

MAJOR CHANGE APPLICATION ARCHITECTURAL REVIEW APPLICATION

(For new work on existing homes or design changes during construction, see guidelines related to major changes for further clarification)

BHA ARCHITECTURAL REVIEW COMMITTEE (ARC) (Page 1 of 3)

PO Box 3030

Bald Head Island, North Carolina 28461-7000

Fran@BaldHeadAssociation.com / 910-457-4676, ext. 22 / 910-457-9021 Fax

Date _____

Lot # _____ BHI House # _____ BHI Street Name _____

Property Owner _____

Mailing Address _____

Telephone _____ Email _____

Architect/Designer _____

Telephone _____ Email _____

Contractor/Representative _____

Telephone _____ Email _____

Change Descriptions _____

**Please attach the required drawings MUST BE TO SCALE refer to the Design Guidelines.
May include existing elevations, floor plans, site plan and proposed changes.**

MAJOR CHANGE QUESTIONNAIRE

This questionnaire must be completed by the Property Owner or their representative and accompany the Major Change application form. If the renovation exceeds 50% of the existing main structure utilize the New Construction guidelines and application/questionnaire.

Lot # _____ BHI House # _____ BHI Street Name _____

Property Owner _____

Mailing Address _____

Telephone _____ Email _____

Project Representative _____

Telephone _____ Email _____

1. Are the proposed changes consistent with the **current BHA Architectural Design Guidelines** and related **Protective Covenants**?

Yes No

2. Will the proposed changes impact existing vegetation? Yes No

If the answer to this question is yes, list changes in existing vegetation:

3. If applicable, what are the CAMA and FEMA restrictions for this property?

4. What is the FEMA Flood Zone for the Property? _____

5. Existing height of main structure (highest roof ridge) virgin low point (max. 35') _____

6. If proposed changes include accessory structures (ie. crofter) include footprint square footage _____, height from virgin low to roof ridge _____

7. Area of lot (sq. ft.) _____

Total proposed building coverage _____

Total proposed impervious coverage _____

Maximum building coverage allowed for lot _____

Maximum impervious allowed for lot _____

8. Additional percentage of site to be graded _____

(This area should be kept to a minimum and generally include only the building pad, drive and walk area. A minimum of 60% of the lot should remain undisturbed. The required percentage of undisturbed area may be greater for larger lots (greater than 10,500 sq. ft.) and less for smaller lots typical in Cape Fear Station. (see Grade - Site Grading section for more details).

9. Roof pitch: Primary _____ Secondary _____
10. Eave overhang dimensions _____ Rake overhang dimensions _____
11. Type of lot: _____ Required setbacks: _____
- | | |
|--|----------------------|
| <input type="checkbox"/> Corner | Front _____ |
| <input type="checkbox"/> Deeded site-specific building pad | Side _____ |
| <input type="checkbox"/> Estate | Rear _____ |
| <input type="checkbox"/> Merged | Alley Easement _____ |
| <input type="checkbox"/> Standard | Other _____ |
| <input type="checkbox"/> Cape Fear Station | |
12. Total allowable heated square footage _____
13. The proposed changes are in compliance with the designated porch requirements?
 Yes No
14. The proposed changes are in compliance with the 50% rule calculation? Yes No
If 50% rule applies, second level percentage of first level (50% max.) equals _____
15. Are any variances from Architectural Review Committee requirements being requested in this application? Yes No
If yes, please attach a letter of explanation for request.
16. Has the architect/designer submitted one full-size printed copy, one 11" x 17" printed copy, one emailed PDF copy and one AutoCAD- compatible copy? Yes No
17. Do the proposed changes impact the required sightline setback calculations for oceanfront properties Yes No (If the answer is yes, an updated 'As Built' survey must accompany the submittal to assure compliance with the sightline requirements)
18. If this property falls under the restrictions of a neighborhood sub-association, has the required letter/notification from that association, granting approval of the proposed changes been included in the submittal to the BHA ARC? Yes No
19. Does any portion of the proposed construction work involve work on property owned in whole or part by any person or entity other than the applicant property owner (*i.e.* an access easement to the ocean for which the walkway or structure is owned jointly with an adjacent owner or otherwise) Yes No
20. If the answer to question 34. is "yes", do you understand the written consent to the plans for any such construction work shall be required from that adjacent owner or other appropriate person before the ARC shall consider approval of any such work and it is the obligation of the Property Owner to obtain such written consent from the adjacent owner or other appropriate person and provide it to the ARC. Yes No

To the best of my knowledge, the foregoing statements are true.

Property Owner or Representative signature

Date