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|--|-------------|
| Date _____ Lot# _____ Lake Royale Street Address _____ | |
| Owner's Name _____ | Phone _____ |
| Contact/Contractor Name _____ | Phone _____ |

- Note:** 1) All applicable permits must be obtained by the Property Owner
 2) Complete in full all forms you will be submitting to Building Committee (BC) before permit can be issued.
 3) POA = Property Owner's Association

OBTAIN THE FOLLOWING

Driveway permit

Needed before any clearing or mechanical activity takes place on the lot.
Obtain at the POA office for a \$75 fee.

Soil & Erosion permit

Needed before any clearing or mechanical activity takes place on the lot.
Required for all projects disturbing 100 square feet or more.
Obtain at POA office (no charge)

Franklin County Health Permit

All lots must show evidence of a Franklin County approved system.
Application form and information is available at Franklin County Health Dept.
(919) 496-2909

Franklin County/Nash County Building Permit

Refer to Lake Royale BC Fees and Permits Listing for information.
Franklin County Planning and Inspections Department (919) 496-2909
Nash County Planning and Inspections Dept. (252) 459-9809

The Building Committee meetings are the second & fourth Tuesdays of each month. Packet shall be turned into the POA Office six days before the BC meeting. Packet may be submitted for discussion prior to required documentation of outside agencies approvals; or for approval with all applicable permits attached. Please call the POA office with any questions. 252-478-4121.

1) **FORM A ‘ CHECKLIST FOR APPLICANTS’**

Check that all applicable requirements are done.

2) **Structure** (elevation) or **blueprints** drawings.

You **must** submit drawings of the proposed structure showing the following:

- a) Top view or floor plan (including all decks, porches, bump outs, etc.)
- b) Elevation drawings (shows front, side & rear views of structure).
- c) Drawings may be hand drawn

3) **Misc:**

- Street #** (and lot #) must be posted and visible from the road.
- Permits must be visible from road
- Silt fence - see Soil and Erosion requirements

Please fill in the following:

CAMPER: **Size:** _____ Square foot _____

SEPTIC SYSTEM: Septic Permit # _____ Portable Holding tank (max. 35 gallon)

| | | | |
|-------------------|--|---|---|
| DECK SIZE: | <input type="checkbox"/> Front _____x_____ | <input type="checkbox"/> Rear _____x_____ | <input type="checkbox"/> Side _____x_____ |
|-------------------|--|---|---|

| | | | |
|---------------|---|--|--|
| FENCE: | <input type="checkbox"/> Front Height _____ | <input type="checkbox"/> Rear Height _____ | <input type="checkbox"/> Side height _____ |
| | <input type="checkbox"/> Material _____ | | |

| | | |
|-----------------|---|---|
| GARAGE: | <input type="checkbox"/> Size _____x_____ | <input type="checkbox"/> Roof Pitch: _____ (Roof pitch must be 4/12-7/12) |
| CARPORT: | <input type="checkbox"/> Height _____ <input type="checkbox"/> Material _____ | |

| | | | |
|---------------|--|---|---|
| PORCH: | <input type="checkbox"/> Front _____x_____ | <input type="checkbox"/> Rear _____x_____ | <input type="checkbox"/> Side _____x_____ |
| | <input type="checkbox"/> Walls: | Open | Screened |

| | | | |
|----------------------|--|--|--|
| STORAGE SHED: | <input type="checkbox"/> Size _____x_____ | <input type="checkbox"/> Height: _____ | <input type="checkbox"/> Roof Pitch: _____ |
| | (Must be between 4/12 – 7/12) (Max Height 11’)(Max 144 sq.ft.) | | |

| | | |
|-----------------------|---|--|
| ROOM ADDITION: | <input type="checkbox"/> Size _____x_____ | <input type="checkbox"/> Roof Pitch: _____ |
| | <input type="checkbox"/> Height _____ <input type="checkbox"/> Material _____ | |

| | | |
|-------------------|---|---|
| ROOF-OVER: | <input type="checkbox"/> Size _____x_____ | <input type="checkbox"/> Roof Pitch: _____ (Must be between 4/12-7/12) |
| | <input type="checkbox"/> Height _____ (Max 16’) <input type="checkbox"/> Material _____ | |

| | | | |
|---------------------|------------------|--------------|------------------|
| OTHER: _____ | Size _____x_____ | Height _____ | Roof Pitch _____ |
|---------------------|------------------|--------------|------------------|

| | | | |
|---------------------|------------------|--------------|------------------|
| OTHER: _____ | Size _____x_____ | Height _____ | Roof Pitch _____ |
|---------------------|------------------|--------------|------------------|

**Form CA Con't. WATERFRONT DEVELOPMENT CHECKLIST
for NEW ADDITIONS or RENOVATIONS**

NOTE:

- 1) A Corp of Engineers permit must be obtained for all the Following except the boat dock. A DWQ Permit or Approval must be obtained for all 'Riparian Buffer' disturbances.
- 2) **PROTECT YOURSELF** from a \$25,000 fine. Get a copy of the NC 'Riparian Buffer Protection Rules' from the POA office or Website before you start your project.

SHORELINE: New Addition/ Renovation

1) **Bulkhead:** Length_____ Projection from shore_____ (max 2')

Wood Rip Rap Concrete

2) **Boat Dock:** _____x_____ Projection from shore_____ (max 10')

3) **Boat Slip:** _____x_____ Projection from shore (if any)_____ (max 10')

4) **Boat Shelter:** _____x_____ Must be over water. Only one story.

1) Parallel to shore Perpendicular to shore

Projection from shore_____ (max 10')

2) Roof: Flat (to be used as deck? Yes____ No_____). If used as deck, must have picket railings. Material_____

Pitch of roof_____/_____ (Maximum 4/12)

5) **Jet ski Ramp:** _____x_____ (max 10')

6) **Boat or Jet ski Lift** _____x_____ Location: _____ (max 10')

OTHER: _____

**Corp. of Engineer & Division of Water Quality – for Waterfront & Water
Shed (River, Stream, Creek, Wetlands, etc...)**

PROTECT YOURSELF also pick up NC Riparian Buffer Protection Rules at the POA office.

Permit needed before any earth disturbing activity takes place.

For all bulkheads, boat slips, boat ramps, rip rap material, structures, etc...

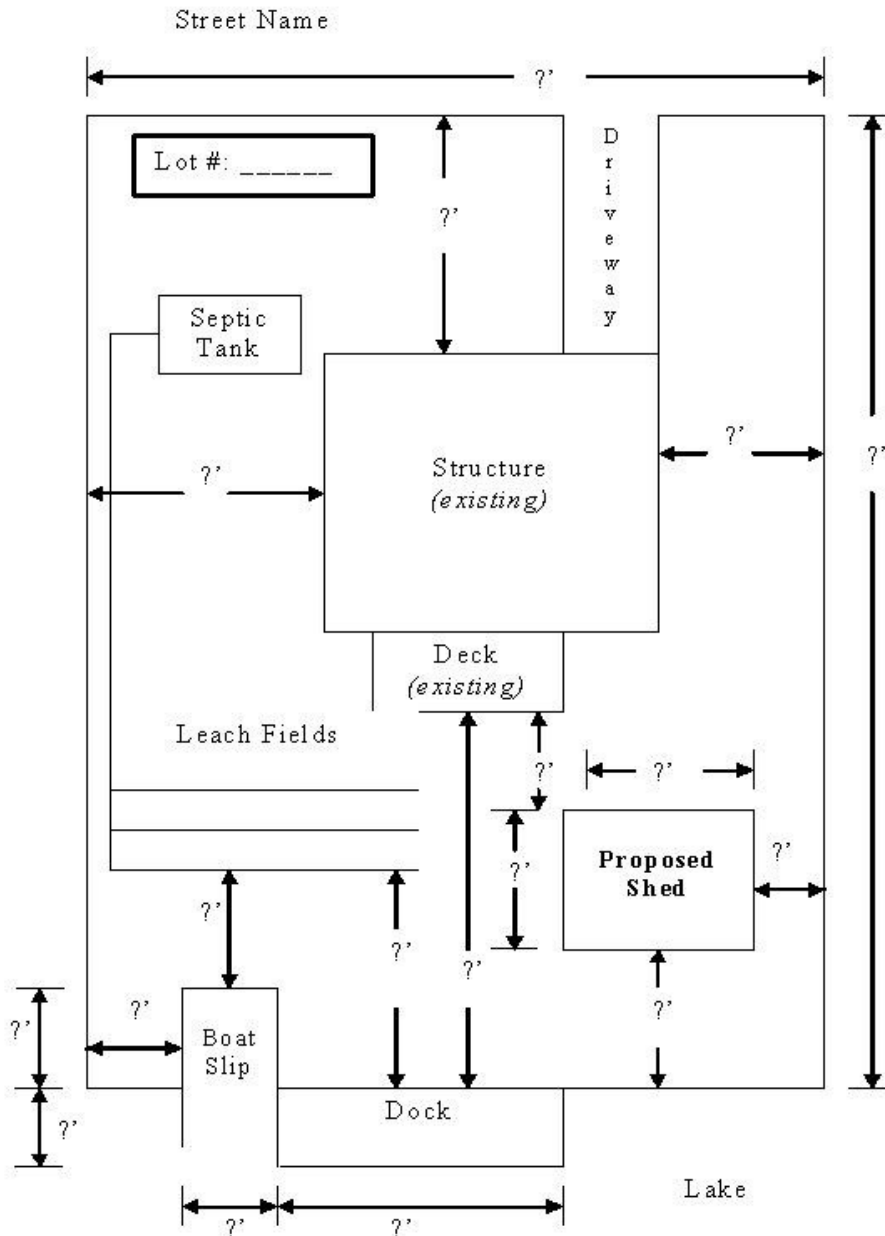
Forms and Information are available at:

Raleigh Regulatory Field Office
US Army Corp. of Engineers
6508 Falls of Neuse Rd. Suite 120
Raleigh, NC 27615
Phone (919) 876-8441
Internet: www.saw.usace.army.mil

Division of Water Quality
1628 Mail Service Center
Raleigh, NC 27699-1628
Phone (919) 791-4200 (Amy Chapman)
Internet: <http://h2o.enr.state.nc.us>

PLOT PLAN – Must be legible and neat.

- Show the location of all property pins (Highly recommend survey)
- Show the exterior dimensions (between the property pins) of your lot. (Recorded plats available at Franklin County or Nash County planning offices.)
- Show the location of the street(s) and shoreline (if on lake)
- Show all present structures on the lot with distances to the exterior lot lines or natural shoreline.
- Show the proposed structure(s) location on the lot, with distances to the exterior lot lines(s) or natural shoreline.
- Show distances between structures – existing and/or proposed (all structure)
- Show driveway location.
- Show the location of the septic tank and its leach fields.



Include YOUR plot plan in the Building Committee application packet

