

## **Dear Future Resident of the Preserve,**

In South Carolina, Charleston in particular, there is a wonderful pride in preservation. Each citizen, over hundreds of years, has understood the importance of protecting and improving the land and the lifestyle native to this area. It is the goal of the development at the Preserve to carry these positive Charleston attitudes to an even higher level than ever before.

Careful considerations will be made with regard to climate, vegetation, topography, view, and the specific needs of each homeowner at every opportunity. The first will be a required understanding of the design and lifestyle guidelines set up to protect and enhance the natural beauty of the site and create the unique qualities of the community. These General Covenants intend to provide understanding of how your home site should be planned and developed.

The Architectural Review Board, a team of Architects and Design Professionals, is committed to assisting future residents through the process of designing and building their home at the Preserve. The vision of The Preserve will only be achieved through excellence in design and construction. The Preserve will become a neighborhood of individuals and families that are eager to continue the Lowcountry's environmental sensitivity.

Respectfully,

Architectural Review Board,  
The Preserve at Fenwick Plantation

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## **ABOUT THE PRESERVE:**

The Preserve at Fenwick Plantation is planned to hold 65 single-family homes along Penny Creek on the shore of one of South Carolina's oldest plantations. Tucked into dense maritime forest, the community will be one of the most ideally protected, yet it is only a few miles from downtown Charleston. Penny Creek, a historically utilized waterway, provides an alternate access and a highlight activity place for the community. Two common boat docks will offer never-ending views

over the marsh, as well as deep-water access to the Intracoastal Waterway. A walking trail will provide even more scenic enjoyment of the Preserve's marsh edge.

## **OBJECTIVES OF THE ARCHITECTURAL REVIEW BOARD**

The philosophy of the Architectural Review Board is to provide clarification of the environmental vision of the Preserve. We will minimize the impact of development on the existing natural environment. The architecture will not be burdened by a particular period, style, foreign or regionalist influence, or traditional approach. The most important requirement of the architecture is that it be as complementary of the setting in color, material, sheen, texture, and form.

Another facet of complimenting nature will be the planning of each home's location on its respective site. The philosophy continues in that as much of the land's character should remain intact as possible and that the architecture should embrace the specific features that make up that character.

## **FUNCTION OF THE ARCHITECTURAL REVIEW BOARD**

The General Covenants administer the control of design and protection of the environment at The Preserve to the Architectural Review Board.

No building, fence, or other structure shall be erected, placed, or altered nor shall a building permit for such improvement be applied for on any property in the Preserve until the Architectural Review Board approves the proposed design in writing. All structures must meet the requirements of the City of Charleston Building Code as well.

The South Carolina Department of Health and Environmental Control (DHEC) Office of Ocean and Coastal Resource Management (OCRM) has jurisdiction over some

aspects of the construction process at the Preserve, especially lots or "critical areas" that share edges with salt marsh or ponds. The OCRM also regulates compliance with the Storm Water Management Act.

The Architectural Review Board is not here to simply approve or disapprove each home. Instead, it is our goal to work with the design team to make every stage of design rewarding and to ensure quality final results.

## **PURPOSE OF THE COVENANTS**

It is the purpose of the General Covenants to encourage a long-lasting excellence in architectural and construction quality. Each home should achieve an identity of its own without disturbing the sense of belonging within the community. These standards are not meant to dilute the creative process of design. Instead, they are intended to protect the property values of all homeowners in the Preserve by minimizing the impact of the development through harmonious design, therefore maximizing the expectations of architectural and construction quality.

Less formally, the Covenants require that each homeowner acknowledge and commit to the community promise of preserving nature.

## **THE PRESERVE CONCEPT**

Detailed site documentation will consistently be the first step in the exciting process of designing a home in the Preserve. This data will provide a priceless basis for maximizing the success of each home. The most important concept for each lot on the Preserve will be the way the home integrates with its natural and man-made surroundings. Sites were laid out to maximize prominent views, existing vegetation, water features, and topography. Each home will be designed to accommodate both the owner's needs and a high degree of respect for its natural setting.

Another key consideration in early planning will be the privacy between each home and street, visa versa, and neighbor to neighbor. Homes will be sited in order to make use of the natural buffer. At the preserve, we want the fabric of the neighborhood to be the existing natural environment, with each structure seen as a complimenting element.

## **SINGLE FAMILY HOMES**

These guidelines are meant to be a foundation for achieving the above concepts.

## **ARCHITECTURAL DESIGNS**

Only after extensive site evaluation has taken place and consideration has been given to surrounding properties, should the architectural design process begin. The concept of harmoniously integrating with nature by being unobtrusive in form, texture, sheen, and color will be the prominent issue.

## **SETBACKS**

Setbacks are to be provided on individual plats in addition to the overall plat and vary from lot to lot. It is the design team's responsibility to become very familiar with a lot's setback requirements prior to proceeding with design.

Generally, no exception will be allowed on setbacks. Only when an alteration is driven by the protection of a natural feature will the Architectural Review Board consider it. The setback lines are dimensioned from the property line or the OCRM "critical line", using whichever is most restrictive.

## **ACCESS TO BUILDABLE AREA**

Access to each site should always be designed in response to nature. Services including driveways, turn-arounds, freestanding garages, and parking places should be suitable and functionally placed on the lot. To minimize the impact on common areas, sharing ingress/ egress to streets with neighbors will be welcomed.

## **BUILDING SIZE**

Each lot will help define the scale of home it can comfortably accommodate. Also, a minimum first floor size may be set for some lots. Building heights shall be determined according to tree cover, neighboring homes, and lot location. As a general rule, each home shall be between two and two and a half stories above flood level, but shall not exceed 35' above it. Federal flood regulations will also require particular attention in resolving building heights.

## **LOT COVERAGE**

Lot coverage percentages will be decided on a site-by-site basis but shall comply with the City of Charleston.

## **MASSING**

It is encouraged to have a collection of smaller massing elements, whether attached or not.

## **MATERIALS AND COLORS**

High quality woods, brick, and medium to dark stucco will be the suggested materials for siding and foundation. Vinyl siding or soffits are not allowed. Roofs of slate, wood shake, tile, and dark, "non-reflective" metals are encouraged. Architectural grade shingles, in approved colors will also be allowed. All exterior materials shall be approved by the ARB.

Roof pitches will be typically required to be a minimum of 8/12 for major roof elements.

## **SUPPORT FACILITIES**

The Covenants require that every home have an enclosed service area, suitable for garbage collection, electric meters, air-conditioning units, bicycles, etc., that is screened from view. Antenna and satellite dish locations must be approved by the Architectural Review Board. Vents and pipes on the roof or exterior must be painted to blend in. Tankless water heaters are not permitted to be mounted on the exterior unless in an approved enclosure designed specifically for that use painted to match the exterior of the home.

## **LANDSCAPE GUIDELINE**

The natural features of the Preserve are priceless. Additionally, the setting is as fragile as it is beautiful. One cannot expect that hundreds of years of growth will be quickly restored after it is scarred by construction. Knowing this, the Architectural Review Board will carefully take on the duty of protecting the land and vegetation and thus, the property value and community vision.

## **EXISTING VEGETATION**

The ecosystem relies on a plant base that has developed over thousands of years to provide the correct wildlife habitats, proper air and water purification, adequate drainage, and control of erosion. Significant and/or special trees and shrubs are essential players in this ecosystem and their value will not be disregarded in the design process. In order to ensure their preservation, these following guidelines shall be followed extensive

1. The removal of any tree or any area of understory growth will require prior permission from the Architectural Review Board. Trees to be removed must clearly be shown on a clearing plan. All remaining trees shall be protected at all times during construction.
2. Tree removal required to develop the property (i.e., the structure and paved areas) may require mitigation at the Architectural Review Board's discretion.
3. The removal of trees on lots that already have homes is clearly not permitted without approval from the Architectural Review board and the city of Charleston.
4. Pruning must be handled with care. These areas are special to the lowcountry environment and are among the most sensitive landscapes on earth. In order to prevent thoughtless pruning, the Architectural Review Board's approval will be required for any such alterations. The goal is to minimize the need to prune at all and to conform to natural patterns of growth

where pruning is necessary. A licensed arborist is required for all tree pruning.

**Violation of the above guidelines will result in substantial fines and mitigation requirements.**

## **LANDSCAPING GUIDE**

The fundamental goals of every landscaping plan will be

1. To produce a scheme that maximizes significant existing natural elements and minimizes the impact of the structure on the property.
2. To provide continuity between man-made and natural landscape using native plant species.
3. To create no elements that define or suggest property lines.
4. To restore or enhance the lot's drainage ability. Typically, the use of flowering trees and shrubs, both perennial and annual, will be common additions to each site's natural features. The design team should carefully consider the tolerance of salt-air, sandy soil, drought, and wildlife in order to select plants that will thrive on each particular site. Irrigation systems will almost always be included in landscaping plans to protect the investment of the plantings. Drip irrigation systems are encouraged over sprinklers. With proper selections and layout, most plants will stabilize after one growing season and irrigation systems will not be necessary.

## **HARDSCAPE STANDARD**

Shared drives among neighbors are encouraged although each lot will be permitted one independent driveway access from the street. In accordance with the low-impact attitude of the Preserve, soft pervious material such as pine bark, gravel, oyster shell, and wood chips with subdued tone will be desired. Concrete and asphalt drives will only be permitted upon Architectural Review Board approval. The dimension standards made to prevent unnecessary clear cutting are as follows:

1. Widths should not exceed 12' on curves and 10' elsewhere.
2. Curved driveways should have no less than a 15' radius.
3. Garage backup area should be a minimum of 25' from the door.
4. Guest parking spaces may be allotted for up to two cars at 18' in depth and 10' in width each.
5. No hardscape areas within 5' of any property line will be allowed.
6. Drive aprons (8' in from street curb) will be of granite pavers over reinforced concrete with select stone pavers purchased from designated source.

## **SOFTSCAPE STANDARDS**

**TREES:**

No less than two-thirds of the introduced plantings shall be native species. This includes specific varieties of oaks, magnolias, hickories, palmettos, pines, maples, etc. All trees required for mitigation must be native in species.

Large specimen oaks (24" or greater in caliper) and any other significant trees will be strictly protected.

**SHRUBS:**

All shrub installations must be of minimum three gallon size. Straight line hedges along property lines will normally be discouraged.

**Grass, ground cover, and mulch:**

Large grass yards are generally discouraged as they are alien to this site. Ground covering is especially encouraged in shaded areas.

**TREE REPLACEMENT STANDARDS**

1. The minimum tree requirement for developed lots will be one tree (3" or greater in caliper, 3' above existing grade) per 1000 square feet (palmetto trees count as only half). The number of trees must also reach 75% of the number of trees shown on the tree and topo survey of the undeveloped lot. Whichever method requires more additional trees will be used for all lots.
2. All specimen trees shown on the tree survey outside of the building footprint will be carefully protected from the process of construction. Trained arborists are required for all pruning prior to construction. Any trees that are damaged or die as a result of improper management will require mitigation and may involve fines.
3. If mitigations exceed the capacity of the lot, then the prescribed trees shall go towards the enhancement of common spaces within the Preserve.
4. Special consideration will be made to save the natural vegetation around the building envelope, as well as between streets, homes, and setback lines. These areas are unimaginably critical in creating the community-wide undisturbed natural setting the Architectural Review Board so adamantly supports.

**EXISTING HOMES GUIDELINES**

The focus of the Architectural Review Board after the completion of construction will be to ensure the community standards are maintained by each homeowner. The goal is to preserve the beauty, natural and man-made, and foster the aesthetically pleasing qualities and evidences of time.

**MAINTENANCE**

Each homeowner holds the responsibility of maintaining a clean yard.



Formally landscaped beds and herb gardens must be defined and screened from adjacent properties. Dead plant life may be removed unless part of a designated natural buffer.

## **HOMEIMPROVEMENTS**

Alterations, including painting, staining, re-roofing, and affecting the exterior appearance or structure must first be submitted to the Architectural Review Board for approval. Also, all proposed changes to hardscape or landscape features such as fences, fountains, lighting, game equipment, sculptures, art, swimming pools, courts, drives, and walks must be approved by the Architectural Review Board prior to installation. The following standards are for the design or alteration of such features

## **MAILBOXES**

Each home is required to have the approved Preserve mailbox and post with the appropriate lot number. Mailboxes will be distressed copper on wood posts and shall be purchased from The Preserve Property Owners Association.

## **SIGNAGE**

No signs, including those for the purposes of renting, selling, and events are permitted. Owner's names and house names shall not be placed on the front of homes or on signs, gates and fences.

## **BOATS AND CAMPERS**

Storage of such vehicles and/or trailers is required to be out of sight in garages or below houses.

## **EXTERIOR LIGHTING**

All exterior lights should be designed and installed with consideration to neighbors and nearby street traffic. Lights may not shine directly toward the marsh or lagoons as this will disorient many species of wildlife. Additional guidelines are as follows:

The use of exposed, non-hooded spotlights and floodlights will not be allowed. Low voltage, high quality metal fixtures are encouraged, and should be painted to blend in with landscaping.

Lighting should be limited to pedestrian paths and should be turned off when not in use.

No lights shall be directed towards any man-made structure.

The source of exterior lights should not be visible from adjacent properties or streets.

The Architectural Review Board will work with the design team to design functional and aesthetically pleasing solutions to their lighting needs. As a rule, the spotlighting of significant features in the landscape will replace gridded street lights and excessive yard lighting throughout the Preserve. The overall luminosity of each lighting scheme should be equal or less than that of a full moon.

### **FENCING AND GATES**

Although they are discouraged, approval from the Architectural Review Board may be given prior to the installation of any fence or gate. Fences and gates shall not exceed five (5) feet in height and should be screened with continuous vegetation. Fences will not be allowed to encompass an entire lot and must be at least ten (10) feet from property lines.

### **SATELLITE DISHES**

The Architectural Review Board reserves the right to disallow any dish location that is overly obtrusive on the natural surroundings. Dish placement will generally not be allowed on roofs, and when ground placement is necessary, planted screening will be mandatory. Also, the dish must be painted to blend with vegetation or the portion of the house it attaches to.

### **PLAY AND SPORTING EQUIPMENT**

All play structures, goals, nets, and related objects must be approved by the Architectural Review Board before installation. It will be required that permanent equipment be painted or stained to blend with surrounding elements and may require additional screening.

### **STORM PROTECTION**

Storm protection systems, typically removable panels or hinged shutters, will be required to match the color and sheen of the surface onto which they are attached. The systems may only be utilized when the Preserve is in serious weather conditions and are not to be used as a means of securing the property during homeowner absences.

### **FLAGPOLES**

Free-standing flag poles are discouraged and must be approved by the Architectural Review Board prior to installation. Appropriate screening, location, and color will be considered in the approval process.

## **PROCESS DESCRIPTION**

The Architectural Review Board has organized the process of design to create a systematic and uniform review method for all building, remodeling, and/or alteration proposed at the Preserve. An Architect registered in the State of South Carolina must make all submittals to the Architectural Review Board.

Architects should support the Preserve's vision, yet develop an architectural design that is an attractive, non-repetitive addition to the community as a whole.

The Architectural Review Board does not intend to confine or define creative efforts, but reserves the right to disapprove designs on purely aesthetic rounds.

Such issues may include, but are not limited to:

1. Neighborhood compatibility
2. Site relationships
3. Design consistency
4. Building material, style, color, mass, height, and square footage
5. Impact on existing vegetation, tree canopy, root systems, drainage, and grading
6. Window style, patterns, proportions, detailing, and lighting
7. Massing

The Architectural Review Board will work with Owners, Architects, Landscape Professionals, and Contractors to assist understanding of and design within the expectations for the Preserve. The staff will be available to promptly answer questions as they come up.

To be considered for approval, the appropriate form, completed in full, shall accompany submittals and all review fees must be paid. The Architectural Review Board will refuse to review a submittal if these issues come up. The Architectural Review Board encourages the participation of the Owner and Architects in every review meeting.

Design approval is valid for six (6) months.

## **FEE**

A non-refundable fee payable to the Preserve Architectural Review Board in the amount equal to \$3500 will accompany the first drawing submissions.

## **SITE ANALYSIS**

A thorough analysis of the property, made by the Owner, Architect, Landscape Professional, Contractor & Architectural Review Board Member, will begin every design process. Attendance by all will be required. The walk-through will familiarize everyone with the vision, one another, and also with the proposed home site, evaluate the health and location of specimen trees, other vegetation, and existing topography, and increase awareness of the Covenants. Each attendee will receive a copy of the Site Analysis Form and any additional notes taken during the visit and respond back to the Architectural Review Board.

## **PRELIMINARY REVIEW**

After the Site Analysis has been held and a consensus has been met, the design team is ready to begin documenting the conceptual ideas. These documents must be precise as they will eventually control much of the design possibilities. Minor inaccuracies can lead to costly re-planning or delays. One (1) complete set, consisting of the following drawings, size 24" x 36", is required for the Preliminary Review:

### **1. PROPOSED SITE DEVELOPMENT**

This drawing overlays the Tree and Topographical Survey and shall include, but is not limited to, the following:

- a. View orientation.
- b. Major features on adjacent properties within 50' of property line.
- c. Building, pool, and decking locations with estimated square footage requirements.
- d. Site access.
- e. Areas requiring minimal or maximal privacy.
- f. Potential variances clearly highlighted in red.
- g. A review of the general design goals of the home.

### **2. TREE AND TOPOGRAPHICAL SURVEY**

Crucial to preparing a quality understanding of the site is obtaining a Tree and Topographical Survey for the property from a South Carolina Registered Land Surveyor.

The survey must be made within eight (8) months of its submittal. The survey must be at least 1/8"=1' or 1"=10'-0" scale and show legal description of the site, including:

- a. Recorded property lines, easements, and setbacks.
- b. The topographical contours of the lot.
- c. The location, genus, and species of all oak trees over 3" in diameter and other trees in excess of 5" in diameter at waist height.
- d. Any prominent natural features.
- e. Adjacent residences with roof heights from MSL, garages, and driveways.
- f. Utility locations.

### **3. EXISTING SITE CONDITIONS**

This drawing overlays the Tree and Topographical Survey and shall include, but is not limited to, the following :

- a. Oak trees 24" in caliper or greater highlighted in red.
- b. Hardwood trees 12" in caliper or greater highlighted in blue.
- c. Unusual characteristics of natural vegetation or understory growth.
- d. Existing oak canopy delineated.
- e. Locations of diseased or damaged trees highlighted in yellow.
- f. Locations of tree restricted from removal with respective ground area delineated by shading or hatching.
- g. Existing drainage patterns.
- h. Sun movement analysis, prevailing winds, and breeze directions.

### **4. DIMENSIONED SITE PLAN**

The site plan shall be drawn at 1"=20'-0" scale and shall show the roof plan of the house and easement and setback dimensions conforming to the requirements. Driveways and paths must be located along with proposed service areas, HVAC units, and electric meter. Dimensions must be given for drives, turnarounds, guest parking, and garage access. The following calculations will also be made:

- a. Area of building footprint (heated and unheated space).
- b. Area of first floor decks, stairs, and porches.
- c. Area of drive, paths, pools, and HVAC units.
- d. Total of these areas in square feet (area of improvements).
- e. Total of high ground area of the lot in square feet.
- f. The percentage of total area of improvements on total high ground area.

Any variance to established guidelines should be clearly noted and highlighted in red.

### **5. FLOORPLANS**

Floor plans should be drawn at 1/8" scale. They depict the layout of heated, unheated, screened, and covered square footage calculations (measured from outside face of exterior walls for each level, including stairs and mezzanines).

For area calculation of unheated space, measure from centerline of walls that separate spaces. The top floor may have heated space no greater than one half of the level below it.

### **6. EXTERIOR ELEVATIONS**

All exterior sides of the structure or structures shall be drawn at 1/8" scale. Materials such as wood, stucco, masonry, and metal shall be accurately and clearly depicted by rendering. Interior floor levels, roof ridge height, existing and proposed topography,

and flood levels must be included on each elevation.

## **7. GRADING AND DRAINAGE PLAN**

This drawing should be presented at a scale of 1"=10' or 1/8"=1'-0" with setbacks included. The roof plan and dirt fill areas must be shown to ensure that existing vegetation is not to be scarred. The proposed grading, inclusive of landscape berms and drainage flow must be shown in detail. Spot elevations should be given at all structure corners, stair bases, garage doors, and every 15' along the driveway.

## **8. PERSPECTIVES AND MODELS**

Although not required by the Architectural Review Board, sketches, perspective renderings, and models are always encouraged to help the review process. Exterior color strategies may also be experimented with, but will not be formally reviewed or approved until construction.

## **9. STAKEOUT**

For the Preliminary Stake Out, the proposed corners of the home shall be marked with stakes at least two (2) feet above the ground. A string shall connect all the stakes outlining the shape of the building footprint, including decks, stairs, planters, and driveway. The lot line nearest the home shall be defined with a string as well. All trees proposed for removal must be tied about their circumference with red surveyor's ribbon.

The Stake Out must be completed one (1) week prior to the Preliminary Review date.

# **FINAL REVIEW**

After adjustments have been made to Preliminary Review submittals, the design team should begin the construction documents. A written response and stated solutions to the comments made during the Preliminary Review and the following documents must be completed and submitted before Final Review by the Architectural Review Board:

### **1. DIMENSIONED SITE PLAN**

Same as preliminary with approved changes.

### **2. FOUNDATION AND FRAMING PLANS**

Description at 1/4" scale of foundation and framing elements, including size, location, material, and how they relate to surrounding vegetation.

### **3. FLOOR PLANS**

Drawn at 1/4" scale with approved changes and necessary information for construction.

### **4. EXTERIOR ELEVATIONS**

Similar to preliminary, but drawn at 1/4" scale, every side of the home shall be accurately represented. All materials must be labeled. Proposed grade levels and floor heights must also be noted.

### **4. BUILDING SECTION**

Drawn at 1/4" scale as necessary for construction.

### **5. ELECTRICAL and MECHANICAL PLANS**

Drawn at 1/4" scale as necessary for installation. Electrical plans must show the meter location and mechanical plans must show HVAC stands.

### **6. DETAILS**

The following are required details, however, details should be provided wherever necessary:

Typical wall section.

Exterior trim.

Window and Door details.

Exterior walls and screens.

Railings.

Samples of all exterior material selections with finishes.

### **7. SPECIFICATIONS**

The means and methods should clearly define the quality of all work and materials in full.



## **8. FINAL LANDSCAPE PLAN**

At 1/8"=1'-0", a plan must be submitted including the following:

- a. Location of the home and driveway with existing and introduced landscaping elements.
  - a. A proposed plant list with common and scientific names, variety, quantity, and size.
  - b. Tree analysis including 70% of existing trees and all mitigation trees highlighted in red.
  - c. Location of lighting directed at landscaping elements, walks, fences, gates, pools, decks, play structures, sculpture, and fountains with catalogue descriptions.
  - d. Substantial screening around HVAC units, service areas, and electric meters. Foundation screening should be a minimum of half the foundation wall.

Finally, the Landscape Professional and the Architectural Review Board will walk the site to discuss the proposed plans and the installation process before approval.

### **FINAL STAKE OUT**

Similar to the Preliminary Stake Out with updates and renewed approval by the Architectural Review Board. If any changes are made to the location or layout, a revised final stake out may be required.

# PRE-CONSTRUCTION

## GENERAL REGULATIONS

All builders of residences at the Preserve must be licensed by the City of Charleston and the State of South Carolina. At minimum, a South Carolina residential builder's license is required.

The conduct of all workmen is the responsibility of the General Contractor. No loud music is allowed. Workers should park in front of the site and out of the right of way of the street.

The construction of all residences must be completed within sixteen (16) months of the issuance of the Building Permit. Any exception of such regulation requires approval from the Architectural Review Board.

Contractors who continually violate the Construction Guidelines may be charged steeper deposits or, in extreme conditions, be prohibited from working at the Preserve.

Every job site must contain a job sign. Several area sign companies will have the specifications for the Preserve job signs. Owner's name and prior address, Architect, Builder, and Landscape Professional will be displayed on the signs.

### **The following steps shall be completed before construction may begin:**

1. The Architectural Review Board shall approve design.
2. The Architectural Review Board requires a \$5000 deposit from the owner.
3. Install tree protection prior to clearing the site. Any clearing between the setbacks and the property line requires on-site approval by the Architectural Review Board.
4. Obtain Preserve Building Permit from the Architectural Review Board.
5. Order job sign.
6. Obtain City of Charleston Building Permit.
  - a. Survey for Average Natural Ground Elevation (avg. entire lot to within 6")
  - b. Survey for Base Flood Elevation (BFE)
  - c. Structural Elevation showing first floor height and roof peak height above BFE.
  - d. Site plan with Architectural Review Board approval.
  - e. Construction Documents (two full size sets and one half size set; bound)

7. Post Building Permit on job site.
8. Place dumpster and portable toilet at Architectural Review Board approved location.

## **DURING CONSTRUCTION**

All construction at the Preserve will be under constant observation to ensure the Architectural Review Board standards are met. As a measure of our commitment, the Architectural Review Board will conduct three mandatory field inspections during construction.

### **FIRST SITE REVIEW**

The first required site review will take place after the foundation layout but not before a foundation survey has been submitted. This inspection covers the conformance with construction documents of the footprint orientation and dimensions, with particular attention on setbacks and adjacent property lines. A "stop work" order may be issued if the location is found to be inaccurate or unacceptable due to site conditions. A foundation survey must be submitted within 14 days of foundation completion and construction may continue when the appropriate sign off is secured.

### **SECOND SITE REVIEW**

The second site review shall occur when notification by the contractor that framing is complete and a sample board showing the proposed colors on the proposed materials has been erected for on-site approval. The sample board should be placed close to or on the house so as to be viewed in true context. The Approved Final Color Form must then be submitted to the Architectural Review Board office

### **THIRD SITE REVIEW**

The final mandatory site review occurs when the home and landscaping are complete. A copy of the Final Site Review Form shall be sent to the owner and contractor with a punch list or final approval.

### **JOB SITE APPEARANCE**

The task of maintaining job sites in a clean and tidy manner is important not only to the affect it has on surrounding beauty, but also to the efficiency of the construction itself. All construction materials must be kept within property lines and out of streets. Access over/through and storage on adjoining properties is especially forbidden without permission from appropriate owners. Storage should be located in an inconspicuous area of the lot, as approved, and should be organized and neat. Job trailers require pre-

approval.

A job toilet is required on every job site during all phases of construction. It must be located at least 30 feet from the nearest street with the door facing away from the street and neighboring homes, as approved on the site plan.

One commercial dumpster will be placed on each job site. No trash is to be piled openly. Trash pick-up is a responsibility of the contractor and should not be handled carelessly. The Architectural Review Board reserves the right to issue a "stop work" order if the site is not being properly maintained. If issued, the cost of cleaning will be deducted from the Construction Deposit with possible fines.

A temporary power pole should be installed plumb, no less than 15 feet inside the front property line. No signs may be attached to the pole. Sanitary, sewer, and water lines shall be installed using shallow trenching equipment so as to avoid large roots.

## **POST CONSTRUCTION**

The owner and the contractor must satisfy several requirements before the final inspection may take place. The construction of the residence should be entirely complete and all landscaping elements should be planted. All debris must be removed from the site and surrounding area. The construction sign, sample board, job toilet, and temporary utilities should be removed as well. The contractor should complete the Final Inspection Checklist provided and notify the Architectural Review Board. If Final Inspection is not requested within fourteen (14) months of the date of Certificate of Occupancy issuance, the New Home Construction Deposit will become a fine.

The following issues should be checked prior to request for Final Inspection:

1. Complete construction.
2. Removal of construction debris.

3. Removal of temporary utilities, job toilet, sample board, and job sign.
4. Install landscaping and Preserve mailbox.
5. Submit as-built survey and landscape certificate to the Architectural Review Board.  
The as-built survey must include setbacks, lot coverage percentages in pervious and impervious materials, and roof ridge height.
6. Any damage to the street, right of way, utilities, or drainage areas shall be repaired.
7. Upon completion of all items to the satisfaction of the ARB, the construction deposit will be returned to the issuing entity.

