



2024 ARB COMMERCIAL MODIFICATION APPLICATION

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|---|-----------------------------|
| DATE: | PBL# (ARB Use Only): |
| NAME OF APPLICANT: | |
| NAME OF OWNER: | |
| DANIEL ISLAND ADDRESS: | |
| APPLICANT'S ADDRESS (if different from above): | |
| OWNER PHONE: | OWNER EMAIL: |
| APPLICANT PHONE: | APPLICANT EMAIL: |

| <u>TYPE OR PROJECT</u> | <u>ADDITIONAL INFO/ATTACHMENTS REQUIRED</u> |
|---|---|
| <input type="checkbox"/> Exterior Painting | Attach the completed Exterior Colors and Materials form. |
| <input type="checkbox"/> Fence Installation | Attach site plan indicating location of fence and gates on property. Fence Height (max 6 ft): Fence Color/Material: Fence Detail/Design: |
| <input type="checkbox"/> Pool Installation | Attach site plan indicating location of pool on property. Revised Landscape, Grading and Drainage plans will also be required. |
| <input type="checkbox"/> Landscaping Modifications | Attach Landscape plan indicating placement and type of alterations. |
| <input type="checkbox"/> Tree Removals | Attach plan identifying location and reason for removal. A report from an SC Certified Arborist may also be required. |
| <input type="checkbox"/> Structural Modifications | Attach description of project, elevations, and site plan. |
| <input type="checkbox"/> Variance Request | Attach Variance Request Form. |
| <input type="checkbox"/> Other | Description of project to be completed. |
| Project Description: | |

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| <u>For changes to the building footprint or the overall square footage, please provide the information below:</u> | |
| Existing Gross sq. ft of the total improvements (including heated and unheated, common areas, etc.) | |
| Existing Gross sq. ft of the garages | |
| Proposed Gross sq. ft of the total improvements (including heated and unheated, common areas, etc.) | |
| Proposed Gross sq. ft of the garages | |
| Total increase in Gross sq. ft | |



Daniel Island
ARCHITECTURAL
REVIEW BOARD

ARB APPLICATION REVIEW FEES

(Effective January 1st, 2024)

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|---------------------------------------|--------------------|
| Additions or Major Alterations | \$1,000 |
| Minor Alterations* | \$150-\$500 |
| Solar Panels | \$100 |
| Pools or Spas | \$500 |
| Docks or Bulkheads | \$500 |
| Fences, Walls, or Enclosures | \$200 |
| Exterior Color Modifications | \$100 |
| Minor Landscape Modifications* | \$100-\$200 |
| Major Landscape Modification | \$500 |
| Exterior Signage | \$250 |

*At the discretion of the ARB Administrator

Please note the following requirements from the Architectural Review Board:

- The Review Fee must be confirmed paid prior to ARB review. Once the application has been received, ARB Staff will contact you via email with online payment instructions for the review fee.
- For major modifications, the ARB meets during the 2nd and 4th Wednesday of each month. All applications received by 12pm, the Friday prior, will be reviewed at that time. All other applications are reviewed on Staff Level.
- The ARB reserves the right to deny any application that does not include the information required and/or requested. Please submit the completed application to ARB Staff at the following email address: arb@dicommunity.org
You may also drop off the application at our office 130 River Landing Drive Suite 1-C, Monday through Thursday, 9am-4pm.
- Once reviewed, notification will be sent via email.
- Approval from the ARB does not constitute approval from other entities that may have jurisdiction over this property. If approval from the City of Charleston is required, please provide the ARB with a copy for our records. Approval from the individual management company or regime manager may also be required for any improvements.
- Work should not begin until the application has received an approval from the ARB and other entities that may have jurisdiction.
- Upon ARB approval, the homeowner must begin work within **90 days** of the approval date and work must be complete within **180 days** of start date. Otherwise, a new ARB application must be submitted.
- Any work done prior to submission of an ARB application or prior to ARB approval will be done at the owner's risk.
- The owner and all contractors must follow the 2024 Daniel Island Construction Guidelines.

By signing my name below, I certify that I have read the above information. My signature also certifies my understanding of, and agreement with the above policies:

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|--------------------------------------|-------------|
| | |
| Application/Owner's Signature | Date |

If you have any questions, please contact us at (843) 971-9200.

For general inquiries, exterior paint color requests, and submittals,
please email: marla.chalfie@dicommunity.org

Daniel Island ARB Administrator: Carson Jackson carson.jackson@dicommunity.org

130 River Landing Drive, Suite 1-C | Charleston, SC 29492 |