



*Chatuge Village Community Association, Inc.*

P.O. Box 738

Hayesville, NC 28904

**Application for New Construction, Out-building  
or Improvements to Existing Structure (outside original footprint)**

Name/Owner (print) \_\_\_\_\_ Date: \_\_\_\_\_

Address/Lot Number: \_\_\_\_\_

For New Construction Only: Square Footage of Living Area: \_\_\_\_\_

Please submit the following:

- ☐ Floor plans for new construction
- ☐ Site plan for new construction.
  - For out-building construction, please indicate if a concrete pad or footings will be poured.
- ☐ Copy of approved Clay County building permit (must be provided prior to construction.)

I, \_\_\_\_\_ (Owner's signature), hereby state the above information is true and correct and that new construction will be in accordance with plans &/or drawings submitted.

Return application to: \_\_\_\_\_ (Name)  
\_\_\_\_\_ (Address)  
\_\_\_\_\_ (email address)

An **Impact fee of \$600 payable to CVCA** is **due prior to the start of any construction**. This fee is levied to compensate CVCA for costs in connection with new construction, such as wear and tear from heavy equipment on Village roads. Water connection (main line tap in) cost is separate and the responsibility of owner. See [www.chatugevillage.org](http://www.chatugevillage.org) CVCA Community Documents for further information.

**Check #/, payment method:** \_\_\_\_\_ **Paid by:** \_\_\_\_\_

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To be completed by Board of Directors

Impact Fee paid by: \_\_\_\_\_

Date payment received, type of payment: \_\_\_\_\_

- ☐ CVCA owner \_\_\_\_\_ has supplied requested information & paid the impact fee. Approval is hereby granted for construction at the above location.
- ☐ CVCA owner \_\_\_\_\_ has *not* supplied requested information &/or paid the required impact fee. Therefore, this request is DENIED and construction in Chatuge Village at the above address/location is prohibited until required items have been submitted *and* approved.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Board Member Name, Signature & Position)

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**Please mail this application and Payment to the address on letterhead above.** For quickest turnaround, send via email to [CVCABoard@chatugevillage.org](mailto:CVCABoard@chatugevillage.org) A signed copy of this permit will be returned within 30 days of receipt.

The **above proposed construction is subject to all Covenants and Restrictions** (C&R) of the Chatuge Village Community Association and only satisfies the requirements and restrictions of the CVCA C&R. **It is owner's responsibility to abide by all NC state and local (Clay County) requirements, ordinances & building codes.**

(Revised November 2025)