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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 and repair area. Application form and information is available at Franklin County Health Dept. (919) 496-2909

Franklin County Building Permit

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

Licensed Survey

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
- Port-A- John to be positioned **off the road** and within the property pins of each job site.
- Silt fence - see Soil and Erosion requirements

Please fill in the following:

PROJECT: Square foot _____ Building on-site Pre-built

FOUNDATION: Crawl Slab Pier Other _____

DECK SIZE:	<input type="checkbox"/> Front ____x____	<input type="checkbox"/> Rear ____x____	<input type="checkbox"/> Side ____x____
Step Location _____			

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

GARAGE:	<input type="checkbox"/> Detached Size ____x____	<input type="checkbox"/> Roof Pitch: _____
(Roof pitch must be within 4/12 to 7/12 of cottage) (Max Height 16')		
<input type="checkbox"/> Material _____		<input type="checkbox"/> Roof Material _____

PORCH:	<input type="checkbox"/> Front ____x____	<input type="checkbox"/> Rear ____x____	<input type="checkbox"/> Side ____x____
Open Screened		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')(288 sq. ft. max)			
<input type="checkbox"/> Material _____		<input type="checkbox"/> Roof Material _____	
Will electricity be installed? <input type="checkbox"/> No <input type="checkbox"/> Yes (If yes, must get Franklin County permit)			

OTHER:	_____	Material(s): _____
Size ____x____		Height: _____ Roof Pitch: _____

**Form RA 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...

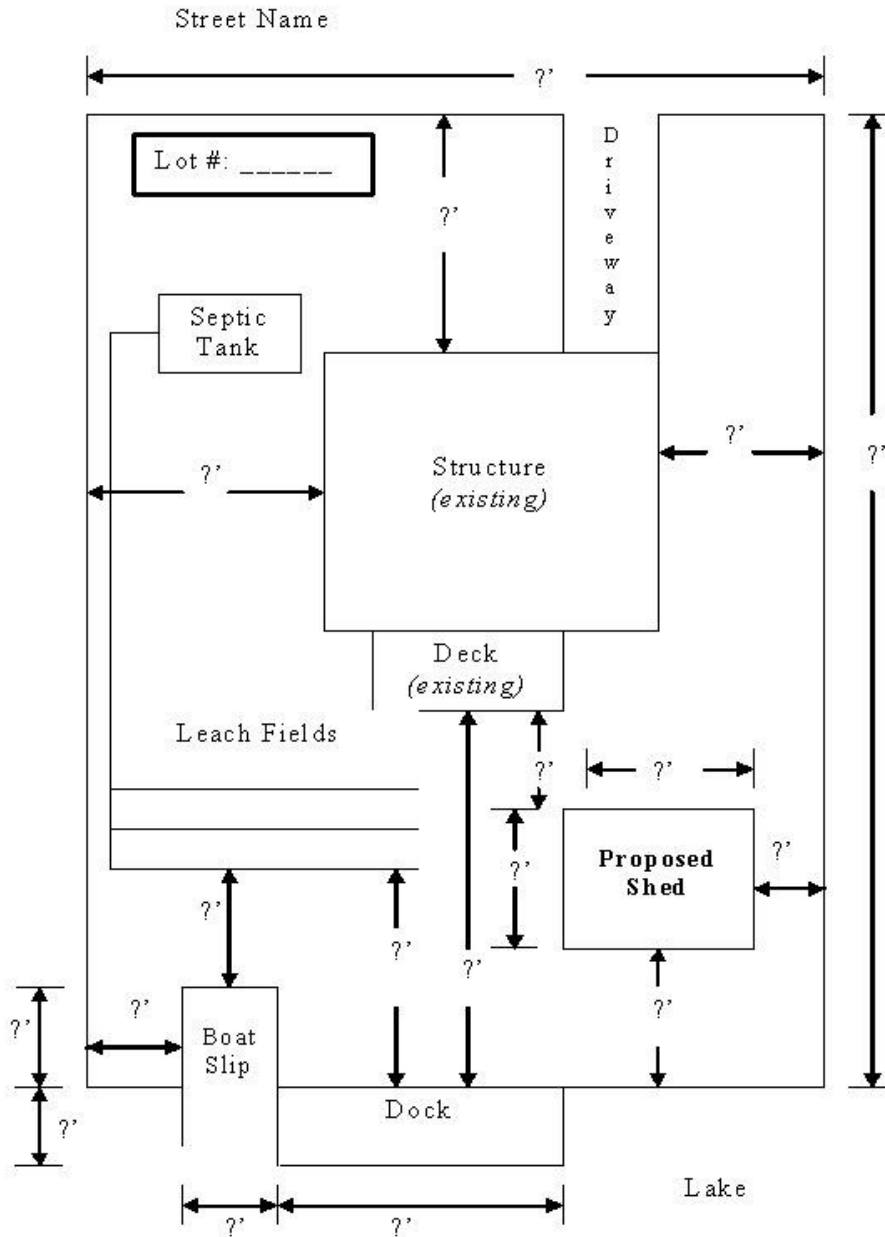
Forms and Information are available at:

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

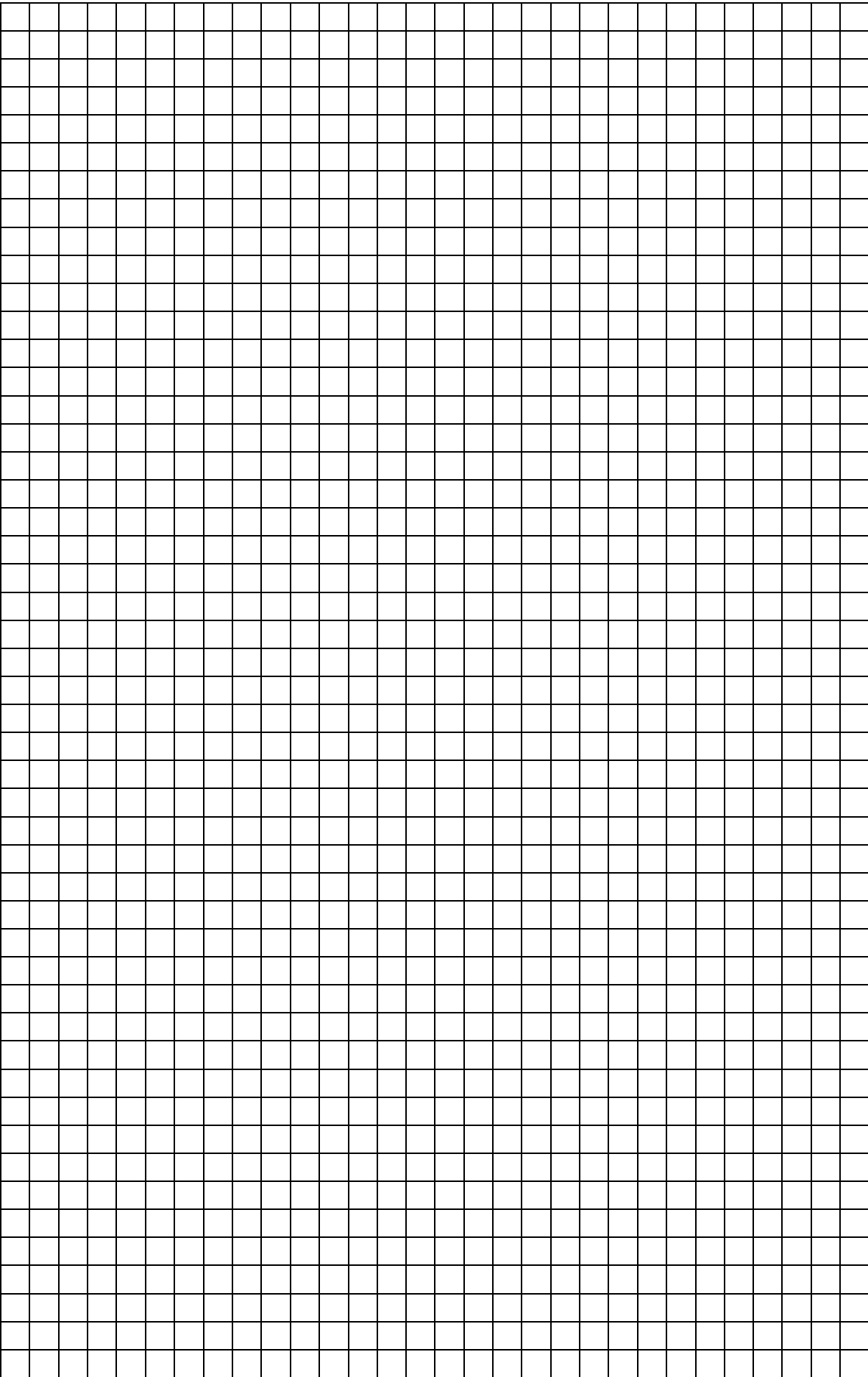
Division of Water Quality
1628 Mail Service Center
Raleigh, NC 27699-1628
Phone (919) 791-4200 (Amy Chapman)
Internet: <http://h2o.enr.state.nc.us>

PLOT PLAN – Must be legible and neat.

- Show the location of all property pins
- Show the exterior dimensions (between the property pins) of your lot.
- 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, its leach fields and its repair area.



Include YOUR plot plan in the Building Committee application packet



Utility Access POA Disclaimer:

While permission may be granted for a building permit to go forward with construction, the POA is NOT liable if the water lines or utility lines are held up by the local, county or state departments due to water pipe or utility line maintenance, which is not a POA responsibility.

I hereby certify that I have read the Covenants and Bylaws applicable to Lake Royale and The Rivers.

I hereby certify that to the best of my knowledge that the said property referenced herein is in compliance with all applicable Covenants and Bylaws as of the date of this application.

I hereby certify that I am the legal property owner of said property referenced herein as of the date of this application.

I further certify that I have read the NC Riparian Buffer Protection Rules if applicable to my project.

By signing this document, I acknowledge that I must ensure that the installation and/or construction of the structure described within this application for permit, shall be performed in accordance with;

- The description provided within this application,
- Current Lake Royale Covenants and Bylaws as of the date of this application,
- All applicable county and state requirements.

By signing this document, I accept all responsibility for any damage occurring due construction.

By signing this document, I further acknowledge that the Lake Royale Building Committee or its designee shall have the right to verify and/or investigate compliance with the provisions contained within this application and in conjunction with Lake Royale Covenants, Bylaws, Rules and Regulations as of this date. The undersigned grants permission to the Lake Royale POA and its agents to come onto the lot described in this application for purposes of inspecting the premises in connection with this application or for inspecting compliance with any approvals or conditions issued in connection with this application.

I certify that, to the best of my knowledge, the information given is accurate & complete.

I also certify that I have read and understand the above disclaimer.

Signature

Date