

# NOTICE

You Are Encouraged to Obtain Approval From The Appropriate  
Private Property Owners Association Architectural Review Board  
**Before** Lot Disturbance or Beginning Construction  
Private Covenant & Deed Restrictions May Apply to Your Property

**THESE PRIVATE ASSOCIATIONS ARE NEITHER A PART OF NOR RELATED TO TOWN GOVERNMENT** As a property owner, if you are planning to make changes to your property (lot or building), regardless of whether or not a Building Permit is required by the Town, you must provide copies of your plans to the appropriate private homeowners association architectural review board (ARB) for review. Changes should not be made by the property owner or contractor until and unless approval is granted by the appropriate private homeowners association.

**Chicahauk Property Owners Association (CPOA)** Phone 252-715-3052

Place completed form with change plan drawings in the CPOA in-box located in the first floor hallway of the Kern Pitts Center - 5377 N Virginia Dare Trl, Town Hall Complex in Southern Shores. Blank ARB Application forms can be obtained at [www.cpoaobx.org](http://www.cpoaobx.org) or at the CPOA in-box at the Kern Pitts Center.

**Southern Shores Civic Association (SSCA)** Phone 252-261-8617

Place completed form with change plan drawings in the SSCA in-box located in the first floor hallway of the Kern Pitts Center- 5377 N Virginia Dare Trl, Town Hall Complex in Southern Shores. Blank ARB Application forms can be obtained at [www.sscaobx.org](http://www.sscaobx.org) or at the SSCA in-box at the Kern Pitts Center.

The Kern Pitts Center is open Monday-Friday 8:30am to 5:00pm