

**APPLICATION FOR NEW HOUSE PLAN APPROVAL**  
**OCEAN PINES ARCHITECTURAL REVIEW COMMITTEE**  
(PLEASE COMPLETE ALL BLANKS)

DATE \_\_\_\_\_  
SECT/LOT# \_\_\_\_\_ HOUSE # (STREET ADDRESS) \_\_\_\_\_  
NAME (LOT OWNER) \_\_\_\_\_ HOME PHONE # \_\_\_\_\_

HOME ADDRESS \_\_\_\_\_  
Street Address City State Zip

NAME OF CONTRACTOR/BUILDER \_\_\_\_\_  
CONTRACTOR'S ADDRESS \_\_\_\_\_ PHONE# \_\_\_\_\_

NAME OF HOUSE MFR. (IF APPLICABLE) \_\_\_\_\_  
SCHEDULED STARTING DATE \_\_\_\_\_ COMPLETION DATE \_\_\_\_\_

S.F. FLOOR AREA OF 1ST FLOOR \_\_\_\_\_ 2ND FLOOR \_\_\_\_\_ TOTAL HOUSE \_\_\_\_\_  
S.F. AREA OF GARAGE \_\_\_\_\_ S.F. AREA OF PORCHES \_\_\_\_\_ S.F. AREA OF DECKS \_\_\_\_\_

\*BUILDING AREA SQ. FT. \_\_\_\_\_ COVERAGE SQ. FT. \_\_\_\_\_ COVERAGE % \_\_\_\_\_  
ELEV. WCSC TANK ABOVE MEAN SEA LEVEL \_\_\_\_\_ ELEV. 1ST FL. LIVING AREA (MSL) \_\_\_\_\_  
(7.0 MIN. ELEV.)

HEIGHT OF PROPOSED HOUSE FROM GROUND LEVEL TO HIGHEST ROOF PEAK \_\_\_\_\_  
NO. COURSES OF BLOCK OUT OF GROUND AT FINAL GRADE \_\_\_\_\_

H.V.A.C.: CHECK PROPOSED TYPE(S)  Resistance Elec. Baseboard Heat  Heat pump  Central Air Only  
 Oil Fired  Gas Fired  Wood Burning Stove  
LOCATION OF OIL OR GAS FIRED TANK \_\_\_\_\_

TYPE OF LOT:  OPEN  WOODED  WATER FRONT  
EST. LANDSCAPING COMPLETION DT. \_\_\_\_\_ EST. COST OF LANDSCAPING \$ \_\_\_\_\_

LANDSCAPE CONTRACTOR \_\_\_\_\_ PHONE# \_\_\_\_\_  
DRIVEWAY MATERIAL:  CONCRETE  BITUMINOUS PAVING  GRAVEL OR CRUSHED STONE  
(3" MINIMUM)

LOCATION OF METER BOX \_\_\_\_\_ HEAT PUMP/COMPRESSOR LOCATION \_\_\_\_\_  
LOCATION OF HOUSE NO. \_\_\_\_\_ TRASH CAN STORAGE \_\_\_\_\_

EXTERIOR TREATMENT:	1 <sup>st</sup> Choice	2 <sup>nd</sup> Choice	3 <sup>rd</sup> Choice
<b>SIDING:</b>			
Material (wood, vinyl, other)			
MFR & Brand Name			
Windows: Type & MFR			
Doors: Type & MFR			
<b>ROOF:</b>			
Main Pitch			
Material & Weight			
MFR & Brand Name			
<b>FOUNDATION:</b>			
***Type (block, piling, other)			
Deck & Pile Screening			
<b>FINISH COLORS:</b>			
Siding			
Trim			
Doors & Shutters			
**Roof			
Foundation			

\* Building area means the area within the setbacks, and % of coverage means living area, garage, screened porches, divided by the square footage of the building area.  
\*\* Choices of roof color should be compatible with choices of siding color.  
\*\*\* Block foundations must be parged.

WILL ALL IMPROVEMENTS INCLUDING LANDSCAPING BE THE RESPONSIBILITY OF THE UNDERSIGNED BUILDER? YES ( ) NO ( )

IF "NO" PLEASE SPECIFY ALL IMPROVEMENTS TO BE COMPLETED BY ANYONE OTHER THAN THE UNDERSIGNED BUILDER.

**IMPORTANT NOTE**

**HAS THE CURRENT LOT ASSESSMENT BEEN PAID FOR THE COMING YEAR?**

If not, these charges must be paid in full before any consideration to this application can be made.

I have read and understand the Ocean Pines Declaration of Restrictions, Ocean Pines Architectural Review Architectural Review Committee Design Review Policy and Guidelines and Worcester County Zoning Ordinance. The house described above conforms to all of the provisions thereof and I will comply with all provisions set forth therein. I hereby grant permission to the Architectural Review Committee or their agents to make periodic inspections, during reasonable hours while the building is under construction and final inspection prior to occupancy. I understand that any physical changes, additions or deviation in any way or at any time during construction from Ocean pines Restrictions or Architectural Review Committee Guidelines, constitute a violation and will result in stoppage of all work. Any damage to roads or easement areas caused by employees parking or equipment will be the responsibility of the builder to repair to original condition. Before any construction begins it will be mandatory for the BUILDER/OWNER to post, in a prominent location, the Worcester County Building Permit. Also, it is the BUILDER/OWNER responsibility to maintain, at all times, especially on weekends, GOOD HOUSEKEEPING PRACTICES. If these regulations are not adhered to the Building Inspector will issue a STOP WORK ORDER until these regulations are complied with. The OWNER/BUILDER agrees to abide by any STOP WORK ORDER issued. Approval of plans, specifications and/or surveys is based upon the contents of such documents and the Architectural Review Committee does not independently verify such documents. Ocean Pines Association, Inc. assumes no liability for the accuracy of said documents.

IF A CONSTRUCTION SIGN IS DISPLAYED DURING THE BUILDING PERIOD, IT MUST COMPLY FULLY WITH CURRENT SIGN REGULATIONS OF THE ARCHITECTURAL REVIEW COMMITTEE AND BE REMOVED WITHIN ONE (1) WEEK AFTER SUBSTANTIAL COMPLETION OF CONSTRUCTION. IN ADDITION, THE BUILDER AND OWNER(S) AUTHORIZE THE ARCHITECTURAL REVIEW COMMITTEE, OR ITS AGENTS, TO REMOVE, WITHOUT NOTICE, ANY SIGN ERECTED ON THE PROPERTY WHICH DOES NOT COMPLY WITH SAID REGULATIONS OR WHICH HAS NOT BEEN REMOVED WITHIN ONE (1) WEEK AFTER SUBSTANTIAL COMPLETION OF CONSTRUCTION. SUCH SIGNS SHALL BE REMOVED AT THE SOLE RISK OF THE BUILDER AND OWNER(S) AND THE BUILDER OR OWNER(S) AGREE TO PAY A PENALTY OF TEN DOLLARS (\$10.00) PER SIGN UPON THE RETURN THEREOF. IF SAID SIGN HAS NOT BEEN CLAIMED WITHIN SIXTY (60) DAYS IT WILL BE DISPOSED OF BY THIS DEPARTMENT.

**I HEREBY CERTIFY THAT THE RESIDENCE WILL BE USED AS A SINGLE FAMILY RESIDENCE AND FOR NO OTHER PURPOSE.**

SIGNED (BUILDER) \_\_\_\_\_

SIGNED (OWNER) \_\_\_\_\_

Improvements to be completed by other than the builder:

\_\_\_\_\_  
\_\_\_\_\_

**Processing Fees:**

Filing fee: \$35.00 ..... Review/Inspection fee: \$350.00  
PLUS  
Completion Agreement Deposit.....\$1,500.00  
(TOTAL: \$1,885)

=====OFFICE USE ONLY=====

APPROVED BY: \_\_\_\_\_ DATE \_\_\_\_\_

DISAPPROVED BY: \_\_\_\_\_ DATE \_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

In owner's absence, or as his agent, the owner authorizes \_\_\_\_\_  
to act in his/her behalf, to submit plans or changes to the ARC for approval, or until such time as the owner advises the ARC otherwise.