

Ocean Beach Shores Club
PO Box 292
Lavallette, NJ 08735

Exterior House ADDITION/New Construction Application

| | | | |
|--|----------|---------------|-------|
| Owner Name | | OBSC House# | |
| Home Address | | | |
| Telephone # | | Email Address | |
| Description of Proposed Changes/Additions | | | |
| | | | |
| Sketch of Proposed Changes/Additions | | | |
| | | | |
| Est. Start date | / / | Signature | Date: |
| To be completed by Buildings & Grounds/Developer | | | |
| OBSC Bldgs & Grounds Committee | Approved | Disapproved | Date |
| | | | |
| Ocean Beach Developer | Approved | Disapproved | Date |
| | | | |
| A \$300.00 check made out to the "Ocean Beach Shores Club" <u>must</u> accompany this application to begin review and approval process | | | |

Please contact the Buildings & Grounds Chairman prior to starting any improvement project.

Revised 09/2022

OBSC APPLICATION INSTRUCTIONS

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If the size or exterior of the house is to change (addition, reconstruction or new construction) the following information is required with your application:

1. Complete and submit one copy of the OBSC Application. In the sketch section, please note : "see attached plans".
2. In addition to the application page, please submit 3 copies of the architect plans with the architect's seal. All plans should be to scale (1/4 inch preferred) and include:
 - a. Site/Plot plan including the proposed foundation location with setbacks, as well as the foundation height from average curb to top of foundation CLEARLY marked and noted; (See attached Order and Restrictions)
 - b. Front, side and back views (elevations) of home with the dimensions from top of finished foundation to top of highest point of roof clearly indicated and noted;
 - c. First floor should state total living space square footage.
 - d. Living Space above the first floor should be broken out for both side elevation and floor plan. As per the uniform construction code, habitable attic space may be created and considered a one-story dwelling as long as the space created at 7 feet or more does not exceed the 1/3 of the space of the floor below. Space to be created at a height of 7 feet or more should be clearly marked and calculated. Calculation for all living space created above the first floor should also be cited. All usable attic space should be clearly marked.
3. Please provide a signed and sealed letter from your architect clearly stating the design's compliance with the August 16, 2013 filed Order, Deed Restrictions, By-laws and the Toms River Construction Code. All above points as to foundation height, top of roof height, setbacks, total living space on first floor and total space created above the first floor at a height of 7 feet or more (if applicable) should also appear in this letter. (Note: pertinent pages of the Order and Deed Restriction are attached for your convenience.)

Steps After Application Approval and During Construction of your additions, reconstruction or new construction:

1. **Please have your builder contact, or give your builder's contact information to, the Buildings & Grounds Chairman/Trustee so that he/she can clarify the Club requirements directly. Permission to continue a dialogue with your builder would be appreciated to avoid issues that could be otherwise avoided with direct communication.**
2. Please provide a copy of a proof/certification of location of foundation that you provide to Toms River Township. This document should outline the foundation's position from the property lines and TOP OF FIRST FLOOR (Bottom of lowest structural member in the V and X zones) This survey should be performed and sealed by a licensed-surveyor. **Construction shall not proceed until this survey has been presented to Buildings & Grounds committee and APPROVED.**
3. At time of completed framing, please notify the Buildings & Grounds Chairman and provide elevation survey verifying the height of your home from top of finished first floor to highest point of roof. This survey should be performed and sealed by a licensed surveyor. **Construction shall not proceed until this survey has been**

- presented to Buildings & Grounds committee and APPROVED.** If not provided, the homeowner will be charged the cost of having the survey performed by a licensed professional on behalf of OBSC.
4. At time of completed sheetrocking of the finished habitable attic, please provide an Architect's "As Built" certification as proof of compliance with original submitted and approved plans/August 16, 2013 Amended Order.
 5. Please provide a copy of final survey upon completion.
 6. Please NOTE that, according to OBSC By-laws, NO CONSTRUCTION SIGNS are to be placed on the property.
 7. In addition, no construction storage containers/trailers are to be placed on the property or parked on the street overnight. All such construction containers/trailers need to be removed daily. This does not include dumpsters as cited in item 6. Please be advised that the Township of Toms River requires a permit for placement of a POD or storage container on your property. Please contact them for requirements
 8. Please provide debris containment (onsite dumpster and fencing, at the Building & Grounds Chairman's discretion.) for applicable projects such as roofing, siding, etc. In addition, portable toilets need to be provided on site for the duration of the project. These safety and decency provisions shall be observed for all projects, new and in currently in progress.

Fines

Failure to submit timely, PRE-Construction/Improvement applications to OBSC Buildings and Grounds shall result in a fine of **\$200 per week** for every week the application is delinquent up to \$1,000. This period shall commence two weeks after request for missing application by OBSC Buildings & Grounds Trustee has been made.

All exterior projects requiring applications must occur between the Labor Day and June 15th. Any project not completed by that time is subject to a **\$500 per day fine** for every day the project extends passed June 15th without written permission of the OBSC Buildings & Grounds Trustee and approval of the OBSC Board of Trustees **Sunday construction is not permitted.**

Please read the CURRENT OBSC Rules & Regulations for a full list of steps, responsibilities and potential liabilities associated with your project. This document can be obtained by logging into the documents page of our website at www.obscnj.org and should be provided to you by the Buildings & Grounds Chairman.

Current OBSC Buildings & Grounds Chairman is Greg Canniff.
Email: buildinggrounds.obscnj@gmail.com
Telephone: 908-377-8591