

## **READ THIS FIRST**

Taking the time to familiarize yourself with the requirements of building and/or lot clearing in Rainbow Bay will save you time, money, and frustration. The attempt of this document is to prevent you making the same mistakes and experience the same frustrations many have had before you as you set out on your project. The points made are in no particular order of importance, as all are equally important.

- Any work done (lot clearing, building of any kind) requires prior approval from RBPOA and/or the Bahamian Gov't.
- All information for successful approval of a project can be found on the website [rainbowbay.org](http://rainbowbay.org). It is the Property Owners' responsibility to thoroughly familiarize themselves with these requirements, and just as important, to ensure their architects, builders, etc. are also familiar with these requirements.
- It is the responsibility of the Property Owner to complete the application process. The Building Committee will only communicate with the Property Owner. Not Architects, Project Consultants, etc. The purpose of this is to protect YOU.
- All lot clearing and building communications must be sent by email to [building@rainbowbay.org](mailto:building@rainbowbay.org). If you choose to call the Board Office seeking information you will be directed to this email. No verbal communications are binding.
- All properties in the community of RBPOA were surveyed and boundary pins of all lots were placed when the community was first divided. It is these boundary pins that the Board recognizes. It is now a requirement of the Bahamas that properties be surveyed when purchased. Quite often in recent years when lots are surveyed, the surveyor will place their own survey pins. It is important that you clearly state to your surveyor that they must locate and mark the existing boundary pins.
- No fires of any kind are permitted. All debris must be taken to dump.
- No permits will be issued unless all dues and fees are current.
- All application packages are to be placed in the drop box located outside the Board Office. Under no circumstances are application packages to be hand delivered.
- Applicants are required to submit a legible and complete .pdf file of an application package. Once this package is reviewed for correctness by the Building Committee, the Property Owner will be notified of the approval and directed to send, or cause to be sent, into the Board Office, the complete hard copy application package for final processing.

## **COMMON REASONS APPLICATIONS ARE DELAYED OR REJECTED**

- Incomplete or missing information on an application.
- Property Owners that are in arrears on their dues.
- Property Owners attempting to use architects, project coordinators, etc. to speak or act on their behalf.
- Applications that are illegible, unclear, or cannot be read.
- Digital scans submitted that are of a .jpg format.
- Digital scans that are poor quality .pdf files that are illegible, unclear, or cannot be read.

## **CONTINUED**

## COMMON REASONS PLANS ARE REJECTED

- Required information missing from plans i.e. setbacks, building height, square footage, etc.
- Setbacks being encroached by any part of a structure, roof overhangs, porches, etc.
- Plans submitted and/or drawn by anyone other than an Accredited Bahamian Architect or Accredited Bahamian Draftsman.
- Plans missing the Architect's or Draftsman's seal.

Setbacks, maximum height, and square footage requirements can be found in the Restrictions and Conditions document posted on the website. **All this information is required to be on the plans.** Please note, again, no part of a structure can encroach the setbacks or exceed the height requirement, this includes roof overhangs, patio's, etc. Quite often architects not familiar with the RBPOA restrictions and conditions do not comply with these requirements. **It is the property owner's responsibility to ensure their architect is thoroughly familiar with what is required to successfully obtain approval of your plans.**

This is a very common mistake and only causes delays. Quite often architects from other islands (and sometimes on Eleuthera) are unfamiliar with the restrictions and conditions of RBPOA and work with what they are familiar with in other communities or on other islands. This will only lead to delays of your application package.

Under no circumstances will the RBPOA Board recommend builders, surveyors, or people involved in lot clearing services.

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