

*The Village at Nags Head Property Owners Association  
Architectural Control Committee  
Commercial Application – Effective 7/1/2020 (7th Amendment)*

**Please return application to Kelly Green at [kellyg@vrobx.com](mailto:kellyg@vrobx.com) or by fax to (252) 480-9230 or by mail to PO Box 1807, Nags Head, NC 27959.**

**SECTION 1 (See SECTION 2 for painting)**

**Applicant:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Email:** \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
\_\_\_\_\_

Village at Nags Head Address \_\_\_\_\_

Subdivision/Lot Number \_\_\_\_\_

Anticipated Construction Time Frame (Start) \_\_\_\_\_ (Completion) \_\_\_\_\_

**Contractor** \_\_\_\_\_ **License#** \_\_\_\_\_

d.b.a. \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Phone #: \_\_\_\_\_ Contact Name \_\_\_\_\_

Purpose of Application / Description of Work:

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**Requirements**

- Three complete sets of plans including floor plans drawn to a scale showing all dimensions of the total square footage of the enclosed heated areas. All porches/decks must be shown on plans.
- Complete site plan showing parking to scale
- Pictures of existing area are helpful with drawings on them to indicate where changes will be made.
- Elevation views drawn to scale which include all sides of the structure.
- Complete listing of exterior materials including exterior siding and roof materials
- Exterior Color Plan – see SECTION 2 (Brand, color name & number, sample chip)
- Landscaping Plan.

**Material Specifications**

- Exterior Material:
  - Siding \_\_\_\_\_
  - Decking \_\_\_\_\_
  - Railings \_\_\_\_\_
  - Foundation \_\_\_\_\_
- Exterior Color: \_\_\_\_\_
- Trim Color : \_\_\_\_\_
- Shutter Color (if applicable) \_\_\_\_\_
- Brick Skirt Color (if applicable) \_\_\_\_\_
- Roof Material must be Cedar Shake (no exceptions)
- Other:

The Committee will notify the owner in writing within thirty (30) days after the receipt of the completed application and all required information as to whether the plans have been approved. The response may be an approval, a denial, an approval with certain conditions, or a request for additional information. A request for additional information shall be deemed a determination that the information submitted was inadequate, and the thirty (30) day time period for further Committee response shall only commence upon the receipt of the requested additional information. If approval with conditions is granted, and construction or modifications then begin, the conditions shall be deemed accepted by the Owner of the Lot or Dwelling Unit and the conditions imposed shall become fully a part of the approved plans.

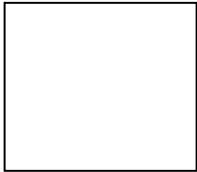
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**SECTION 2 (Painting)**

**Painting Contractor:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Time frame for completion:** \_\_\_\_\_

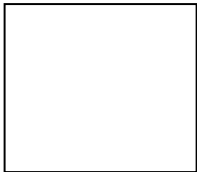
**Proposed Colors:** (Include paint brand, color name & number, and sample chip)



**Body (Siding)** \_\_\_\_\_



**Trim**



**Entry Doors /  
Shutters** \_\_\_\_\_

**Guidelines**

All exterior painting, including but not limited to, trim, handrail, fencing, stair risers, stair treads, decking, columns and building body (siding) schemes and colors, must be approved by the Committee prior to painting or repainting, even if repainting using the exact same color(s).

- Trim may be left natural, painted white, or painted an approved shade of the body color.
- Handrails, stair treads, stair risers, rails, pickets, columns and screening may be left natural, stained using an approved transparent or semi-transparent stain color, painted white, or painted a color approved by the Committee.
- Porch and deck ceilings may be left natural, stained using an approved transparent or semi-transparent stain color, or painted a color approved by the Committee.
- Only one body color and one trim color are permitted, in addition to surfaces left natural or stained. A compatible shade of the body color may be permitted to accent a specific architectural feature if approved by the Committee. An additional accent color for entry doors and shutters is allowed if approved by the Committee.
- Paint applications must reflect a complete and consistent application of the approved color(s); phased or partial painting must be approved in advance by the Committee. Once started, the preparation, painting, and clean-up must be completed in a timely manner, consistent with weather impacts.

**The Village at Nags Head Property Owners Association  
Architectural Control Committee  
Compliance Agreement – Effective 7/1/2020 (7th Amendment)**

THIS AGREEMENT is made between The Village at Nags Head Property Owners Association, The Village at Nags Head Architectural Control Committee (hereafter referred to as "ACC") , and \_\_\_\_\_ (hereafter referred to as "Owners") and relates to the review, approval, and construction or modification of a structure to be considered on Lot # \_\_\_\_\_ located in the \_\_\_\_\_ subdivision of The Village at Nags Head.

**Witnesseth**

1. That the Owners agree to build, construct, and finish any structure, building, addition, or modification strictly according to the plans and specifications approved by the ACC for the above stated Lot; and
2. That the Owners have read, understand, and agree to adhere to the Seventh Amendment to and Restatement of the Declaration of Development Standards for the Village at Nags Head; and
3. That no change shall be made in any detail, finish, or other aspect of the structure to be built on the above stated Lot, from the plans approved by the ACC; and
4. That the Owner understands that no fencing shall be erected without the explicit approval and permission of the ACC; and
5. That the ACC agrees to review the Owners plans for the Lot within thirty (30) days and communicate the outcome in writing to the Owner; and
6. That the Owner has made their Contractor/Builder aware of all the requirements of the ACC and of all the items listed in the Protective Covenants & Restrictions relating to construction or modification of homes in The Village at Nags Head, prior to starting any activity on Owner's lot; and
7. That the Owner understands and has advised the Contractor that failure to construct the work or modifications IAW the Approved or Approved as Noted Plans may result in being barred from future work within the Village; and
8. That the Owners hereby agree to reimburse the ACC for all Costs expended by the ACC to enforce the terms of the Agreement, including but not limited to, court costs and reasonable attorneys' fees.
9. The Owners agree that no work shall begin until approval is received from the ACC.

Owner(s):

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

WITNESS the following execution this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

ACC, The Village at Nags Head Property Owners Association:

By:\_\_\_\_\_