

Ocean Beach Shores Club  
PO Box 292  
Lavallette, NJ 08735

Exterior House Improvement 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

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

*Revised 9/2022*

# OBSC APPLICATION INSTRUCTIONS

**PLEASE NOTE: Any exterior improvement that requires a permit from the Township of Toms River (whether requested or not) requires an application to the Club** (Examples of improvements: pavers/patios (over 150sf of coverage), roofing, siding, sheds (garden-type – 100sf or less), fences, decks, hot tubs, larger window/door openings, curb cuts, sidewalks, solar panels, outdoor showers)

1. Provide a surveyor sketch of property showing all property lines and bulkheads. (Survey not required for siding, window or roof replacement)
2. Use solid lines for the location and dimensions of existing structures, and the distance to property lines and/or bulkheads.
3. Use dotted lines to indicate proposed changes and new distances.
4. Submit two copies of this form to the OBSC Buildings & Grounds Committee, one of which will be returned to Owner.
5. **Please NOTE that, according to OBSC By-laws, NO CONSTRUCTION SIGNS are to be placed on the property.**
6. 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 7.
7. Please provide debris containment (onsite dumpster and fencing at the discretion of the OBSC Buildings and Grounds Chairman) for applicable projects such as roofing, siding, etc.

## ***Additional application requirements for Fences, Roofing/Siding, Outdoor Showers, Pavers/Concrete and Curb Cuts/Aprons***

Please submit a copy of your permit from the Township of Toms River along with any other documents, surveys and/or drawings needed for such permit with your OBSC application

## ***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 15<sup>th</sup>. Any project not completed by that time is subject to a **\$500 per day fine** for every day the project extends passed June 15<sup>th</sup> without written permission of the OBSC Buildings & Grounds Trustee and approval of the OBSC Board of Trustees. Parking shall be permitted on the North side of Ocean Bay Blvd ONLY

**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](http://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](mailto:buildinggrounds.obscnj@gmail.com)**

**Telephone: 908-377-8591**

**Please send applications & plans to:**

**Ocean Beach Shores Club**

**Attn: Buildings & Grounds Trustee**

**PO Box 292**

**Lavallette, NJ 08735**