

**THE SMOKE RISE CLUB
ARCHITECTURAL & VARIANCE COMMITTEE
CONSTRUCTION APPLICATION**

***PLEASE REVIEW THIS FORM TO SEE THAT
IT APPLIES TO YOUR CONSTRUCTION
PROJECT.***

***COMPLETE THIS APPLICATION IF YOU DOING ANY OF
THE WORK THAT IS OUTLINED ON THE CHECKLIST.***

***SWIMMING POOLS, FENCES, DECKS, SHEDS, GAZEBO'S
REQUIRE SEPARATE APPLICATION TO BE COMPLETED.***

***ANY QUESTIONS SHOULD BE DIRECTED TO THE
GOVERNOR OF THE ARCHITECTURAL & VARIANCE
COMMITTEE:***

WWW.GOV-ARCHITECTURAL@SMOKERISE-NJ.COM

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PLEASE ANSWER ALL QUESTIONS. IF A QUESTION DOES NOT APPLY, PLEASE INDICATE N.A. DO NOT LEAVE ANY QUESTIONS BLANK. THE A&V COMMITTEE WILL NOT CONSIDER BLANK APPLICATIONS FOR REVIEW.

DATE: _____

APPLICANT: _____

RESIDENT OWNER: Yes or No

CONTRACTOR: Yes or No

RESIDENT ADDRESS: _____

TELEPHONE:

Home: _____ **Business/Cell:** _____

EMAIL ADDRESS: _____

PROJECT ADDRESS: _____

BLOCK _____ **LOT** _____

ARCHITECT: _____

ADDRESS: _____

TELEPHONE: _____

EMAIL ADDRESS: _____

CONTRACTOR: _____

ADDRESS: _____

TELEPHONE: _____

EMAIL ADDRESS: _____

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CHECK OFF ALL PROJECT DETAILS THAT APPLY. USE ADDITIONAL PAGE OR BACK OF THIS SHEET IF NEEDED. CHECK ALL ITEMS THAT YOU WILL BE ADDING TO THE PROJECT. ALL DETAILS MUST BE SHOWN ON PLAN.

PROJECT DETAILS	CHECK ALL THAT APPLY	DETAILS (USE BACK OF THIS PAGE OR ADDITIONAL SHEET IF NECESSARY)	CHECK ALL THAT APPLY
NEW HOUSE CONSTRUCTION		STONE WALLS	
TOTAL HOUSE RENOVATION: EXTERNAL		RETAINING WALLS	
DEMOLITION: STATE DETAILS		WALKWAYS	
ADDITION: Describe		NEW DRIVEWAY	
GARAGE		DRIVEWAY REPAVE	
PORTE COCHERE		DRIVEWAY PAVERS	
PORCH		DRIVEWAY BELGIUM BLOCK	
SUNROOM/CONSERVATORY		GATES	
ROOF/ROOFLINE		PIERS	
PORTICO		TREE REMOVAL	
WINDOWS		SEPTIC AND/OR WELL	
DOORS		REMOVAL OF INGROUND OIL TANK	
GARAGE DOORS		GENERATOR/AC UNIT/PROPANE TANK	
GUTTERS/LEADERS/SOFFITS		OIL TANKS	
SIDING: Describe: CLAPBOARD/SHINGLE/STONE		AIR CONDITIONER UNITS	
PATIO		OTHER: DESCRIBE	

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CHECK LIST:

1. CERTIFIED SITE SURVEY ATTACHED: _____
2. COPY OF CERTIFIED LETTER AND RECEIPTS ATTACHED: _____
3. CERTIFIED ARCHITECTURAL DRAWINGS WITH SEAL, LOT AND BLOCK NUMBERS AND DATED: _____
4. DOES PROJECT MEET PROPERTY LINE SET BACK REQUIREMENTS FOR THE SMOKE RISE CLUB (50 FOOT SIDE AND REAR)? _____

NOTE 1: ARCHITECTURAL DRAWINGS ARE TO BE COMPLETE AND NOT A RENDERING. NO APPROVALS WILL BE GRANTED ON PRELIMINARY PLANS.

NOTE 2: IN THE CASE OF SIMPLE EXTERNAL CHANGES, DOORS, PORTICO'S ETC, A CLEAR CONSISE DRAWING WITH ACCURATE MEASUREMENTS WILL BE CONSIDERED BY THE AVC.

COMMENTS _____

OWNER /APPLICANT SIGNATURE: _____

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INFORMATION AND REQUIREMENTS

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1. **CERTIFIED SITE SURVEY:** A copy of the certified site survey showing the **EXACT** location of the existing house and any new addition, renovation, demolition, shed, pool, fence, patios, etc., driveway, well and septic system *with all property line setback and right of ways dimensions clearly marked.*
2. Resident/applicant must notify all neighbors within 200 feet of the property lines by Certified Mail of the proposed project (copy of survey to show all details and location of project.).
3. The Smoke Rise Club requires a 50-foot setback from all side and rear property lines and a 75-foot setback from the front property line to be measured from the furthest extension (overhang, porch, steps) to said property lines.
4. Smoke Rise Club right-of-ways extend 10 feet to 25 feet from center of pavement and should be identified on the site survey. This area must be kept clear of fences, posts, rocks, plantings, lighting, and Belgian block. (Smoke Rise Club house number post and mailbox are not included in the right-of-way restriction).
5. One set of **complete and final drawings** prepared by New Jersey registered Architect with Architect's Seal. Drawings to show entire site plan, floor plans, elevations, set backs, septic and well locations, existing rooms/walls, new rooms/new walls, windows, doors, driveway, construction materials etc. **See Note #6 on Page 4.**
6. All of the plans and specifications are properly labeled with Resident's name and address, Block and Lot number.
7. Indicate on the plans the existing and proposed (new) rooms.
8. Indicate on the plans what walls, roof lines of the house are to be added, removed and to remain.
9. All materials used must be clearly identified: vinyl, clapboard, stone veneer, cultured stone, brick, colors used etc.

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10. If a driveway connection(s) to the road, including a culvert is required, they must be shown on the plans and will also be subject to Smoke Rise Club Maintenance approval to ensure proper drainage. No Belgian block or pavers are to be brought out to the roadway.
11. Trees to be removed for construction must be clearly marked with waterproof spray paint or tape and may only be removed if dead, where the house, septic field, well and driveway occur. **NO clear cutting** of the lot is allowed; no slope reduction with fill without proper prior approval.
12. Landscaping plan is included in the scope of the work. Any and all fencing, rock walls, walkways, patios, plantings, ponds etc. are to be indicated on the plan.
13. New Jersey Department of Environmental Protection and Morris County Soils approval is required when construction/fill is within the 300-foot setback of a Class One waterway, for example, Lake Kinnelon or other body of water.
NOTE: Resident to check with Borough of Kinnelon Engineer.
14. Depending on project, construction/silt fencing is to surround project area/trees during the course of construction.
15. Please see the AVC Design Guidelines, Smoke Rise Declaration of Covenants and Restrictions, and Use Restrictions (available to view on www.smokerise-nj.com) for information regarding the Smoke Rise Club project length regulations.
16. **IT IS YOUR RESPONSIBILITY** as the homeowner to advise contractors and other related personnel working on this project of the Architectural & Variance rules as applies to setbacks, permit posting and hours that the contractor(s) may work in Smoke Rise (no Sundays and Federal Holidays).
17. Contractors **may not drop off or pick up** equipment before 8 am or after 6 pm Monday through Saturday and never on Sundays or Federal Holidays.

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ARCHITECTURAL & VARIANCE INVOLVEMENT

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1. By appointment, a member of the Smoke Rise Club Architectural & Variance Committee will call and arrange to visit the project site. Reason for visit to see the actual construction site, take pictures, AND if necessary, speak with resident about any questions relating to the project.
2. AVC members are permitted on site anytime during construction in order to discharge their responsibilities.
3. The Architectural & Variance Committee will review applications at the monthly meeting (THIRD WEDNESDAY of every month). Approval or Disapproval is decided at the meeting. If more information is required before approval is given, the applicant will be contacted.
4. Approval in writing will be ready for the applicant within one week after the AVC meeting. A copy of the approval letter will be provided that must be presented to the Borough of Bloomingdale Construction Department to obtain construction permit(s).
5. The approval by the Smoke Rise A & V Committee does not imply any structural or engineering adequacy or compliance with local, state and federal building codes, health requirements, safety requirements, etc.
6. **NOTES: IF THERE ARE ANY CHANGES IN THE EXTERNAL CHANGES OF THE PROJECT, A COPY OF THE PLANS MUST BE PROVIDED TO THE AVC FOR APPROVAL AND INCLUSION IN THE FILE. FAILURE TO DO SO WILL RESULT IN A STOP WORK ORDER.**