

Long Point Property Owners Association

Architectural Review Board Residential

Construction Application

Date Submitted: _____

Name and Home Address of Property Owner(s):

Phone Number of Property Owner(s) : _____

Property Location (Street address & lot number in Long Point):

Name and Address of Architect/Designer:

Name, Address, and License Number of General Contractor:

New Construction/Addition (Please circle one)

Preliminary Approval Requirements

Site Plan showing:

- Property lines
- Set back lines (Long Point and/or Chatham County)
- House location including the exact locations of homes on adjoining lots
- Driveway and sidewalk locations
- Culverts and drainage locations
- Elevations of lot corners, the first floor, and the edge of the roadway
- Tree and topographic survey (trees to be removed should be marked)
- Drainage plan ensuring no runoff to adjoining lots or roads
- Location of adjacent amenities or natural features, i.e. water, common open space, marsh area, and creek footage

Complete Drawings Showing:

- Elevation and grading plan

- Foundation plans with construction details showing minimum foundation heights
- Exterior elevations (all sides)
- Typical wall section and construction detail
- Landscape plan showing sizes (heights) of plants to be installed
- Floor plans
- Service entry to the property for water, electricity, telephone, and cable
- Specifications, including materials and exterior color samples, must be included in the application

Application Fee For New Construction or Addition (more than 750 sq. feet):

A \$500.00 non-refundable application fee and a \$1,500.00 deposit payable to Long Point Property Owners Association are due upon application submission. The deposit will be refunded if the construction area is kept in compliance with the below Contractor Compliance rules and no damage is done to Long Point property. You must also be current on all of your HOA fees.

Stakeout Approval

Upon receiving final approval, the applicant will:

- Clear the lot in accordance with the approved plans. Until this permission is granted, no clearing may begin and no materials may be stored at the site.
- Stakeout and string lot for construction. No building or excavation may occur before the stakeout is approved by the ARB.

Post Stakeout Approval

- Place a portable toilet on the property as far back on the lot as possible with the door facing away from the street and adjoining houses.
- Place trash receptacle on lot
- Place a builder's sign on the property (one sign per site)
- Post the Chatham County Building Permit in a conspicuous location

Contractor Compliance

The contractor will observe the general property covenants and property regulations during the construction period. This is not an all-inclusive list but some of the rules are:

- Store all materials on the build lot, not on adjacent property
- Access to the property by means of the adjacent property will not be permitted
- The construction area will be left free of debris at the end of each day
- No burning of any kind of material will be permitted on the lot
- Builder/Architect/Owner will ensure the site is kept in good appearance at all times
- Noxious or loud noise or music will not be allowed on the site
- All contractors must obey the 25 mph speed limit and all traffic regulations of Long Point
- Failure to comply with these specifications may result in a “Stop Work” order which would include the revocation of gate access to the property until compliance is reached.

The owner is responsible for the contractor/subcontractor's adherence to all Association policies and will be responsible for adherence to the building plans as they were submitted to and approved by the Architectural Review Board

Enclosed Dwelling Area/Square Footage

First Floor (heated): _____

Second Floor: _____

Minimum Area Required: _____

Total Area: _____

Total Enclosed Dwelling Area*: _____

* The total area enclosed including areas of screen porches that form an integral part of the roofline or the main dwelling. Areas of garages, patios, terraces, decks, open porches, and shed-type porches, even though attached to the dwelling are specifically excluded.

Exterior Materials and Colors

Material:

Color: Description (mfg/models)

House body material:

Roofing: _____

Facia/Trim: _____

Shutters: _____

Front Door: _____

Exterior Doors: _____

Garage Doors: _____

Windows: _____

Chimney: _____

Drive Paving: _____

Front Steps: _____

Deck/Porch: _____

Walk Paving: _____

Pools*

Pool size: _____ Pool Type: _____

Description of the pool enclosure: _____

* Location of the proposed pool must be noted on the site plan

Construction Time

The time limit for construction is twelve months. Additional time may be granted upon request.

Inspection

The ARB Inspector shall be granted access for inspection during construction. In the event an owner/contractor fails to maintain an orderly construction site or fails to complete the landscaping according to the approved plans, the ARB reserves the right to enter the property to perform the necessary work. The cost associated with such work shall become a special assessment of the property.

Commercial Vehicle Passes During Construction

The property owner may pay a "flat fee" of \$1500 for all construction vehicles during the time of construction, up to 12 months. If construction continues past 12 months, daily fees will be assessed. A list must be provided to the Front Gate by the Owner or the General Contractor giving the name(s) of sub-contractors or Companies that will be doing work. It is the responsibility of the Owner or General Contractor to keep the list up to date. If you do not wish to take advantage of this "flat fee" then all vehicles will be charged at the various rates that are available at the front gate. Once construction begins, the "flat fee" will no longer be available.

Application for the construction of a single-family residential structure, or modification thereof, within Long Point is made by the parties below with full knowledge and understanding of the recorded Covenants and Restrictions, and the Policies and Procedures as published by the ARB and the Board of Directors of Long Point. Enforcement thereof is by the ARB and the Board of Directors. We hereby agree to adhere to the same.

ALL PARTIES MUST SIGN THIS APPLICATION

By signing, all parties acknowledge, receive, understand, and accept the guidelines and policies as outlined above.

OWNER: _____ Date: _____

BUILDER: _____ Date: _____

ARCHITECT: _____ Date: _____