

Bermuda Pointe Circle

APPLICATION FOR NEW CONSTRUCTION REVIEW & APPROVAL

Submit to:

Bermuda Pointe Board
c/o Atlantic States Management
PO drawer 5
HHI, SC 29938
Email: dhoward@atlanticstatesmanagement.com

Date submitted: _____

Date ARB received: _____

Property Owner Name & Current Address:

Phone: _____ Email: _____

LOT NO: _____

Bermuda Pointe Street Address: _____

Owner Signature: _____ (See Note 1)

Architect Name & Address:

Builder Name & Address:

Ph: _____

Ph: _____

NOTE 1: Signature certifies that ARB Guidelines have been read and will be adhered to on this project.

This form must be submitted to the Bermuda Pointe Architectural Review Board (ARB) before any modification can be made to the exterior of any lot or home along with color board/samples and payment.

Color board to include swatches and finish materials for:

- Paint color
- Roof material
- Shutter color or decorative accents (if applicable)
 - Front door color
 - Window color
- Garage door color
 - Trim color
 - Lighting

- Prior to issuing an ARB approval to begin construction, an Owner must submit two separate payments of \$200 (non-refundable) and \$2,000 deposit (refundable upon approved completion). The POA or ARB shall inspect the construction to determine if construction is proceeding according to approved plans. If construction is completed according to approved plans, then the compliance deposit shall be refunded to the owner in full as soon as reasonably possible. Checks made payable to Bermuda Pointe.
- All submissions for home modifications should include a site plan and engineered drawings to scale showing all proposed changes. Submission approvals will be conditional on obtaining a building permit from the Town of Hilton Head.
- If the modification is to the existing home or lot, submit detailed to-scale plans showing the planned view and all elevations along with colors and materials to be used.
- If the modification is for landscaping, a site plan should clearly indicate the location, type and size of trees or shrubbery to be added. No tree measuring 10" or more in diameter at a distance of 4' above ground level may be removed without written approval of the ARB.

Submittal checklist

- site plan & engineered drawings
- color board/sample materials
- payment
- application

DO NOT WRITE BELOW THIS LINE. FOR ARCHITECTURAL REVIEW BOARD USE

- _____ Approved as submitted.
- _____ Approved with corrections as noted below
- _____ Declined for reasons noted below.

Sample Board Examples

