

Roanoke Voyages Corridor

CERTIFICATE OF APPROPRIATENESS

INSTRUCTIONS FOR APPLICATION

Continuity, that is, a harmonious and visual integrated appearance of both manmade and natural features of the Roanoke Voyages Corridor, is the underlying principal that guides the regulations and standards of the corridor. Coordinated oversight and regulation of these four impacts: signs, curb cuts, utilities and trees, are the means by which the natural and manmade corridors through Roanoke Island can provide for the public health, safety and welfare, while preserving those natural features which define the character of the island and enhance the visual integrity and aesthetic appeal of the travel corridors which link the island's historic and cultural attractions.

Corridor Jurisdiction: 50' back from state rights of way. All efforts should be made to place any structures, parking areas, drain fields and other residential and commercial appurtenances outside this 50' corridor jurisdictional area so as to preserve and maintain maximum green space along the Corridor.

SIGNS: Promote efficient communication of public and commercial information by improving the legibility and effectiveness of signs through the control of their number, location, size, appearance and illumination.

CURB CUTS: Regulate the number and spacing of driveways, commercial access and residential subdivision access along the corridor.

UTILITIES: Ensure that service to new construction and upgrades of service to existing facilities will be placed underground.

TREES: Encourage preservation, planting and replacement of trees and prevent indiscriminate pruning and removing of trees.

There is no charge for application or issuance of any Certificate of Appropriateness. Applications can be emailed or faxed to applicant. Roanoke Voyages Corridor Regulations and Standards are available upon request and can be emailed to applicant upon request.

Most applications are processed by the Corridor Administrator within twenty (20) working days of receipt of a complete application. Certain applications require review and approval by the Roanoke Voyages Corridor Committee.

NOTE: Town of Manteo, Dare County and North Carolina Department of Transportation regulations may also apply. Please provide Certificate of Appropriateness to the Town of Manteo or Dare County Zoning Administrator prior to beginning any work on the Roanoke Voyages Corridor.

ROANOKE VOYAGES CORRIDOR

One Festival Park • Manteo, North Carolina 27954 • (252) 475-1500 • FAX (252) 475-1507



Roanoke Voyages Corridor

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

APP #: _____

Check all that apply: _____ SIGNS _____ CURB CUTS _____ TREES _____ UTILITIES

ATTACH SKETCH MAP IDENTIFYING THE FOLLOWING:

- 1) Boundaries and total acreage of tract
- 2) 50' demarcation line noting jurisdictional area 50' back from right of way
- 3) Adjacent tracts and owners' names
- 4) Existing signs, utilities, waterways, driveways and roadways
- 5) Existing trees & shrubs with an inventory of a)types, b)height, c)caliper
- 6) Trees & shrubs proposed for removal
- 7) Trees & shrubs proposed as replacements
- 8) Location and dimensions of proposed curb cuts and driveways
- 9) Sketch and location on site plan of proposed on-premise advertising, including background, base and supports, not to exceed 36 sq. ft. in area (see attached sample sketch)
- 10) If required, erosion & sediment control plan as required by G.S.113A, Article 4
- 11) Such other information needed to verify full compliance with all applicable provisions of the Roanoke Voyages Corridor Regulations and Standards

PROPERTY OWNER or REGISTERED AGENT

Name _____

Mailing Address _____

Home Phone _____ Business Phone _____

Fax _____

PERSON LEASING PROPERTY, IF APPLICABLE

Name _____

Mailing Address _____

Home Phone _____ Business Phone _____

Fax _____

CONTRACTOR/PERSON RESPONSIBLE FOR PROPOSED ACTION

Name _____

Mailing Address _____

Home Phone _____ Business Phone _____

Fax _____

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PROPERTY ADDRESS: _____

LOCATION: _____

ESTIMATED COST OF PROJECT: _____

JUSTIFICATION/DESCRIPTION OF PROPOSED ACTION:

Name of Property Owner Requesting Certificate

Signature of Property Owner

Date

Name of Business or Company Requesting Certificate

Signature of Owner

Date

Name of Contracting Company Responsible for Proposed Action

Signature of Owner

Date

For Commission Use Only

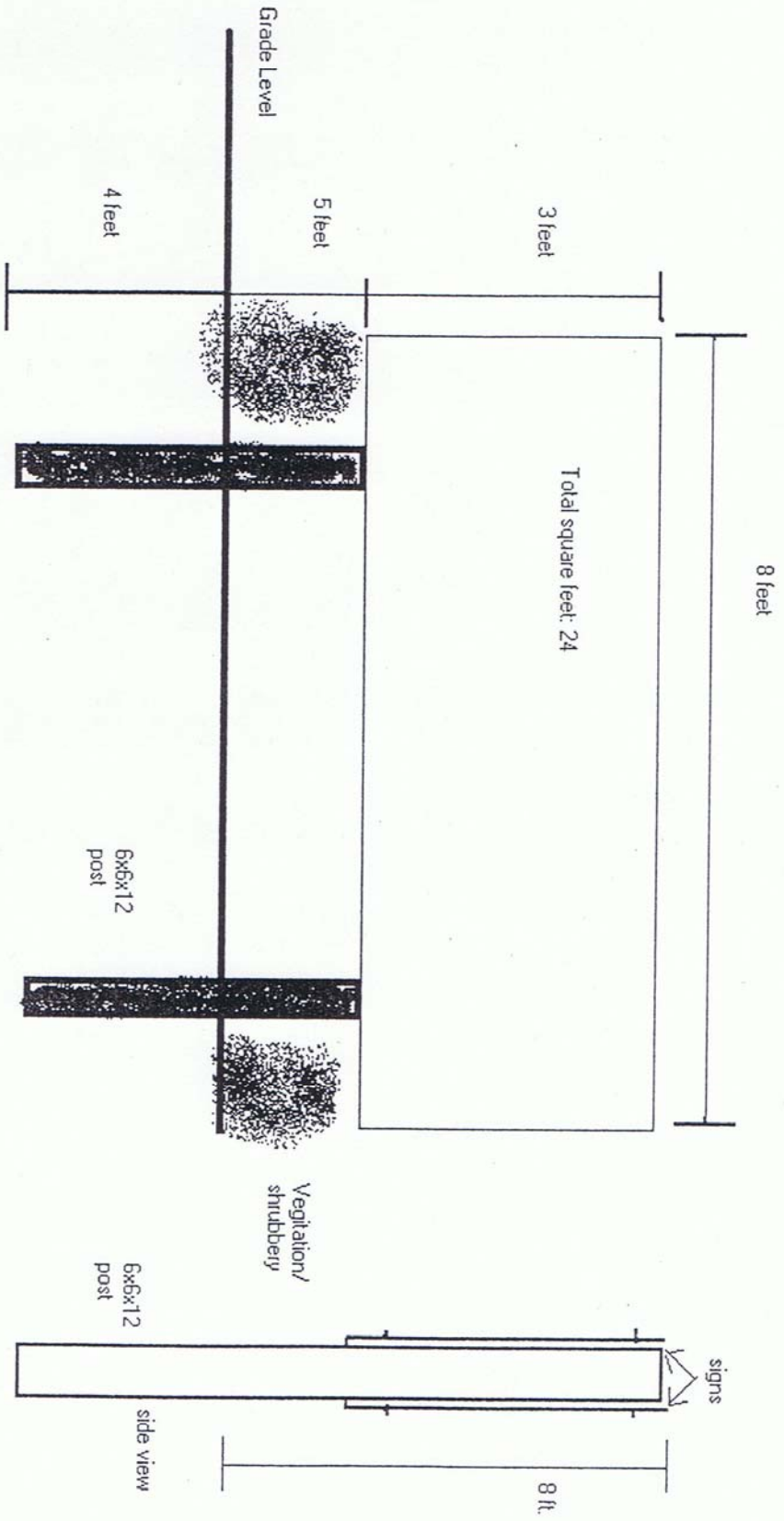
Date Application Received: _____

Date(s) of Site Visit(s): _____

Application Reviewed by: _____

Application Approved by: _____

ROANOKE ISLAND FESTIVAL PARK



SAMPLE

EXAMPLE OF SIGN DIAGRAM REQUIRED FOR REVIEW BY ROANOKE VOYAGES CORRIDOR COMMITTEE
 PRIOR TO ISSUANCE OF CERTIFICATE OF APPROPRIATENESS

Size may vary (Max. Sq. Ft: 36; Max Ht Above Ground: 20 Ft.

Town of Manteo or Dare County Permits may be required.