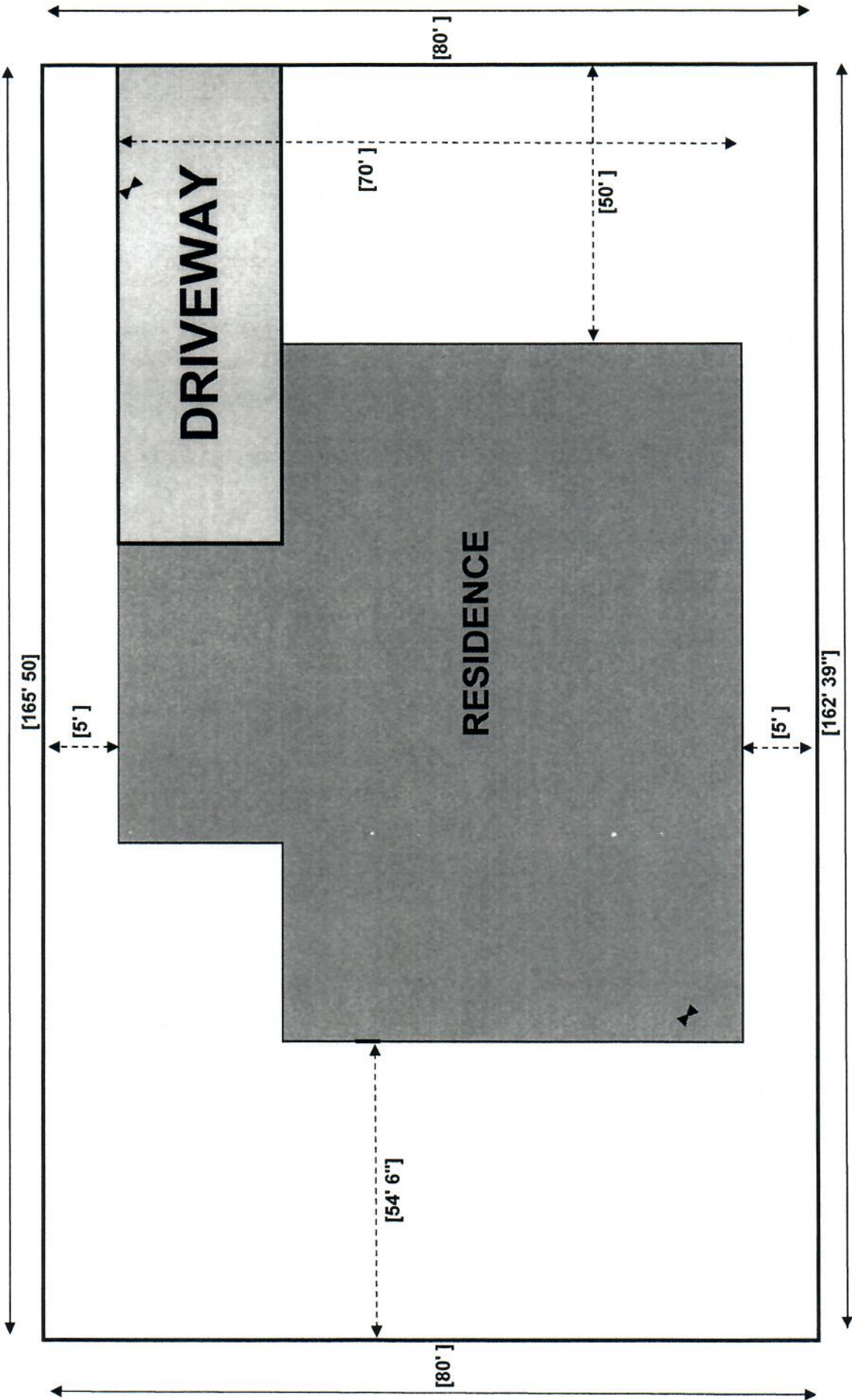
ITEM	MATERIAL (Type & Size)	
No. Circuits	110 Volt _____	220 Volt _____
Wiring Size	110 Volt _____	220 Volt _____

ACC RV COVER - CARPORT GUIDELINES

1. Construction - wood or brick
2. Posts - must match house posts
3. Shingles - must match house
4. Paint - must match house
5. Must have 12" roof overhang
6. Must have 4/12 roof pitch



EXAMPLE PLOT PLAN



WPOA BUILDING INSPECTION GUIDELINES

Additions and all other structures will require inspections at the discretions of the Architectural Control Committee.

1. **Set Back Inspection:** To be made when fill dirt, battens and string lines are in place. Inspector will verify compliance with set back lines; front, back and sides.
2. **Foundation Inspection:** To be made after trenches are excavated and forms erected.
Pre-Pour Inspection: To be made before concrete is poured. Inspection will be required after forms are set and before concrete slab is poured. Inspector will check plumbing and sewer in slab, any electrical work, under reams, footings, wire and rods in slab.
3. **Frame Inspection:** To be made after the roof, all framing and bracing is in place, all concealing wiring, all pipes, ducts and vents are complete. Inspection will be required after structure is framed. Inspector will check all framing to ensure soundness, safety and that structure will not experience fatigue. Building must meet guidelines of Southern Standard Building Code.
4. **Electrical, Gas & Plumbing Inspections:** Inspection will be required after structure is dried in and before sheetrock, paneling or any inside wall covering is installed. Inspector will check all electrical wiring and plumbing. Electrical wiring must meet guidelines of National Electric Code and be installed by State licensed electricians. Plumbing must meet guidelines of Southern Standard Plumbing Code. Inspection must be done prior to covering any excavation. If gas or plumbing lines are covered before inspection, the inspector will require uncovering before approval is given. If gas is used, a 20 lb. static pressure test for 24 hours is required.
5. **Final Inspection:** To be made after the building is completed; all plumbing fixtures are in place and properly connected.

Release: Work shall not be done on any part of a building, structure, electrical, gas, mechanical or plumbing system beyond the point indicated in each successive inspection without first obtaining a release from the Wildwood Building Inspector.

Contact the Management Office at (409) 834-2241 when you are ready for an inspection.