

**CYPRESS LAKE GARDENS PROPERTY OWNERS ASSOCIATION  
NEW CONSTRUCTION ROAD USE PERMIT APPLICATION**

**PLAN SUBMITTAL:** With this application, please submit a complete set of construction plans, including approved variances, septic permits, culverts, and bar ditches, as applicable, with each plot plan. The plot plan shall show the position and relationship of new structures and features to be added by the project and shall include setback distances.

**Note: No permit application shall be considered if the property owner is delinquent on CLGPOA maintenance fees.**

**PROJECT DEFINITION:** The project for which road use permit approval is sought consists of only the following items:  
Check all that apply:

- Primary Residence (900 min sq. ft.)  Off-Site Manufactured Home Pad (900 min sq. ft.)
- Aux. Residence (900 min sq. ft.)  Attached Garage  Detached Garage  Septic
- Addition to Residence  Driveway ( Concrete  Asphalt  Base)
- Cement Patio  In-Ground Pool  Walkway  Outbuilding  Carport  Water Well
- Property owner will use their own passenger vehicle to bring in materials.

**PROJECT OWNER & LOCATION:** Property Owner \_\_\_\_\_  
Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Unit # \_\_\_\_\_ Block # \_\_\_\_\_  
Lot # \_\_\_\_\_ Street Address \_\_\_\_\_  
Date Received \_\_\_\_\_ House Size \_\_\_\_\_ sq. ft. Garage Size \_\_\_\_\_ sq. ft.  
Setback Required: Street \_\_\_\_\_ Side \_\_\_\_\_ Rear \_\_\_\_\_

**CONTRACTOR:** \_\_\_\_\_ Phone #1 \_\_\_\_\_ Phone #2 \_\_\_\_\_

**BUILDERS BOND AND PRIVATE ROAD USE FEE:** Full payment shall be received before application is approved and permit is issued.

**PLAN COMPLIANCE:** All plans, construction and construction-related activity shall comply with the Protective Covenants of Cypress Lake Gardens POA available on CLGPOA website at [www.clgpoa.org](http://www.clgpoa.org) and the construction road use rules and regulations attached hereto.

**RESIDENCE CONSTRUCTION:** Builder bond (refundable) \$1,000 (Cash or Check)  
Private Road Use Fee (nonrefundable) \$1.00 per sq. ft.  
Off-Site Manufactured Home Builder (Dealer) bond (refundable) \$1,000 (Cash or Check)  
Private Road Use Fee (nonrefundable) \$1.00 per sq. ft.

**SECONDARY CONSTRUCTION:** Builder bond (refundable) \$500 (Cash or Check)  
In-ground pool, detached garage, driveway, cement patio, walkway, carport, outbuilding, water well.  
Private Road Use Fee (nonrefundable) \$0.25 per sq. ft., or \$75 per one (1) commercial truck load of concrete, road Base material, lumber or any other material needed for your project.

**SEPTIC:** Post-construction, Builder bond (refundable) \$500 (Cash or Check)  
Private Road Use Fee (nonrefundable) \$350

**NOTICE TO OWNER/CONTRACTOR:** Contact the CLGPOA office with any questions regarding your application. A member of the RUC Committee will contact you to discuss the questions you may have about your plans and their compliance with referenced requirements; also call to request inspections per paragraph 8 and 12 of the attached rules and regulations.

**OWNER/CONTRACTOR AGREEMENT: Both must sign.**

By my signature, I affirm that I have read the attached rules and regulations and agree to abide by them. If questions arise, I will promptly contact my assigned RUC member for resolution.

OWNER \_\_\_\_\_ CONTRACTOR \_\_\_\_\_

\*\*\*\*\*CLGPOA OFFICE USE ONLY\*\*\*\*\*CLGPOA OFFICE USE ONLY\*\*\*\*\*

**APPROVAL AND NOTIFICATION PROCESS:**

1. Builder's Bond \$ \_\_\_\_\_ Road Use Fee \$ \_\_\_\_\_ received on \_\_\_\_\_ by \_\_\_\_\_
2. Plans \_\_\_\_\_ approved \_\_\_\_\_ disapproved \_\_\_\_\_ by RUC on \_\_\_\_\_ by \_\_\_\_\_
3. \_\_\_\_\_ set(s) of plans and copy of permit application form returned to applicant on \_\_\_\_\_
4. Copy of approved application and permit forwarded to CLGPOA on \_\_\_\_\_
5. Final Inspection completed and found in compliance on \_\_\_\_\_ by \_\_\_\_\_

Culvert and Bar Ditches Requirements: \_\_\_\_\_

Headwall Requirements: \_\_\_\_\_

Remarks: \_\_\_\_\_