

**DATE:** March 11, 2023

**CHOCORUA SKI & BEACH CLUB ASSOCIATION  
ARCHITECTURAL REVIEW PROCESS AND DESIGN GUIDELINES**

CHOCORUA SKI & BEACH MAKES NO WARRANTIES,  
NOR IS IT LIABLE FOR ERRORS IN LOT LINES.

It is strongly recommended that property owners obtain a lot survey  
*prior* to building/construction.

**ARTICLE I  
BASIS FOR DESIGN REVIEW**

● The declarations for Covenants, Bylaws, Easements and Restrictions for CS&B provide the basis for reviewing and accepting new building proposals. The Covenants and Restrictions are intended to be mutually advantageous to all members of CS&B. These Covenants and Restrictions were established because the concept of architectural review has a long and successful history of assisting in the preservation of the value, character, and amenities of residential and recreational communities.

**Section 1:**

The CS&B Architectural Review Process is meant to provide for safety, health and protection of life and property, incidental to the design, construction, alteration, removal or demolition of buildings and structures.

**Section 2:**

The Architectural Review Process establishes the basis for systematic and uniform review of proposed residential construction throughout CS&B. It will encourage harmonious architectural designs, as well as protecting the quality of life and property values within the area.

**Section 3:**

In addition to the Architectural Review Process, there are regulations and codes at state and local levels, which also must be complied with for any construction within CS&B. The ultimate responsibility for compliance with these regulations' rests with the property owners.

**Section 4:**

The provisions of this review apply to the construction, addition, alteration, equipment, occupancy, demolition, location and maintenance of buildings and structures.

**Section 5:**

The Architectural Review Process provides for the submission of the application packet (*Article 4 Section 3*) to the Architectural Building Control Committee for approval. The Architectural Building Control Committee shall consist of at least (3) members appointed by the CS&B Board of Directors. The signature of two (2) Architectural Building Control Committee members is required to obtain a building (dwelling/additions/garages), foundation, or septic design permit within CS&B.

**Section 6:**

Construction of all new dwellings, additions and garages must meet NH Fire Codes.

**Section 7:**

No structures of any type shall be built on the septic system.

**Section 8:**

No driveways of any type shall be located on the septic system.

**ARTICLE II**  
**GENERAL INFORMATION FOR BUILDIERS**

**Section 1:**

The working hours for “construction personnel” in CS&B will be from 7am to 7pm, Monday through Friday, and Saturday from 8am to 5pm.

**NO CONSTRUCTION ALLOWED ON SUNDAYS BY A GENERAL CONTRACTOR/BUILDER.** *Property owners are exempt.*

**ARTICLE III**  
**PERMITS**

- It shall be unlawful to construct, add to, remove, alter, demolish, or begin construction, additions, alterations, removal or demolition of a building or

structure, or install equipment for the operation of a building or structure without first filing with the Architectural Building Control Committee an application in writing and obtaining a permit. ***NO LOT SHALL BE CLEARED UNTIL THE CS&B BUILDING PERMIT HAS BEEN ISSUED.***

**Section 1:**

Before a permit is issued, a Builders Risk Policy must be provided listing the property owner as being covered.

**Section 2:**

A refundable security deposit of \$500 shall be required from the owner, to be held in escrow, without benefit of interest, to defray the cost of road repairs caused by vehicles used in the site preparation and construction of buildings or equipment, when applicable. To protect the association roads, tracked vehicles are not allowed to use association roads to travel between non-adjacent sites.

**Section 3:**

Once CS&B permits are issued, a 24-hour advanced notice to the Architectural Building Control Committee is required before construction can begin.

**Section 4:**

Once construction is complete, a Permit Release Form must be submitted to the Architectural Building Control Committee to include photos of finished construction.

**ARTICLE IV**  
**APPLICATION PROCESS**

**Section 1:**

Applications shall contain the full name and address of the owner/applicant, as listed on the deed for said property. If the owner is a corporate body, the application shall contain the name, and address of its responsible officer. The application shall also briefly describe the proposed work. This will give the Architectural Building Control Committee an understanding of the work proposed.

**Section 2:**

Application for residential dwelling permit shall be accompanied by three (3) sets of drawings (to scale) of the proposed work. Two (2) sets of drawings shall be

returned to the owner upon approval of the permit and the third shall be retained on file by the association.

### **Section 3:**

For construction of a dwelling, additions to existing dwelling, garage or new septic, an application must be submitted to the Architectural Building Control Committee, which should also include:

- Approved State of NH Certificate for Disposal/Septic System
- State of NH approved site plan for sewage or waste disposal system
- Plot site plan for construction. (3 copies are needed; 2 will be returned)
- Elevation (show front, sides, rear, all decks, with rails & stairs with rails)
- Specifications (preferred scale  $\frac{1}{4} = 1'$ )
- Builders risk policy with CS&B as additional insured
- Preconstruction photos of all sides of existing structure
- Abutters written approval for new additions

### **Section 4:**

A plot plan shall be submitted to the Architectural Building Control Committee for filing with CS&B permit records, drawn to scale in a form and size designated by the Architectural Building Control Committee with all dimensions figured, showing accurately the size and exact location of all proposed new construction and the relation to the other existing or proposed buildings or structures on the same lot. In the case of demolition, the plot plan shall show the building or structure to be demolished and the building or structures on the same lot that are to remain.

### **Section 5:**

Any structure/building or equipment to be erected shall be set back not less than twenty-five (25) feet from the front property boundary line and not less than twenty (20) feet from any corner street property boundary line. All side and rear line setbacks shall not be less than ten (10) feet from the property boundary lines.

### **Section 6:**

Repairs to existing structures may be made without filing an application or obtaining a permit.

**Section 7:**

Within thirty (30) days of submitting the application and **all required documentation**, the Architectural Building Control Committee will determine whether the application packet is complete and approve the design as submitted or reject such application. Any rejection will note findings in a written report to be attached to the application and deliver a copy to the applicant with a copy to the Board of Directors. Any rejection by the Architectural Building Control Committee may be appealed to the Board of Directors, who will have final approval or disapproval of the rejection. In addition, any questions of an arbitrary nature shall be referred to the Board of Directors, which will respond within thirty (30) days with resolution.

**Section 8:**

With respect to application for construction of buildings, structures, installation of equipment, upon approval of submitted application, the Architectural Building Control Committee will issue the required permits. A copy of permits will be posted on the premises for public inspection during the prosecution of the work and until completion. The Architectural Building Control Committee shall be given 24 hours notice of the starting of work under a permit.

**Section 9:**

Approval by the Architectural Building Control Committee and the issuance of the CS&B permits does not preclude the necessity of obtaining a Building Permit from the Town of Tamworth when required. The Town of Tamworth's Building Permit shall also be posted with the CS&B Permit.

**Section 10:**

The Architectural Building Control Committee may revoke a permit or approval issued if it finds that there has been any false statement or misrepresentation in the application or plans on which the permit or approval was based.

**Section 11:**

All work performed under a permit issued by the Architectural Building Control Committee shall conform to the current edition of the International Building Codes, as well as the CS&B Covenants and Bylaws. The location of all new construction as shown on the approval plot plan, or an approved amendment thereto shall be strictly adhered to.

**Section 12:**

A permit under which no work is commenced within six (6) months after issuance shall expire by limitation and a new permit shall be acquired before work is started. Permits are non-transferrable.

**Section 13:**

All lots in this subdivision shall be used solely for residential purposes. No structure or building shall be erected, altered, placed, or permitted to remain on any lot other than one single family dwelling together with an unattached garage and shed, or two sheds, one being a maximum of 100 square feet. A third shed may be larger than 100 square feet with the approval of the Architectural Building Control Committee. Any garage must be consistent with the design of the existing residence on said lot.

**ARTICLE V**  
**TYPE, SIZE AND CONSTRUCTION**

**Section 1:**

All residences/dwellings erected on any lot in this subdivision shall have a minimum ground floor area of 400 square feet. The side that faces the street shall be considered to be the front of any dwelling erected in this subdivision.

*Covenant 3 Section A*

Additionally, a maximum height of thirty-five (35) feet above existing ground level and must meet all required egresses.

**Section 2:**

All residential dwellings erected on any lot shall be built on a poured concrete wall measuring eight (8) inches or more in width plus a footing, as required by code.

**Section 3:**

All foundation walls shall be poured on a full concrete footing and shall meet all required state and local guidelines. All foundations shall be eighteen (18) to twenty-four (24) inches above ground level. All foundations shall have a minimum number of windows, per code, for the purpose of ventilation.

**Section 4:**

A site plan of the foundation footings shall be required to ensure the correct location of the structure/building according to the site plan submitted.

**Section 5:**

All residential dwellings must have private inside bathroom and kitchen facilities.

**Section 6:**

All sanitary plumbing shall conform to the minimum requirements of the NH Department of Health and shall not be visible outside the foundation.

*Covenant 3 Section C*

**Section 7:**

All structures shall be completed on the exterior six (6) months from start of construction including vinyl siding, two (2) coats of paint or stain on any exterior wood surfaces, etc. Exterior walls must be finished with approved siding material. *No concrete block is to be used as an exterior surface unless discussed and approved by the Architectural Building Control Committee.*

**Section 8:**

Any reasonable change, modification or addition to the original plan shall be considered by the Architectural Building Control Committee and if approved, shall be recorded, and when recorded shall be binding as the original restrictions.

*Covenant 3 Section E*

**Section 9:**

No wharf, pier or raft may be erected without approval of the Architectural Building Control Committee.

**Section 10:**

The Architectural Building Control Committee will not entertain any application for the erection or construction of a prefabricated/modular home.

**Section 11:**

Building styles shall be harmonious with the existing structures in the CS&B subdivision.

**Section 12:**

As of the effective date of these restrictions, there is a prohibition on the installation of new underground oil storage tanks within CS&B. All oil tanks shall be inside structures/dwellings. We recommend that once an existing underground oil tank needs repair, it be removed and replaced with an above ground or indoor tank.

## **DEFINITIONS**

**CS&B** is defined as Chocorua Ski & Beach

**CONSTRUCTION PERSONNEL** is defined as a person or entity who is compensated for work performed.

**EQUIPMENT** is defined as an item to support the habitation of a dwelling. i.e., but not limited to propane tanks, generators, etc.

**NH FIRE CODES** is defined as and applies to all persons constructing, reconstructing, modifying, maintaining, or operating any structure. All owners or occupants of existing structures or premises shall comply with the requirements set forth in the State Fire Code “PART Saf-C 6008 through 6015” as adopted and amended by the State of NH except as amended in Sections 2 and 4, including all new construction and existing buildings, even if not in renovation. Pre-existing, occupied buildings are *not exempted*, but may not have to comply with standards for new construction. State fire codes are made up from The Life Safety Code 2018, Saf-C 6000 Rules, and the Uniform Fire Code NFPA1, 2018 edition. (RSA 153)

**REPAIRS** is defined as items not needing a permit for ordinary repairs to structures. Whereas a permit is required for work including but not limited to: the substantial cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load-bearing support, or removal or change of any required means of egress, or rearrangements of parts of a structure affecting the egress requirements or mechanical systems or other work affecting public health or general safety.

**PERMIT** is defined as a document or documents giving someone authorization to start building/construction.

**STRUCTURE** is defined as a combination of materials assembled at a fixed location to give support or shelter, such as a building, framework, retaining wall, tent platform, bin, fences over six (6) feet high, sign, mast for radio antenna, or the like. The word “structure” shall be construed, where the context requires, as though followed by the words, “or part or parts thereof”.