

Cainhoy Town Association Design & Use Review Board Modification Application Form



Name of Applicant/Homeowner _____ Date _____

Point Hope Address _____ Lot # _____

Applicant's Address (if different from above) _____

Phone # _____ Email Address _____

TYPE OF PROJECT

Fence Installation

Pool Installation

Structure Modification

Landscape Modification

Other:

ADDITIONAL INFORMATION/ATTACHMENTS REQUIRED

Attach site plan indicating placement of fence and gate(s) on property.

Fence Height _____ (max. 6 ft.) Fence Color _____

Design/Material _____

Attach a site plan indicating placement, drainage, etc. of pool on property.

Attach description of project, elevations, and site plan as needed.

Attach modified landscape plan and/or description of project.

Description of project/work to be completed.

- 1) Email form & details to drb@pointhopecharleston.com.
- 2) Once reviewed, notifications will be sent via email.
- 3) Work should not begin until the applicant has received approval from the DRB.
- 4) Upon DRB approval, the homeowner must begin work within 90 days of the approval date and work must be completed within 180 days of the approval date. Otherwise, a new DRB application must be submitted.
- 5) Any work completed prior to DRB approval is in violation of the Cainhoy Town Association CC&Rs.
- 6) All contractors must follow the Point Hope Construction Guidelines located in the Point Hope Design Guidelines and Supplemental Guidelines. Links to those documents can be found on the Point Hope POA website: www.livepointhope.com.
- 7) By signing this application you affirm that you have read and understood the Design Guidelines and will ensure that all work will comply with the Design Guidelines.

Applicant/Homeowner's signature

Date _____

Reviewed by: (DRB/POA signature)

Date _____



DRB APPLICATION FEES

Please make check payable to Cainhoy Town Association.
Mail or drop off to the Point Hope Design & Use Review Board:
1049 Point Hope Parkway, Charleston, SC 29492

Additions or Major Alterations	\$25 per 100 sq. ft. or \$100 maximum (heated, screened porch or open deck)
Garage	\$100 (addition of heated space over detached garage)
Pools or Spas	\$50
Walkways	\$25
Fences, Walls or Services Yards	\$25
Exterior Color Modifications	\$25 (only if changing color)
Landscape Modifications	\$25

What is the Design and Use Review Board (DRB)?

The DRB ensures that architectural guidelines and covenants are followed in a manner that protects and maintains appropriate community appeal. The DRB reviews all requests for approval to paint or stain, build, landscape, modify or change the exterior of all homes or structures to ensure it meets guidelines and standards.

When should I submit for DRB approval to paint or stain?

Anytime you are changing the existing color of the exterior of your home, garage or fence. If you are painting or staining the same color and scheme currently existing, you do not need DRB approval, but you are to notify of the work. If you are changing the color, provide color samples/chips you wish to have approved. Please designate the use of each color; that is, siding, trim, door, foundation, louvers, garage doors, shutters, etc. Approval will not be given without sample chips.

When should I submit for DRB approval to landscape my yard?

Anytime you are changing any new or existing landscaping located within areas of the yard that are visible from the streets, or other neighbor's homes. Provide detailed plans that indicate approximate locations, measurements, colors, types, and sizes of trees, shrubs, and bushes, decorative rock areas, grassy areas, walkways, paths and other landscape related items.

What about fences and decks?

Almost anything you do (except power washing) to fences and decks requires review by the DRB (adding, modifying, changing or staining). Provide detailed plans or schematics that indicate approximate locations, measurements, colors, types of material (wood, brick, wrought iron, etc.), sizes and shape of fencing material, and any other related item(s). Note: No fences greater than six (6) feet in height are allowed. Attach site plan indicating placement of fence and gate(s) on property.

What about pools?

Provide approved plot plan noting location of pool with detailed plans and schematics that indicate approximate measurements, types of decking material and note width around pool. Show fence height & location and any other related items. Show drainage, Not to drain on neighboring properties.

Show plan of access to pool. How is dirt going to be removed without accessing neighboring lot owned by someone else or POA or disturbing rear property from pathway or POA property.

Pools are allowed beyond the rear setback and view the 20' rear setback like the City does - as a building setback. Decking material to be placed at least a few feet from all property lines leaving space for fencing and privacy screening with plant materials.