

# Permit Checklist

## Driveways

The ACC ***will not*** consider your application unless all of the below are completed and included in your application. Please read and complete all of the items in the package. Be sure that the completed application package is received by the CCPOA Office at least 72 hours prior to the ACC meeting.

- Completed, signed Construction Application Permit form
- Paved driveways - Stamped survey plat showing property lines, easements, improvements, and the location of the proposed driveway
- Non-paved driveways - A scaled drawing showing property lines, easements, improvements, and the location of the proposed driveway
- One copy of any construction plans
- Materials; specifications and details
- New OSSF if driveway encroaches on septic spray area, drain field, or drip area
- Signed, dated Driveway and Parking Pad Requirements form
- Permit Fee