



Southern Shores Civic Association Architectural Review Board (ARB)

APPLICATION FOR DEED AND COVENANT RESTRICTION REVIEW

Office: 13 Skyline Road | Mailing: 5377 N Virginia Dare Trail, Southern Shores, NC 27949 | 252-261-8617

Property Information

Street Address _____

Block _____ Lot # _____

Lot Size (sq.ft.) _____

Living Area (sq.ft.) _____

Non-Living Area (sq.ft.) _____

Decks & Porches (sq.ft.) _____

Pool & Pool Deck (sq.ft.) _____

Approval Requested for:

____ New ____ Deck

____ Addition ____ House

____ Remodel ____ Garage

____ Pool ____ Boathouse

____ Fence ____ Detached Structure

____ Other _____

Owner Information

Name _____

Address _____

City, State, Zip _____

Phone _____

Email _____

General Contractor Information

Name _____

Address _____

City, State, Zip _____

Phone _____

Email _____

Submission Requirements

1. An ARB application must be submitted whenever your building project increases the existing building footprint on the property.
2. This application must include one full set of plans (*in final form*) showing owners name, block and lot number. Electronic submission is required. (If not possible, please contact the SSCA office.)
 - a. 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.)
 - b. Floor plans with rooms labeled.
3. Include a Site plan (Plat) showing setbacks, all structures, driveway with turn area, pool, septic tank fields, and all fences.
4. Be familiar with the applicable Protective 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 and submit it with your application.
5. ANY CHANGES MADE AFTER INITIAL APPROVAL REQUIRE RESUBMISSION. The SSCA may obtain legal injunction to stop construction which has not been reviewed and approved by the ARB.

General Information

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

Submissions should be emailed to the SSCA office at arb@sscaobx.org.

Questions can be directed to the SSCA Office 252-261-8617 during regular office hours.

Signature _____ (Owner or Builder) Date _____

Signing this form gives the ARB permission to participate in Lot Disturbance Inspection.