



SOUTHERN SHORES CIVIC ASSOCIATION (SSCA)

ARCHITECTURAL REVIEW BOARD (ARB)

APPLICATION FOR DEED AND COVENANT RESTRICTION REVIEW

5377 N VA DARE TR (PITTS CENTER), SOUTHERN SHORES, NC 27949; 252-261-8617

Homeowner Information

Name _____

Address _____

City, State, Zip _____

Phone _____

Email _____

General Contractor Information

Name _____

Address _____

City, State, Zip _____

Phone _____

Email _____

Property/Site Information

Street Address _____

Size: Living Area (sq. ft.) _____

Non-Living Area (sq. ft.) _____

Block _____ Lot # _____ Lot Size (sq. ft.) _____

Decks and Porches (sq. ft.) _____

Pool and Pool Deck (sq. ft.) _____

Actions Requiring Submission of an Application

Actions subject to covenant restrictions which require submission generally include but are not limited to:

- New home construction.
- Additions of any outbuildings, cabanas, docks, solar panels, fences or other structures subject to covenant restrictions.
- Any alteration to the exterior of existing structures which increases the structure's footprint on the property.

Submission Requirements

1. The Applicant should be familiar with the applicable Protective Covenant which may be published separately or included in the Property Deed. Many of these can be obtained from the SSCA office. Should SSCA not have it on file, it is the Applicant's responsibility to obtain the Protective Covenant from the Dare County Courthouse and submit it with this application.
2. **Electronic submission is required (ARB@obxbeach.net).** (If not possible, please contact the SSCA office).
3. This application must include the following:
 - a. A full set of plans (in final form) with elevation views of all sides of all structures, with dimensions. For exterior alterations which increase the structure's footprint, include floor plans and elevations showing the relationship to the original structure.
 - b. A Site plan (Plat) showing setbacks, all structures, driveway with turn area, pool, septic tank fields and all fences.
4. Any changes to the project made after initial ARB approval require resubmission.

Please be advised that the SSCA reviews building permits issued by the town and 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 e-mailed to the SSCA office at ARB@obxbeach.net by 12 noon on Friday before the next ARB meeting. The SSCA ARB reviews submissions in person or virtually at 9am on the 2nd and 4th Tuesday of each month.

Questions may be directed to the SSCA Office: (252)261-8617: 10am to 1pm on Monday, Tuesday, Thursday, or Friday.

Signature _____ (Homeowner or Contractor) Date _____

Print Name: _____