

SEA PINES ARCHITECTURAL REVIEW BOARD APPLICATION FOR BUILDING PERMIT

NOTICE: THE APPLICATION AND APPROVAL PROCESS OF THE SEA PINES ARCHITECTURAL REVIEW BOARD IS SUBJECT TO BINDING ARBITRATION IN ACCORDANCE WITH THE SEA PINES ARB ARBITRATION GUIDELINES.

TO: SEA PINES ARCHITECTURAL REVIEW BOARD
175 GREENWOOD DRIVE
HILTON HEAD ISLAND, SOUTH CAROLINA 29928
(843) 671-5533 • website: www.seapinesarb.com

Date: _____ Serial No. _____

Legal Lot # of Construction _____

Mailing Address of Construction _____

APPLICATION FOR:

- | | | |
|--|-------------------------------------|--------------------------------|
| <input type="checkbox"/> NEW CONSTRUCTION | <input type="checkbox"/> COMMERCIAL | <input type="checkbox"/> DEMO |
| <input type="checkbox"/> EXTERIOR ALTERATION | <input type="checkbox"/> POOL | <input type="checkbox"/> OTHER |

OWNER:

Name: _____

Address: _____

Phone No. _____

Email Address: _____

NEEDED FOR APPROVAL

Prelim. Or Final

STAKE OUT w/ submission of Application Prelim. Final

TREE/TOPO SURVEY PDF (less than 2 yrs.)
(Sealed by Registered P.E.) Prelim. Final

AS BUILT SURVEY PDF Prelim. Final

ENTIRE FOOTPRINT OF ADJACENT
PROPERTY BUILDINGS PDF Prelim. Final

PHOTOS OF ADJACENT PROPERTIES Prelim. Final

SEALED DRAINAGE PLAN PDF
BY PROF. ENGINEER / ARCHITECT Prelim. Final

SITE PLAN PDF Prelim. Final

FLOOR PLANS & ELEVATIONS DRAWINGS
PDF'S (full set) Prelim. Final

BUILDING SECTION WITH DETAILS PDF Prelim. Final

VARIANCE REQUEST FORM Prelim. Final

EXTERIOR MATERIALS & COLOR Prelim. Final

EXTERIOR LIGHTING CUT SHEETS PDF'S
Electrical Plans (no flood lights) Prelim. Final

LANDSCAPE MASSING PLAN PDF Prelim. Final

ARCHITECT OR DESIGNER:

Name: _____

Address: _____

Phone No. _____

Email Address: _____

BUILDER:

Name: _____

Address: _____

Phone No. _____

Email Address: _____

APPLICATION FEES – MUST ACCOMPANY APPLICATION

FEES RECEIVED \$ _____ DATE _____

The owner agrees to submit with this application, pdf plans to include any and all setbacks, covenant restrictions, easements, or other restrictions.

The undersigned agrees to comply with the rules, guidelines, amended and restated Covenants and procedures of the Sea Pines ARB, including, but not limited to arbitration provisions for disputes as contained in the Sea Pines ARB Guidelines.

Owner's Signature: _____

ENCLOSED DWELLING AREA (square footage)

First Floor _____ + _____ = _____
 (Heated) (Covered area)

Second Floor _____ + _____ = _____
 (Heated) (Covered area)

+ _____ = _____
 (Garage area)

Total Dwelling Area * = _____

ELEVATIONS

First Floor Elevation
 Above MSL _____ Ft.

Total Square Footage
 Of Lot _____ Ft.

Maximum Roof Height
 Above First Floor _____ Ft.

Ratio of Covered Area
 to Lot Size _____

* Note: The term "enclosed dwelling area" means the total area enclosed in a dwelling and includes areas of screened porches, covered porches, and garages. Areas of patios, terraces, and decks are specifically excluded.

EXTERIOR MATERIALS & COLORS: **Be specific; show manufacturer, or brand name and number.**

	Material	Color	Description Manufacturer or Brand Name and Number Cedar
Shakes	_____	_____	_____
Siding (Wood)	_____	_____	_____
Masonry Siding	_____	_____	_____
Foundation	_____	_____	_____
Chimney	_____	_____	_____
Roofing	_____	_____	_____
Metal Roof	_____	_____	_____
Corner Boards	_____	_____	_____
Soffits	_____	_____	_____
Fascia, Trim	_____	_____	_____
Shutters	_____	_____	_____
Front Door	_____	_____	_____
Exterior Doors	_____	_____	_____
Garage Doors	_____	_____	_____
Windows	_____	_____	_____
Windows & Door Trim	_____	_____	_____
Columns	_____	_____	_____
Attic Vents	_____	_____	_____
Band Board	_____	_____	_____
Foundation Vent	_____	_____	_____
Drive Paving	_____	_____	_____
Walks Paving	_____	_____	_____
Fences	_____	_____	_____
Other (Handrails, Pickets, etc.)	_____	_____	_____

Brief description of project:
