WACCAMAW NECK COMMERCIAL CORRIDOR
OVERLAY ZONE
Architectural Review Checklist

This checklist is to assist you with your application submittals. Staff uses this form to insure compliance with the ordinance.

Project Name: __________________________________________
Owner/Developer: __________________________________________
Tax Parcel ID; __________________________________________
Lot Size: __________________________________________

ELIGIBILITY DETERMINATION

Zoning District ______________________
Frontage on US 17 ______________________

Type of Construction __________ A. New Construction
__________ B. Rehabilitation of existing commercial structure
__________ C. Conversion of residential structure to commercial use

__________ If A above, does the project fall under any of the following?

__________ Group A, E or I occupancies (assembly, educational and institutional).
__________ Building and structures three stories or more in height
__________ Buildings and structures 5,000 square feet or more in area

__________ If B or C above, are the proposed costs projected to be over 50% of the assessed property value?

Proposed construction cost ______________________
Assessed property value ______________________
SUBMISSION REQUIREMENTS

Preliminary Design Review

____ SCHEMATIC LANDSCAPE PLAN – showing the location of the building, parking areas, walks and proposed landscape concepts. A ledger indicating the number and type of species proposed. A basal tree calculation. Indicate the about of pervious / non-previous surfaces.

____ TOPOGRAPHIC SURVEY – identifying trees to be retained.

____ DIMENSIONED SITE PLAN – includes a north arrow, scale that is used, address of the property, the boundaries of the parcel with dimensions, location of all easements, centerline of all streets, outline of all structures with dimensions labeled, also septic systems, fences, driveways, sidewalks, parking area, utility locations, dumpsters, and the footprint of any buildings on adjacent properties.

____ SCALED ELEVATION DRAWINGS – representing the view of all exterior sides of the proposed structure. Label all materials that are proposed with their location.

Final Design Review (For Design and Building Permit Approvals)

____ DIMENSIONED SITE PLAN
____ LANDSCAPE & TREE PLAN
____ GRADING PLAN
____ FLOOR PLANS
____ ROOF PLAN
____ ELEVATIONS
____ TYPICAL WALL SECTIONS
____ EXTERIOR BUILDING CONSTRUCTION DETAILS
____ PARKING PLAN
____ FOUNDATION PLAN
____ HVAC LAYOUT
____ ELECTRICAL LAYOUT
____ PLUMBING LAYOUT
____ OCRM APPROVAL OR EXPEMPTION
____ WATER & SEWER RECEIPTS
____ ELEVATION CERTIFICATE FOR “A” & “V”

COMPLIANCE WITH GENERAL DESIGN PRINCIPLES
Uniform architectural theme with appropriate scale, proportion, detail, materials, color and landscape.

Front elevation design with no unrelieved repetition of shape or form, nor unbroken extension of line.

Side elevations.
  __ Sheathed in a similar material as the front.
  __ Screened from view by the use of fencing or plantings.

Wall signs and symbols on building elevations proportionately sized with other architectural features of the building.

All signs in accordance with Sign Regulations.

Proposed development in compliance with the Tree Protection and Replacement Regulations.

Pervious materials specified for walks and parking areas where practical.

Screening of mechanical equipment, loading areas, and dumpsters.

If bare galvanized fencing is specified, fencing restricted to areas not visible from adjoining properties or public thoroughfares.

BUILDING DESIGN SPECIFICATIONS

Residential scale using traditional building material including wood and / or hardi-plank siding, brick, or stucco with contrasting trim.

Roof structures either gable or hipped with a minimum slope of 6/12 (flat roofs may be used if they occupy less than 50% of the total roof structure; porch or canopy roofs may be a lesser slope than the requirement of main roof structures).

Large expanses of glass window divided into smaller divided lights with mullions or munitions (either true or divided).

Undivided glass panes specified under the maximum size of nine (9) square feet (undivided panes up to 9 square feet in size may be used in tandem for storefront applications, however, the larger the pane the larger the mullions required. When metal storefront window systems are used, rolled or extruded shapes shall be a minimum of 1 3/4” in width and shall be recessed a minimum of 3” from the building face).

True or simulated divided lights constructed of either wood, vinyl-clad wood or metal.
Windows and doors finished in either white or another approved color.

If accent windows are specified, window shape is either:
- Circles
- Ellipses
- Half-rounds

If shutters are specified, style is either:
- Louvered
- Paneled
- Board and batten

If shutters are specified, shutters to be hung from:
- Window sides or jambs
- Window tops or heads

Mechanical system units to be screened from view.

All new electrical service to be buried.

Exterior building siding materials specified from the following:
- Wood clapboard, shiplap or board and batten
- Wood shingles or shakes
- Concrete fiberglass composition (Hardi-plank) or other synthetic products that show a wood grain and closely resemble wood siding in texture.
- Brick, stucco, tabby, or synthetic stucco with light texture.

Roofing materials specified from the following:
- Wood shingles or shakes
- Slate shingles
- Copper
- Architectural-grade asphalt or fiberglass shingles
- Galvanized standing seam or v-crimp metal
- Painted corrugated metal
- Concrete composition shingles
- (Other standard roofing material applications, like built up tar and gravel, are acceptable if not exposed to view from U.S. 17 or adjoining streets)

Window finishes specified from the following list:
- Wood, vinyl or vinyl-clad (both windows and trim).
- Metal or metal-clad painted to contrast with the building siding color.
Paint colors selected from the approved palette.

Colors selected:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

If you have any questions about this process, please call our office at 843-545-3158 for assistance.