

# OAK RUN BUILDING PERMIT

(ACCESSORY BUILDING APPLICATION)

ALL PERMIT APPLICATIONS MUST BE SUBMITTED AT THE POA OFFICE  
A MINIMUM OF **48 HOURS BEFORE** THE SCHEDULED MEETING.

ALL INFORMATION MUST BE SUPPLIED AND HAVE PROPER SIGNATURES  
BEFORE THE PERMIT WILL BE CONSIDERED.

**\*NOTE: Do not submit your building application to  
Knox County until it has been approved by Oak Run.**

DATE RECEIVED (FOR OFFICE USE ONLY)

---

**OAK RUN BUILDING PERMIT  
(SHED/ACCESSORY BUILDING APPLICATION)**

OWNER \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

CONTRACTOR \_\_\_\_\_ PHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

SUBDIVISION \_\_\_\_\_ LOT \_\_\_\_\_

I propose to erect \_\_\_\_\_

TYPE OF CONSTRUCTION \_\_\_\_\_ EXT. COLOR \_\_\_\_\_

EXTERIOR MATERIAL \_\_\_\_\_

**REQUIREMENTS:**

1. COMPLETED OAK RUN BUILDING PERMIT
2. ADMINISTRATIVE FEE. (\$250.00)
3. KNOX COUNTY ZONING PERMIT No# \_\_\_\_\_

*Do not submit your permit application to Knox County until it has been approved by Oak Run.*

**Please review and become familiar with all applicable Restrictive Covenants, Rules and Regulations as adopted by the Oak Run Property Owner's Association.**

## 1. SITE PLANS (must show)

2 copies of plans must be submitted.

- a. Drawing to scale (1" = 20' preferred)
- b. Basic shed/accessory building lines
- c. Distances from front, rear, and side lot lines
- d. Distance from main structure and garage
- e. Location of driveway
- f. Drainage easements (if applicable)
- g. Meander line (if applicable)
- h. Arrow indicating North

## 2. BUILDING PLANS (must show)

2 copies of plans must be submitted.

- a. Be drawn to scale (1/4" = 1' preferred)
- b. Maximum overall size is 120 sq. ft.
- c. Shall be anchored to a floating concrete slab (4" minimum depth)
- d. Located within 25' of main structure and positioned further back than that structure (behind or within the confines of the existing home or garage)
- e. Not to exceed 10' in height
- f. Shall not be placed below the meander line (if applicable)
- g. Specify exterior building materials and color. (sample may be required)
- h. Exterior shall match the primary residence in color and kind.
- i. Specify type, slope and color of roofing materials. A minimum 6" overhang of the roof at the eaves and peak is required. (sample may be required)
- j. Shall be constructed using wood framing (i.e. stick-built); no pre-molded plastic
- k. Shall have doors (which shall remain closed when not in use)

## 3. TREE REMOVAL

No live or dead tree over 6 inches in diameter, as measured one foot above ground level, may be cut down or removed from any lot or from common property, for any reason, without prior written consent of the AEC Committee

Strip clearing of lots for the purpose of construction will not be permitted. Site planning and clearing for new construction should be accomplished, insofar as is feasible, in a manner which respects and preserves existing trees, vegetation and land contours. Trees immediately adjacent to the construction site should be protected to avoid damage.

## 4. APPROVAL

Approval by the Committee is not a guarantee that the project can be completed as presented. The owner or contractor must insure that the buildings or structures are located on the property as shown on the site plan. Plan approval by the Committee does not imply responsibility for the actual location of the buildings or structures.

**Approvals are contingent on the accuracy and validity of information contained in the application. Any misrepresentation will void the permit.**

Yes, I have read the Architectural and Environmental Control Rules and Regulations and hereby acknowledge that those requirements will be complied with.

Owner: \_\_\_\_\_ Contractor: \_\_\_\_\_

Date: \_\_\_\_\_

The Oak Run Architectural Control Committee will inform the owner of items not shown in plans or specifications. Until these items are provided, approval will not be granted by the committee.

|                       |                |
|-----------------------|----------------|
| Checked by Committee: | Permit # _____ |
| _____                 | _____          |
| _____                 | Date: _____    |

**This form is to be reviewed and signed by the general contractor and the owner, then returned to the Architectural and Environmental Control (AEC) Committee with the pertinent information needed for approval. The permit will not be acted upon until all required information is submitted to the Committee.**

## **SHED/ACCESSORY BUILDING CHECK LIST**

APPLICANT: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_

\_\_\_\_\_ Administrative Fee (\$250.00)

\_\_\_\_\_ County Permit – \*Apply for the County permit after Oak Run’s approval.

### **SITE PLAN**

\_\_\_\_\_ Two copies of plans submitted drawn to scale

\_\_\_\_\_ Basic structure lines

\_\_\_\_\_ Distances from front, rear and side property lines

\_\_\_\_\_ Distance from main structure and garage

\_\_\_\_\_ Meander line, drainage easements and arrow indicating North

### **BUILDING PLANS**

\_\_\_\_\_ Two copies of plans submitted drawn to scale

\_\_\_\_\_ Located within 25’ of main structure, behind or within confines

\_\_\_\_\_ Anchored to floating slab (4” minimum thickness)

\_\_\_\_\_ Not to exceed 10’ in height and not located in a utility or drainage easement

\_\_\_\_\_ Maximum overall size: 120 sq. ft.

\_\_\_\_\_ Exterior building materials and color

\_\_\_\_\_ Must match primary residence in color and kind

\_\_\_\_\_ Shall not be placed below meander line

\_\_\_\_\_ Roof materials; slope and color

\_\_\_\_\_ Constructed using wood framing and exterior building materials

\_\_\_\_\_ A minimum 6” overhang of the roof at the eaves and the peak

### **300.6 – ACCESSORY STRUCTURE RULES**

Definitions: A storage shed (shed) is defined as an accessory structure not exceeding 120 square feet in size. Structures larger than 120 square feet are considered buildings and shall conform to the established rules for a secondary building.

1. An Oak Run building permit is required for all storage sheds, no matter what type or size.
2. Only one shed will be allowed per improved lot. (Lots with a dwelling.)
3. No shed shall be erected or placed on an unimproved lot. (Lots without a dwelling.)
4. To lessen the unfavorable visual impact within the development, the location of sheds shall be determined solely by the AEC Committee, or the Board of Directors.
5. Sheds shall not be erected or located in the front or side yard of any lot.
6. Sheds shall not be located in a utility or drainage easement.
7. Sheds shall be located further back than the main structure, and may be required to be positioned behind and within the confines of the house and/or garage.
8. On lakefront lots, no shed shall be erected or placed below the meander line, and shall be located within 25 feet of the main structure.
9. Sheds shall not have a footprint that exceeds 120 square feet in size, or be more than 10 feet in height from ground level.
10. All sheds must be constructed using wood framing (i.e. stick-built). No pre-molded plastic sheds are allowed.
11. A minimum 6” overhang of the roof at the eaves and peak is required.
12. The outside finish of all sheds shall be made of exterior building materials. No asphalt shingles, metal, imitation brick, building paper, insulation board, or sheathing will be allowed.
13. Sheds shall be sided or painted to match the house. They shall correspond to the established color pallet and match the house in color and kind.
14. Sheds shall be maintained in such a manner as to prevent peeling, fading, degradation, or unsightliness.
15. All sheds shall have doors, which shall remain closed when not in use.
16. All sheds must be maintained and anchored to a slab that is a minimum of 4 inches in depth.