BURNT STORE MEADOWS PROPERTY OWNERS' ASSOCIATION
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Clean Site Policy

Summary Statement:

To ensure that construction does not negatively impact adjacent private property or empty lots, common property, greenbelts, drainage ditches, swales and/or roads in Burnt Store Meadows and that they remain clean and free from preventable damage or any type of construction debris, materials and/or litter. Contractors are required to keep their site neat and organized.

Clean Site Checklist:

- Notify Star Management Office when construction will start and how long it will take.
- Provide appropriate contact information in order to report any concerns or problems.
- Silt fences shall be installed on three (3) sides and must be maintained during the construction period.
- An appropriately sized dumpster must remain onsite (not on a neighboring lot, greenbelt, or roadway) for the full period of construction. All building materials must be safely and neatly stacked on property.
- All debris and trash, of any kind, must be placed in the dumpster at all times. The dumpster shall be covered at the end of the day to avoid debris blowing onto neighboring lots, greenbelts, ditches, and roadways.
- Dumpsters shall be emptied when full.
- Portable toilets shall be on the construction site only.
- Construction vehicles shall not park or drive on neighboring lots or greenbelts.
- Mowing and trimming of the lot is required during the construction period.
- For those lots with sidewalks, all debris and dirt must be cleared from the sidewalks, so they remain open to pedestrians.
- If any materials or debris, blow onto the neighboring lots, greenbelts, or roadways, it must be cleaned up.
- Do not leave any potentially dangerous building materials, equipment, or vehicles on the construction site unattended.
- The site manager shall police the site daily before leaving at the end of the workday.
- Each builder shall be held responsible for any damages to neighboring lots, greenbelts, ditches, and roadways from material or equipment deliveries, employees, or sub- contractors.
- Building site shall have only a single sign no larger than 2 feet by 3 feet.

Problem Resolution:

- The contractor and owner shall be notified of any violation together with a request to remedy the problem.
- If the contractor does not take corrective action within two business days, the POA will hire the appropriate personnel and equipment to do so.

- The contractor will be notified of this corrective action and the applicable cost of said action.

Administration:

- The contractor shall submit a refundable deposit in the amount of $500 made payable to Burnt Store Meadows POA.
- The deposit check must accompany the New Construction ARB form along with the construction plans. Without the deposit, the ARB and construction plans will not be reviewed.
- The deposit will be placed in a non-interest bearing account.
- If a violation occurs during the period of construction, the cost of the corrective action will be deducted from the deposit.
- Upon completion of the home and a final onsite inspection, the builder shall contact Star Hospitality Management to request the deposit, less any fees for corrective action, be refunded.

I understand and agree to abide to the above Clean Site Policy at the address listed below.

_____

Address of Construction Site

_____

Builder's Name

_____ _____

Builder's Signature Date

Site inspection performed upon completion of construction. _____

Date of Inspection

_____ **OK** to release the deposit. _____ **Not OK** to release the deposit.

_____ _____

Signature Date

_____

Print Name