



*Kenmure*

**KENMURE ARCHITECTURAL COMMITTEE (an Operating Committee of)  
KENMURE PROPERTY OWNERS ASSOCIATION**

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**KENMURE BUILDING PERMIT**

Date: \_\_\_\_\_ Lot # \_\_\_\_\_

Property Owner: \_\_\_\_\_

Your plans and specifications by \_\_\_\_\_

Dated \_\_\_\_\_, and submitted to us are approved for construction subject to the following:

1. Receipt of Building Permit fees of \$2,000 non-refundable (\$1,500 wear and tear of Kenmure Roads + \$500 administrative) & refundable deposit of \$4,500 (\$2,500 Landscape + \$2,000 Adherence) for a total amount of \$6,500 (\$8,500 total for new general contractors and for contractors first house after reinstatement from rescission of approved contractor) payable to Kenmure Property Owners Association (KPOA). The disposition of these fees will be set forth in the receipts given for them (Forms NH 3 and NH 5).
2. The NC Licensed building contractor will be \_\_\_\_\_, who by signing this permit at the place indicated agrees that he will abide by all the applicable Declarations and Rules and Regulations of KPOA, Kenmure "Rules and Policies for Construction and Alterations to Single Family Dwellings" (revised January 5, 2012), and the rules & regulations of the Road Maintenance (RMC) and Security (SC) Committees.
3. "FOR SALE", Building Contractor, or other signs on the Lot or displayed in the house in such a manner as to be visible from the street are prohibited.
4. Prior to beginning construction: Village/County Permits must be proven; compliance with setback lines must be verified to Kenmure Architectural Review Committee (KARC) by a registered land surveyor (Owner's expense); the lot must be staked by the contractor to indicate foot print of the house, location of driveway and any trees to be removed beyond 20' from the home's foot print; and approval received from KARC.
5. Any changes from the originally submitted plans and specifications affecting the exterior of the home or the site must be approved in writing by the KARC (Form NEH 4) before the work is commenced.
6. This permit shall expire nine months from the date of issuance if authorized work has not commenced. Reapplication is necessary.
7. Silt fences as required by KARC and RMC and will be installed by lot owner at his expense prior to any earth movement.
8. No burning is permitted on the site.



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**KENMURE BUILDING PERMIT (cont.)**

9. A landscape plan shall be submitted at least 90 days before an Occupancy Permit is desired and prior to any physical landscaping
10. No materials of any kind shall be dumped on adjacent lots. Clean up for trash weekly.
11. Right-of-Way & Roads –RMC approval is required for any variance from the following:
- a. no curbing of any kind is permitted on any asphalt that lies within 2' of the right of way
  - b. no improvements, construction, landscaping, rip rapping, culvert pipe, etc. are to take place in the right-of-way until a plan for same is submitted to, and approved by, the KRMC.
  - c. the road and drainage ditch/right-of-way in front of this lot must be kept clear of dirt, mud, trash, etc. at all times during construction
  - d. no construction worker vehicles, supplier vehicles, or building materials are permitted on the right-of-way without special permission. Both traffic lanes are to be open at all times
  - e. all lots that are at or above the grade of the road must have a drainage ditch established by the builder along the front of the property line to allow water to drain off the ROW. Provision must also be made to prevent the flow of any rain water, mud, silt, etc., onto either the roadway or adjoining properties
  - f. dumpsters, building materials, portable toilets, and construction equipment must be placed on the Lot. Construction equipment, vehicles, & trailers may not be parked in the ROW overnight or on weekends.
  - g. the driveway will be graveled as soon as it is cut out, and gravel will be maintained in a condition that will keep mud off the roads at all times.
  - h. gravel or mud accumulating on the road as a result of site construction activity will be removed promptly, and no later than end-of-day of occurrence.
  - i. any changes affecting the right-of-way must be approved.
12. All items in the Permit supersede any other requirements if in conflict with any KPOA rules, KARC rules, or Kenmure "Rules and Policies for Construction and Alterations to Single Family Dwellings".
13. All of the work described must be completed and an onsite final inspection obtained by the lot owner from KARC and RMC before a Kenmure Occupancy Permit will be issued. No home may be occupied until Occupancy Permits are issued by the Village or County governmental authority authorized to issue such permits and KARC. It is also understood that no moving van or rental truck company either carrying the Lot Owners furniture or entering Kenmure to pick up Lot Owners furniture, will be allowed to enter Kenmure until the Occupancy Permits are issued by the Village or County governmental authority authorized to issue such permits and KARC and a Moving Van Access Form (KSC – 02) are completed.

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**KENMURE BUILDING PERMIT (cont.)**

14. I have been given a copy of the "Rules and Policies for Construction and Alterations to Single Family Dwellings" (revised August 1, 2014) & the associated Forms. I understand said requirements and agree to abide by these Rules and Policies, which are a more complete version of the highlights in this Building Permit

15. It is understood and agreed to by both owner and contractor that failure on their part or on the part of either of them to comply with the terms and provisions of the Kenmure Declaration & By-laws, Rules and Policies for Construction and Alterations to Single Family Dwellings, any other documents provided by the Operating Committees, and this Kenmure Building Permit, may result in a fine or reduction of refundable deposits against them by the appropriate Operating Committee. The fine procedures for Owners are outlined in the KPOA Board Procedures for Enforcement Action - Owners. Reduction of contractor refundable deposits and/or a loss by the Contractor, his employees and sub-contractors of the privilege of traveling on the roadways within Kenmure and his approved status as a builder in Kenmure shall follow the procedures outlined in the KPOA Board Procedures for Enforcement Action – Contractors, which is included in the "Rules and Policies for Construction and Alterations to Single Family Dwellings" (revised August 1, 2014)

\_\_\_\_\_ BUILDING CONTRACTOR

\_\_\_\_\_ PROPERTY OWNER

\_\_\_\_\_ KARC

\_\_\_\_\_ KRMC

DISTRIBUTION: Owner, Contractor, RMC, KARC File

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