

# OAK RUN BUILDING PERMIT

(EXTENSIVE LANDSCAPING)

No activity which, in the opinion of the AEC Committee, significantly changes the existing topographic character of the land shall be commenced without first obtaining approval of the Committee. This includes grading, filling, moving and shaping of the terrain and alterations of the natural watersheds.

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.

DATE RECEIVED (FOR OFFICE USE ONLY)

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**OAK RUN BUILDING PERMIT  
(LANDSCAPING APPLICATION)**

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

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

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

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

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

I PROPOSE TO LANDSCAPE \_\_\_\_\_

TYPE OF LANDSCAPING \_\_\_\_\_

**REQUIREMENTS:**

1. A COMPLETED OAK RUN BUILDING PERMIT.
2. ADMINISTRATIVE FEE (\$25.00)

**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. Drawn to scale
- \_\_\_ b. Primary Structure plus basic overhead drawing of improvement.
- \_\_\_ c. Erosion control plan (if applicable)
- \_\_\_ d. Drainage easements (if applicable)
- \_\_\_ e. Meander line
- \_\_\_ f. Arrow indicating North

**2. LANDSCAPING PLANS (must show)**

2 copies of plans must be submitted.

- a. Be drawn to scale
- b. Basic elevations, with grade notes
- c. Specify materials to be used and color
- d. Drawing showing side view of improvement

**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

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, structures or improvements 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: \_\_\_\_\_

# NOTICE

All permit applications for dock and/or shoreline work must include a certificate of liability insurance.

The certificate of insurance must include:

1. The contractor's name.
2. Coverage throughout the period in which the work is to be completed.
3. Proof of liability with a minimum value of \$1,000,000
4. Oak Run named as additionally insured.