

**IRISH BEACH ARCHITECTURAL DESIGN COMMITTEE**

**PO Box 237**

**Manchester, CA 95459**

**Irish Beach Building Procedures**

**Minor Exterior Projects - (effective 01 May 2006)**

Permit applications for small construction such as propane tank, trash, or wood enclosures and deck extensions shall be processed in one phase. The applicant will provide IBADC with all required information 5 weeks prior to a regularly scheduled public meeting. The process will include a single mailing of information and a single public meeting. The mailing to the surrounding property owners will precede the meeting by 30 days. Any correspondence received prior to the meeting will be addressed at the meeting. Changes to the original plans either by the applicant or at the request of IBADC may require an additional mailing and/or meeting. The applicable fee will be required at the time of submission.

Application for permit for this type of projects will include the following:

- 25 copies of an 8½ x 11 map showing the total lot with all existing structures to scale. Bordering streets and lots will be identified. The proposed location of the new structure(s) will be clearly shown with distances from applicant's property lines.
- 25 copies of an 8½ x 11 drawing or sketch showing 2 sides of each new structure that display dimensions, elevations and design. (Exhibit N° 1)
- A statement as to the impact on view corridors of surrounding lots. (CC&R sec. 5.1)
- A statement addressing the materials to be used and the color(s) of the structure(s).
- All submittals pages will be identified with Owner's name, unit and lot numbers, street address and the date submitted.
- Applications for permits for the installation of propane tanks will comply with county building and fire district codes. The tanks will be set at least 10 ft from the dwelling and 6 ft from the closest adjoining lot.

Permit application fees must accompany this submittal. (See Fee Schedule Table)

Approved permits for minor exterior are valid for 12 months. Once construction has started, it must be finished in 2 months. Permit extensions are not granted.