

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

ARC1@BaldHeadAssociation.com / 910-457-4676, ext. 23 / 910-457-9021 Fax

Please check one:

Date: _____

Draft Review Application (not all fields required – see page 15)

Preliminary Review Application

\$3700 New Construction Review Fee

Final Review Application

\$10,000 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

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

- 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)**

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. Area of lot (sq. ft.) _____
- 13. Lowest natural point (virgin low) at perimeter of complete main structure (including stairs, decks, etc.) (MSL) _____
- 14. Average grade within main structure footprint _____
- 15. Height of main structure (highest roof ridge) above virgin low point (max. 35') _____
- 16. 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)

17. Lowest natural point (virgin low) at perimeter of crofter/garage (including stairs, decks, etc.) (MSL) _____

18. Height of crofter/garage (highest roof ridge) above virgin low point _____

19. Crofter/garage top of ground floor (slab) _____

20. Total proposed building coverage _____

Total proposed impervious coverage _____

Maximum building coverage allowed for lot _____

Maximum impervious allowed for lot _____

21. 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).

22. Number of trees over 3" in caliper at 4' proposed to be removed _____

23. Roof pitch: Primary _____ Secondary _____

24. Eave overhang dimensions _____

Rake overhang dimensions _____

25. Total allowable heated square footage _____

26. Total square footage main structure (heated/non-heated) _____ / _____

27. Total square footage crofter/garage (heated/non-heated) _____ / _____

28. Heated first floor area (main structure) _____

29. Heated second floor area (main structure) _____

30. Heated third floor area (main structure) _____

31. Total sq. ft. of screened porch _____ Screen Material _____

32. Total sq. ft. of deck and balconies _____

33. 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 _____

34. 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 _____

35. Covered porch per Cape Fear Station requirements Front _____ Rear _____

36. 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.) _____

37. 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 _____

38. Shutter material: Plastic ___ Vinyl ___ Wood ___ Other _____ Color _____

A physical sample must accompany any submittal that includes plastic or vinyl shutters.

39. Roof: Color _____ Type _____

For guidance, see roofing color guidelines.

40. Are there any existing fences bordering property lines? Yes No

(See fence guidelines)

41. 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

42. Location of YES/NO trash tag _____

43. **For Draft and/or Preliminary:**

Has the architect/designer submitted one full-size printed copy, one 11" x 17" printed copy and one emailed PDF copy? Yes No

For Final Review:

Has the architect/designer submitted two full-size printed copies, one 11" x 17" printed copy and one emailed PDF copy?

Yes No

Has the architect/designer submitted an original signed and sealed topographical survey (less than two years old) by a registered land surveyor or civil engineer?

Yes No (**Required at Preliminary Review**)

44. The survey and site plan include the required sightline setback calculations for oceanfront properties Yes No (**Required at Draft Review**)

45. 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

46. 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

47. If the answer to question 46 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