



**SOUTHERN SHORES CIVIC ASSOCIATION
5377 N. VIRGINIA DARE TRAIL - SOUTHERN SHORES NC 27949
ARCHITECTURAL REVIEW BOARD**

APPLICATION FOR DEED AND COVENANT RESTRICTION APPROVAL

Owner Information

Name _____
Address _____
City, State, Zip _____
Phone _____ Fax _____
Email _____

General Contractor Information

Name _____
Address _____
City, State, Zip _____
Phone _____ Fax _____
Email _____

Property/Site Information

Approval Requested for: New _____ Addition _____ Remodel _____
House _____ Garage _____ Boathouse _____ Bulkhead _____ Dock _____ Pool _____ Deck _____ Shed _____

Street Address _____ Size: Living Area (sq. ft.) _____
Block _____ Lot # _____ Non-Living Area (sq. ft.) _____
Decks and Porches (sq. ft.) _____
Pool and Pool Deck (sq. ft.) _____

Lot Size (sq. ft.) _____

Submission Requirements: (NOTE! ANY CHANGES AFTER INITIAL APPROVAL REQUIRE RESUBMISSION)
This application must include two (2) full sets of plans (*in final form*); showing owners name, block and lot number.
One set of these plans will be returned to you after approval, with our approval stamp affixed.

- 1) Site plan showing setbacks, all structures, driveway with turn area, pool, septic tank fields, and all fences.
- 2) Elevation views of all sides of all structures, with dimensions. Include decks, railings, pool fence and gate. ***
*** (For re-modeling and additions, only floor & elevation plans showing relationship to original are required.)
- 3) Floor plans with rooms labeled. ***
- 4) List of all exterior siding, roof and trim materials, including colors. Submit samples with application.
- 5) Include a copy of, and be familiar with, the applicable covenant or section of the deed pertaining to covenant restrictions for the property. Many of these can be obtained at the SSCA office. If we don't have one for the property concerned it is your responsibility to obtain one at the Dare County Courthouse.

GENERAL INFORMATION

The ARB encourages restraint in the removal of trees and other vegetation. Lots should not be stripped or clear-cut.

Plans must be submitted in final form without changes, mirror-images, or mark-overs. They should be delivered to the SS Building Inspectors Office or SSCA Office, and placed in the SS ARB box by 12 noon on Friday. We will endeavor to review these at our meeting the following Tuesday. Questions should be directed to the SSCA office, 252-261-8617, between 10 AM and 1 PM, Monday, Tuesday, Thursday, or Friday.

Once again, as a reminder, if you decide to make any changes to the footprint, or exterior from that presented in your submission, including colors, you are obligated to resubmit these changes to us for approval. The SSCA can obtain legal injunction to stop construction, which has not been reviewed by the ARB.

Revised August 2006 Signature _____ (Owner or Builder) Date _____
(Signing this form gives ARB permission to participate in Lot Disturbance Inspection, and verify foundation placement)