

ARCHITECTURAL REVIEW APPLICATION FOR NEW CONSTRUCTION

BHA ARCHITECTURAL REVIEW COMMITTEE (ARC)

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PO Box 3030

Bald Head Island, North Carolina 28461-7000

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

Please check one:

Date: _____

Draft Review Application

Preliminary Review Application

\$3000 New Construction Review Fee

Final Review Application

\$5000 New Construction Deposit

Lot # _____ **BHI House #** _____ **BHI Street Name** _____

Property Owner _____

Mailing Address _____

Telephone _____ Email _____

Architect/Designer _____

Mailing Address _____

Telephone _____ Email _____

Builder _____

Mailing Address _____

Telephone _____ Email _____

Surveyor _____

Telephone _____ Email _____

Landscape Designer _____

Telephone _____ Email _____

Variance Requested (Describe on Architectural Questionnaire)

NEW CONSTRUCTION ARCHITECTURAL QUESTIONNAIRE

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Form(s) to be completed, as required, by all architects/designers submitting documents for consideration at Draft, Preliminary and Final stages.

Lot # _____ BHI House # _____ BHI Street Name _____

Property Owner _____

Mailing Address _____

Telephone _____ Email _____

Architect/Designer _____

Mailing Address _____

Telephone _____ Email _____

1. Has the architect visited the site? Yes No
Date of visit (required prior to submittal of major renovation or new construction) _____
2. Has the architect read the **current BHA Architectural Design Guidelines** and related **Protective Covenants** and designed the house accordingly?
 Yes No
3. Has the house been designed according to the State of North Carolina Residential Building Code, especially in regard to wind resistant construction? Yes No
4. Is the architect familiar with CAMA, FEMA and Village of Bald Head Island Zoning requirements for this site? Yes No
5. If applicable, what are the CAMA and FEMA restrictions for this property?

6. Are there 404 (regulated) wetlands on the property? Yes No
7. What is the FEMA Flood Zone for the Property? _____
8. Has the architect/designer attempted to minimize the amount of the site to be graded?
 Yes No
9. Has the architect/designer attempted to minimize the removal of, or damage to existing vegetation, especially plants of special concern? Yes No
10. Has the architect/designer taken views, orientation and location of adjoining buildings into consideration for the design of the house? Yes No
11. Has the house been staked out on the lot (required at Preliminary)?
 Yes No Date Staked _____ (**Trees to be removed must be tied with red surveyors tape**)

12. 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 | |
13. Area of lot (sq. ft.) _____
14. Lowest natural point (virgin low) at perimeter of complete main structure (including stairs, decks, etc.) (MSL) _____
15. Mean finished grade within main structure footprint _____
16. Height of main structure (highest roof ridge) above virgin low point (max. 35') _____
17. First floor elevation (FFE) _____
(Max of 2' above FEMA or 4' above average grade around perimeter of complete structure including stairs and decks, whichever is greater)
18. Lowest natural point (virgin low) at perimeter of crofter/garage (including stairs, decks, etc.) (MSL) _____
19. Height of crofter/garage (highest roof ridge) above virgin low point _____
20. Crofter/garage top of ground floor (slab) _____
21. Total proposed building coverage _____
Total proposed impervious coverage _____
Maximum building coverage allowed for lot _____
Maximum impervious allowed for lot _____
22. 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).
23. Number of trees over 3" in caliper at 4' proposed to be removed _____
24. Roof pitch: Primary _____ Secondary _____
25. Eave overhang dimensions _____
Rake overhang dimensions _____
26. Total allowable heated square footage _____
27. Total square footage main structure (heated/non-heated) _____ / _____
28. Total square footage crofter/garage (heated/non-heated) _____ / _____

29. Heated first floor area (main structure) _____
30. Heated second floor area (main structure) _____
31. Heated third floor area (main structure) _____
32. Total sq. ft. of screened porch _____ Screen Material _____
33. Total sq. ft. of deck and balconies _____
34. Percentage of covered porch (8' deep min.) if in front of dune ridge — must be 15% of the linear footage heated wall space on the first floor _____
35. Percentage of covered porch (8' deep min.) in East End neighborhoods must be 20% of the linear footage heated wall space on the first floor _____
36. Covered porch per Cape Fear Station requirements Front _____ Rear _____
37. 50% rule calculation (if on or in front of dune ridge)
Area of grade level volume footprint (if usable) _____
Area of first level volume footprint _____
Area of second level volume footprint _____
Second level percentage of first level (50% max.) _____
38. Are any variances from Architectural Review Committee requirements being requested under this application? Yes No If yes, please attach a letter of explanation for request _____
39. Shutter material: Plastic ___ Vinyl ___ Wood ___ Other _____ Color _____
A physical sample must accompany any submittal that includes plastic or vinyl shutters.
40. Roof: Color _____ Type _____
For guidance, see roofing color guidelines.
41. Are there any existing fences bordering property lines? Yes No
(See fence guidelines)
42. Is there a concealment proposal on plans for storing a boat on the lot? (**Required** if owner intends to bring a boat to the island) Yes No
43. Location of YES/NO trash tag _____
44. **For Draft and/or Preliminary:**
Has the architect/designer submitted one full-size printed copy, one emailed PDF copy and one AutoCAD- compatible copy? Yes No
For Final Review:
Has the architect/designer submitted two full-size printed copies, one 11" x 17" printed copy, one emailed PDF copy and one AutoCAD- compatible copy?
 Yes No
Has the architect/designer submitted an original sealed topographical survey (less than two years old) by a registered land surveyor or civil engineer?
 Yes No (**Required at Draft Review**)
45. The survey and site plan include the required sightline setback calculations for oceanfront properties Yes No (**Required at Draft Review**)

46. If this property falls under the restrictions of a neighborhood sub-association, has a letter from that association, granting approval of the plan, been submitted with the application?
 Yes No
47. 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
48. If the answer to question 47 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.

Architect/ Designer signature

Date