

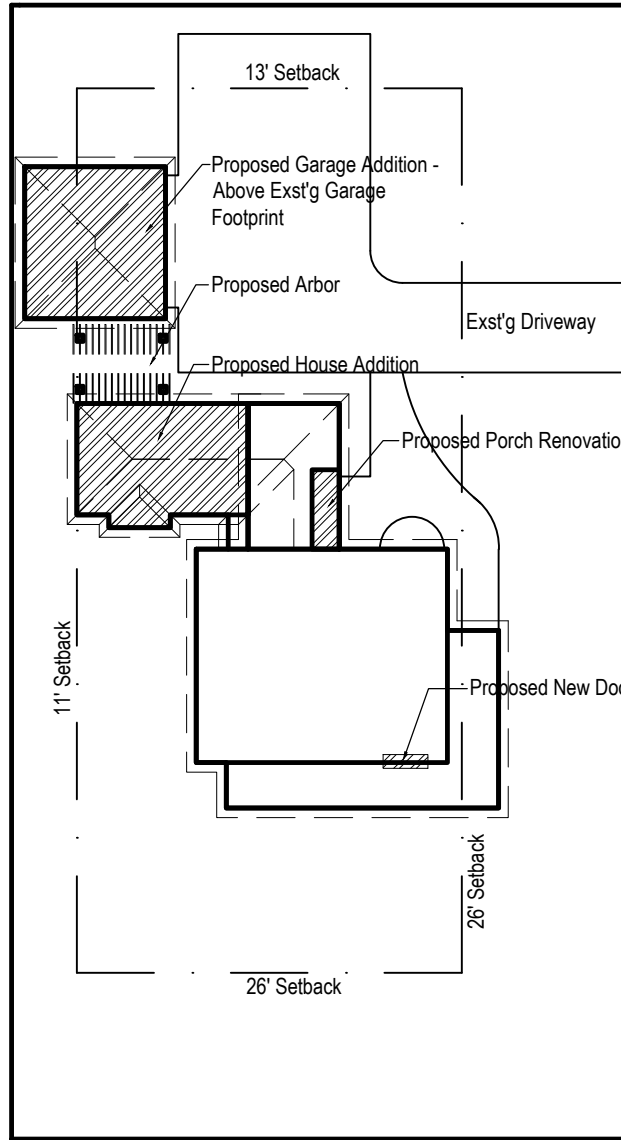
Scope of Work Document for 615 E. Rosemary St. Chapel Hill, NC 27514

The following is the proposed scope of work:

1. Install a new front door and sidelites in place of the existing
2. Build a new 520 sf. addition as a second floor to an existing garage. The space will include a new 3 piece bathroom
3. Build a 480 sf addition on to the side of the existing house
4. Renovate approximately 320 sf. on the first floor of the house to include a new kitchen, breakfast area.
5. Build a new arbor connecting the existing garage and the new addition

Approximate total cost for the project will be \$250,000.

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Property Owner -  
Sandra Freeman  
615 E. Rosemary St.  
Chapel Hill, NC 27514

PIN: 9788694270

E. Rosemary St.



Schematic Site Plan

A  
1:30



**LISLE**  
Architecture  
& Design, Inc.

614 Market St. Wilmington, NC 28401  
p: (910) 763-6053 f: (910) 763-4517

615 E. Rosemary St.

Chapel Hill, NC  
Orange County



DATE: 07.14.15

HPC Submittal

JOB NUMBER:  
15120

SHEET NUMBER

**C1**

Town of Chapel Hill - Development Services  
Residential Zoning—Building Permit Application



OFFICE USE ONLY

Approved By:

Permit #:

Issued:

Building

Zoning

**A. Project Location** Type:  Single Family  Two Family County:  Orange  Durham

Property Address \_\_\_\_\_ Unit Number \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Parcel Identifier Number \_\_\_\_\_ Subdivision \_\_\_\_\_  Inside Town Limits

Existing Use \_\_\_\_\_ Utilities \_\_\_\_\_ Zoning District \_\_\_\_\_

Property Owner \_\_\_\_\_ Phone \_\_\_\_\_

Property Owner Address \_\_\_\_\_ Email: \_\_\_\_\_

Same as Property Address City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Special Protection Areas:**  Floodplain  Historic Dist.  Jordan Buffer  NCD  RCD  Watershed Protection Dist.

**B. Applicant**

Applicant Name \_\_\_\_\_  Same as Owner

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Check one of the following boxes:

**New Work**  **After the Fact Work:** This Permit is to authorize work performed without a permit, inspection or approvals. If this an after the fact permit, I understand that all work must be uncovered and inspected before an approval can be granted and that I cannot self-perform work subject to the NC Building, Plumbing, Mechanical or Electrical codes if I do not personally live in this house for a minimum of twelve (12) months following completion of the approved building final inspection.

**C. Types of Work:**

Check all boxes that apply to the work being performed:

- Addition
- Deck/Porch
- Demolition
- Driveway
- Electrical
- Foundation
- Mechanical
- Other (Specify) \_\_\_\_\_
- New Building
- Plumbing
- Pool
- Repair
- Roof / Siding
- Solar

**Accessory Structure or Use (Exterior):** i.e. fence, gazebo, irrigation, landscaping, patio, outdoor kitchen or fireplace, other paved or impervious area, parking areas, pergola, retaining wall, shed, steps, stoop, or utilities.

**Remodel:** Adding, moving, removing of any walls or changing use of existing space. i.e. changing size of a room, finishing unfinished space, changing dining room to bedroom, or closing off storage space in garage.

**Renovation:** Improving or refurbishing of a space without changing its configuration, size, or use. i.e. replace flooring, cabinets, or fixtures.

**D. Detailed Project Description**

Include proposed use and attach Scope of Work document per [Scope of Work Instructions](#)

**Residential Zoning - Building Permit Application**



Property

Address:

**E. DETAILS** Complete based on types of work selected in Section C . See [Zoning-Building Application Instructions](#) for requirements

1. Construction		2. Dwelling Units			
Type of Construction:		Number of:	Existing	New	Total
<input type="checkbox"/> Site Built <input type="checkbox"/> Modular <input type="checkbox"/> Mobile Home		Bedrooms			
<input type="checkbox"/> Insulation		Bathrooms			
Construction Value	\$	Kitchens			
Number of Stories		Dwelling Units			
Max. Construction Height (ft)		Parking Spaces			
Total Heated square footage					
Total Unheated square footage					

**3. Area** Complete using Sq Ft \*See [Zoning-Building Application Instructions](#) for definitions

	Existing	Remodel, Renovation, Repair	Decrease / Demolition	Addition / New (gross)	Total
Impervious Surface Area (ISA)*					
Basement Square Footage*					
1st Floor Square Footage					
2nd Floor Square Footage					
Attic/3rd Floor Square Footage					
<b>Total Sq Footage (Basement to 3rd)</b>					

**4. Zoning** Complete using Sq Ft unless otherwise noted

Lot Size (NLA)		New Land Disturbance		Existing ISA/NLA ratio		Total ISA / NLA ratio	
		Allowed	Proposed		Required	Proposed	
Primary Height (ft)				Interior Setback (ft) (neighboring lot lines)			
Secondary Height (ft)				Solar Setback (ft) (northern lot line)			
				Street Setback (ft)			

Complete the following section for **Duplexes** OR projects within a **NCD**:

Existing Floor Area		Change in Floor Area		Total Floor Area	
---------------------	--	----------------------	--	------------------	--

**F. Supporting Documentation** See [Zoning-Building Permit Requirements Handout](#) for submittal requirements for each type of work

OFFICE USE ONLY							
<b>Submitted</b>	Lot Creation Date:		Gross Land Area		Reviews		
					Division	Initials	Date
<b>Issued</b>	Disturbance since 1/27/03		ISA on 7/1/1993		Building		
	Credited Area		Gross Land Area / Floor Area (FAR)		Engineering		
					GIS		
<b>Completed</b>	Total Disturbance		ISA / GLA on 7/1/1993		Stormwater		
					Zoning		
					Other		

**Residential Zoning-Building Application**  
 Contractor Worksheet and Sub Permit Section



Property  
 Address:

1. Types of Work:  General  Mechanical  Electrical  Plumbing  Residential

2. This section is intentionally left blank

**3. General Construction Complete all fields**

General Contractor \_\_\_\_\_ Privilege License # \_\_\_\_\_  
 NCGC License # \_\_\_\_\_ Classification:  Residential  Commercial  Limited  Intermediate  Unlimited  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Construction Cost (Per scope of work document ) \$ \_\_\_\_\_

I am a general contractor duly licensed by the NC Licensing Board of General Contractors. I am permitted by my license to contract on projects on one property at a time not to exceed the following dollar value: \$

I am an unlicensed contractor. I am permitted to contract on projects on one property at a time not to exceed \$30,000. I acknowledge and understand that I am not permitted to perform or subcontract plumbing, mechanical, or electrical work so all of the following contractors are considered licensed sub-contractors and have contracts directly with the property owner.

I own the property where the building, or portion thereof, will be constructed or altered and I am acting as the General Contractor of record. I acknowledge and understand that I must personal occupy the property for a period of not less than 12 months **and have attached the completed, signed and notarized "Owner Exemption Affidavit" as required by NC law, stating the same.**

Name (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**4. Mechanical**

**Mechanical Contractor** \_\_\_\_\_ Privilege License # \_\_\_\_\_  
 NC Mech License # \_\_\_\_\_ Classification:  H-1  H-2  H-3  Class I  Class II  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Email \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_  
 Construction Cost (Per Scope of Work) \$ \_\_\_\_\_

Name (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Details Complete all fields, include location of work AND specify types of mechanical appliances in Scope of Work**

<b>Service Type:</b> <input type="checkbox"/> New <input type="checkbox"/> Upgrade		<b>Check all that apply:</b> <input type="checkbox"/> Gas Line <input type="checkbox"/> Kitchen Hood System	
<b>Change Out:</b> <input type="checkbox"/> E/M <input type="checkbox"/> E/M/P <input type="checkbox"/> M/P		<input type="checkbox"/> Duct Work <input type="checkbox"/> Geothermal System	
# of Heat Pumps and Gas Packs		# of Other Mechanical Appliances*	<input type="checkbox"/> Fireplace # of Fireplaces

\*Includes, but not limited to AC units, gas furnace, electric furnace, air handler units, condensers, coils, chillers, humidifiers, etc.

# Residential Zoning-Building Application

Contractor Worksheet and Sub Permit Sections



Property  
Address:

## 5. Electrical

**Electrical Contractor** \_\_\_\_\_ Privilege License # \_\_\_\_\_

**Classification:**  Limited  Intermediate  Unlimited  Owner

NC Elect License # \_\_\_\_\_ **Voltage::**  600 or less  600 or more

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Construction Cost (Per Scope of Work) \$ \_\_\_\_\_

Name (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

### Details Complete all fields, include location of work in Scope of Work

**Service Type:**  New  Upgrade  Temporary Service  Change in location of existing Meter / Panel

Service Size (amps)	# of Meters	Requested Voltage	Service Entrance Size:
Enter the number of items added, altered, moved, or removed for each of the following items:			<input type="checkbox"/> Single Phase
Boxes	Switches	Outlets	<input type="checkbox"/> 3 Phase
		Lights	

## 6. Plumbing

**Plumbing Contractor** \_\_\_\_\_ Privilege License # \_\_\_\_\_

NC Plumb License # \_\_\_\_\_ **Classification:**  Class I  Class II  N/A  Owner

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

Construction Cost (Per Scope of Work) \$ \_\_\_\_\_

Name (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

### Details Complete all fields, include location of work in Scope of Work

**Service Type:**  New  Upgrade **Change Out:**  E/P  E/M/P  M/P

# of Fixtures / Connections	# of Water Heaters
-----------------------------	--------------------

**Check all that apply:**  Backflow Preventer  Irrigation System  New Water Connection  
 Fire Sprinkler System  Grease Trap  New Sewer Connection

## 7. Applicant's Statement

I hereby certify that I am authorized to submit this application; that all information is correct and all work will comply with the State Building Code and all other applicable State and local laws, ordinances, regulations, or private building restrictions imposed. I understand that knowingly providing false information in this application can subject me to civil and criminal prosecution. I will ensure that the Development Services Center is notified of any changes in the approved plans and specifications for the project herein. I also agree to be responsible for any damage to public improvements, including, but not limited to streets, curbs, sidewalks, sewer or other utility lines occasioned by the works performed in accordance with this project. I understand that electrical power will not be turned on, nor a Certificate of Occupancy issued, until construction is complete, all fees are paid, and all utilities and public improvements are installed and operative. I further understand that the Town of Chapel Hill has adopted a Noise Control Ordinance and agree to comply with the provisions of the ordinance. A signed Scope of Work document is attached to this application, that includes the Owner's signature and details of all work, inclusive of that of subcontractors.

Name (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_



## Single-Family / Two-Family Residential Zoning-Building Permit Application Requirements

These are requirements for a complete application based on the type of work being performed. **Applicant may choose to submit highlighted items for Zoning Review only and submit remaining items once Zoning Approval is granted. Incomplete applications will not be accepted.** These requirements apply to projects outside of special protection areas; projects in such areas may require additional material. Staff reserves the right to request any material that may be required to determine compliance with LUMO and Building Code.

Document Title	Type of Work						
	New SF/2F <sup>1</sup> Building, Addition over 200 sq. ft. <sup>2</sup>	Addition 200 sq. ft. or less Garage, Deck/Porch <sup>2</sup>	Demo	Accessory Use or Structure (Exterior) <sup>3</sup>	Remodel, Renovation, Repair, Roof / Siding	Pool	Solar <sup>4</sup>
<b>NOTE: An electronic copy of each document is required in addition to paper copies.</b>							
Application (1 for each dwelling unit)	X	X	X	X	X	X	X
Contractor Worksheet	X	X	X	X	X	X	X
Driveway Permit Application	X	X <sup>5</sup>					
Flood Insurance Certification (if project is entirely or partially in a Flood Plain)	X	X	X	X	X	X	X
Orange County Department of Health Approval (for septic and/or well only)	X	X		X	X <sup>6</sup>	X	X
OWASA bill, letter indicating service, or approval to connect to water and/ or sewer	X	X			X <sup>6</sup>	X	X
Orange County Recyclable Materials Application	X	X	X	X	X	X	X
Signed Scope of Work	X	X	X	X	X	X	X
Two Sets of Construction Plans Minimum Scale is 1/4" = 1'	X	X		X	X	X	X
Three sets of Site Plan ( ) See Site Plan Requirements on Reverse	X	X	X	X		X	X
Verification of Jordan Riparian Buffer and Resource Conservation District Location <sup>7</sup>	X	X	X	X		X	X
Lien Holder Certification from liensnc.com (projects over \$30,000 only)	X	X	X	X	X	X	X
Owner Exemption Affidavit, If owner is General Contractor of Record. (projects over 30,000)	X	X	X	X	X	X	X
Workman's Comp Affidavit or Insurance Certification (projects over \$30,000)	X	X	X	X	X	X	X

1. New Duplexes (2F) require Community Design Commission Approval and additional submittal requirements. See [New Duplex Supplemental Requirements](#) handout for details.
2. The threshold for Additions is 200 sq. ft. of impervious surface area. Additions that include more than 200 sq. ft. of impervious surface area have the same submittal requirements as New Buildings.
3. This category does not include Accessory Apartments, even if they are not attached to the main house. Accessory Apartments count as the type of work that is being performed to create or alter them. I.e. Addition, Remodel.
4. Rooftop Solar panels do not require site plans. Photovoltaic Solar Panels do not require Orange County Health Department Approval or OWASA bill or letter indicating service.
5. Driveway permits are required for this project type only when there are new and/or expanded curb cuts.
6. This document is required when bedrooms will be added as part of a remodel.
7. You must show the location of Jordan Riparian Buffers and Resource Conservation District on your plans, if applicable. To determine if these features are on or near your property, see the [Planning Department's FAQ entry](#) on this topic.



Site Plan Requirements <sup>1</sup>	Type of Work						
	New SF/2F Building, Addition over 200 sq. ft.	Addition 200 sq. ft. or less Garage, Deck/Porch	Demo	Accessory Use or Structure (Exterior)	Remodel, Renovation, Repair, Roof / Siding	Pool	Solar
Professional Site Plan <sup>2</sup> required	X					X	
Hand-drawn Site Plan acceptable <sup>3</sup>		X	X	X	X <sup>4</sup>		X
Drainage	X	X		X <sup>5</sup>	X <sup>5</sup>	X	
Elevation Drawings, if applicable	X	X		X	X		X

**Additional Requirements for projects exceeding Cumulative Land Disturbance thresholds.**

Landscape Protection Plan (5,000 sq. ft.) <sup>6</sup>	X	X		X		X	
Stormwater Management Plan and Report -2 copies of each(20,000 sq. ft.) <sup>7</sup>	X	X		X		X	
Erosion Control Permit <sup>8</sup> (20,000 sq. ft.)	X	X	X	X		X	

**Fees**

Zoning Compliance	\$240	\$121	\$240 <sup>9</sup>	\$121 <sup>10</sup>		\$121	\$121 <sup>10</sup>
Building Permit	X <sup>11</sup>	X <sup>11</sup>	X <sup>11</sup>	X <sup>11</sup>	X <sup>11</sup>	X <sup>11</sup>	X <sup>11</sup>

- 1. Site plan.** All site plans whether hand-drawn from GIS application or professionally prepared must be legible. Dimensions and scale must be clearly displayed. Minimum scale is 1:40; compressed plans with reduced scales are not acceptable. Use multiple sheets if necessary to depict project at minimum scale. See Permit Application Instructions for the required elements on a site plan.
- 2. Professional Site Plans** must be prepared by a North Carolina Licensed Professional Architect, Engineer, Landscape Architect or Land Surveyor and must be stamped with their professional seal.
- 3.** Hand-drawn Site Plans are only acceptable for the project types marked above provided that,
  - a. The project is more than 5 feet away from all lot line setbacks.
  - b. The project is more than 15 feet away from any sensitive area boundary (including Resource Conservation District boundary (RCD), Jordan Watershed Riparian Buffer boundary, Flood Plain boundary, and Wetlands boundary).
  - c. The height of the project is at least 5 feet less than the primary and secondary height limits. If the above requirements are not met, Professional Site Plans are required to determine compliance with LUMO and Building Code.
 Hand-drawn Site Plans must be neatly drawn with a ruler and include clear dimensions on a print out from a GIS program or similar application. You may use the Town's online GIS tool to serve as a base for your Hand-drawn Site Plans. Staff reserves the right to reject unclear plans and require Professional Site Plans to determine LUMO and building code compliance.
- 4.** Complete site plans are required for this type of work when the project will affect drainage on the property. See footnote 5.
- 5.** Include drainage elements for this project type when there is an addition to roof area and/or new or relocated roof drains.
- 6.** See Permit Application Instructions for list of required elements in a Landscape Protection Plan.
- 7.** See Permit Application Instructions for required elements for a Stormwater Management Plan and for a Stormwater Report.
- 8.** Obtain from Orange County if in Orange County, obtain from Durham County if in Durham County.
- 9.** Fee for Demolition of structures under 200 sq. ft. is \$121
- 10.** The following items are typically exempt from zoning for a single-family or two-family project and do not incur a zoning compliance fee: moveable chicken coops, fences under 6 feet in height, landscaping less than 2,000 sq. ft., moveable play structures, rooftop solar panels, Retaining wall under 2 feet in height, Tree removal.
- 11.** Building permit fees are determined by the scope of work being performed. For more information, please see the Inspections Division Fee Schedule which can be found at [www.townofchapelhill.org/inspections](http://www.townofchapelhill.org/inspections)





## Supporting Documentation

This section is a listing of supporting documents that should be attached to your application. The [Residential Zoning-Building Permit Application Requirements Handout](#) distinguishes which documents are required for the different types of work.

### Submit an electronic copy of each of these documents in addition to paper copies.

1. Driveway Permit- for new driveways or new/ expanded curb cuts only.
  2. Flood Insurance Certification (if project is entirely or partially in a Flood Plain)
  3. Lien Holder Certification from liensnc.com
  4. Orange County Department of Health Approval for Wells and Septic Systems
  5. Orange County Recyclable Materials Permit Application
  6. OWASA approval for new water and/ or sewer connection or OWASA bill indicating existing service
  7. Owner Exemption Affidavit, if owner will be the General Contractor of Record
  8. Verification of Jordan Riparian Buffer and Resource Conservation District Location
  9. Workman's Comp Affidavit
  10. 2 sets of Construction Plans - no larger than 18"x24"<sup>1</sup>
  11. 3 sets of Site Plans– no larger than 18"x24"<sup>1</sup> See below for features to be included on a site plan.
  12. Signed Scope of Work Document
  13. Landscape Protection Plan- see below (required if land disturbance is more than 5,000 sq. ft.)
  14. Stormwater Management Plan (required if land disturbance is more than 20,000 sq. ft.)
  15. Stormwater Management Report (required if land disturbance is more than 20,000 sq. ft.)
  16. Orange County Erosion Control Permit (required if land disturbance is more than 20,000 sq. ft.)
- a. **Site Plan Requirements (item 12).** All site plans whether hand-drawn from GIS application or similar program or prepared by a professional, unless otherwise noted, must include the following:
- i. **Basic requirements.**
    - Project Name
    - Address
    - Parcel Identifier Number
    - Property Owner's Name
    - Applicant's Name
    - Applicable Notes
    - Legend
    - Labels
    - North Arrow (North oriented to top of page)
    - If completed by professional, include control corner, including latitude and longitude
    - Scale and/or clearly drawn dimensions
    - Revision dates
    - If completed by professional, include North Carolina Professional Seal
    - Include person who prepared plans, if different than applicant

<sup>1</sup> Site plans must have a minimum scale of 1:40. Compressed plans with reduced scales are not acceptable. Everything included on site plan must be legible. Staff reserves right to request new plans if submitted plans are illegible in any way.

- Property boundaries
  - Streams and buffers (including Resource Conservation District (RCD) boundaries, Jordan Watershed Riparian Buffer boundaries, flood plain boundaries, and wetlands boundaries, note ephemeral streams)
  - Setbacks
  - Right-of-Way and easements
  - Topography (2 foot contours)
  - Distances between structures and distances from structures to property lines
- ii. Existing Conditions**
- Existing structures, including impervious surfaces such as roofs, driveways and sidewalk
  - Clearly identify existing roads, (public and private), vehicular parking areas, bicycle parking, handicapped parking, and street names
  - Steep slopes delineated and clearly labeled (classifying slopes 0-10%, 10-15%, 15-25% and 25% and greater if lot created after 1/27/2003)
- iii. Proposed Conditions**
- Proposed structures, including all impervious surfaces such as roofs, driveways and sidewalks
  - New impervious surface, tallied in square feet.
  - Proposed roads (public and private), vehicular parking areas, bicycle parking, handicapped parking, street names
  - Proposed utilities and fences
  - Limits of disturbance, clearly marked
  - Total land disturbance tallied in square feet (including grading, construction, staging, and installation of utilities)
  - Erosion and sediment control measures, including details (e.g., inlet protection, silt fence, steep slope protection and permanent stabilization specifications).
- iv. Drainage** (Refer to [Permit Applications Requirement Handout](#) for when these items should be included in plans)
- Existing drainage patterns with flow direction arrows
  - Proposed drainage patterns with flow direction arrows
  - Existing and proposed roof drain location
  - Outlet dissipater locations, dimensions, and details
  - Identify amount of impervious surface area (square feet) associated with each outlet
  - Drainage conveyance system (piping and swales)
  - Stormwater and drainage easements, as required.
- b. Landscape Protection Plan (item 13)** (Submit for projects where total land disturbance is more than 5,000 sq. ft.)
- Tree Survey (trees greater than 12 ” diameter at 4 feet in height)
  - Rare and specimen tree critical root zones
  - Rare and specimen trees proposed to be removed
  - Proposed tree protection / silt fence location
  - Pre-construction / demolition conference notes
  - Existing and proposed tree canopy calculations, if applicable.

## Detailed Scope of Work Instructions

These instructions are intended to assist Property Owners, General Contractors and Sub Contractors on what information is needed in the required Detailed Scope of Work document that **MUST** be submitted with every building permit application as part of a complete submission packet. **Select the option below that matches your construction needs:**

1. **Single Scope of Work:** The Detailed Scope of Work document must include any and all work proposed by General Contractor (GC) on behalf of the Property Owner, to include all proposed work by the Sub Contractors working for the General Contractor. **NOTE:** If this option is chosen, the General Contractor will provide only one Detailed Scope of Work document for the entire proposed project and the subcontractors will only be required to sign the permit application for their discipline.
2. **Multiple Scopes of Work:** Each Contractor (the General Contractor and all Subcontractors) must submit a separate Scope of Work. **NOTE:** This only applies in the case that the licensed General Contractor and the subcontractors have individually contracted with the homeowner.
3. **Owner acting as General Contractor:** If the Property Owner is *legally* acting as the General Contractor for the proposed project (in accordance with North Carolina General Statute), a Detailed Scope of Work document will be required to be submitted for each subcontractor. **Exception:** If the Property Owner is performing the work themselves (as allowed by Inspections) and is *not* employing subcontractors to perform the work, a detailed scope of work with cost breakdowns for the entire project for each discipline (BEMPI) is required.

### What is a Detailed Scope of Work?

The Detailed Scope of Work is a *separate* self-generated document that details **ANY AND ALL** work being proposed for a project. It **MUST** include **ALL** of the following information:

- 1) Company letterhead, to include:
  - o Company Name, Address, phone, fax and email address, and Contractor's NC License #
- 2) Complete property address where work is being proposed
- 3) Property Owner's full name, address and contact information (phone # and email address)
- 4) Detailed description of agreed upon proposed work for each trade
- 5) Break-down of Construction Cost (\$) - The dollar amount needed to complete the proposed scope of work from beginning to end for each trade.
- 6) Signatures of all parties (Owner, General Contractor, Sub Contractors)

**NOTE:** According to Construction Law, the Cost of Construction is defined as the: "Expense incurred **by** a contractor for labor, material, equipment, financing, services, utilities, etc., plus overheads and contractor's profit. Costs such as that of land, architectural design, consultant and engineer's fee are not construction costs."

**FRAUD NOTICE: Knowingly providing false information in this Detailed Scope of Work will subject the General Contractor and Subcontractors to civil and criminal prosecution and/or revocation of the permit.**

**NOTE:** As each project is unique, staff may at any time request additional materials to determine compliance with the Land Use Management Ordinance (LUMO) and other local ordinances, applicable State Codes, NC General Statutes.

FREEMAN RESIDENCE  
615 E. ROSEMARY STREET.

7.13.15



Current Front Entry



FREEMAN RESIDENCE  
615 E. ROSEMARY STREET.

7.13.15



Proposed Front Entry Change



FREEMAN RESIDENCE  
615 E. ROSEMARY STREET.

7.13.15



Current Garage



FREEMAN RESIDENCE  
615 E. ROSEMARY STREET.

7.13.15



Proposed Garage addition



FREEMAN RESIDENCE  
615 E. ROSEMARY STREET.

7.13.15



Existing Rear Elevation



FREEMAN RESIDENCE  
615 E. ROSEMARY STREET.

7.13.15



Proposed Rear Elevation Addition



FREEMAN RESIDENCE  
615 E. ROSEMARY STREET.

7.13.15



Existing Rear Elevation of Garage and House additions



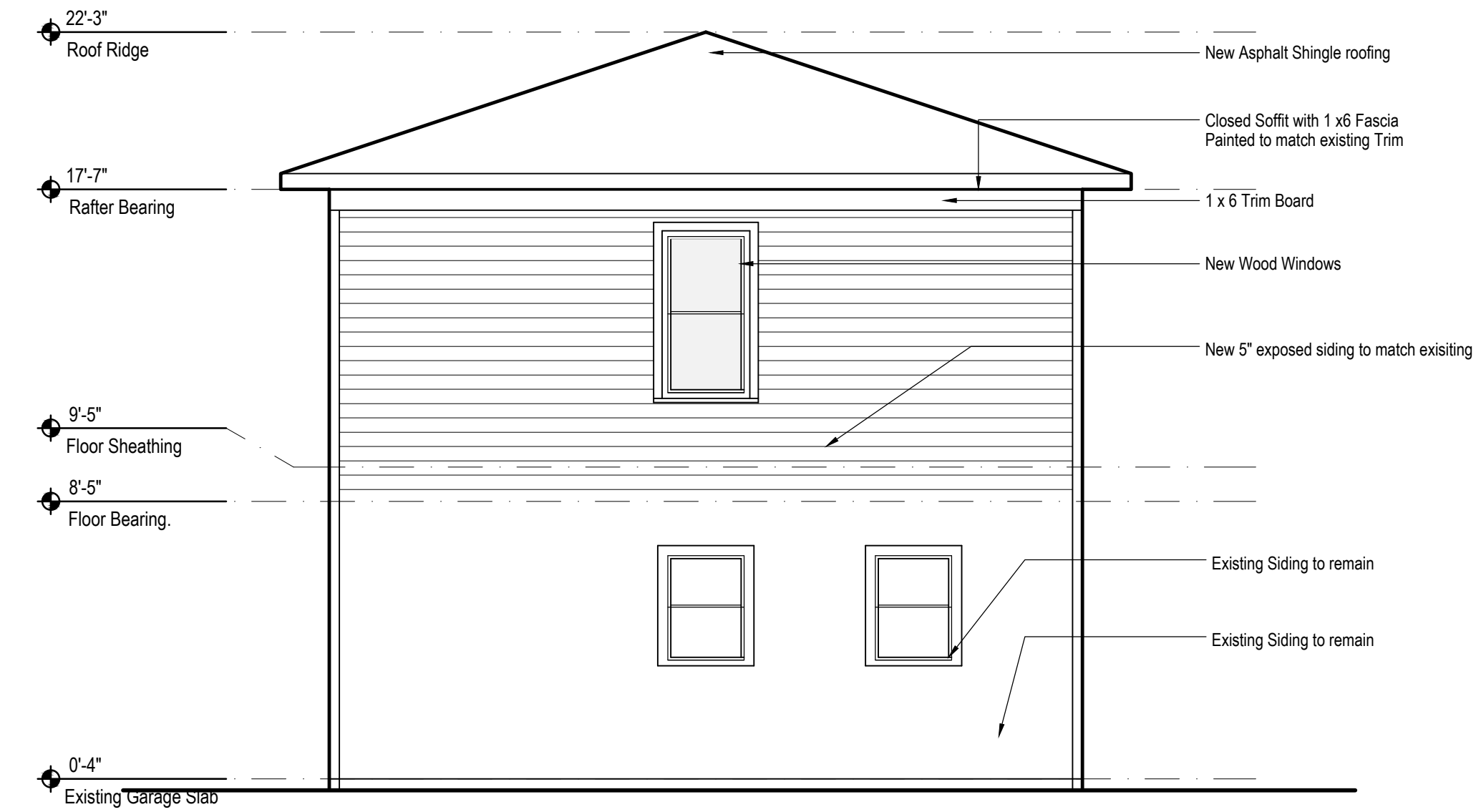
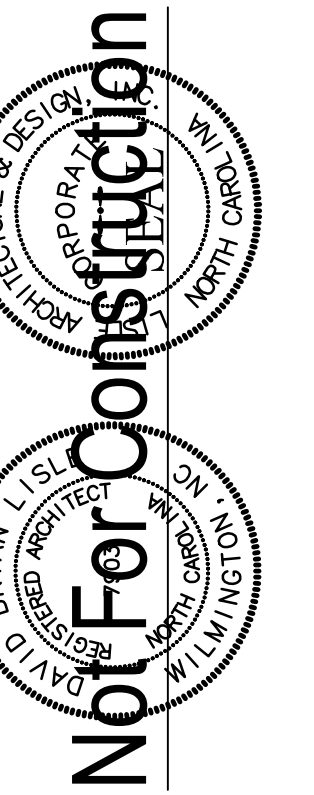
FREEMAN RESIDENCE  
615 E. ROSEMARY STREET.

7.13.15



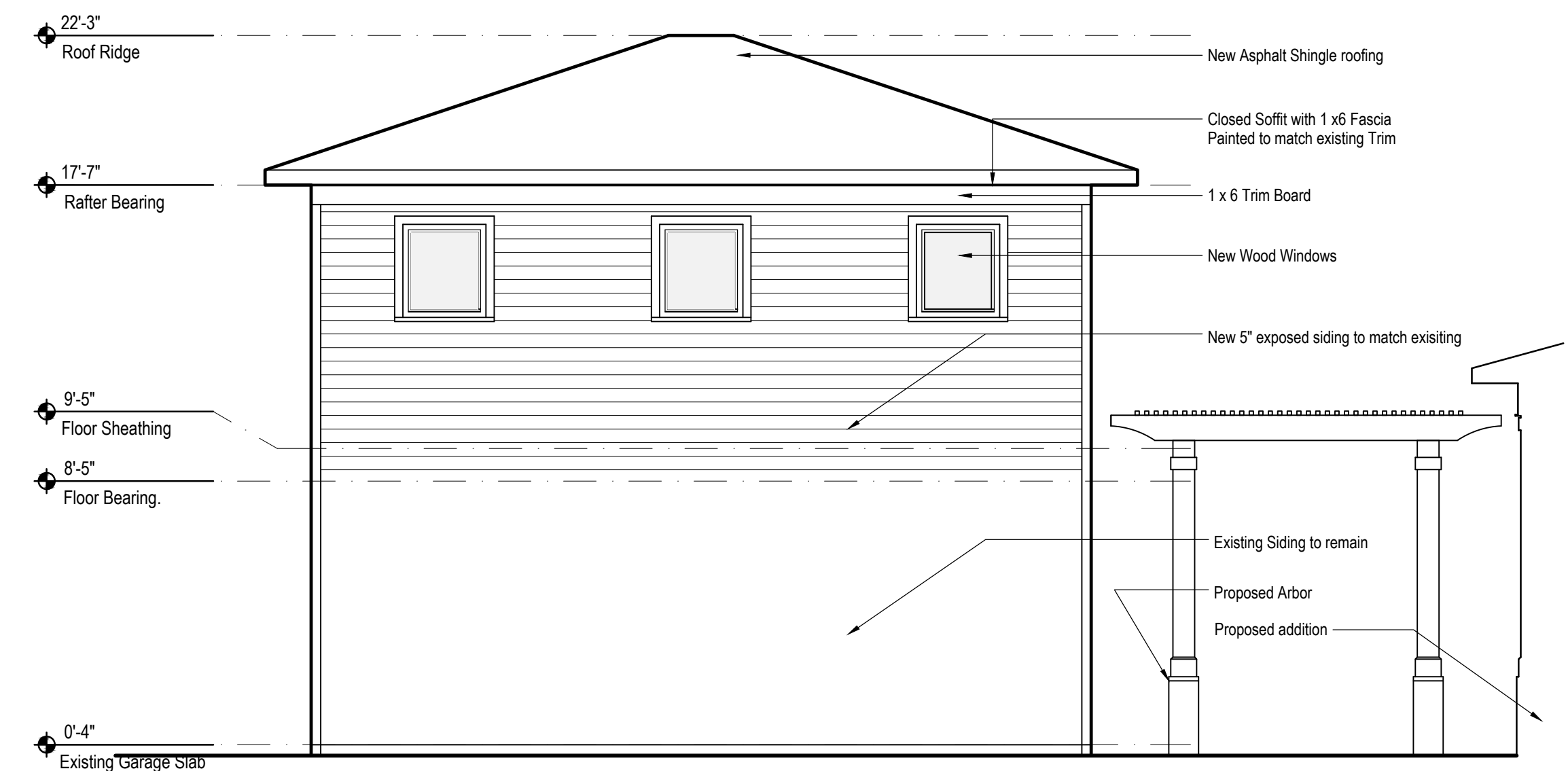
Proposed Rear Elevation of Garage and House additions





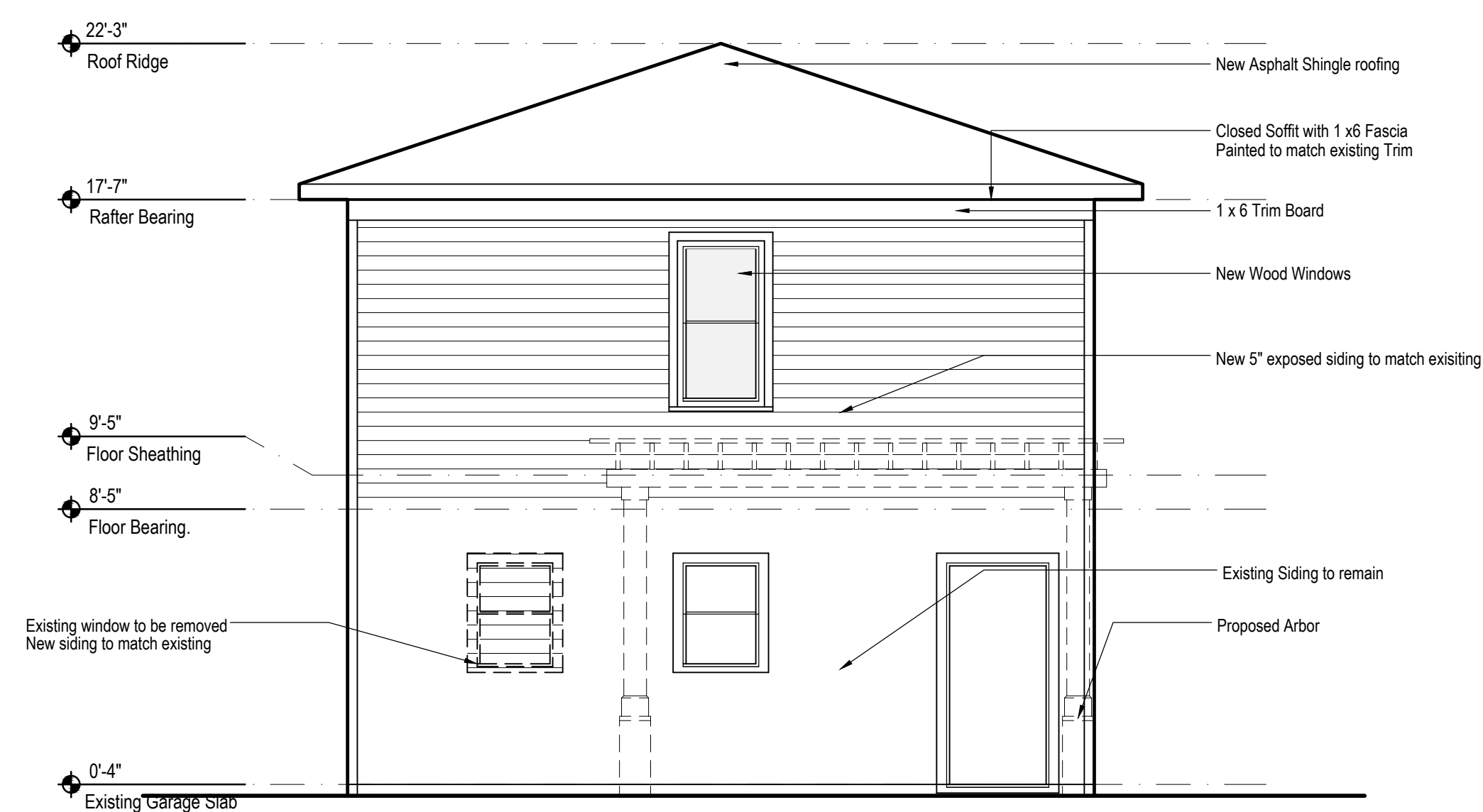
**Elevation - Second Floor Addition - North**

**D**  
1/4"



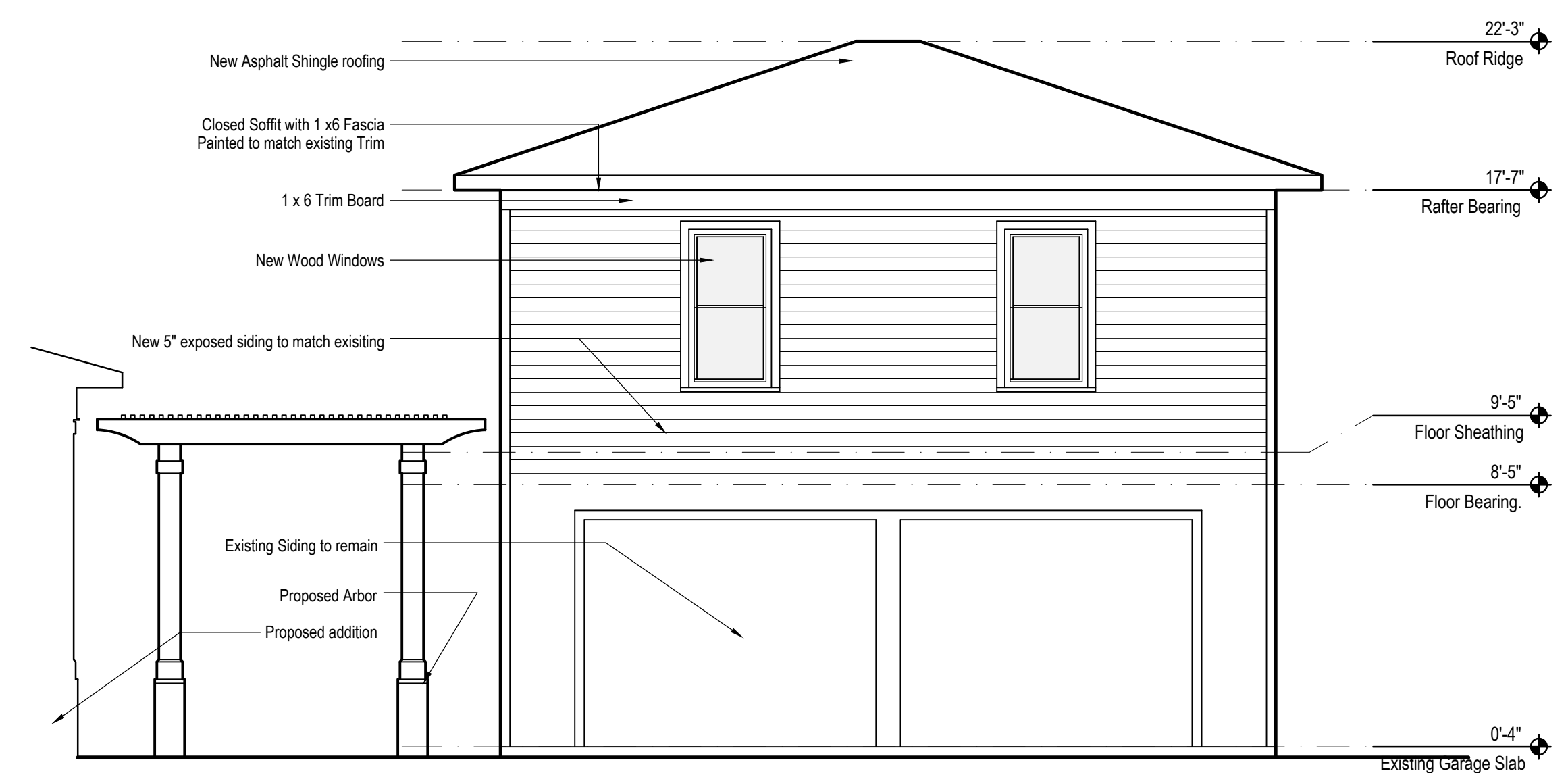
**Elevation - Second Floor Addition - West**

**C**  
1/4"



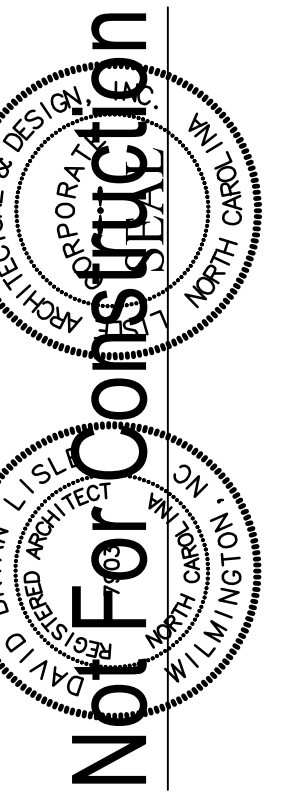
**Elevation - Second Floor Addition - South**

**B**  
1/4"

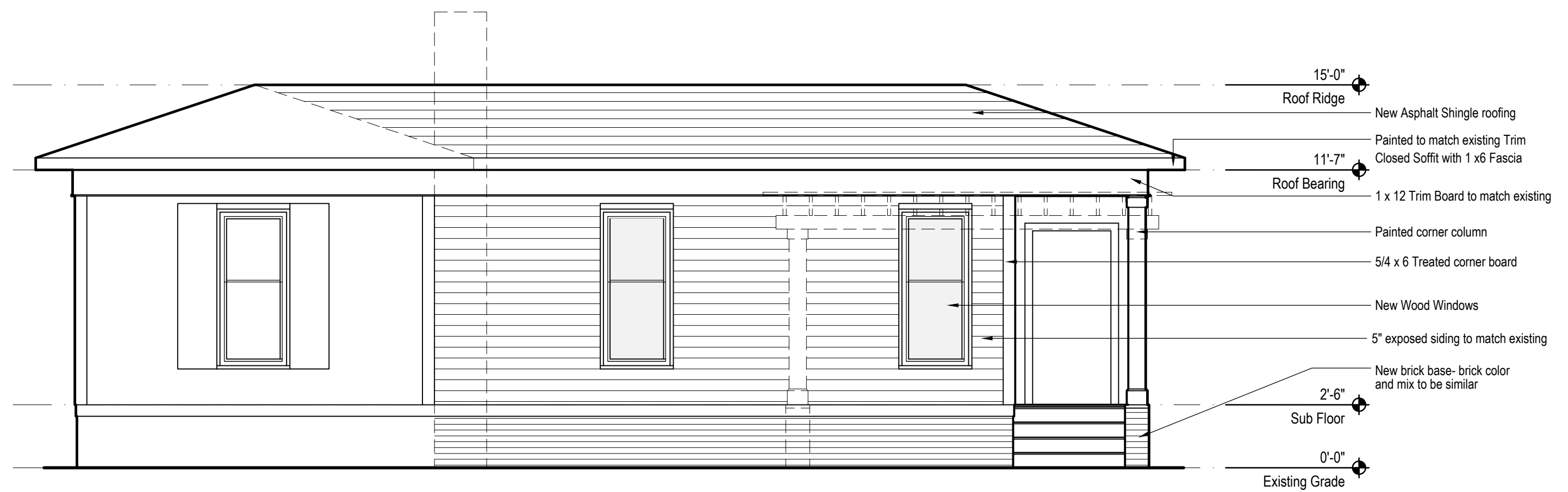
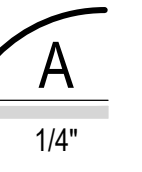


**Elevation - Second Floor Addition - East**

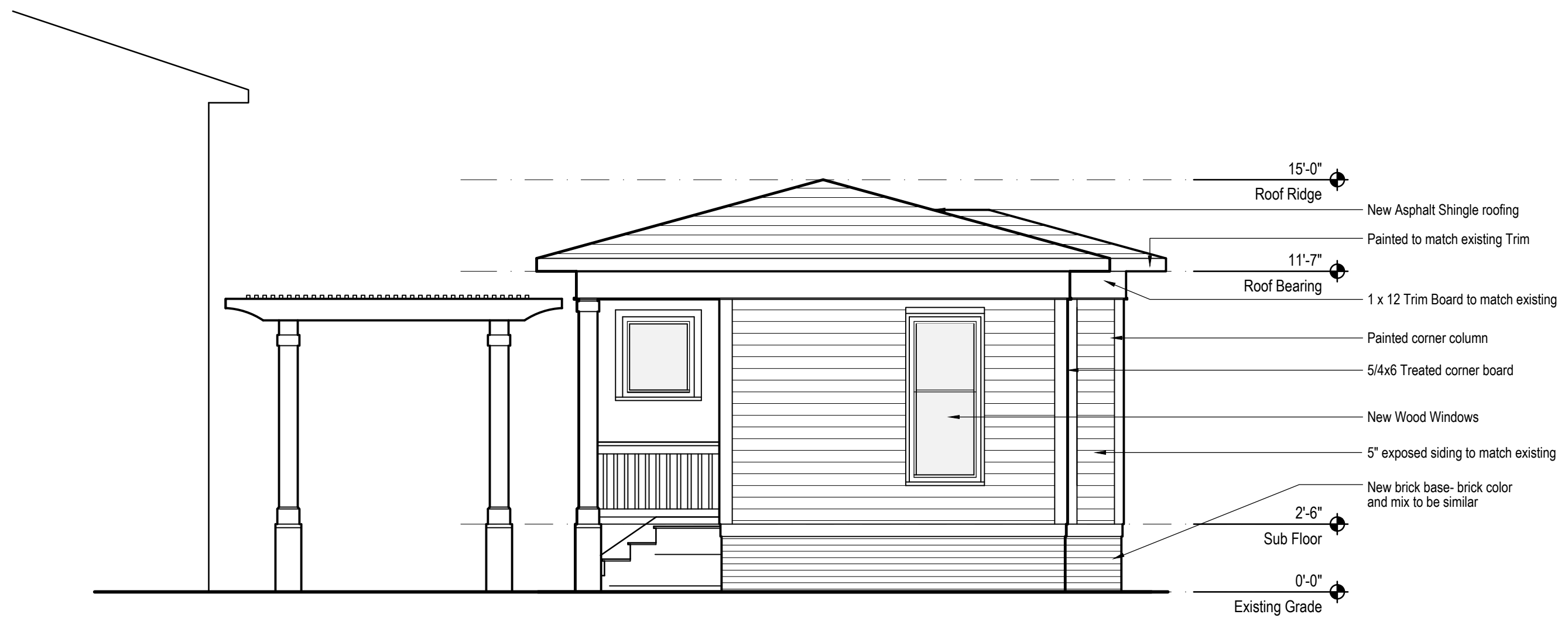
**A**  
1/4"



**Floor Plan - House Addition - South**

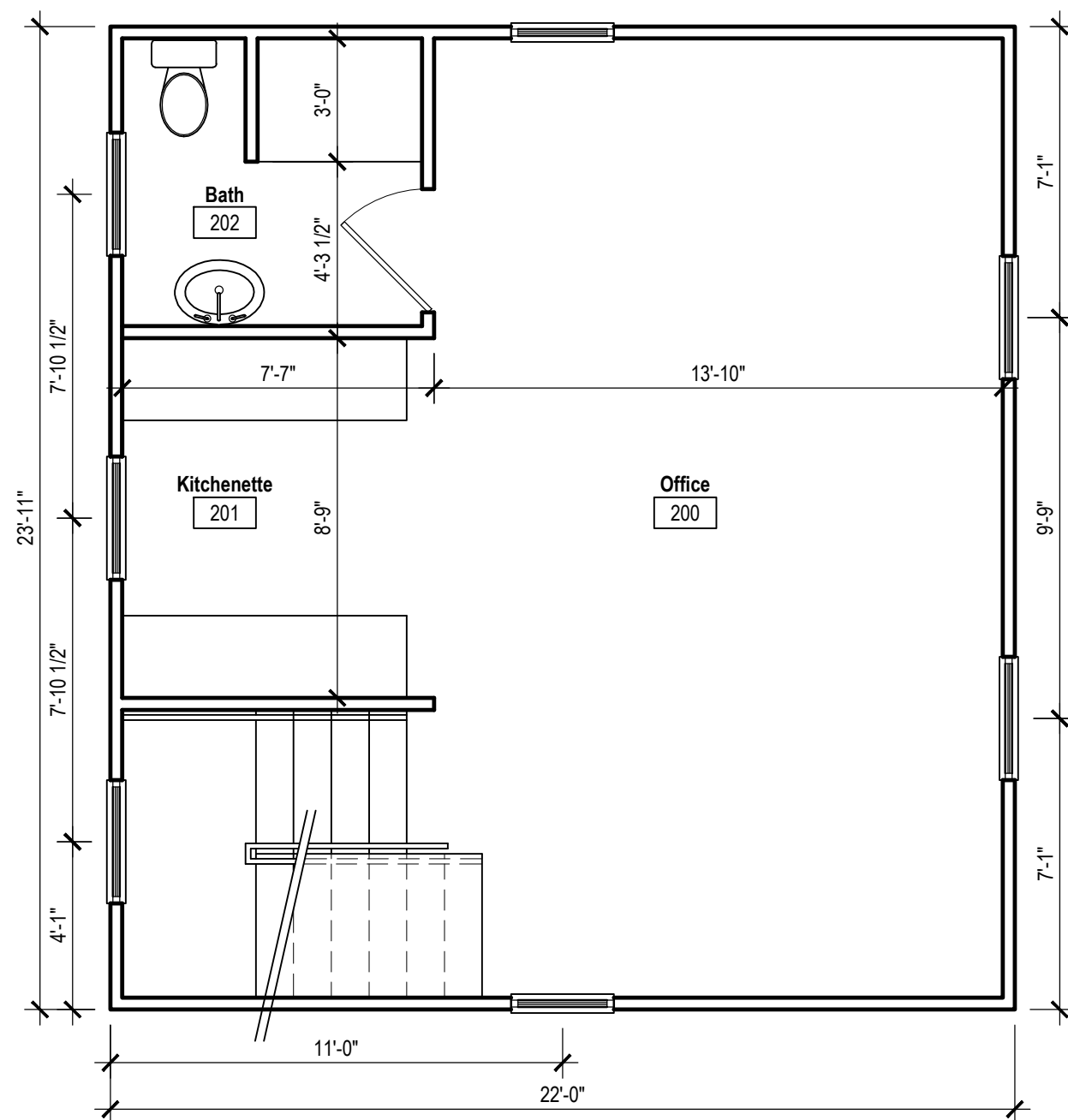


**Floor Plan - House Addition - North**



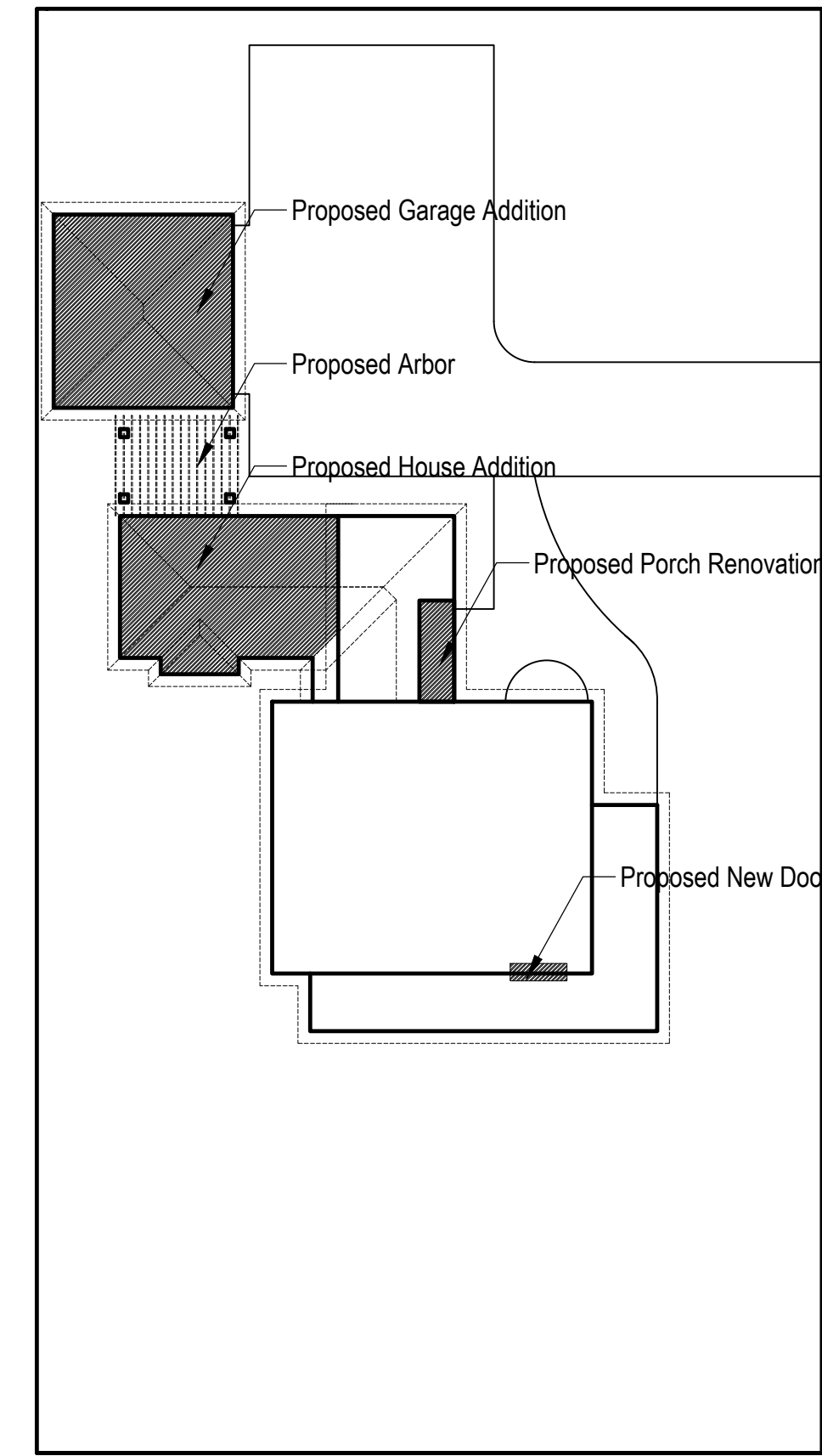
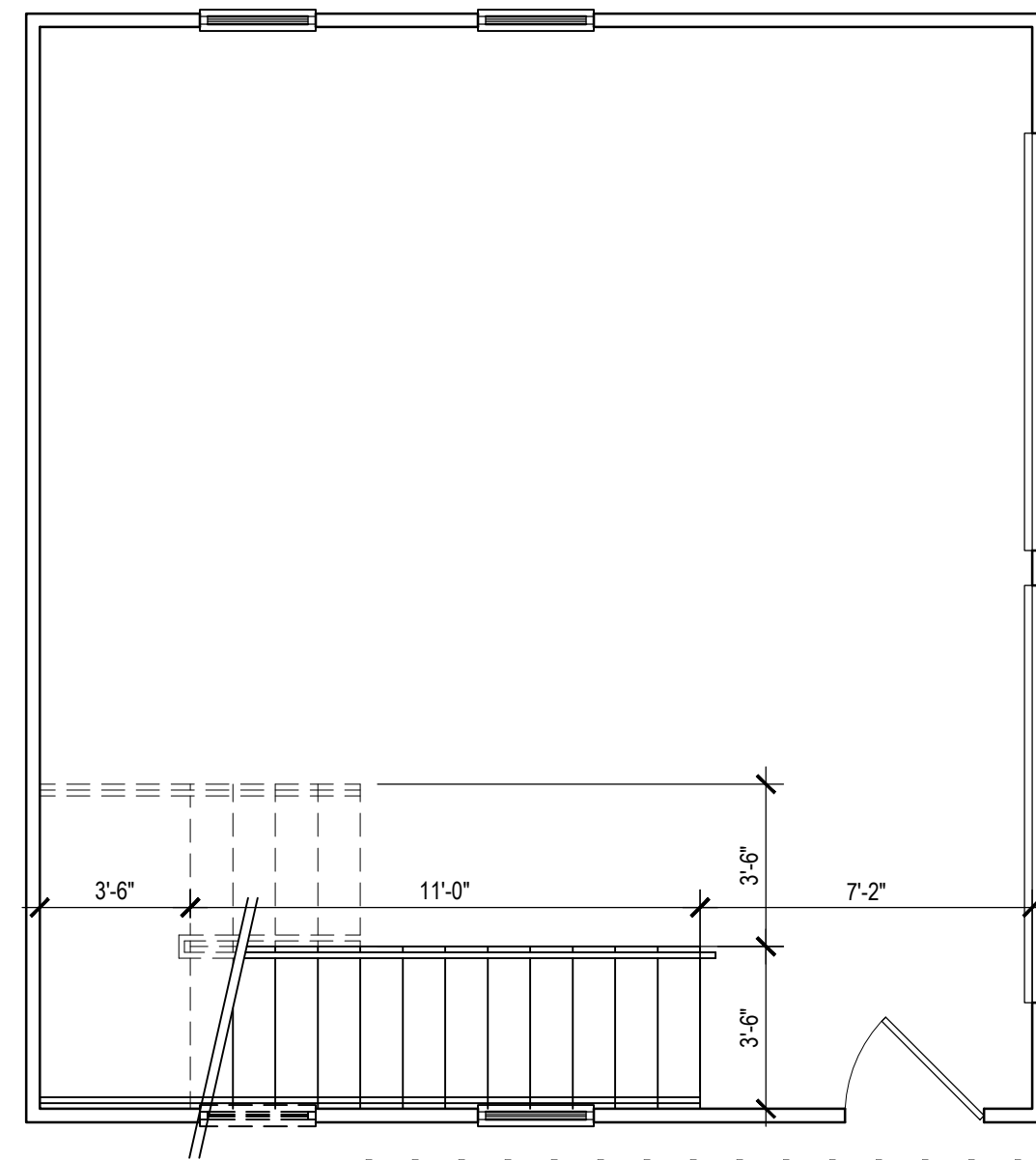
**Floor Plan - House Addition - West**





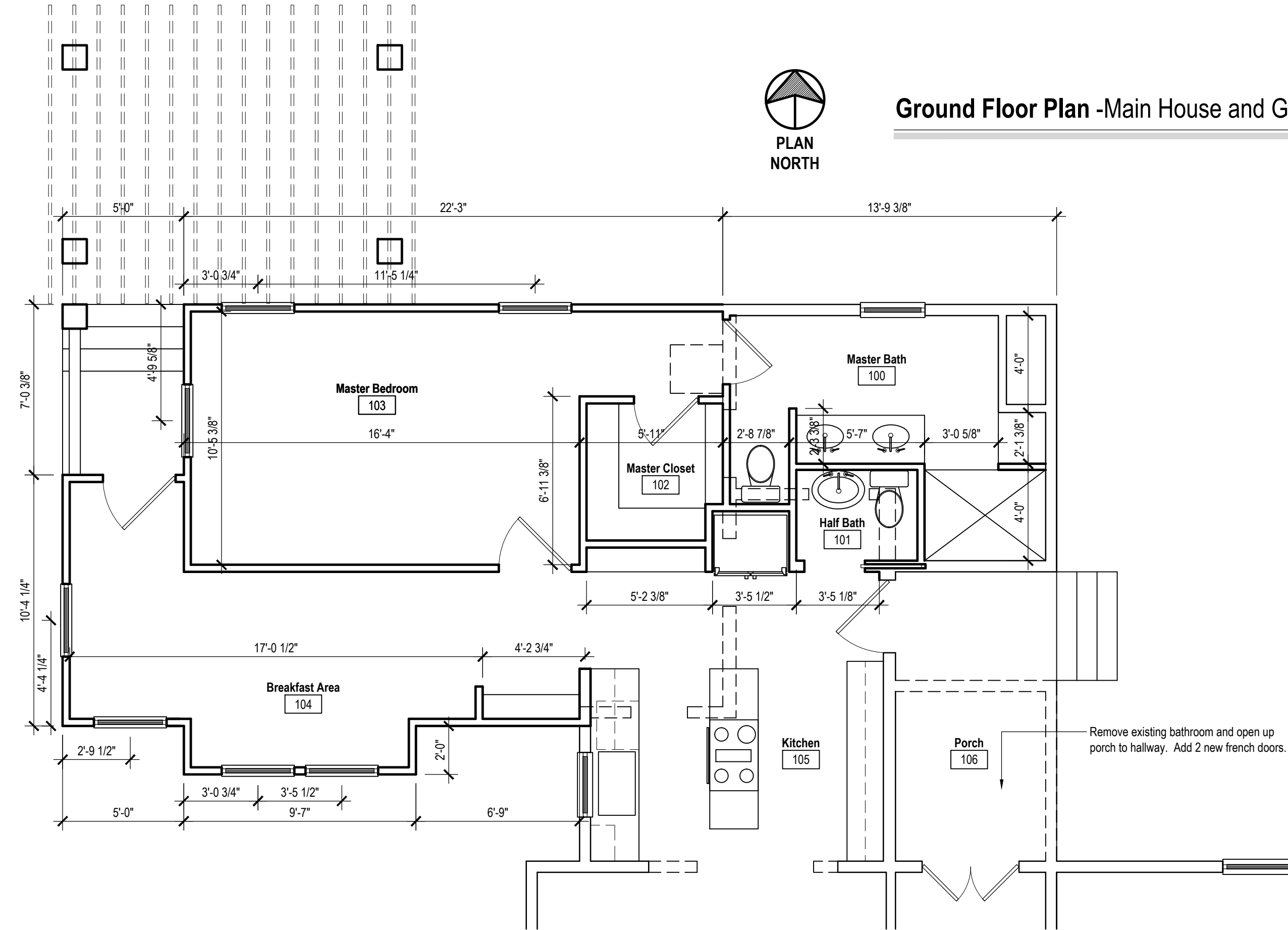
Second Floor Plan - Garage

B  
1/4"



Ground Floor Plan -Main House and Garage

C  
1/4"



Ground Floor Plan -Main House and Garage

A  
1/4"

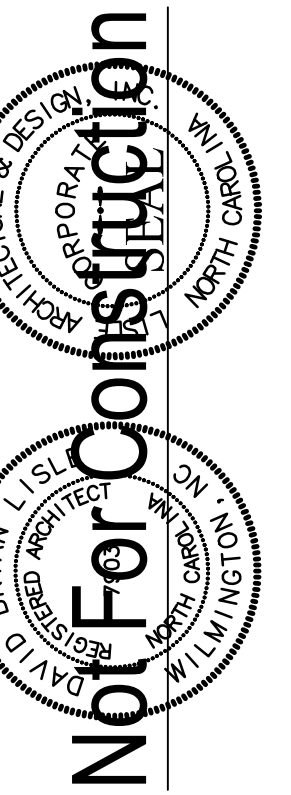


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15129

Sheet Title

DESIGN  
DEVELOPMENT

SHEET NUMBER

A1.1

DATE: 00-00-00