

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 • Fax: (843) 671-5368
website: www.seapinesliving.com

Date: _____ Serial No. _____

Legal Lot # of
Construction _____
(Subdivision)

APPLICATION FOR:

- NEW CONSTRUCTION COMMERCIAL DEMO
 EXTERIOR ALTERATION POOL OTHER

Mailing Address
of Construction _____

NEEDED FOR APPROVAL Prelim. or Final

STAKE OUT w/ submission of Application

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

AS BUILT SURVEY

ENTIRE FOOTPRINT OF
ADJACENT PROPERTY BUILDINGS

PHOTOS OF ADJACENT PROPERTIES

SEALED DRAINAGE PLAN
BY PROF. ENGINEER / ARCHITECT

SITE PLAN

FLOOR PLANS & ELEVATIONS DRAWINGS
Full size drawings (1 set)
11 x 17 Prints (full set)
PDF's (full set)

BUILDING SECTION WITH DETAILS

VARIANCE REQUEST FORM

EXTERIOR MATERIALS & COLOR

EXTERIOR LIGHTING CUT SHEETS
Electrical Plans (no flood lights)

LANDSCAPE MASSING PLAN

APPLICATION FEES – MUST ACCOMPANY APPLICATION

FEES RECEIVED \$ _____ DATE _____

OWNER:

Name: _____

Address: _____

Phone No. _____ Fax No. _____

Email Address: _____

ARCHITECT OR DESIGNER:

Name: _____

Address: _____

Phone No. _____ Fax No. _____

Email Address: _____

BUILDER:

Name: _____

Address: _____

Phone No. _____ Fax No. _____

Email Address: _____

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

Submitted By: (Signature) _____

ENCLOSED DWELLING AREA (square footage)

ELEVATIONS

First Floor _____ + _____ = _____
 (heated) (Covered Area)

Second Floor _____ + _____ = _____
 (heated) (Covered Area)

+ _____ = _____
 (Garage Area)

Total Dwelling Area* = _____

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 are 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	_____	_____	_____
Window & Door Trim	_____	_____	_____
Columns	_____	_____	_____
Attic Vents	_____	_____	_____
Band Board	_____	_____	_____
Foundation Vent	_____	_____	_____
Drive Paving	_____	_____	_____
Walks Paving	_____	_____	_____
Other (Fences, Handrails, Pickets, etc.)	_____	_____	_____

Brief description of project: _____
