

Belleclave Community Association, Inc.
Architectural Review Application - New Residence

APPLICATION

DATE OF APPLICATION _____ **LOT #** _____

CONSTRUCTION ADDRESS _____

OWNER _____

Address _____

City, State, Zip _____

Home Phone _____ Work Phone _____ Mobile Phone _____

Email _____

ARCHITECT OR DESIGNER _____

Firm _____

Address _____

City, State, Zip _____

Home Phone _____ Work Phone _____ Mobile Phone _____

Email _____

Required information is outlined on the following page. The application, fee and required documents must be completed and submitted by the Owner or agent before the commencement of any construction activity or alteration of any type, including landscaping. Please submit to:

J. Timothy Hance, Architect; 1314 Lincoln Street #212; Columbia, SC, 29201;
tim@timhance.com; 803-933-0600

You will be notified of the results within three (3) weeks of the date of submittal. If changes are required, one set of plans along with a letter outlining any required changes will be returned to you. The second set of plans will be retained by the ARB. Any required changes must be incorporated into the plans prior to being re-submitted.

If there are no changes required, the Application will be signed and returned to you as final approval for construction.

Date Received

Status

Date Reviewed

For the ARB

Architectural Review Application - New Residence

SUBMITTAL CHECKLIST

_____ \$600.00 DESIGN REVIEW FEE, made payable to J Timothy Hance

_____ Certificate of Compliance

_____ SITE PLAN: (1"=20' scale) Indicating property lines, footprint of house, setbacks, proposed grade changes, driveways, walks and patios, decks, driveways, outbuildings, etc. in addition to all trees to be removed larger than 4" in diameter.

_____ **APPROVED** _____ **DISAPPROVED**

_____ FLOOR PLANS: (1/4" = 1'-0") Plans for all levels with dimensions, room usage labeled, heated and gross square footage

_____ **APPROVED** _____ **DISAPPROVED**

_____ EXTERIOR ELEVATIONS: (1/4" = 1'-0") Front, rear and both sides depicting materials, roof pitches, column sizes, window and cornice details, decks, terraces, railings, etc. with appropriate dimensions and notes.

_____ **APPROVED** _____ **DISAPPROVED**

_____ ROOF PLAN: Plan view showing pitches with appropriate notes.

_____ **APPROVED** _____ **DISAPPROVED**

_____ TYPICAL WALL SECTION: (3/4" = 1'-0") Showing ceiling and window head heights, cornice details, knee walls, etc. with appropriate dimensions and notes.

_____ **APPROVED** _____ **DISAPPROVED**

_____ EXTERIOR COLORS: Colors for all materials, including, but not limited to, foundation, walls, cornice, roofs, windows and doors, shutters, decks, railings

_____ **APPROVED** _____ **DISAPPROVED**

_____ LANDSCAPE AND IRRIGATION PLAN: Including plant materials with sizes and quantities, sodded and natural areas noted. The plan may be submitted during construction but must be approved with the landscaping installed prior to the construction completion.

CERTIFICATE OF COMPLIANCE

The Belleclave Community Association, Inc. expects all Owners to willingly comply with all requirements outlined in the ARB Guidelines. Failure to comply may result in substantial delays or stop work, in addition to penalties. This form should be submitted once the contractor has been selected. The Owner or Agent may submit the form to:

J Timothy Hance; 1314 Lincoln Street; Columbia, SC 29201

The UNDERSIGNED does CERTIFY to The Belleclave Community Association, Inc. ARB that the building structure and other improvements located at:

_____ (lot number and street)
will be constructed in compliance with the recorded covenants and final plans approved by the ARB on _____, 20____.

OWNER: _____
Signature

WITNESS: _____
Signature

BUILDER: _____
Signature

WITNESS: _____
Signature

LANDSCAPING CONTRACTOR: _____
Signature

WITNESS: _____
Signature

Date Received

For the ARB