

BHA ARCHITECTURAL REVIEW COMMITTEE

PO Box 3030
Bald Head Island, North Carolina
28461-7000

- Sketch Review (fill out as much as possible)
- Preliminary Review (fill out what is required at this step)
- Final Review (questionnaire must be complete)

ARCHITECTURAL QUESTIONNAIRE

To be completed by all architects/designers submitting documents for approval at Sketch, Preliminary, and Final stages.

Lot # and Street Name _____

Property Owner _____

Mailing Address _____

Telephone/Email _____

Architect/Designer _____

Mailing Address _____

Telephone/Email _____ N.C. Registration # _____

1. Has the architect/designer visited the site? Yes No

Date of visit: _____ (Note: this step required prior to initial submittal to the ARC of a major renovation/new construction plan.)

2. Has the architect/designer read the **updated BHA Architectural Design Guidelines** and related property 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/designer 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 property? _____

8. Has the architect/designer attempted to minimize the amount of site to be graded?
 Yes No

9. Has the architect/designer attempted to minimize the removal or damage of 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 this house? Yes

11. Has the house been staked out on the lot (required at preliminary)? Yes No (Trees to be removed must be tied with red surveyor's tape.)

12. Type of lot:

Required Setbacks:

- Corner
- Deeded site-specific
- Estate
- Merged
- Standard

Front _____
Side _____
Rear _____
Other _____

13. Area of lot (sq ft) _____

14. Lowest natural point at the perimeter of the building (MSL) _____

15. Height of structure (highest roof ridge) above this point (max. 35') _____

16. First floor elevation (FFE) _____ (Maximum of 2' above FEMA or 4' above average grade around perimeter exterior walls, whichever is greater)

17. Total **proposed building coverage** (See #2, under Size on page 64, for description):

Total **proposed impervious coverage** (See #3, under Size on page 64, for description): _____

18. Mean finished grade within this footprint _____

19. 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. See Size section for maximum site coverage.)

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

21. Roof pitch: primary _____ secondary _____

22. Eave overhang dimension _____

Rake overhang dimension _____

23. Total square footage (heated/non-heated) _____

24. Heated first floor area _____

25. Heated second floor area _____

26. Heated third floor area _____

27. Total heated area _____

28. Total sq ft of screened porch/screen material _____

29. Total of deck and balconies _____

30. 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. _____

31. 50% rule calculation (if 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.) _____

32. Are any variances from Architectural Review Committee requirements being requested under this Application? Yes No

If yes, please describe and give reason _____

33. Do the plans provide a concealment proposal for storing a boat on the lot? (**Required** if owner intends to bring a boat to the Island): Yes No

34. For Sketch and/or Preliminary Review, has the architect/designer submitted one full-size printed copy, one emailed PDF copy, and one emailed AutoCAD-compatible copy to the ARC Coordinator?

For Final review, has the architect/designer submitted two full-size printed copies, one 11 x 17 printed copy, one emailed PDF copy, and one emailed AutoCAD-compatible copy to the ARC Coordinator? Yes No

35. Has the architect/designer submitted a current sealed survey?

Yes No

36. 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 to the ARC Coordinator?

Yes No

To the best of my knowledge, the foregoing statements are true.

ARCHITECT'S / DESIGNER'S SIGNATURE

DATE

Architect's Seal:

BHA ARCHITECTURAL REVIEW COMMITTEE
ARCHITECTURAL REVIEW APPLICATION FOR NEW
CONSTRUCTION

PO Box 3030 Bald Head Island, North Carolina 28461-7000
(910) 457-4676 x 22 / (910) 457-9021 Fax / karen@baldheadassociation.com

Please check one:

Date: _____

- Sketch Review Application
- Preliminary Review Application \$3000 New Construction Review Fee
- Final Review Application \$2500 New Construction Deposit

Lot Number

BHI Street Address

Property Owner

Mailing Address

Telephone/Email

Architect/Designer

Architect/designer
Address

Telephone/Email

Builder

Address

Telephone/Email

Surveyor

Telephone

Landscape Designer

Telephone

Variance Requested (Describe on Architectural Questionnaire)