

## Impact Deposit Return Process

Per the FPOA Construction Guidelines:

After you have completed construction and repaired any damage done by you and/or your contractor, please send a letter to the Association at 350 Southshore Drive, Greenback, Tennessee 37742, requesting refund of your deposit.

Upon receipt of your request, the Architectural, Roads, and Grounds Committees will inspect the area to determine that you have met the requirements. The Committees will provide their recommendation to the Board, which will take the action necessary to:

- refund your deposit, or
- notify you of additional corrective action/repairs that need to be accomplished prior to return of the deposit.

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The attached Impact Deposit Refund Approval Form will be used by the three Committees to document their refund recommendation to the Board.

# Impact Deposit Refund Approval Form

For: \_\_\_\_\_ Lot #: \_\_\_\_\_

## **Architectural Review Committee (ARC)**

- Received As-Built document from owner
- Final construction location matches approved construction location
- All construction is complete including, but not limited to, house exterior, retaining walls, driveway(s), sidewalks, septic tank
- a certificate of occupancy (C of O) has been received by the owner
- Location of all permanent construction is within the building envelope and meets building guidelines
- No unapproved exterior modifications, including exterior additions, changes or alterations to the original plans have been made

## **Grounds**

- Damage which occurred to the easement areas between the road and your property, neighboring lots, etc., has been repaired
- Final grading has been done
- All utility access boxes, i.e., sewer and water, are uncovered or accessible without digging
- Property boundary markers (survey pins) on all four corners of the lot are uncovered and visible

## **Roads and Ditches**

- any damage which occurred to the roads by you or your contractor(s) has been repaired
- all damage which occurred to any ditches has been repaired
- soil retention has been completed
- runoff from the lot has been properly controlled

Refund Approvals:

ARC Chairperson \_\_\_\_\_ Date: \_\_\_\_\_

Grounds Chairperson \_\_\_\_\_ Date: \_\_\_\_\_

Roads and Ditches Chairperson \_\_\_\_\_ Date: \_\_\_\_\_