

**Building Permit Fee is \$50.00. Payable at the time of application.
This fee ONLY applies to new home construction.**

COLINGTON HARBOUR ASSOCIATION, INC.

1000 Colington Drive • Kill Devil Hills, North Carolina 27948 • 252-441-5886
Fax: 252-441-7806

Application for Building Permit

To: Colington Harbour Association, Inc. Section/Lot(s) _____

Deeded Owner _____ Phone _____

Email _____

Address of Construction Site _____

Contractor _____ Phone _____

Address _____

Type of Project _____

(New House, Auxiliary Structure, Dock, Bulkhead or Fence; Replace, Add to or
Alter Any Existing Improvement)

REQUIRMENTS FOR ISSUANCE OF BUILDING PERMIT

(SEE ARTIVE IV, SECTION 1, COMMUNITY STANDARDS OF ARCHITECTURAL CONTROL)

1. The terms of all Colington Harbour Deeds require that the owner abide by all Restrictive Covenants including bulkhead maintenance. Both owner and contractor must certify that they have read the Colington Harbour Association Inc. Community Standards of Architectural Control, the Restrictive Covenants and where applicable. The Standards of Bulkhead Construction, and will comply in all respects.
2. With each Application For Building Permit, the owner/contractor will submit:
 - A. Evidence of Lot(s) ownership.
 - B. Evidence that all assessments and fees have been paid to date.
 - C. Site Plat by registered Surveyor showing:
 - (1) Owners Name(s).
 - (2) Lot(s) Location.
 - (3) Existing Ground Elevation.
 - (4) Location of Existing and/or Proposed Structure.
 - (5) Location of Existing and/or Proposed Septic Tank and Field
 - (6) Accurate dimensions of all Existing and/or Proposed Structure.
 - (7) Location and Dimensioned overhang, ramps, steps, etc.
 - (8) Location and Dimension of Paved Driveway.

- D. Building Plans (2 sets) showing:
 - (1) Front, Side and Rear Elevations to scale.
 - (2) Type of Siding.
 - (3) Lattice where required.
 - (4) Height of structure from average of four principle corners to highest ridge.
 - (5) Dimensioned Floor Plans for each level (Ground, First, Second).
- E. Dare County Septic Permit (Where required).
- F. CAMA Permit (Where required).
- G. Dare County Building Permit (Where required).
- 3. Generic Plans must be customized to the proposed site.
- 4. Only the submitted plan as reviewed by the ACC is approved. Minor changes on plans require approval and may be approved by the ACC Chairman. Major changes require approval by ACC. Such changes must be dated and initialed in ink.
- 5. Foundation and/or As-Built Surveys may be required when restricted dimension dictate.
- 6. Builder agrees there will be **ONE SIGN** allowed on the property as per Restrictive Covenants, while construction is in progress. When Certificate of Occupancy is issued, then the sign must be removed.

CERTIFICATION

I certify that I have read the Colington Harbour Association, Inc. Community Standards of Architectural Control, the Restrictive Covenants and where applicable, The Standards of Bulkhead Construction, and will comply with all of those requirements.

It is agreed that an authorized representative(s) or the Association will be permitted on the property for inspection purposes during normal working hours until constructions in complete.

The signing party certifies that he/she is the deeded title holder or is the duly authorized agent of the deeded title holder.

OWNER _____ DATE _____

CONTRACTOR _____ DATE _____

DATES RECEIVED BY CHA OFFICE _____ DATE _____

DATES ITEMS 1-4 SATISFIED/SENT TO ACC _____ DATE _____

The ACC meets monthly on the 1st & 3rd Tuesdays at 9:00 am