

Additional Concrete Request Form

In addition to this form, please submit a copy of your "**plot plan**" or similar document showing your house situated on the lot. On that plot plan, please draw a rough sketch of the project you are planning. If considering multiple projects (pool, driveway extension, etc.) at the same time, submit them on a single submission. We will address each individually in our response. These submissions will be forwarded to ARCs, Boards and Declarants as required.

Address and (Community Name)

Project Description

Existing BUA (square footage)

BUA of proposed project (square footage)

We will return a marked up version of your plot plan and include any additional information or guidelines regarding your project.

Once complete submit to info@southeasternhoa.com

BUILT UPON AREA

- ❖ Most communities have limits on Built Upon Area (BUA), which refers to the impervious area a homesite can have. BUA is any area where water cannot be absorbed into the ground. These type areas would include the footprint of your home, any patios whether covered or uncovered, driveways and walkways, concrete slabs for outbuildings and concrete **around** swimming pools. **In the Board/ Declarant/ Architectural Review Committee's response to this request, we will include the maximum BUA for your lot which can be found on the recorded Plat or in the Declaration of Covenants.** The homeowner is responsible for measuring the current amount of BUA to determine whether the size and scope of the project you are considering will cause your lot to exceed that BUA limit. The requirement on this impervious area is determined by a civil engineer and the issuer of the stormwater permit for the community. If this designated amount of impervious area per lot is exceeded civil penalties and fines can be assessed. The HOA management company will **NEVER** recommend to a Board or Declarant to authorize a variance such that the BUA is exceeded on a lot.

OTHER REQUIREMENTS

Driveways/Patios

- ❖ No additional concrete will be authorized within the NCDOT Right of Way (typically 10-12 foot from the street into your lot) and/or the Utility Easements without the appropriate permissions granted from local authorities, NC Department of Environmental Quality, et-cetera. **It is the responsibility of the homeowner to seek all such permissions.**
- ❖ No concrete can be installed within the 5-foot maintenance easements running along side and rear lot lines
- ❖ Installation of additional concrete cannot push surface water onto a neighboring homesite. Surface water should be pushed to a designed drainage swale or to the street.
- ❖ NCDOT Guidelines state that in residential neighborhoods the driveway width at the street should not exceed 21 feet. Local guidelines may differ.
- ❖ Any landscaping that is damaged from the project should be restored immediately upon completion of the project.
- ❖ **Identifying property lot lines is the responsibility of the homeowner**
- ❖ Recommend locating utilities (electric, telephone and broadband) prior to installation as if utilities are covered with concrete and repairs need to be performed you might be forced to remove concrete for those repairs to occur.

Swimming Pools

- ❖ All local zoning, construction and fencing requirements and ordinances for swimming pools must be adhered to including fencing and safety requirements.
- ❖ Ensure that the placement of a swimming pool and its surrounding concrete do not affect any of the septic system components if your home operates with a septic system.
- ❖ Ensure that there is a landscaping plan in place to manage the surface water runoff. If the project results in pushing surface water onto a neighbor or association common area and causing damage, the homeowner will be responsible for restoration and corrective actions to prevent future problems.

Note: These requirements and suggestions are not all encompassing. The welfare and beauty of the community play a role in the approval process and are assessed on an individual basis.