

ARCHITECTURAL REVIEW BOARD  
Rivertowne on the Wando

**PLEASE READ**

Please complete the application and submit to Property Management Services at the address below. Included with the application all items requested. The Rivertowne Architectural Review Board meets every 4<sup>th</sup> Wednesday of the month. Please make sure your complete application has been turned in the Thursday before the scheduled meeting. If the application is incomplete, it will be reviewed at the next meeting. The "Final Inspection Form" must be submitted to the address below **after** the project has been completed. The Final Inspection will be reviewed at the next scheduled meeting.

Fee Schedule:

New Construction:

Fee = \$450

Deposits = \$1500

Minor Change:

Fee = \$75

Deposit = \$300

Index:

Intro: Page 1  
New Construction Application: Page 2  
Minor Change Application: Page 6  
Final Inspection Form: Page 7

Submit all applications to:

Rivertowne on the Wando ARB  
C/O Property Management Services  
Office: (843) 881-5459  
Fax: (843) 881-5616  
1340 Ben Sawyer Blvd Suite G  
Mt Pleasant, SC 29464

Thank you for submitting to the Rivertowne on the Wando ARB.

ARCHITECTURAL REVIEW BOARD  
Rivertowne on the Wando

ARB Case No: \_\_\_\_\_

Date Received @ PMS: \_\_\_\_\_

Rivertowne on the Wando ARB  
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Mt Pleasant, SC 29464

**NEW CONSTRUCTION**

The following is completed and signed by the owner of the proposed residence. This application is to be accompanied by a **set of final drawings**. We have reviewed the guidelines regarding the requirements of the drawings.

1. **Tract:** Rivertowne on the Wando **Lot:** \_\_\_\_\_  
**Address of Property for Review:** \_\_\_\_\_ on a plat entitled  
"Final Subdivision Plat of Lots & Open Areas Phase 1, Section 4 Rivertowne Town of Mount  
Pleasant Charleston County, SC. Recorded in RMC Office for Charleston County in Plat Book

2. **Owner(s):** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City/State/Zip:** \_\_\_\_\_  
**Phone:** ( ) \_\_\_\_\_ cell ( ) \_\_\_\_\_ home  
**Email:** \_\_\_\_\_

3. **Architect Company:** \_\_\_\_\_  
**Architect Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City/State/Zip:** \_\_\_\_\_  
**Phone:** ( ) \_\_\_\_\_ office ( ) \_\_\_\_\_ cell ( ) \_\_\_\_\_ fax  
**Email:** \_\_\_\_\_

4. **Contractor Company:** \_\_\_\_\_  
**Contractor Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City/State/Zip:** \_\_\_\_\_  
**Phone:** ( ) \_\_\_\_\_ office ( ) \_\_\_\_\_ cell ( ) \_\_\_\_\_ fax  
**Email:** \_\_\_\_\_

5. **Survey/Professional Engineer Company:** \_\_\_\_\_  
**Engineer Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City/State/Zip:** \_\_\_\_\_  
**Phone:** ( ) \_\_\_\_\_ office ( ) \_\_\_\_\_ cell ( ) \_\_\_\_\_ fax  
**Email:** \_\_\_\_\_

**6. Exterior Material Descriptions:**

	TYPE	COLOR
Walls/Siding		
Foundation		
Roofing		
Paving		
Garage Doors		
Shutters		
Trim		
Lighting exterior	cut sheets attached	

**7. Finish Floor Elevation**

	Mean Sea Level Reference	Ground Level Reference
Ground Level		
1st Floor Level		(b minus a)
2nd Floor		(c minus a)
3rd Floor		(d minus a)
Highest Roof Level	Above MSL	Overall height of house
		(e minus a)

**8. Square Footage**

Square Footage	Required	Actual
Living Area total		
1 <sup>st</sup> Floor		
2 <sup>nd</sup> floor		
Garage/Carport		
Screened Porch		
Decks		
Other		
Total		

**9. Description**

Bedrooms:	Full Baths:	Half Baths:
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**10. Checklist**

Checklist	
	<b>Preliminary Site Plan (including topography, drainage, setbacks and Costal Critical Line (scale 1" = 20')</b>
	a. property line
	b. access to street
	c. driveway, walk, and patio

d. culverts
e. drainage grading and fill dirt
f. location of buildings
g. entry to lot of water, electrical, telephone, and sewage service
h. elevations of lot corners, corner of lot culvert inverts edge of roadway
i. locations of drainage ditches, drives, easements, etc
<b>Preliminary Floor Plans (scale 1" = 10')</b>
<b>Preliminary Elevations (scale 1" = 10')</b>
<b>Landscape plan</b>
a. size, location, and types of all plantings
b. schedule of all plantings
c. all surfacing materials
d. location of all exterior landscape
e. irrigation system design
<b>Significant building sections</b>
<b>Accessory Structures</b>
<b>Significant details relating to the exterior of the house a, b, c, d, e, f</b>
a. location of external HVAC equipment
b. type of siding
c. foundation treatment: stucco, etc
d. Well location and type
e. cut sheets of lighting fixtures
f. colors (siding, trim, and shutters)

- 12. Owner's Residence or a Spec Build? \_\_\_\_\_
- 13. Has a structure within RiverTowne been previously constructed from these plans Circle one YES OR NO
- 14. Date Submitted: \_\_\_\_\_
- 15. Non-Refundable Deposit for \$450.00 is enclosed- separate check
- 16. Refundable Deposit of \$1,500 is enclosed-separate check

As the owner of the proposed residence, I hereby request that the RiverTowne Architectural Review Committee reviews the attached drawings for final review.

Owner(s) Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_ Date: \_\_\_\_\_

Contractor Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_  
 \_\_\_\_\_ Date: \_\_\_\_\_

This application contains the following forms, tear sheets, and checks:

- o Request for ARB approval - new construction

- Lighting tear sheets for exterior lighting and exterior porch lanterns
- Contractor's agreement
- Check for \$450 non-refundable ARB review
- Check for \$1,500 refundable ARB review
- Samples of ALL colors attached

We understand the next steps in the process for approval to build are as follows:

- Review of this request is held once a month
- ARB results will be delivered by mail to the property owners within two weeks of review
- If there is any issue with the application, the owners may request a meeting with the ARB as soon as possible for the purpose of reaching an understanding for acceptable re-submission.

**COLOR SAMPLES**

**(Attach & please write the color name, color # & manufacturer down if it is not listed on the sample)**

**Siding 1<sup>st</sup> Choice**

**Siding 2<sup>nd</sup> Choice**

**Siding 3<sup>rd</sup> Choice**

**Trim**

**Shutters**

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**MINOR CHANGE**

**Architectural Approval**

To preserve the architectural and aesthetic appearance of the Development, no construction of improvements of any nature whatsoever shall be commenced or maintained by any Owner, without prior ARB approval. Specifically the construction or installation of sidewalks, driveways, parking lots, mail boxes, decks, patios, courtyards, swimming pools, tennis courts, greenhouses, playhouses, awnings, walls, fences, docks, wharves, bulkheads, boat slips, exterior lights, garages, guests or servants' quarters, or other out buildings, nor shall any exterior addition to or change or alteration therein be made (including, without limitation, painting or staining of any exterior surface), unless and until (2) copies of the plans and specifications and related data showing the nature, color, type, shape, height, materials and location of the same shall have been submitted to and approved in writing as to the harmony of external design, location and appearance in relation to surrounding structures and topography by the Architectural Review Board.

**Owner(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Phone:** ( ) \_\_\_\_\_ cell ( ) \_\_\_\_\_ home

**Email:** \_\_\_\_\_

**Project Type:** \_\_\_\_\_

**Items to Include with this application:**

1. Please attach a plot plan showing location of the proposed improvement.
2. Provide any and all color samples, with a second and third option.
3. Attach a drawing or photo (sample) of proposed improvement.
4. Check for \$75 non-refundable ARB review
5. Check for \$300 refundable ARB review

Owner(s) Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

ARCHITECTURAL REVIEW BOARD  
Rivertowne on the Wando

ARB Case No: \_\_\_\_\_

Date Received @ PMS: \_\_\_\_\_

Date of Application: \_\_\_\_\_

**Final Inspection Form**

**Owner(s):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

**Phone:** ( ) \_\_\_\_\_ cell ( ) \_\_\_\_\_ home

**Email:** \_\_\_\_\_

**Project Type:** \_\_\_\_\_

As the owners of the residence referred above, I hereby request the Rivertowne on the Wando Architectural Review board approve this request for final inspection. A Mt. Pleasant Occupancy Permit has been issued and a permanent electric meter has been installed

Owner(s) Signature(s): \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_ Date: \_\_\_\_\_

Submit all final inspections to:

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