



OLDE POINT PROPERTY OWNERS ASSOCIATION
ARCHITECTURAL CONTROL COMMITTEE

P.O. BOX 202
HAMPSTEAD, NC 28443

NEW BUILD PACKET

Date: _____

Property Owner(s): _____

Owner(s) Current Address: _____

Property Address: _____

Phone: _____ Cell: _____

Email: _____

Builder: _____ Builder's Email: _____

Builder's License Number: _____

Building Permit Number: _____

CAMA Permit Number (if applicable): _____

EVALUATION

Side setbacks: left _____ right _____ back _____ front _____

*If proposed construction is closer than 20' from any property line, corners of house must be staked and point-on-line marked, by licensed surveyor, where house is closer than the 20'. A surveyor certified plot plan should be provided prior to digging any footings.

Front setback consistent with neighboring property if possible _____

Total heated square feet of heated space, measured inside wall to inside wall _____

1st floor _____ 2nd Floor _____ Bonus Room _____



CONSTRUCTION DETAILS

Stick built _____ Garage _____

Three(3) block minimum raised foundation _____(monolithic slabs will not be approved)

Property backs up to golf course _____marsh _____

Height _____

County water _____ Well water _____

Septic permit# _____

Siding material _____ Color _____

Roof material _____ Color _____(If metal, non glare is required)

ATTACH THE FOLLOWING

- ☐ Copy of builder's license
- ☐ Site plan as provided to Pender County Central Permitting
- ☐ Septic permit issued by Pender County showing diagram of system location and lines
- ☐ Samples of all materials and colors
- ☐ Drainage plans
- ☐ Landscaping diagrams
- ☐ Construction Schedule (see attached page).
- ☐ Photocopy of Deposit Check

Please know, once the ACC reviews your change request, they may determine more information is required to make a judgment on your request. No application will be reviewed until the construction deposit has been received (see attached page).

Submit all 4 pages of this package plus other required materials, in PDF form to:
OPPOA_ACC@oldepoint.net



SCHEDULE OF CONSTRUCTION

Please provide your estimated completion date for each of the phases of construction listed. We are aware there are many variables, which may result in slight changes of these dates such as weather, contractor delays, material delivery delays, etc. Please advise this committee of any major changes in this schedule.

Stage of Construction	Expected Date of Completion
Land Clearing	___/___/___
Site Prep	___/___/___
Footings/slab setup	___/___/___
Foundation/slab	___/___/___
Framing/Roof	___/___/___
Septic Installation	___/___/___
Driveways, patios, etc.	___/___/___
Landscaping	___/___/___

Before construction begins, the builder must carefully read through Olde Point's Covenants. These can be found at: <http://oldepoint.net/covenants.html>.

I have read and understand the restrictions as set forth in the Olde Point Restrictive Covenants and will abide by these covenants while conducting business on an Olde Point lot.

Builder's signature: _____ date: _____

Before clearing the lot you are to make an appointment so that a member of the ACC can meet with you on the lot and approve of any trees that are to be cut down. After due preparation and prior to the pouring of any concrete you are to make a second appointment to have an ACC member meet you on site and view the staked out placement of the house to make sure that it is in agreement with the plans.

The ACC will at unannounced times check on the construction being done.



OPPOA RECORD OF CONSTRUCTION DEPOSIT

Date: _____

Property Owner(s): _____

Owner(s) Current Address: _____

Property Address: _____

The purpose and intent of the Construction Deposit is to provide funds to allow OPPOA to arrange for the clean-up of construction sites on which trash, construction waste or debris have accumulated and have not been contained and removed, resulting in a condition that has become a noticeable problem to the neighborhood and to the Olde Point community.

I understand that should site clean-up expenses (which would include an administrative/service fee plus fine) be paid by OPPOA from the Construction Deposit, I will be obligated to restore the Deposit amount to the original amount of \$1000, unless otherwise determined by the ACC. I further understand that at the completion of construction, and pending a final site inspection and approval by the ACC, the then present balance of the Construction Deposit is refundable to me in full.

Name of Depositor: _____

Signature of Depositor: _____ Date: _____

PLEASE SUBMIT DEPOSIT TO:

OLDE POINT PROPERTY OWNERS ASSOCIATION. INC.
P.O. BOX 202
Hampstead, NC 28443

Include a copy of this sheet with your deposit as well as including it in your New Build Package.