



## **RIPRAP RENOURISHMENT GUIDELINES & PROCEDURES**

The Port Royal Association Riprap Renourishment Guidelines & Procedures are intended to preserve the neighborhood's Gulf Coast charm, classic character, and to ensure that natural resources are protected and enhanced. The many miles of riprap along the shores of Port Royal meander throughout the community and provide continuity and an aesthetically pleasing sinuous shoreline. In an effort to preserve the shoreline the following riprap guidelines have been prepared by the Port Royal Association Docks and Shoreline and Architecture Review Committees:

Riprap renourishment proposals need to meet the following requirements:

- Riprap renourishment plans for new homes will be presented and reviewed at the same time as the architecture plans.
- A riprap renourishment project is intended to replenish to the original elevation of the top of bank to preserve the land and not to raise the shoreline elevation. In general an elevation of around 4 feet should accomplish this.
- Given that some properties have higher or lower top of banks than adjoining properties, blending between the properties should be made to provide visual continuity.
- Riprap renourishment projects proposing to extend backyards waterward are contrary to both the Deed Restrictions and to the Code of Ordinances for R1-15A and are prohibited; however, there may be occasions when an irregularity in the top of bank, such as by erosion, may be resolved by extending the top of bank in line with the rest.
- In order to monitor these projects, detailed surveys must be submitted with sufficient information showing both the existing conditions and the proposed changes. The elements needed on the survey are listed on the Riprap Checklist.
- An "As Built" survey is required within 30 days following completion of the project.

Please submit the following with the completed Riprap Checklist:

1. **Property Owner's Certification (Riprap)**, signed original
2. **Contractor Certification (Riprap)**, signed original
3. **Riprap Renourishment Checklist**, relevant spaces filled in
4. **Aerial View**
5. **Signed full size legal survey** certified to the Port Royal Association.
6. **Full size legal survey or site plan** of the proposed work (See **Riprap Checklist** for required information).
7. Check for the applicable fee of \$200.

**NOTE: THERE SHALL BE A \$400.00 SURCHARGE FOR ANY PROJECT OF A NON-MEMBER OF THE PORT ROYAL PROPERTY OWNERS ASSOCIATION, INC. THIS CHARGE IS TO COVER ASSOCIATION COSTS RELATIVE TO THE REVIEW AND INSPECTION PROCESSES.**



**The following information is REQUIRED for all plan submittals:**

Property Owner \_\_\_\_\_ Member Yes \_\_\_\_\_ No \_\_\_\_\_

*\*Membership in the Port Royal Association is required throughout construction*

Property Address \_\_\_\_\_ Lot \_\_\_\_\_

Project Description \_\_\_\_\_

Construction Company \_\_\_\_\_ Phone \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

- Review Fee \$200.00
- Contractor Certification (Rip Rap)
- Owner's Certification (Rip Rap)
- Survey (By licensed surveyor and certified to the Port Royal Association) *See Survey Requirements below.*
- Cross section view to demonstrate the proposed slope
- Scaled survey or site plan (by landscape architect) to include proposed rip rap plan.
- Final As-Built Survey upon completion** *(Required within 30 days of completion and must include survey elements as listed below)*

**SURVEY REQUIREMENTS:**

**All proposed changes must be clearly depicted and scaled on a full size (24" x 36") legal engineering survey.**

Please include the following on the survey with labels:

- Property lines
- Toe of Rip Rap
- Mean High Water
- Existing elevations along the top of the rip rap bank, as well as the neighboring properties banks.
- Proposed elevations along top of rip rap. *(Show grading into neighboring property)*
- Show any proposed change in the top of rip rap waterward or landward.
- Slope of rip rap *(Maximum 2:1)*

**Note: There shall be a \$400.00 surcharge for any project of a non-member of the Port Royal Property Owners' Association. This charge is to cover Association costs relative to the review and inspection processes.**

Approval Given by Committee: \_\_\_\_\_ Date: \_\_\_\_\_

Approval Given by Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Final Review by PR Staff: \_\_\_\_\_ Date: \_\_\_\_\_

As-built Reviewed by Manager: \_\_\_\_\_ Date: \_\_\_\_\_



**PORT ROYAL**<sup>®</sup>  
PROPERTY OWNERS' ASSOCIATION

**OWNER CERTIFICATION (RIP RAP)**

Date: \_\_\_\_\_

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

To: Port Royal Association – Architecture Committee  
1020 Eighth Avenue South, Suite 3  
Naples, FL 34102

To Whom It May Concern:

This will certify that in consideration of your approval of the plans for rip rap improvement for property at *(Property Address)* \_\_\_\_\_ by \_\_\_\_\_. I agree to have the proposed construction and/or repairs executed as approved by the Association. If variations or alterations are necessary, I will submit such changes to the Association for further approval PRIOR to commencement of any altered or revised plans.

I further agree that my contractor will provide an “as built” survey by a licensed surveyor confirming that all elements were built in accordance with the approved plan. I agree that if the “as built” survey does not confirm that all elements were built in accordance with the approved plan, that I will arrange for the immediate removal of the nonconforming improvements and that I will pay all costs associated with doing so.

In connection with any litigation concerning this Certification or the Port Royal Deed Restrictions, the Port Royal Property Owners' Association, Inc. shall be entitled to recover reasonable attorneys' fees and costs, including those incurred on appeal, if it is the prevailing party.

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Contractor Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**ACCEPTED BY:**

\_\_\_\_\_  
Port Royal Association

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



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## CONTRACTOR CERTIFICATION (RIP RAP)

Dock and Shoreline Committee  
Port Royal Association, Inc.  
1020 Eighth Avenue South, Suite 3  
Naples, FL 34102

This will certify that:

1. I have thoroughly read the Code of Ordinances for the City of Naples, Sections 58-121 and 58-122 of the R1-15A Zoning District code which affects the Port Royal Subdivision. I will comply with these regulations for any riprap that I build or repair.
2. I have read and will comply with the Riprap Renourishment Guidelines and Procedures.
3. At the time of delivery of the final plans for approval:
  - a. I will deliver a full-size Survey as prepared by a licensed surveyor showing all items as required in the Riprap Checklist; certified to the Port Royal Association.
  - b. I will deliver the proposed rip rap plan showing all items as required in the Riprap Checklist.
  - c. I will deliver a fully completed Riprap Checklist;
  - d. I will deliver the Owner Certification, which shall be properly executed;
  - e. I will deliver the completed and signed Contractor Certification (this form)
  - f. I will submit the appropriate review fee.
  - g. I understand that construction of the authorized improvement cannot commence prior to the Association's receipt of these certification documents and the appropriate fee.
4. Within 30 days of the completion of the riprap renourishment, I will provide an "as built" survey as prepared by a licensed surveyor confirming that all elements were built in accordance with the approved plan.

\_\_\_\_\_  
Signature of Contractor (Date)

Name of Contractor \_\_\_\_\_

Name of Property Owner \_\_\_\_\_

Property Address \_\_\_\_\_