

Stone Gate Estates Improvement & Service District

CONSTRUCTION REQUESTS – GENERAL INFORMATION

January 14, 2020

PRIOR TO BEGINNING ANY CONSTRUCTION IN THE STONE GATE ESTATES IMPROVEMENT & SERVICE DISTRICT:

- 1) Contact the Campbell County Building and Planning office (307-685-8061) to obtain zoning approval of the proposed project and check on permitting requirements. Failure to obtain this prior approval could result in a delay on your project if you have to provide a revised set of plans which will require a new petition with signatures.**
- 2) Contact your neighbors in your phase, and receive written approval from a majority of the residents in your phase. 51% qualifies as a majority – for example, if there are 18 owners in your phase, 10 approvals are necessary for approval.**
- 3) Submit the plans and petition to the Stone Gate Estates Improvement and Service District Board of Directors.**

Print the petition form for your Phase. Remember that you will need signatures from a minimum of 51% of the landowners in your phase.

The plans that you take to your neighbors along with the petition for their review should include at a minimum:

- 1) Plans for the structure, including details on what type of exterior materials will be used.
- 2) A plot plan of your lot, showing dimensions, locations of structures, and distances from each structure from each other and from lot lines, etc. Hand drawn plans are acceptable.
- 3) Your initials should be included on all plans / maps submitted for your proposal.

Upon securing at least a majority of written approvals on the petition, then submit the completed petition with written approvals along with the same materials / plans (ORIGINALS ONLY) to the board, at which time we will write a letter to the Campbell County Planning and Zoning authorizing them to proceed with issuance of permits to construct. The County will not approve permits for the project without covenant compliance.

This describes the process. The speed at which it moves along will depend, in part, on how quickly you desire it to go.

Good luck with your construction project. If you have any other questions during the process, please feel free to ask any of the board members. Board member contact information is available in meeting minutes and online at www.catheyconsulting.net – click on Stone Gate.