BREAKAWAY VILLAGE APPENDIX E. DESIGN REVIEW APPLICATIONS SMARTCODE

WOLF LAUREL, NORTH CAROLINA

DESIGN REVIEW POLICIES

Function of the Breakaway Architectural Review Committee (BARC). To ensure architectural harmony and adherence to the Village Code by all property owners. No structure or improvement shall be erected or altered until the approvals described in this document have been obtained.

Scope of Responsibility. BARC will review all improvements, including alterations and modifications to structures (even after initial construction is complete). Approval by BARC does not relieve an owner of the obligation to obtain government approval(s).

Limitations of Responsibilities. BARC reviews are for aesthetic purposes only. BARC does not assume responsibility for:

- Structural adequacy, capacity, or safety features.
- Non-compatible or unstable soil conditions, erosion etc.
- Compliance with building codes, safety requirements, and governmental laws, regulations or ordinances.
- Performance or quality of work of contractors.

Administration. BARC is appointed by the developer. BARC may appoint an administrator to handle the day-to-day responsibilities of processing applications. BARC will review applications as they are received. Review fees will be established by the developer.

Review Policies. BARC reviews the application and either grants approval, grants approval with conditions, defers the application or denies approval and returns one set of documents with comments. The owner shall be notified of the decision of BARC within thirty days. If BARC does not contact the owner within forty-five days, the application shall not be deemed “approved”. BARC shall defer approval if the application is incomplete.

Compliance Fee. A Architectural Review Committee Fee of $750 per lot is required for new construction. A review fee of $300 is required for post-occupancy alteration or modifications. A refundable compliance deposit of $1000 per lot is required from the owner for proposed improvements. All review fees, and compliance deposit, checks shall be made payable to Breakaway Development, L.L.C., and will be held by the developer until the improvements pass the Field Inspection and a Letter of Compliance has been issued by BARC. Full compliance will result in the return of the deposit. If the deposit is used to repair, replace, or clean up common areas that are damaged due to construction activities or to bring the improvements into compliance with the approved application, the owner will be notified forty-eight hours prior to the use of the deposit to allow the owner a final opportunity to rectify the problem.

Construction Observation & Enforcement. Periodic observations may be made by BARC to verify compliance of the improvements with the approved applications. To ensure compliance, BARC is empowered to enforce its policies as set forth in The Village Code, including action in a court of law. Should a violation occur BARC has the right to an injunctive relief which requires the owner to stop, remove, and/or alter any improvements in a manner that complies with The Village Code.

Waivers. BARC reserves the right to waive some or all of the requirements of The Village Code for any proposed improvement(s).

Breakaway ARC receives submittals and other communications at:
Address: 94 Anderson Street, Mars Hill, NC 28754
Phone: 828.851.8600
E-mail: arc@BreakawayNC.com

DESIGN REVIEW PROCEDURE

I. Sketch (Schematic) Design Review. The intent of this review is to confirm conformance with The Village Code early in the design process. Submit:

-Form A
-Schematic Design Documents (two sets) including:
1. Block Plan at 1"= 40'.
2. Lot Plan at 1/8"= 1'-0"
3. Floor Plans at 1/8"= 1'-0"
4. Elevations at 1/8"= 1'-0"

II. Design Review. This review confirms compliance of the design details with The Village Code and verifies that previous recommendations made by BARC have been incorporated. Submit:

-Form B
-Design Documents (two sets) including:
1. Block Plan at 1"= 100'.
2. Lot Plan at 1"= 20'.
3. Landscape Plan at 1"= 20'.
4. Floor Plans at 1/4"= 1'-0".
6. Elevations at 1/4"= 1'-0".
7. Building Section at 1/4"= 1'-0".
8. Wall Section & Details at 1- 1/2"= 1'-0".
9. Material List & Samples

III. Construction Documents Review. Submit:

-Form C
-Construction Documents (two sets)

IV. Foundation Stakeout Inspection. This inspection verifies to BARC's satisfaction that proposed buildings are situated on the lot as approved. Submit:

-Form D

V. Change During Construction. For approval to make minor changes during construction, submit:

-Form E
-Additional Information to describe the change(s)

VI. Post-Construction Inspection. This inspection confirms that built improvements comply with The Village Code. Submit:

-Form F

VII. Post-Occupancy Change Application. This approval confirms that changes made after the initial occupancy comply with The Village Code. Submit:

-Form G

REVIEW DOCUMENT REQUIREMENTS

Block Plan
a) North arrow, scale
b) Building type and footprint
c) Neighboring lots (in all directions)

Lot Plan
a) North arrow, scale
b) Property lines, dimensions and area
c) Easements
d) Building footprints with entries noted
e) Encroachments, if any, dimensioned
f) Sidewalks, driveways and patios
e) Percent of lot coverage
f) Finished floor elevations
g) Existing and proposed grades and drainage
h) Existing trees over 3" cal. and other natural features
i) HVAC equipment

Landscape Plan
a) Latin and common names of all material
b) Size, quantity and location of all material
c) Planting and maintenance specifications
d) Garden elements such as retaining walls, paved surfaces, trellises, arbors, fences and gates etc.
e) Location and design of lighting and signs

Floor Plans
a) Room dimensions and uses labeled
b) Encroachments, if any, dimensioned
c) Total square footage
d) Roof drip line

Roof Plan
a) All roof penetrations

Elevations
a) Openings, doors, and windows
b) Materials rendered and specified, including colors
c) Finished grade and finished floor elevations
d) Building height to the eaves, ridges and parapet walls
e) Overall height from grade at front setback
f) Roof pitches
g) Open or closed eave condition if any
h) Awnings

Wall Sections and Details showing:
a) Openings, doors, and windows (incl. heads and sills)
b) Porches and balconies including railings
c) Ornamental elements and trim
d) Inside & outside corners (pilasters, corner boards, etc.)
e) Eaves and cornices
f) Columns, capitals, and bases
g) Fences and garden walls
h) Chimneys

Material List (with manufacturer and product)
a) Roof, gutters and downspouts
b) Exterior walls and trim
c) Windows, doors and garage doors
e) Fence and garden walls
f) Sidewalk, driveway and patios

Building Section
a) Floor elevations relative to proposed grade
b) Floor-to-floor heights, roof slope and height

FORM A: SCHEMATIC DESIGN REVIEW

Property Address: _____ Lot Number: _____
Owner: _____ Phone: _____
Address: _____ Fax: _____
_____ E-mail: _____

Architect/Designer: _____ Phone: _____
Contact: _____ Fax: _____
Address: _____ E-mail: _____

Proposed Architectural Style: _____

Waivers from The Village Code must be expressly requested on this application. _____

For BARC use only:

Received by: _____ Date: _____

[ ] Approved [ ] Approved with Conditions [ ] Deferred [ ] Denied

Comments: _____

Reviewed by: _____ Date: _____

FORM B: DESIGN REVIEW

Property Address: _____ Lot Number: _____
Owner: _____ Phone: _____
Address: _____ Fax: _____
_____ E-mail: _____

Architect/Designer: _____ Phone: _____
Contact: _____ Fax: _____
Address: _____ E-mail: _____

Proposed Architectural Style: _____

Waivers from The Village Code must be expressly requested on this application. _____

For BARC use only:

Received by: _____ Date: _____

[ ] Approved [ ] Approved with Conditions [ ] Deferred [ ] Denied

Comments: _____

Reviewed by: _____ Date: _____

FORM C: CONSTRUCTION DOCUMENT REVIEW

Lot Address: _____ Lot Number: _____
Owner: _____ Phone: _____
Owner Address: _____ Fax: _____
_____ E-mail: _____

Architect/Designer: _____ Phone: _____
Contact: _____ Fax: _____
Address: _____ E-mail: _____

Proposed Architectural Style: _____

Waivers from The Village Code must be expressly requested on this application. _____

For BARC use only:

Received by: _____ Date: _____

[ ] Approved [ ] Approved with Conditions [ ] Deferred [ ] Denied

Comments: _____

Reviewed by: _____ Date: _____

FORM D: FOUNDATION STAKEOUT REVIEW

Property Address: _____ Lot Number: _____
Owner: _____ Phone: _____
Address: _____ Fax: _____
_____ E-mail: _____

Architect/Designer: _____ Phone: _____
Contact: _____ Fax: _____
Address: _____ E-mail: _____

Proposed Architectural Style: _____

Waivers from The Village Code must be expressly requested on this application. _____

For BARC use only:

Received by: _____ Date: _____

[ ] Approved [ ] Approved with Conditions [ ] Deferred [ ] Denied

Comments: _____

Reviewed by: _____ Date: _____

FORM E: CHANGE DURING CONSTRUCTION REVIEW

Property Address: _____ Lot Number: _____
Owner: _____ Phone: _____
Address: _____ Fax: _____
_____ E-mail: _____

Architect/Designer: _____ Phone: _____
Contact: _____ Fax: _____
Address: _____ E-mail: _____

Proposed Architectural Style: _____

Waivers from The Village Code must be expressly requested on this application. _____

For BARC use only:

Received by: _____ Date: _____

[ ] Approved [ ] Approved with Conditions [ ] Deferred [ ] Denied

Comments: _____

Reviewed by: _____ Date: _____

FORM F: POST-CONSTRUCTION REVIEW

Property Address: _____ Lot Number: _____
Owner: _____ Phone: _____
Address: _____ Fax: _____
_____ E-mail: _____

Architect/Designer: _____ Phone: _____
Contact: _____ Fax: _____
Address: _____ E-mail: _____

Proposed Architectural Style: _____

Waivers from The Village Code must be expressly requested on this application. _____

For BARC use only:

Received by: _____ Date: _____

[ ] Approved [ ] Approved with Conditions [ ] Deferred [ ] Denied

Comments: _____

Reviewed by: _____ Date: _____