

NAUSHOP

ARCHITECTURAL REVIEW COMMITTEE

Application for Certificate of Approval for Additions, Modifications and Alterations

Return to The Dartmouth Group, 131 Hartwell Ave. Suite 115, Lexington MA 02421

Or Email to [ChairNaushopARC@nantucketnaushop.net](mailto:ChairNaushopARC@nantucketnaushop.net)

\*\*\* Digital Submissions Preferred for Timely Processing \*\*\*

Application Date \_\_\_\_\_

I. LOT NO. \_\_\_\_\_

Owner of Record: \_\_\_\_\_

Date: \_\_\_\_\_

Legal Address: \_\_\_\_\_

Tel. #: \_\_\_\_\_

\_\_\_\_\_

Address of Proposed Work: \_\_\_\_\_

Copy of Deed Attached

II. TYPE OF IMPROVEMENT:

Dwelling  Garage  Driveway  Landscaping/hardscaping  Fencing

Other: \_\_\_\_\_ Painting  (Please state below the Historic color and code number you will be using on door, trim & clapboard here.)

General Description of Proposed Work:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name of Architect or Designer: \_\_\_\_\_

Address: \_\_\_\_\_

Tel. #: \_\_\_\_\_

III. A. Structural Alterations

The applicant has attached two complete set(s) of Building Plans and specifications for the use and review of the Naushop Architectural Review Committee. Such plans must be complete in detail so as to be suitable for subsequent submission to the Nantucket Historic District Commission and the Building Department. These drawings must include a plan view and all elevations drawn to scale. The information contained in these plans and specifications must include, but not be limited to, the following:

1. Foundation:    Poured Concrete     Concrete Block     Other: \_\_\_\_\_
  
2. Roof Pitch:    Main \_\_\_\_\_    Dormers \_\_\_\_\_
  
3. Roof Shingles (Architectural):  
     Manufacturer: \_\_\_\_\_ Style: \_\_\_\_\_ Color: \_\_\_\_\_
  
4. Sidewall Material:  
     Front: \_\_\_\_\_ Color & code #: \_\_\_\_\_  
     Left Side: \_\_\_\_\_ Color & code #: \_\_\_\_\_  
     Right Side: \_\_\_\_\_ Color & code #: \_\_\_\_\_  
     Rear: \_\_\_\_\_ Color & code #: \_\_\_\_\_
  
5. Gutters:            Wood: \_\_\_\_\_    Boxed downspouts: \_\_\_\_\_
  
6. Exterior Trim Dimensions:  
     Soffit Overhang: \_\_\_\_\_    Rakeboard: \_\_\_\_\_  
     Cornerboard: \_\_\_\_\_    Window Casing: \_\_\_\_\_  
     Door Casing: \_\_\_\_\_    Fasia: \_\_\_\_\_  
     Trim Paint Color: \_\_\_\_\_
  
7. Windows:            Manufacturer: \_\_\_\_\_  
    Configuration: \_\_\_\_\_  
    Exterior Paint Color: \_\_\_\_\_
  
8. Exterior Doors    Wood             Other: \_\_\_\_\_  
    Manufacturer: \_\_\_\_\_ Color & code #: \_\_\_\_\_  
    Front Style: \_\_\_\_\_ Color & code #: \_\_\_\_\_  
    Side Style: \_\_\_\_\_ Color & code #: \_\_\_\_\_  
    Rear Style: \_\_\_\_\_ Color & code #: \_\_\_\_\_
  
9. Chimney:            Type of Brick: \_\_\_\_\_  
    Color of Brick: \_\_\_\_\_
  
10. Other Architectural Features:    Vent details: \_\_\_\_\_  
     Electrical: \_\_\_\_\_    Plumbing: \_\_\_\_\_  
     Exterior Lighting: \_\_\_\_\_    HVAC: \_\_\_\_\_  
    Cupolas: \_\_\_\_\_

The applicant has attached two Plot Plans drawn by \_\_\_\_\_ dated \_\_\_\_\_, which indicates, to scale, the locations of the proposed structure or improvement on the lot indicating a \_\_\_\_\_ foot front setback, a \_\_\_\_\_ foot left side setback, a \_\_\_\_\_ foot right side setback, a \_\_\_\_\_ foot rear setback, an existing grade of \_\_\_\_\_ feet at the front elevation; a finished grade of \_\_\_\_\_ feet at the front elevation and an elevation of \_\_\_\_\_ feet at the top of the foundation, also the Plot Plan indicates the location of any steps, stoops, decks, patios, retaining walls, walks, driveways, and fences.

B. Landscape, Walkways, Driveway Alterations

The applicant has attached a landscape plan detailing proposed alterations.

Name and contact information of Contractor, Landscape architecture or landscaper:

---

IV. Owner Certifications

The undersigned Owner submits the attached plans and specifications which detail the proposed Alterations and shall be part of this application. The Owner further agrees that he/she will notify the ARC of any changes to the submitted original documents here attached, including but not limited to alterations required by the NHDC and Building Departments, for further review and approval of the ARC.

The Owner agrees that no work in connection with the Alterations shall proceed until final approval has been issued by the Architectural Review Committee. Further, it is agreed the work will proceed in accordance with the general rules for construction within Naushop.

The Owner agrees that if the Association incurs any cost or expense in connection with the review or approval of this Application, such expense shall be passed on to the Owner and be collectable as a common expense against the subject Lot.

The Owner agrees to allow access to the Lot or the Building by the members of the ARC or its agents, with prior notice and at reasonable times, for inspections during construction and following the completion of the work.

The Owner agrees that at project completion a final set of "as built" drawings will be submitted to the ARC. Upon receipt of these and a copy of the signed-off Building Permit, a final Approval Certificate will be issued to the Owner by the ARC.

---

Owner

---

Owner