

# OAKVIEW ARCHITECTURAL REVIEW COMMITTEE

## APPLICATION FOR BUILDING PERMIT

\*NOTICE: THE APPLICATION AND APPROVAL PROCESS OF THE OAKVIEW ARCHITECTURAL COMMITTEE IS SUBJECT TO BINDING ARBITRATION.

TO: Oakview Architectural Review Committee  
c/o IMC Resort Services, Inc.  
2 Corpus Christi – Suite 302  
Hilton Head, SC 29928

\*Please submit digital copies via email to the Oakview ARC at [oakviewarc@gmail.com](mailto:oakviewarc@gmail.com).

**APPLICATION FOR:** (circle appropriate)

NEW CONSTRUCTION      DEMO      EXTERIOR ALTERATION      POOL      OTHER  
CONCEPT      PRELIMINARY      FINAL

**NEEDED FOR FINAL APPROVAL:**

- STAKE OUT (with submission of application)
- TREE/TOPO SURVEY (less than 2 years old and sealed by registered surveyor)
- AS BUILT SURVEY (with footprint of adjacent property improvements)
- PHOTOS OF ADJACENT PROPERTIES DRAINAGE PLAN (sealed by licensed architect or engineer)
- SITE PLAN (prepared over above survey)
- FLOOR PLANS & ELEVATIONS (1 set @1/4" scale, 1 set @11" x 17", 1 set PDF's)
- BUILDING SECTIONS (with exterior details)
- EXTERIOR MATERIALS & COLORS
- EXTERIOR LIGHTING CUT SHEETS (no flood lights)
- LANDSCAPE PLANTING PLAN (VARIANCE FORM, as appropriate)

**APPLICATION FEES** (must accompany application) fees received \$\_\_\_\_\_ date\_\_\_\_\_

Property address\_\_\_\_\_ legal lot #\_\_\_\_\_

**OWNER:** \_\_\_\_\_  
address: \_\_\_\_\_  
phone: \_\_\_\_\_ email: \_\_\_\_\_

**ARCHITECT:** \_\_\_\_\_  
address: \_\_\_\_\_  
phone: \_\_\_\_\_ email: \_\_\_\_\_

**BUILDER:** \_\_\_\_\_  
address: \_\_\_\_\_  
phone: \_\_\_\_\_ email: \_\_\_\_\_

The undersigned agrees to comply with the rules, guidelines and procedures of the Oakview ARC, including, but not limited to arbitration provisions for disputes. Submitted By: \_\_\_\_\_  
 (Signature) \_\_\_\_\_

**ENCLOSED DWELLING AREA (square footage):**

First Floor (heated): \_\_\_\_\_ + (covered): \_\_\_\_\_ = \_\_\_\_\_

Second Floor (heated): \_\_\_\_\_ + (covered) \_\_\_\_\_ = \_\_\_\_\_

Garage Area: \_\_\_\_\_

Total Dwelling Area: \_\_\_\_\_

\*(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)

First floor elevation above MSL: \_\_\_\_\_

Maximum roof height above first floor: \_\_\_\_

Total square footage of lot: \_\_\_\_\_ ratio of covered area to lot size \_\_\_\_

**EXTERIOR MATERIALS & COLORS** (be specific as to manufacturer, brand, number)

	<i>Material</i>	<i>Color</i>	<i>Manufacturer/Brand/Number</i>
<i>Siding</i>			
<i>Foundation</i>			
<i>Chimney</i>			
<i>Roofing</i>			
<i>Corner Trim</i>			
<i>Fascia Trim</i>			
<i>Shutters</i>			
<i>Front Door</i>			
<i>Other Doors</i>			
<i>Garage Doors</i>			
<i>Windows</i>			
<i>Window/Door Trim</i>			
<i>Columns</i>			
<i>Attic Vents</i>			
<i>Band Board</i>			
<i>Foundation Vents</i>			
<i>Drive Paving</i>			
<i>Walk Paving</i>			
<i>Handrails</i>			
<i>Fencing</i>			

**Brief Description of Project:** \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_