Long Branch Lakes

AT FALL CREEK FALLS | SPENCER, TENNESSEE

New Construction Documents

Effective January 1, 2025
Amended 12-2025

Contents

1. New Construction Requirements Page 3
2. New Construction Application Page 5
    a. Exterior Materials and Finishes Page 6

The Architectural and Landscape Control Committee will hereinafter be referred to as "ALCC".

Per the Declaration of Protective and Restrictive Covenants, the ALCC has the responsibility to ensure that all structures built or placed in the Long Branch Lakes development comply with the criteria listed in this document. From receipt of the construction application by the ALCC chairperson, the ALCC has up to and including thirty (30) days to review and respond to the application. The property owner has the right to request a meeting to discuss the Committee's decision or comments.

New Construction Requirements (Revised 2025)

When preparing the drawings and design to be submitted for construction in the Long Branch Lakes development, the ALCC requires that you comply with the following criteria for design.

- The general design style of new construction should blend with the existing style of the Long Branch Lakes community. These requirements also apply to additions for existing structures, exterior renovations (including roof replacement) and freestanding or attached accessory buildings, regardless of size.
- LBL observes a thirty (30) foot utility and maintenance easement from the centerline of the road, for all roadways within LBL. Therefore, no construction, including fences, may be completed within that easement, with the exception of driveways.
- Applicants must ensure that the intended size, use and location comply with the Declaration of Protective and Restrictive Covenants and is approved by the ALCC.
- Refer to the LBL ALCC website for more details at: Architectural & Landscape Control Committee - Long Branch Lakes Property Owners Association (lblpoa.com)
- All exterior building materials, colors and design must meet the Covenants and receive ALCC approval. Reference LBL Covenants_Conditions_Restrictions dated January 11, 2007, Section I. Permitted and Prohibited Uses.

Construction Staging

All construction staging must take place on the permitted lot. The use of adjacent lots or common area for staging of construction is strictly prohibited.

Code of Practice

The lot Owner is ultimately responsible for the activity on the lot. Please inform your Contractor that all Contractors and Subcontractors shall act in a manner that promotes professionalism and good stewardship. Construction sites and work areas must be cleaned daily. Building materials shall be stacked, stored and organized (not scattered across the job site). Music or noise coming from construction sites cannot be at a volume that can be heard by property owners of adjacent properties or any POA common areas.

Acknowledgements

Property Owner(s) hereby certifies that he/she had read and has full understanding of the Long Branch Lakes Declaration of Protective and Restrictive Covenants and understands the requirements for submission of plan approval, as defined in Appendix A of the ALCC Construction Phase Summary.

Applicant must ensure that the intended size, use and location comply with the Declaration of Protective and Restrictive Covenants.

Members of the Committee and Board of Directors shall be allowed access to the property periodically throughout the construction process.

The Property Owner agrees to uphold and comply with each of these documents.

Non-Compliance

It is the committee's objective to take any proactive measures, during a property owner's new home construction project, necessary to mitigate potential violations. In the event that the ALCC discovers a

Covenant violation during the construction process, the following protocol is to be followed with the primary goal to reach an amicable resolution.

a. ALCC verifies Covenant violation.
b. ALCC contacts the Property Owner verbally to inform them of the specific Covenant violation.
c. If violation cannot be resolved verbally, Property Owner will be notified, in writing, via email or printed letter.
d. ALCC will maintain a record of the incident(s) and all communications and relevant documentation.
e. If violation cannot be amicably resolved, the ALCC will inform the POA BOD, in writing, and provide all of the relevant correspondence and documentation pertaining to the incident.

Escalation to Board of Directors

Once the Board of Directors receives notification of a Covenant violation from the ALCC, the following process outlined below will the followed. The BOD has the full authority to work towards an amicable resolution and/or take the actions necessary to ensure the Covenants are followed.

a. The BOD will contact the Property Owner verbally or in writing, via email or printed letter, and arrange to meet with the Property Owner.
b. If an amicable solution can be reached, the resolution will be written up and signed by the Property Owner and BOD. The signed resolution will be kept on file in either digital or hard copy.
c. If the Property Owner and BOD cannot reach an amicable solution, the BOD will send to the PO a written notification, via Certified Mail. This notification will mandate that the Covenant violation be corrected within a reasonable period that the BOD determines is necessary based on the complexity of the situation to avoid financial penalties (fines) and/or liens. The exact number of days will be determined by the BOD and will be based on the complexity of the resolution.
d. If the violation is not resolved within the timeline provided, the Property Owner will be subject to a fine of $100 per day until the violation is brought into compliance.
e. BoD will maintain records of the incident(s) and any communications and relevant documentation.

Project Information

Owner's Name _____ Date: _____

Mailing Address: _____

E-Mail Address: _____

Home Phone: _____ Work Phone: _____

Emergency Phone: _____

Lot Number: _____ Section _____

Building Data

Conditioned (heated) Space *(exclusive of garage)*			
	Upper Level	_____	sq. ft.
	Main Level	_____	sq. ft.
	Lower Level	_____	sq. ft.
Total Conditioned		_____	sq. ft.
	Covered Porches and Breezeways	_____	sq. ft.
	Garage and Storage	_____	
Lot Use Area		_____	
	Total Lot Use Area	_____	sq. ft.
	(Including Building and Hardscapes such as driveways)		

Builder Information

Company Name _____

Company Representative: _____

Mailing Address: _____

E-Mail Address: _____

Office Phone: _____ Cell Phone: _____

Emergency Phone: _____

Exterior Materials and Finishes

Foundation			
Materials:		Finishes (Color):	
Exterior Siding			
Materials:		Finishes (Color):	
Materials:		Finishes (Color):	
Materials:		Finishes (Color):	
Exterior Trim			
Materials:		Finishes (Color):	
Shutters		Finishes (Color):	
Front Door		Finishes (Color):	
Garage Door		Finishes (Color):	
Mortar (if applicable)			
Materials:		Finishes (Color):	
Roofing			
Materials:		Finishes (Color):	
Materials:		Finishes (Color):	
Drive and Side Walks			
Materials:		Finishes (Color):	
Materials:		Finishes (Color):	
Materials:		Finishes (Color):	
Entrance Gates			
Materials:		Finishes (Color):	
Materials:		Finishes (Color):	
Columns/Posts			
Materials:		Finishes (Color):	
Materials:		Finishes (Color):	
Lights			
Style & Materials		Finish (Color):	

Note: *Finishes and Colors shall be provided with the submission package for approval by Long Branch Lakes ALCC. Property owner shall provide actual exterior product sample (wood species or material) with desired color (Paint/stain manufacturer and color code) as a condition of Committee approval.*