

FINAL DRAFT

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**WEDGEFIELD
PLANTATION
ASSOCIATION POLICY
MANUAL**

SECTION III.

**ARCHITECTURAL REVIEW
COMMITTEE**

SECTION III ARCHITECTURAL REVIEW COMMITTEE (ARC)

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WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

SECTION III.

ARCHITECTURAL REVIEW COMMITTEE

CREATION COVENANT

WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

SECTION III.

ARCHITECTURAL REVIEW COMMITTEE CREATION

1. CREATION

1.01 Planned Unit development

Wedgefield Plantation is a private residential development designed as a Planned Unit Development (PUD), which has been approved by the Georgetown County Planning Commission and the Georgetown County Council. The Planned Unit Development provides a comprehensive plan for the overall development of Wedgefield Plantation.

1.02 Administration

The Wedgefield Plantation Association (WPA) has created an Architectural Review Committee (ARC). The ARC may establish such rules, regulations, procedures, guidelines and reasonable fees as are necessary to achieve its purpose and objectives.

1.03 Purpose of the Wedgefield Plantation Architectural Review Committee

- o Preserve the natural beauty of Wedgefield and its settings,
- o Continue Wedgefield as a pleasant and desirable environment,
- o Establish and maintain a harmonious design for the community,
- o Promote and protect the value of properties within the Plantation.

1.04 Objectives:

The architectural and design approval process is directed toward attaining the following objectives:

- 1.04.01 Preventing indiscriminate, excessive, or unsightly earth moving or clearing of property. Removal of trees and vegetation which could cause disruption to natural water course or scar of natural landforms.
- 1.04.02 Ensuring that the location and configuration of structures are visually harmonious with the terrain and vegetation of the surrounding properties and structures.
- 1.04.03 Ensuring that the architectural design of structures and their materials and colors are visually harmonious with Wedgefield Plantation's overall appearance, history, and cultural heritage, with surrounding development, natural landforms, native vegetation and with development plans.
- 1.04.04 Ensuring that any development, structure, building, or landscape complies with the provisions of this document.

1.05 Architectural Review Committee Jurisdiction:

In order to accomplish its purpose, the Conditions, Covenants and Restrictions

state that no building, wall, fence, deck, walkway, driveway, or any other structure shall be erected or placed until the building plans, specifications, exterior colors and finish, plot plan (showing the proposed location and elevation of said structure, fence, deck, walkway, drives, and parking area), have been approved in writing by the ARC of the WPA which designates via By-Laws the ARC as its sole agent. (The WPA is actually the body approving plans).

Written approval shall also be required for any addition, alteration, or renovation to any existing building or structure if said addition, renovation, or alteration will change the exterior appearance of the building or structure.

In addition, written approval shall also be required prior to any land clearing, tree removal, grading, dirt removal or addition, or drainage work to any property in the Plantation.

1.06 Architectural Design Concept:

It is the intent of the architectural review process and these architectural guidelines to promote and encourage the building of good to excellent individual architectural structures that, when viewed together, produce a harmonious overall community environment. Therefore, each building should be treated, not as an individual creation or architectural entity within itself, but rather as a carefully planned addition to the total development.

At the present time no particular period, style, influence, or historical approach is specifically required at Wedgefield. The ARC does encourage design that is in keeping with the history and cultural heritage of the area as well as the present day appearance of Wedgefield. Most importantly, homes at Wedgefield should convey a feeling of permanence and endurance. Vacation type design and construction should be avoided. Elements that are encouraged are the use of exterior materials that are indigenous to this area and colors that are subdued or muted (as opposed to stark). Styles that are discouraged are designs with low flat pitched roofs.

Terms such as “good taste” and “sound design” are difficult to describe. The ARC simply seeks to control the proper integration and correlation of the various architectural elements that are being proposed by the design professional or owner for each structure.

The owner and architect should visit Wedgefield prior to beginning the design process. While at Wedgefield, they should visit the building site and observe other homes in the area as well as the overall Wedgefield environment. A member of the ARC can meet with the owner or architect at this time with proper advanced notice.

1.07 Disclaimer:

No approval of plans, location, or specifications by the ARC and no publication of architectural standards or guidelines shall be construed as representing or implying that such plans, specifications, or standards will, if followed, result in a properly designed or constructed residence complying with the Georgetown County Building and Zoning regulations.

WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

SECTION III.

ARCHITECTURAL REVIEW COMMITTEE

NEW HOME APPROVAL PROCESS AND PROCEDURES

APPROVAL PROCESS AND PROCEDURES

2.00 New Home Process Steps:

In order to provide a uniform and systematic review of all proposal designs, plans and construction at Wedgefield, the following sequence has been established:

2.01 Obtain from the Association's Agent at the Association Office, a copy of the "Approval Process and Procedures". Please read and review these documents in detail.

2.02 Fill out a "Project Cover Page" and an "Application for Architectural Review Form". The proposed construction start and finish dates requested for approval must appear on the Project Cover Sheet. Actual construction must commence within 90 days of the issuance of the permit. Permits shall expire for projects not started within 90 days of the approved start date. ARC may adjust for extreme hardship. Please note that the construction of all approved structures must be completed within 6 months after the start of actual construction. When late projects are not completed within 6 months of the approved finish date, ARC may disapprove any new Owner's applications until those late projects are completed. ARC may adjust for extreme hardship.

2.03 The Owner and the Contractor must both sign and return the "Contractor Work Rules" form.

2.04 List of completed Forms to file with your application:

2.04.1 Project Cover Page

2.04.2 Compliance Agreement

2.04.3 Application for Architectural Review

2.04.4 Contractor Work Rules

2.04.5 Building Permit Review and Approvals

2.04.6 Wedgefield Plantation Building Permit

2.04.7 Wedgefield Plantation Association Final Acceptance

2.05 Submit the completed forms with the new home fee of \$5000.00 to the Association's Agent at the Association Office. Make checks payable to Wedgefield Plantation Association. Fees are subject to change without notice.

2.06 Attend Pre-Design Site Visit: Applicant to bring a Front Elevation Sketch or Brochure of the proposed new home and a preliminary site plan with footprint and proposed location of home, outbuilding (if any), driveway or any other structures. It is also advisable that the Owner obtain a topographic survey of the lot as soon as possible in order that the owner's design team can make a proper site evaluation in accordance with the site planning guidelines that are part of ARC procedures.

2.07 Site plot plan and its contents must be to scale and show all setback measurements. Walk the site to locate trees to be retained with root damage setbacks, to drip edge, any natural drainage features to be retained, any constructed drainage to be installed, preliminary grading and landscaping ideas, showing any existing natural plant material available to be part of landscape plan. Measure elevation across front lot line to drainage discharge point and locate highest elevation point of lot.

2.08 Discuss curb appeal elements of home sketch, sq. footage and amenities needed to increase approvability of application.

2.09 ARC to provide Confirmation Email of mutual expectations.

2.10 Applicants attend a Pre-Design Office Visit and bring:

2.11 A Site Plan with footprint showing separate plan sheets with tree survey locating and sizing trees over 4" diameter, and tree removal plan with root damage setbacks. Include a landscape plan, showing grading and natural drainage features and installed drainage designs.

2.12 Identify exterior finish materials with descriptions and colors and/or samples.

2.13 Provide a table of floor plan square footages identified as heated living space.

2.14 Discuss curb appeal elements and amenities to enhance approvability of the application.

2.15 ARC to provide Confirmation Email of mutual expectations.

2.16 Submit application with Building Plans, and Final Site Plans and specifications and proposed construction schedule for a decision to approve or disapprove. To insure that Wedgefield Plantation maintains a high quality of design, all plans for the construction of dwellings and other buildings or structures at Wedgefield must be designed or drawn by an architect, designer, engineer, or builder, or the owner. Structural engineering, if required, must be completed by a licensed/certified structural engineer. Prior to the approval of the application, a review of the Owner's plan and submittals will be conducted to determine the compliance with the design requirements of the ARC.

2.17 The Owner or agent should furnish two (2) sets of the required plan documents to the ARC, prior to any on-site work commencing. After the plans have been reviewed by the ARC, the owner/agent will be notified and one set of the plans returned to him with the ARC comments if needed. The ARC will retain the second set of plans until the ARC final inspection is satisfactory. At that time the Certificate of Occupancy request may be made to the County.

2.18 The final Architectural Plan and Site Plan documents submitted shall include the following list of items:

2.18.1 A site plot plan drawn to scale not smaller than 1" = 20' which shows the Owner's name and telephone number(s)

2.18.2 Building Plans by Architect, engineer, builder. Include the name, address, and telephone number of the designer that has drawn the plans.

2.18.3 North arrow and scale shown.

2.19 Property lines with dimensions, bearings, and setbacks clearly indicated. Locate all trees over 6" and all trees to be retained, showing root damage setbacks.

2.20 Show natural drainage features to be retained, any constructed drainage to be installed, preliminary grading and landscaping ideas, showing any existing natural plant material available to be part of landscape plan.

2.21 Measure elevation across front lot line to drainage discharge point and locate highest elevation point of lot.

2.22 Measure elevations of lot corners, center of lot, edge of roadways, edge of lakes, water level and top of bank location if applicable

2.23 Location of trees 8" in diameter measured at approximately 54" above ground level

2.24 Size, type and location of trees to be retained.

2.25 Preliminary grading plan showing existing and proposed contours, culvert locations, sizes, inverts and flow directions, drainage and contour plan showing cut and fill requirements and any retaining walls or bulkhead locations and heights.

2.26 Conceptual landscape plan.

2.27 Access to street, drives, parking, walks, decks and patio elevations.

- 2.28 Building accurately located from property and setback lines. To be indicated as exterior walls with entry and stairs delineated, and roof and deck lines shown.
- 2.29 Building Elevation drawings, which show the following:
- 2.29.1 All four elevations at a scale of $1/8" = 1'$ or $1/4" = 1'$.
 - 2.29.1 Relation of building to grade level.
 - 2.29.2 Height of structure and first floor elevation.
 - 2.29.3 Overall height from grade level to highest ridge of roof.
 - 2.29.4 Descriptions of all exterior materials to be used which includes, siding, roofing, bricks, and colors to be used.
 - 2.29.5 Submit any and all color renderings, samples, photographs, or models that may be available.
- 2.30 Floor plan drawings, which show the following:
- 2.30.1 Each floor, mezzanine, and ground level plan at a scale of $1/8" = 1'$ or $1/4" = 1'$
 - 2.30.2 Overall dimensions.
 - 2.30.3 Square footage of structure. **Note:** The Floor Plan must include a table to verify to the ARC that a minimum required heated square footage of the dwelling has been met. The square footage must be part of a harmonious design of sufficient size to protect the value of nearby dwellings. The ARC is prohibited to approve any dwelling below 1875 square feet of heated living space. The lone exception to this requirement shall be a heated minimum of 1200 square feet for a single family home constructed on the following: Robert Conway Lots 1-8 and 55-60 and Daniel Morrall Lots 37-55. The justification for this exception is outlined in a letter from the Crosby Law Firm, LLC dated 4/20/18, subject Non-conforming home size in the "patio home area". A copy is on file in HOA Office.
 - 2.30.4 Room uses labeled.
 - 2.30.5 All walls, windows, and doors.
 - 2.30.6 All overhangs of floors and roofs.
 - 2.30.7 Ground level plan to show foundations, enclosures, driveway location, stairways, and garbage and HVAC enclosures.

Note: Plans submitted for review approval, or any portion thereof may be disapproved upon any grounds, which are consistent with the purpose or objectives of the ARC, including purely aesthetic considerations.

Stakeout Inspection:

- 2.31 At any time after being notified by the **ARC** that the Building Permit Review and Approval Form for the proposed dwelling has been approved and signed, then a stakeout of the lot may be undertaken as follows:
- 2.31.1 The property lines and outline of the foundation of all the structures should be identified by a series of stakes. Stakes subject to existing trees.
 - 2.31.2 Any trees to be removed should be flagged with surveyor's ribbon or equivalent
 - 2.31.3 A member of the ARC will inspect the staked-out site and the report will be part of a final review before a Building Permit is approved. Absolutely **NO CLEARING** will be done prior to this inspection.
 - 2.31.4 Upon completion of the stakeout inspection, the ARC shall issue a Wedgefield Building Permit, which shall be posted along with the Georgetown County Building Permit.

2.31.5 After lot clearing the site may be re-inspected to confirm building footprint

Inspection of the Property:

- 2.32 The right to enter into and upon the construction site is specifically reserved by the ARC and/or its agents and representatives to visit all or any portion of the Owner's property for the purpose of verifying compliance with the requirements of the ARC and the approved submittals and permits.
- 2.33 Trash must be cleared from the site into approved containers on a daily basis. Trash refers to any building materials or construction or other waste, which is unsightly or scattered both on and off the construction site.
- 2.34 Damage must be repaired at the Owners expense. If not repaired after 30 days, ARC may enter and repair damage at ARCs determined cost plus a 20% administration fee. Damage refers to any damage to the roadways, natural areas, drainage pipes and ditches, or plants in the plantation, as well as those of the adjoining properties whether they are developed or not.
- 2.35 During construction ARC will notify the Owner and/or their agents of any fault found in the inspection of the property that does not comply with permit specifications.
- 2.36 The Owner and/or agents will notify the ARC when construction is completed to allow for ARCs Final Inspection and approval. If the final inspection fails, then the owner must repair any deficiencies and re-inspect. If not repaired after 30 days, ARC may enter and repair any deficiencies at ARCs determined cost plus a 20% administration fee. Only then may the owner apply for the Counties Certificate of Occupancy that must be obtained before the home is occupied. **Note:** Failure to obtain an approved ARC Final Inspection, before occupation, is a violation that is subject to a fine.

Note: Upon approval and/or rejection for an ARC Building Permit application, the Owner will be notified by email or in writing. Follow up assistance services are available from ARC to achieve approvable designs. If disapproved, the Owner may make required changes and resubmit the package at no additional charge. Or the applicant may have plans returned and a refund check for their fee will be issued by the Association Office.

CONTRACTOR WORK RULES AND APPROVAL FORMS

2.37 The Owner and the Contractor must both sign and return the “Contractor Work Rules” form.

2.38 Upon receipt of all signed forms a Wedgefield Plantation Building Permit will be issued. The Owner and the Contractor must both sign the building permit. The Associations Office Clerk may serve as the witness.

2.39 Both the County permit and the Wedgefield Plantation Building Permit must be displayed at the job site for the duration of the construction and a final inspection has been done.

2.40 Periodic inspections may be done by ARC to observe construction vs Plans as well as Contractor Work Rules compliance.

2.41 A final inspection by Roads Chairman, Drainage Chairman and ARC Chairman will be done. If the project does not pass a curb side inspection including drainage the owner must immediately remediate before applying for a county Certificate of Occupancy.

2.42 Upon ARC Final Inspection approval, the Owner may then (not before) notify the local building inspector for Georgetown County in order that the county may conduct their final inspection. and issue the necessary Certificate of Occupancy to the owner.

2.43 If an ARC Final Inspection fails, the owner is responsible for immediately correcting the reason for the failure **before** obtaining a Certificate of Occupancy.

2.44 Obtaining a Certificate of Occupancy before remediation is complete or ARC final inspection approval is complete is subject to a fine.

Following these New Home Process Steps will expedite the proper procedures that are necessary for applicants to commence and complete construction.

ADDITIONAL OTHER CRITERIA

2.45 Design Review and Approval Process:

2.45.01 Prior to review of the application, the Owner's plans and submittals will be read to determine if the application is complete. The Owner may submit additional information to amend the application before compliance and design requirements review, by ARC, begins.

24.5.02 The Owner and/or agents must notify the ARC of the final stage of construction schedule that will then allow for a final inspection of the property.

2.46 Site Evaluation: The positioning of a dwelling is a critical and important decision. The site plan concept should reflect functional needs as well as the site's characteristics. With regards to proper positioning of the structure on the lot, note the best natural and man-made views and amenities from your lot:

2.47 In addition, place landscaping to attempt preservation of the existing trees and other natural habitats.

2.48 In addition, avoid blocking views that your neighbors have of marshes, golf course, etc. as feasible.

2.49 Note ditches that need unimpeded flow on Site Plans that must be maintained clear of debris by owner.

2.50 Orient the home to take advantage of the summer shade and the winter sun as well as the prevailing breezes. Extend your driveway to the roadway, using the approved drainage culvert to give it a finished appearance.

2.51 Site Planning:

2.51.01 Building Setbacks:

- a. The following setbacks apply to 465 Single Family Residential Lots on the following affiliated Streets:

Setbacks Front, 25 ft Sides, 15 ft Rear 15 ft

Ballard Place
Captain Anthony White
Daniel Morrall Lane
Duck Pond Road
Francis Parker Road (Lots 330, 339 thru 352, 380 thru 391, 406 thru 415, 426 thru 433, 487 thru 489 & 502)
Governor Boone Lane
Governor Johnston Lane
Haig Court
Jericho Court
John Green Lane
John Waites Court
King George Lane
Live Oak Lane
Patriot Lane
Pine Grove Lane
Pool Place (condos)
Possum Trot Lane
Retreat Lane
Ricefield Place
Robert Conway Court
Swamp Fox Lane
Wedgefield Road
Wedgefield Village Road
William Screven Road
Wraggs Ferry Road

- b. The Arbors: Lots 1 to 27

Setbacks: Front: 25 feet, Sides: 10 feet, Corner 15 Feet, Rear: 15 feet

Affiliated streets:

Robert Conway Court
Sedley Court

c. The Enclave: Lots 434 to 501 and lots 454 to 482

Setbacks:

Front: 25 feet
Sides: 10 feet
Corner 15 Feet
Rear: 15 feet
Waterbody Rear 20 feet

Affiliated streets:

Francis Parker Road
Joanna Gillard Lane

d. The Village: 40 Lots

Setbacks:

Street Front: 25 Feet
Sides: 10 feet 16 feet Maximum for a 35' high structure
Corner 15 Feet
Rear: 15 feet
Waterbody Rear 20 feet.

Affiliated streets:

Daniel Morrall Lane (Lots 37 thru 52)
Robert Conway Court (Lots 1 thru 8 & lots 53 thru 58))

e. Wedgefield-Dragoon/Goelet Courts 24 Lots

Setbacks:

Front: 25 feet
Sides: 15 feet
Rear: 15 feet Waterbody Rear 20 feet

Affiliated streets:

Dragoon Court (Lots 416 thru 425)
Goelet Court (Lots 392 thru 405)

2.51.02 Note: All construction over 6" above grade must conform to the prescribed setbacks.

This includes patios, decks, and balcony overhangs.

SITE GRADING AND CLEARING

2.52 Site Grading and Clearing:

2.52.01 Drainage considerations for individual sites are important and, therefore, site grading and clearing should be kept to a minimum, and alteration to any existing drainage is prohibited without prior approval contained in the Site Plan.

2.52.02 Water runoff should be directed to existing natural swales or other natural drainage areas or to storm drainage facilities.

DRAINAGE DURING NEW CONSTRUCTION POLICY

2.53 When starting construction drainage and runoff protection, contact Drainage Committee representative for detailed installation instructions and for approval. If necessary, temporary silt fences must be installed to control any erosion problems.

2.54 Under Driveway Drainage Pipe Standards

- a. Plastic - Double wall approved by S.C. DOT and Georgetown County D.P.W.
- b. Concrete - Reinforced approved by S.C. DOT and Georgetown County D.P.W.
- c. 12" minimum pipe, unless the water volume requires a larger diameter. Drainpipes must be approved by a Drainage Committee representative.
- d. Driveway pipe diameter must match driveway design. Avoid continuous downhill pitch from large driveways into the street. Avoid causing any large driveway's discharge flowing directly into the street. Design sufficient elevation into the driveway at the street end to direct driveway flow into a discharge point ditch rather out into the street.
- e. Pitch along front footage, ditch, or swale, 1" per 100 feet to discharge point.
- f. Install Driveway Pipe Bulkheads if needed.
- g. Insert design into the Site Plan. Include drainage sections when needed to show pitch compliance.

2.55 Procedures.

- a. All drain ways and roadways are to be kept clear and clean during construction.
- b. Homeowner will then be responsible for maintenance of all drain ways for the duration of home ownership. Homeowner is responsible to maintain drain ways, located in the street front right-of-way, clean and free of all yard debris such as limbs, leaves, grass, pine needles, etc.
- c. Significant repair of right of way drain-ways or maintenance should be requested through the Drainage Committee.

2.56 Retaining Walls may be used to reduce areas which need grading, or to preserve vegetation. The design of such walls must be approved and be in keeping with the natural site and home to be constructed.

2.57 Runoff during construction must not cause damage to adjacent properties.

BUILDING STANDARDS AND CRITERIA

2.58 Standards

(1) Building Height: (35 ft. Max)

The maximum overall mean roof height permitted for single family homes, measured from the lowest point of the existing grade to the top of the highest point, being the roof peak or ridge or, where applicable, a cupola, dome, widow's walk, elevator shaft or other similar feature, excluding chimneys, shall be as follows:

(2) Outside flood zones "A", "AE", or "V"

Thirty-five feet (35) except in flood zones "A", "AE", or "V" as shown on the (Flood Insurance Rate Map)

(3) Inside flood zones "A", "AE" or "V"

Forty-five feet (45) in flood zones "A", AE or "V".

All single family residences and other structures must be constructed and conform to applicable Federal Flood Zone regulations for the minimum finished floor elevations. These elevations vary throughout Wedgefield Plantation and are established by the Federal Flood Zone regulations. The owner's design and building teams should be thoroughly familiar with these requirements prior to commencing with the design and construction of the house.

Certain Canal properties and Golf Course properties may require various first floor living elevations, depending upon the specific lot location. It is the responsibility of the owner to determine the necessary elevation required for the specific building site.

Refer to Georgetown County Code, Article III, 319 and Exception to Height in Velocity Flood Zones. Georgetown County Code Article VIII, 806.

Mean roof height measurement is taken from the point located between the highest point and the adjacent eave or overhang.

Exterior Building Standards and other Improvements:

2.59 Exterior Standards

(1) **Antennas/Satellite Dishes:** Antennae and satellite dishes larger than one (1) meter (39.36 inches) in diameter are not allowed in Wedgefield Plantation. When satellite dishes are approved, they must conform to the required setbacks.

(2) **External towers,** radio, television, and other telecommunications antennas shall be prohibited in the plantation except that ham radio antennas may be permitted that are physically attached to the rear of the dwelling and do not exceed 25 feet in height. (Rev.12/17/19) (Rev.1/21/20)

- (3) **Chimneys:** Capping of prefabricated chimneys must be shielded with the use of architectural devices.
- (4) **Color and Color Schemes:** Color samples of exterior surfaces are required in all cases. Wood tones and blends are encouraged. Stark vivid colors may be cause for rejection.
- (5) **Decks/Porches/Patios:** Decks, porches, and patios are recommended. When deciding where to place your deck, porch, or patio, keep in mind your own privacy and that of your neighbors. Be sure not to encroach on the required setback lines.
- (6) **Fences:** Fences may be permitted in rear yards only. Plans must fully comply with the Architectural Design Process. Plans must be signed by the owner/agent. The fence must begin in a visual line at or behind the most rear line of the house and proceed no closer to the front property line. Any approved fence or fence corner must be at least (3) three feet from the nearest Wedgefield Country Club property line so as not to encumber Country club activities. Any approved fence must be inside the side and rear of the property lines. Fences shall not exceed (4) four feet in height and shall be of such construction and material to be an extension of the architectural style of the house.
- (7) **Deer Fences:** When electric fences are used, consideration of neighbors is paramount
Installation of electrical fencing can be a liability issue and the owner assumes total responsibility.
- (8) **Pet Areas:** (Dog kennels) must comply with the Architectural Design Process and must not be larger than (6') feet high and (20') feet X (20') feet. Offensive or view restrictive materials may not be used. Pet areas must comply with all setback requirements.
- 2.60 Drives/Curb Cuts:** All residents shall have paved or stoned driveways and driveways no closer than (5') feet to any side property line. In cases of property plat restrictions, this may not be possible. In that case the owner/agent must present a site plan to the ARC showing the length of the driveway that is closer than (5') feet to the property line. This distance must be kept to the absolute minimum. The ARC encourages the use of only one curb (in/out) per lot to avoid the appearance of overcrowding. Driveways may require under driveway drainage to a culvert discharge point which must be determined prior to construction and must be reviewed and approved by the Drainage Committee.

- 2.61 Foundation Treatment:** Foundation skirting: If a house is to be constructed on a slab or crawl space that is not brick veneer, the skirting should be either brick or stucco. Due to flood elevation standards, habitable living areas generally are required to be elevated above grade. In order to avoid “beach house” appearance, the exterior design shall be such that the building’s support structure’s exterior finish is architecturally compatible with the rest of the house. If lattice or louvers are used, the material must be wood or heavy vinyl where the slats used in the construction of the lattice are at least ¼” thick
- 2.62 Garages:** The design of side loading garages is recommended and should be to the same side or facing the neighbors’ garage. No carports, boat sheds or lean-tos are to be constructed.
- 2.63 Lighting:** Lighting can be provided for safe approach to the dwelling. Lighting sources should be concealed and light levels kept to a minimum so as not to infringe on neighboring properties.
- 2.64 Mailboxes:** Mailboxes should not be an architectural statement. The opening end of the mailbox (not post) must be at least 1’ - 0” off the edge of the pavement and the bottom of the mailbox must be a minimum of 42 inches above the ground and not more than 56 inches high. “The US POST OFFICE requests the mailbox to be as far off the street as possible so the carrier can get his/her vehicle out of the traffic”.
- 2.65 Materials - Siding/Exterior:** Substantial natural materials are encouraged. Pressboard, hardboard, or composition board may be cause for rejection.
- 2.66 Parking Area:** Driveways should provide adequate off-street parking for one car per bedroom.
- 2.67 Pools, Outside Spas, Saunas:** The proposed area must be properly concealed, with the property setbacks, and must be part of the overall home plan and design. No above ground swimming pools are permitted. Children’s pools are permitted, provided the pool does not exceed 8 feet in diameter or 18 inches deep.
- 2.68 Recreational Equipment:** Swing sets, other playground types of equipment, outdoor gyms, materials and location must be submitted for approval. Recreational equipment must comply with all setback requirements. Recreational equipment can be a liability issue and the owners assume total responsibility.
- 2.69 Shingles:** If used, textured or relief type shingles are required. Samples must be submitted for approval.
- 2.70 Roof Pitch:** Wedgefield requires primary roof pitches between 6/12 and 12/12. Anything else must be approved.

2.71 Service, Utility, and Storage Areas: All areas of this type must be properly concealed or screened from view.

2.72 Storage Sheds: All sheds will be held to the following restrictions: Maximum may not exceed 180 square feet provided: external area

2.72.01 Total square footage may not exceed .6 % of total lot size.

Example: 20,000 sq. ft. lot allows a 120 sq. ft. shed to be permitted: provided in addition:

2.72.02 No length or width may exceed 16 feet as measured to the exterior of shed.

2.72.03 The maximum height of 12 'to be measured from grade to the top of the roof.

2.72.04 Color of siding and roof to blend with the house colors.

2.72.05 Should be placed as close to the house as possible to avoid blocking neighbors view and/or creating an eyesore for the neighbors.

2.72.06. May be fenced in, but fencing should blend in with the house colors.

2.72.07The ARC policies regarding shed architecture and construction are flexible but must maintain a harmonious design for the community.

2.73 Tennis Courts: Private tennis courts are not allowed at Wedgefield.

2.74 Windows: Quality and finish/color of windows are considered to be an element of architecture. Therefore, they must be compatible with the quality and appearance of the dwelling. Show window model number or supplier literature to establish quality.

LANDSCAPE STANDARDS

2.75 Irrigation Wells:

Shallow wells are encouraged for irrigation purposes. The irrigation system should be separate from the potable or county water system. If the two will be tied together, it is the responsibility of the Owner to follow all State and Local codes that apply. Deep wells (100+ feet) are not permitted.

2.76 Landscaping

Wedgefield Plantation was planned utilizing the natural elements of the plantation as much as possible. There are no strict standards of design and implementation for landscaping; the ARC requires that a conceptual plan be submitted.

2.77 Tree Removal:

The following guidelines are for lot clearing. Any hardwood tree (8) eight inches in diameter or larger, measured at breast height (DBH is approximately 54 fifty-four inches above grade) that is outside the house footprint or driveway/sidewalk or that is outside an area that is within 10' of the foundation must be in a Site Plan or Tree Removal Plan approved by the ARC for removal.

2.78 Bank Stabilization:

All activities including bulkheads, related to the waterways of Wedgefield Plantation must comply with Federal and State and County regulations. Many of the activities associated with the waterways may be governed by the Nationwide Permit (NWP). All necessary permits are the responsibility of the property owner and approved copies are required to be provided to the ARC prior to commencement of work. Bank stabilization activities necessary for erosion prevention are allowed if no material is placed in excess of the minimum needed for erosion protection, no material is placed in any special aquatic site, including wetlands, no material is of the type or is placed in any location or in any manner so as to impair surface water flow into or out of any wetland area. No material may be placed in a manner that will be eroded by normal or expected high flow.

Landscape Plants

2.79 Landscape Plants must be identified by Botanical Names and/or Common Names of Trees, Shrubs and Ground Covers and shown on a Site Plan for approval.

This New Home Application must be accompanied by the following signed Forms:

2.80 Forms

1. Project Cover Page
2. Compliance Agreement
3. Application for Architectural Review
4. Contractor Work Rules
5. Building Permit Application Details
6. Wedgefield Plantation Building Permit
7. Wedgefield Plantation Association Final Acceptance

**WEDGEFIELD PLANTATION
ASSOCIATION POLICY
MANUAL
SECTION III.**

ARCHITECTURAL REVIEW COMMITTEE

EXISTING HOME ADDITIONS AND ALTERATIONS

PROCESS AND PROCEDURES

PROCESS AND PROCEDURES

Existing Home Additions and Alterations Process Steps:

3.0 Any modification, improvement, addition or upgrade of any existing structure must be submitted to the **ARC** for approval. A request for approval must contain the following:

1. Floor plans of the intended improvements.
2. Material and color samples to be used.
- 3.If Site Improvements and/or Tree Removal is part of this project please add Site Improvement and Tree Removal and Tree Replacement permit application with this application.

3.1 For small projects a Licensed Architect is not required for a Wedgefield Plantation permit. The owner, contractor or design professional may prepare Site Plan and Floor Plan sketches to scale.

3.2 Submit completed forms with your fee of \$20.00 for each application to the Association's Agent at the Association Office. Make checks payable to Wedgefield Plantation Association. Fees are subject to change without notice.

3.3 All improvement steps for existing homes must be compatible with all applicable New Home Exterior Building Standards and other New Home Landscape site design requirements:

Additional Exterior Building Standards and other Improvements:

3.6 Standards:

3.6.01 **Antennas/Satellite Dishes:** Antennae and satellite dishes larger than one (1) meter (39.36 inches) in diameter are not allowed in Wedgefield Plantation. When satellite dishes are approved they must conform to the required setbacks.

3.6.02 External towers, radio, television, and other telecommunications antennas shall be prohibited in the plantation except that ham radio antennas may be permitted that are physically attached to the rear of the dwelling and do not exceed 25 feet in height. (Rev.12/17/19) (Rev.1/21/20)

3.6.03**Chimneys:** Capping of prefabricated chimneys must be shielded with the use of architectural devices.

3.6.04 **Color and Color Schemes:** Color samples of exterior surfaces are required in all cases. Wood tones and blends are encouraged. Stark vivid colors may be cause for rejection.

3.6.05 **Decks/Porches/Patios:** Decks, porches, and patios are recommended. When deciding where to place your deck, porch, or patio, keep in mind your own privacy and that of your neighbors. Be sure not to encroach on the required setback lines.

3.6.06 Fences: Fences may be permitted in rear yards only. Plans must fully comply with the Architectural Design Process. Plans must be signed by the owner/agent. The fence must begin in a visual line at or behind the most rear line of the house. Any approved fence or fence corner must be at least (3) three feet from the nearest Wedgefield Country Club property line so as not to encumber Country club activities. Any approved fence must be inside the side and rear of the property lines. Fences shall not exceed (4) four feet in height and shall be of such construction and material to be an extension of the architectural style of the house.

3.6.07 Pet Areas: (Dog kennels) must comply with the Architectural Design Process and must not be larger than (6') feet high and (20') feet X (20') feet. Offensive or view restrictive materials may not be used. Pet areas must comply with all setback requirements.

3.6.08 Drives/Curb Cuts: All residents shall have paved or stoned driveways and driveways no closer than (5') feet to any side property line. In cases of property plat restrictions, this is not possible. In that case the owner/agent must present a site plan to the ARC showing the length of the driveway that is closer than (5') feet to the property line. This distance must be kept to the absolute minimum. **The ARC encourages the use of only one curb (in/out) per lot to avoid the appearance of overcrowding.** Driveways may require a drainage culvert which must be determined prior to construction and must be reviewed by the Drainage Committee.

3.6.09 Foundation Treatment: Foundation skirting: If a house is to be constructed on a slab or crawl space that is not brick veneer, the skirting should be either brick or stucco. Due to flood elevation standards, habitable living areas generally are required to be elevated above grade. In order to avoid "beach house" appearance, the exterior design shall be such that the building's support structure's exterior finish is architecturally compatible with the rest of the house. If lattice or louvers are used, the material must be wood or heavy vinyl where the slats used in the construction of the lattice are at least 1/4" thick.

3.6.10 Garages: The design of side loading garages is recommended and should be to the same side or facing the neighbors' garage. No carports, boat sheds or lean-tos are to be constructed.

3.6.10 Lighting: Lighting can be provided for safe approach to the dwelling. Lighting sources should be concealed and light levels kept to a minimum so as not to infringe on neighboring properties.

3.6.11 Mailboxes: Mailboxes should not be an architectural statement. The opening end of the mailbox (not post) must be at least 1' - 0" off the edge of the pavement and the bottom of the mailbox must be a minimum of 42 inches above the ground and not more than 56 inches high. "The US POST OFFICE requests the mailbox to be as far off the street as possible so the carrier can get his/her vehicle out of the traffic".

3.6.12 Materials - Siding/Exterior: Substantial natural materials are encouraged. Pressboard, hardboard, or composition board may be cause for rejection.

3.6.13 Parking Area: Driveways should provide adequate off-street parking for one car per bedroom.

3.6.14 Pools, Outside Spas, Saunas: The proposed area must be properly concealed, with the property setbacks, and must be part of the overall home plan and design. No above ground swimming pools are permitted. Children's pools are permitted, provided the pool does not exceed 8 feet in diameter or 18 inches deep.

3.6.15 Recreational Equipment: Swing sets, other playground types of equipment, outdoor gyms, materials and location must be submitted for approval. Recreational equipment must comply with all setback requirements. Recreational equipment can be a liability issue and the owner assume total responsibility.

3.6.16 Shingles: If used, textured or relief type shingles are required. Samples must be submitted for approval.

3.6.17 Roof Pitch: Wedgefield requires primary roof pitches between 6/12 and 12/12. Anything else must be approved.

3.6.18 Service, Utility, and Storage Areas: All areas of this type must be properly concealed or screened from view.

3.6.19 Storage Sheds: All sheds will be held to the following restrictions.

Maximum external area may not exceed 180 square feet provided:

3.6.19.01 Total square footage may not exceed .6 % of total lot size.

Example: 20,000 ft. lot allows a 120 sq. ft. shed to be permitted provided.

3.6.19.02 No length or width may exceed 16 feet as measured to the exterior of shed.

3.6.19.03 The maximum height of 12 'to be measured from grade to the top of the roof.

3.6.19.04 Color of siding and roof to blend with the house colors.

3.6.19.05 Should be placed as close to the house as possible to avoid blocking neighbors view and/or creating an eyesore for the neighbors.

3.6.19.06 May be fenced in but fencing should blend in with the house colors.

3.6.19.07 The ARC policies with regard to shed architecture and construction are flexible but must maintain a harmonious design for the community.

3.6.20 Tennis Courts: Private tennis courts are not allowed at Wedgefield.

3.6.21 Windows: Quality and finish and color of windows are an element of architecture. Therefore, they must be compatible with the quality and appearance of the dwelling. Show window model numbers or supplier literature to establish quality.

ADDITIONAL OTHER CRITERIA

3.7 Other Criteria

3.8 Design Review and Approval Process:

3.8.01 Prior to review of the application, the Owner's plans and submittals will be read to determine if the application is complete. The Owner may submit additional information to amend the application before compliance and design requirements review, by ARC, begins.

3.8.02 The Owner or agent should furnish two (2) sets of plans or sketches to the ARC, prior to any on-site work commencing. After the plans have been reviewed by the ARC, the owner/agent will be notified and one set of the plans returned to him with the ARC comments if needed.

3.8.03 Inspection of the Property The right to enter into and upon the construction site is specifically reserved by the ARC and or its agents and representatives to visit all or any portion of the Owner's property for the purpose of verifying compliance with the requirements of the ARC and the approved submittals and permits. The ARC will notify the Owner and/or their agents of any fault found during the inspection of the property that does not comply.

3.8.04 The Owner and/or agents must notify the ARC of the final stage of construction schedule that will then allow for a final inspection of the property.

3.9 Site Evaluation: The positioning of an alteration is a critical and important decision. The footprint plan concept should reflect functional needs as well as the site's characteristics. With regards to proper positioning of the structure on the lot incorporate the best feasible natural and man-made views and amenities from your lot.

3.10 In addition, place landscaping to attempt preservation of the existing trees and other natural habitats.

3.11 In addition, avoid blocking views that your neighbors have, where feasible, of marshes, golf course, etc.

3.12 Note show ditches that need unimpeded flow and must be maintained clear of debris by owner.

3.13 Orient the home to take advantage of the summer shade and the winter sun as well as the prevailing breezes. Extend your driveway to the roadway, using the approved drainage culvert to give it a finished appearance.

3.14 All construction over 6" above grade must conform with required setbacks, This includes patios, decks, and balcony overhangs, and sheds, fences or other additions.

SITE GRADING AND CLEARING

3.15 Site Grading and Clearing:

3.15.01 Drainage considerations for individual sites are important and, therefore, site grading and clearing should be kept to a minimum, and alteration to any existing drainage is prohibited without prior approval contained in the Site Plan.

3.15.02 Water runoff should be directed to existing natural swales or other natural drainage areas or to storm drainage facilities.

FORMS

3.16 Submit the following seven Forms with your application:

3.16.01 Project Cover Page

3.16.02 Compliance Agreement

3.16.03 Application for Architectural Review

3.16.04 Contractor Work Rules

3.16.04 Building Permit Review and Approvals

3.16.05 Wedgefield Plantation Building Permit

3.16.06 Wedgefield Plantation Association Final Acceptance

**WEDGEFIELD PLANTATION
ASSOCIATION POLICY
MANUAL
SECTION III.**

ARCHITECTURAL REVIEW COMMITTEE

**Existing Home, Site and Landscape Improvements
and Tree removal and replacement steps**

PROCESS AND PROCEDURES

4.0 Existing Home, Landscape Improvements and Tree remove and replacement Process and Procedure Steps:

- (1) Any modification, improvement, addition or upgrade of Landscaping and any Tree Retention/Remove/Replacement plan must be submitted to the ARC for approval. A request for approval must contain the following:
 1. Site plan of the proposed location of landscaping improvements.
 2. Site Plan showing existing trees to be retained and showing proposed trees to be removed.
 3. Site Plans showing any drainage feature changes.
 4. Sketch, material and color samples to be used for new landscape structures.
- (2) For small projects a Licensed Architect is not required for a Wedgefield Plantation permit. The owner may prepare Site Plans and Plan Sketches to scale.
- (3) All improvement steps for existing homes must follow the new home criteria under Existing Home, Landscape Improvements and Tree remove and replacement below.

FORMS

- (4) Submit the following five Forms with this application:
 - 4.4.01 Existing Home, Landscape Improvements and Tree Plan Minor Change, permit application.
 - 4.4.02 Project Cover Page
 - 4.4.03 Compliance Agreement
 - 4.4.04 Application for (Landscape) Architectural Review
 - 4.4.05 Contractor Work RulesWedgefield Plantation Building Permit
- (5) Submit completed forms with the existing home improvement fee of \$20.00 to the Association's Agent at the Association Office. Make checks payable to Wedgefield Plantation Association. Fees are subject to change without notice. Existing Home projects designs must be compatible with all applicable New Home and Landscape Standards design requirements:

FILLING AND GRADING STANDARDS

- (1) No material is placed in any special aquatic site, including wetlands.
- (2) No material is of the type or is placed in any location or in any manner as to impair surface water flow into or out of any wetland area.
- (3) No material is placed in a manner that will be eroded by normal or expected high flows.

DRANAGE STANDARDS

4.0 Under Driveway Drainage Pipe Standards

- a. Plastic - Double wall approved by S.C. DOT and Georgetown County D.P.W.
- b. Concrete - Reinforced approved by S.C. DOT and Georgetown County D.P.W.
- c. 12" minimum pipe, unless the water volume requires a larger diameter. Drainpipes must be approved by a Drainage Committee representative.
- d. Driveway pipe diameter must match driveway design. Avoid continuous downhill pitch from large driveways into the street. Avoid causing any large driveway's discharge flowing directly into the street. Design sufficient elevation into the driveway at the street end to direct driveway flow into a discharge point ditch rather out into the street.
- e. Pitch along front footage, ditch, or swale, 1" per 100 feet to discharge point.
- f. Install Driveway Pipe Bulkheads if needed.
- g. Insert drainage design into the Site Plan. Include drainage section drawings when needed to show pitch compliance.

4.1 Procedures.

- a. All drain ways and roadways are to be kept clear and clean during construction.
- b. Homeowner will then be responsible for maintenance of all drain ways for the duration of home ownership. Homeowner is responsible to maintain drain ways, located in the street front right-of-way, clean and free of all yard debris such as limbs, leaves, grass, pine needles, etc.
- c. Significant repair of right of way drain-ways or maintenance should be requested through the Drainage Committee.

4.2 Retaining Walls may be used to reduce areas which need grading, or to preserve vegetation. The design of such walls must be approved and be in keeping with the natural site and home to be constructed.

4.3 Runoff during construction must not cause damage to adjacent properties. If it is necessary, temporary silt fences must be used to control any erosion problems.

4.4 As a HOA Member the Homeowner is responsible for maintenance of all drain ways. Homeowner is responsible to maintain drain ways, located in the right-of-way, clean and free of all yard debris such as limbs, leaves, grass, pine needles, etc. Significant repair or maintenance in the street should be requested through the Drainage Committee.

4.5 All elevations will conform to surrounding elevations to ensure proper draining. One inch per 100 feet

4.6 Retaining walls may be used to reduce areas which need grading, or to preserve vegetation. The design of such walls must be approved and be in keeping with the natural site and home to be constructed.

4.7 Runoff during construction must not cause damage to adjacent properties.

LANDSCAPE STANDARDS

4.1 Irrigation Wells:

Shallow wells are encouraged for irrigation purposes. The irrigation system should be separate from the potable or county water system. If the two will be tied together, it is the responsibility of the Owner to follow all State and Local codes that apply. Deep wells (100+ feet) are not permitted.

4.2 Landscaping

Wedgefield Plantation was planned utilizing the natural elements of the plantation as much as possible. The ARC requires that a conceptual plan be submitted. Wedgefield Plantation was planned to utilize the natural elements of the plantation much as possible. Landscape Plants must be identified by Botanical Names and Common Names of Trees, Shrubs and Ground Covers and shown on the Site Plan for approval.

4.3 Tree Removal:

The following guidelines are for lot clearing. Any hardwood tree (8) eight inches in diameter or larger, measured at breast height (DBH is approximately 54 fifty-four inches above grade) that is outside the house footprint or driveway/sidewalk or that is outside an area that is within 10' of the foundation must be in a Site Plan or Tree Removal Plan approved by the ARC for removal. Site plot plan and its contents must show all setback measurements. locate trees to be retained with root damage protection setbacks, to drip edge. Show any natural drainage features to be retained, any constructed drainage to be installed, preliminary grading and landscaping ideas, showing any existing natural plant material available to be part of landscape plan.

4.4 Bank Stabilization:

All activities including bulkheads, related to the waterways of Wedgefield Plantation must comply with Federal and State and County regulations . Many of the activities associated with the waterways may be governed by the Nationwide Permit (NWP). All necessary permits are the responsibility of the property owner and approved copies are required to be provided to the ARC prior to commencement of work. Bank stabilization activities necessary for erosion prevention allowed if no material is placed in excess of the minimum needed for erosion protection, no material is placed in any special aquatic site, including wetlands, no material is of the type or is placed in any location or in any manner so as to impair surface water flow into or out of any wetland area. No material may be placed in a manner that will be eroded by normal or expected high flow.

Landscape Plants

Note: Landscape Plants must be identified and shown on a Site Plan for approval.

WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

SECTION III

ARCHITECTURAL REVIEW COMMITTEE

MINOR CHANGE APPLICATION **CANALS, CREEKS, LAKES**

DOCKS, BOAT HOUSES, BULKHEADS

PROCESS AND PROCEDURES

5.0 MINOR CHANGE APPLICATION CANALS, CREEKS, LAKES

DOCKS, BOAT HOUSES, BULKHEADS

5.0 Canals, Creeks, Lakes. Owners of frontage lots may erect Docks and Boat Houses (where appropriate, at the sole discretion of ARC) or Bulkhead upon complying with the following:

5.1 Please attach Structure Plans and Specifications and Site Plans proposed. ***

5.2 For any Bulkheads, attach detailed Plans, Specifications and Installation Plan. Include wood and metal material type, color, and dimensions.

5.3 Depth piles sunk below bottom of canal.

5.4 Type and dimensions of all hardware.

5.5 Please attach copies of all State, Local and Federal Permits required.

5.6 As a term and condition of this permit approval, the Lot Owner agrees and guarantees that such structures be maintained in good repair, kept safe, clean and orderly in appearance as determined by ARC at its sole discretion.

5.7 As a further term and condition of this permit approval the Lot Owner agrees and guarantees to paint or otherwise treat with preservative all wood or metal located above the high-water mark and maintain such paint or preservative in an attractive manner as determined by ARC at its sole discretion. Bank Stabilization: All activities related to the waterways of Wedgefield Plantation must comply with Federal and State and County regulations. Many of the activities associated with the waterways may be governed by the Nationwide Permit (NWP). All necessary permits are the responsibility of the property owner and approved copies are required to be provided to the ARC prior to commencement of work.

5.8 Bank stabilization activities necessary for erosion prevention are allowed provided; No material is placed in excess of the minimum needed for erosion protection. No material is placed in any special aquatic site, including wetlands. No material is of the type or is placed in any location or in any manner so as to impair surface water flow into or out of any wetland area. No material is placed in a manner that will be eroded by normal or expected high flows.

5.9 As a further term and condition of this permit approval the Lot Owner agrees ARC upon 30-day email or USPS notice may make needed repairs and/or bring structures up to acceptable standards and the cost to be at the owner's sole expense.

5.10 As a further term and condition of this permit the cost shall be determined at ARC sole discretion for ARC to enter into property and authorize completion of repairs and add the cost plus a 20% administration fee to the Owners annual dues account, due and payable within 30 days

*** Any subsequent modifications to once installed structures requires submittal of a new Application

5.11 This signed Application and Plans and Site Plans must be accompanied by these six forms:

- a. Project Cover Page
- b. Compliance Agreement
- c. Application for Architectural Review
- d. Contractor Work Rules
- e. Wedgefield Plantation Building Permit
- f. Wedgefield Plantation Association Final Acceptance

DOCKS, BOAT HOUSES, BULKHEADS

APPLICATION FORM

This Minor Change Application Used for the following projects:

Dock____ Boat House (** where appropriate) ____ Bulkhead ____

**** At the sole discretion of ARC**

Fee: ____\$20.00____ Check Number: _____ Date Submitted _____

OWNER: _____ Signature _____

Owner's Address: _____

Home phone: _____ Work phone: _____

Email address: _____ Lot number _____

Design professional: _____ Phone: _____

Contractor: _____ License Number: _____

Estimated time of work start: _____ Estimated time of completion: _____

1. Please attach Structure Plans and Specifications and Site Plans proposed *** including color and finish.
2. For any Bulkheads, attach detailed Plans, Specifications and Installation Plan. Include wood and metal material type, dimensions.
3. Depth piles sunk below bottom of canal.
4. Type and dimensions of all hardware.
5. Please attach copies of all State, Local and Federal Permits required.
6. As a term and condition of this permit approval, the Lot Owner agrees and guarantees that such structures be maintained in good repair, kept safe, clean and orderly in appearance as determined by ARC at its sole discretion.
7. As a further term and condition of this permit approval the Lot Owner agrees and guarantees to paint or otherwise treat with preservative all wood or metal located above the high-water mark and maintain such paint or preservative in an attractive manner as determined by ARC at its sole discretion.
8. Bank Stabilization: All activities related to the waterways of Wedgefield Plantation must comply with Federal and State and County regulations. Many of the activities associated with the waterways may be governed by the Nationwide Permit (NWP). All necessary permits are the responsibility of the property owner and approved copies are required to be provided to the ARC prior to commencement of work. Bank stabilization activities necessary for erosion prevention provided. No material is placed in excess of the minimum needed for erosion protection. No material is placed in any special aquatic site, including wetlands. No material is of the type or is placed in any location or in any manner so as to impair surface water flow into or out of any wetland area. No material is placed in a manner that will be eroded by normal or expected high flows.

9. As a further term and condition of this permit approval the Lot Owner agrees ARC at ARC's sole discretion, upon 30-day email or USPS notice, may after 30 days, make needed repairs and/or bring existing structures up to acceptable standards.
10. As a further term and condition of this permit the cost shall be determined at ARC sole discretion for ARC to enter into property and authorize completion of repairs and add the cost plus a 20% administration fee to the Owners annual dues account due and payable within 30 days.

OWNERS Guarantee,

I have read, understand, and will follow all terms and conditions required by this DOCKS, BOAT HOUSES, BULKHEADS APPLICATION FORM Permit.

LOT

OWNERS

Signature

Date

WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

SECTION III.

ARCHITECTURAL REVIEW COMMITTEE

CONTRACTOR IN GOOD STANDING REGISTRATION

CONTRACTOR IN GOOD STANDING REGISTRATION

6.0 All Contractors must register and maintain CONTRACTOR IN GOOD STANDING status to enter Wedgefield Plantation and do new home and existing home construction in Wedgefield Plantation.

6.1 Lawncare and interior home and appliance repair contractors are exempt from this registration. Building Material deliveries are exempt from registration but the Owner is required to have a valid permit before materials are delivered. The Owner is also required to repair any HOA road or property damage connected to delivery to a lot they own.

6.2 All Contractors must confirm that a Home Owner has a valid Building Permit before beginning any work. Confirmation can be obtained from the Owner in writing or from the WPA main office.

6.3 All Homeowners must confirm that contractors have current Contractor in Good Standing status. Confirmation can be obtained from the Contractor in writing or from the WPA main office.

6.4 Contractors may obtain initial registration from the WPA main office for a Fee of \$25.

6.5 Non-compliance fines and fees will be assessed to the Owner. The fine for first offense is \$20 and subsequent offenses \$100.00 per day. After 3 days, \$200.00 per day.

6.6 For Contractor's non-compliance their Registration will be canceled for 45 days. A new registration and Contractor In Good Standing status may be obtained after 45 days for a fee of \$50. If any construction is done during a 45-day cancelation period an additional 45 day cancelation and an additional \$50 fee will be added.

6.7 A signed Compliance Agreement Form must be submitted to the WPA Office with application for Contractor In Good Status registration.

6.8 Current Contractor in Good Standing status shall apply to all vehicles registered to a given contractor.

WEDGEFIELD PLANTATION ASSOCIATION

Contractor In Good Status Registration And Application Form

The undersigned below, a licensed General Contractor or Residential Builder, in consideration of the receipt of Contractor In Good Status registration to build or alter structures in Wedgefield Plantation from the Wedgefield Plantation Association (WPA) Architectural Review Committee (ARC), do hereby agree to be fully bound and subject to all recorded Covenants, Conditions and Restrictions (CCRs) applicable to land in Wedgefield Plantation, together with the By-Laws of Wedgefield Plantation, Rules and Regulations promulgated thereby, and the authority of the ARC, all as effective the day and year written below.

Contractor's Guarantee. I have read, understand, and agree to follow all terms and conditions required for an Owner's NEW HOME or MINOR CHANGE Permit. I have read and agree to follow all terms and conditions of the CONTRACTOR IN GOOD STANDING registration. requirements to build or alter structures in Wedgefield Plantation

CONTRACTOR understand's that there are fines, fees to Owners and loss of CONTRACTOR IN GOOD STANDING status for non-compliance.

This Current Contractor in Good Standing registration shall apply to all vehicles registered to one given contractor.

Contractor Information:

Name _____
 Address _____
 City _____ State _____ Zip _____
 Phone _____ Cell _____
 LicenseType _____ LicenseNumber _____
 General Liability Ins. Policy # _____
 Workman's Comp Ins. Policy # _____
 Gen. Liab. Ins. Agent _____ Tel. _____
 Workman's Comp Ins. Agent _____ Tel. _____
 Vehicle Plate Number, State _____ Plate No. _____

Contractor Signature: _____

Fee \$ _____ Check No. _____ Date _____ Received By _____

WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

SECTION III.

ARCHITECTURAL REVIEW COMMITTEE

PENALTIES AND FINES

PENALTIES AND FINES

7.0 Enforcement, penalties, and fines: The following is a schedule of fines that may be levied when a property owner, contractor or subcontractor violates the Conditions, Covenants, and Restrictions (CCRs) or ARC regulations. Fines will be assessed to the property owner.

Failure to comply with Conditions, Covenants, and Restrictions (CCRs) or ARC policy regulations may result in withdrawal of Wedgefield Building Permit using a Stop Work Order and suspension of all work. ARC has established rules, regulations, procedures and guidelines and fines that may be levied upon a Property Owner:

1. Start Work by Owner, Builder or Contractor or having building material delivered without an approved permit for work then the Owner to be fined, first offense, \$20....
Subsequent violation \$100.00 per day. After 3 days, \$200.00 per day.
2. Failure to post building permits in approved receptacle or in or on a building clearly visible from the street, after notice by email, first offence \$25.00, subsequent offences \$100.00 per day. After 3 days, \$200.00 per day.
3. Severe damage or removal of a Protected Tree without an approved permit. ... First offense, \$250 or \$500 if a Landmark Tree is damaged or damage to abutting owners....
Subsequent violations see 4. through 8. below.
4. Severe damage to a Protected Tree (any tree 16" or greater DBH) \$2,500.00 per tree plus Replacement.
5. Severe Damage To or Unauthorized Tree Removal during site clearing or construction: of a tree (4" DBH but less than 16") \$1,000.00 per tree plus replacement
6. Significant tree, 16" DB but less than 24" \$2,500.00 per tree plus replacement.
7. Landmark tree (24" DBH or greater) \$4,500.00 per tree plus replacement.
8. Damage to WPA Common Property/Natural areas, WPA Roads or WPA HOA Members Private Property \$1,000.00 per documented occurrence plus remediation and/or repair. After email notice, responsible owner to, within 30 days, submit a work order or signed bid, with scope of work and schedule to ARC for approval. Work must be completed within 45 days after ARC approval. Upon default, ARC may complete the work using its own resources and assess the owner ARC's cost plus a 20% Administrative Fee.
9. Illegal parking of vehicles (after one email warning) \$50.00 per vehicle per occurrence. The fine doubles to \$100 per vehicle per occurrence after 3 occurrences at the same site.
10. Unauthorized burning..... \$500.00 per occurrence. Fine doubles to \$1,000 for repeat occurrences at the same site.
11. Unauthorized Site or Building construction change from approved Building or Site Plans \$250.00 per occurrence plus a fine of ARC's, sole discretion cost estimate, 100% of ARC's estimated resulting reduction of market value at the site.

PENALTIES AND FINES Cont

12. Other on-site miscellaneous violations during construction after email warning. Including Sanitation, littered construction site, no dumpster on site or dumpster location in violation and failure to place any litter or scrap building materials or packaging into a dumpster or equivalent trash container daily.....
\$200.00 per day.

13. Any contractor or subcontractor misconduct that violates any WPA Covenants, By-Laws or Policy..... \$100.00 per occurrence per day, plus the ARC sole discretion estimate of the remediation cost to repair the result of non-compliance.

14. Unauthorized dumping of trash and other debris\$250.00 per occurrence plus if not removed or extent of the removal not approved by ARC the cost for ARC to remove plus 20% Administrative Fee.

15. Unauthorized construction or placement of play equipment, or outbuilding, or shed. \$500.00
16. Uncorrected violations that violate any WPA Covenants, By-Laws, or Policy or fail to preserve the natural beauty of Wedgefield and its settings, or continue Wedgefield as a pleasant and desirable environment or maintain a harmonious design for the community as well as protect the value of properties within the Plantation. Thirty days after email notification by ARC, the Owner may be fined..... \$500.00

plus, ARC's sole discretion estimates of the cost of any uncorrected violation requiring remediation may be done by ARC plus a 20% Administrative Fee.

17. Stop Work Order Issued(NON-REFUNDABLE).....\$5,000.00
For violating any WPA Covenants, By-Laws, or Policy, after notice by Registered Mail. When the violation is addressed the ARC Chairman, or designee, at his/hers sole discretion may rescind the Stop Work Order granting permission to restart work.

18. Not Stopping Work \$500.00 Per day starting 3 days after the date the Registered Mail notice is sent and doubled to \$1,000.00 per day starting 3 days after that date if the site is not secured and all work stopped.

19. Failure to correctly install temporary silt fences or failure to control runoff and erosion during construction.....\$500.00 Per day starting 3 days after email warning and continuing until protection and installation approved by a Drainage Committee representative is complete.

20. Obtaining a Certificate of Occupancy before ARC Final Approved Inspection ...\$50 Per day until remediation construction is complete, and an approved re- inspection is obtained.

21. For CONTRACTOR IN GOOD STANDING their Registration will be Canceled for violations, and they may not enter Wedgefield Plantation for 45 days. Violations include Starting work on a site without a Work Permit and/or non-compliance with WPA Contractor Work Rules. A new Registration and Contractor In Good Standing status renewal may be obtained after 45 days for a fee of \$50 If any construction is done during a 45-day cancelation period, an additional 45-day cancelation and an additional \$50 fee will be added.

PENALTIES AND FINES, Cont

22. An application's Project Cover Page must show the proposed construction start and finish dates requested and must be approved at ARC's discretion. Actual construction must commence, within 90 days of the issuance of the permit. Permits shall expire for projects not started within 90 days of the approved start date. Please note that the construction of all approved structures must be completed within 6 months after the start of actual construction. When not completed ARC may disapprove any new Owner's applications until those late projects are completed. ARC may adjust dates for extreme hardship.

23. Where a Tree Replacement Plan is assessed, ARC may, at its sole discretion, on a case by case basis, adjust the tree removed fine in proportion to the quality of the Replacement Plan and the resulting new Landscape Plan.

WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

SECTION III.

ARCHITECTURAL REVIEW COMMITTEE

FORMS

WEDGEFIELD PLANTATION ASSOCIATION

SECTION III.

Project Cover Page

PROJECT DESCRIPTION a NEW FAMILY HOME ___ WPA LOT # _____ Name
of Resident _____ Tel. Number _____

Individual Owner (if not same)

Name(print) _____ Signature _____

Owner Corporation's Name (print) _____

Corporate Officer's Name (print) _____ Officer's Title _____

Signature _____

REQUESTED CONSTRUCTION START DATE ___/___/___ REQUESTED FINISH
DATE ___/___/___

Architectural Review Committee Approval

The Conditions, Covenants, and Restrictions applicable to all lots in Wedgefield Plantation requires approval, by the Board of Directors, of all building plans, house location and elevation, driveways and landscaping. The covenants provide for refusal of any plans at the "sole and uncontrolled discretion" of the Board, including "purely aesthetic considerations". Pursuant to this authority the Board has delegated the authority to review and approve plans to the Architectural Review Committee. The Architectural Review Committee was created pursuant to the Wedgefield Plantation Association Bylaws. Denial of Architectural Review Committee approval is subject to an appeal process outlined in the By-Laws. The By-Laws also provide the Board the authority to impose penalties for violations of the Covenants, apply to the Court for damages or injunctive relief, and to recover costs and attorney's fees.

Appeal Process:

Any property owner who has had plans denied by the ARC may appeal the ARC decision within seven (7) days of denial. A legibly written statement explaining why the ARC should approve the submitted plans will be sent to the ARC. The ARC then reviews the statement and either amends or upholds its decision, within seven (7) days, with an explanation. If the ARC does not amend its decision and the applicant refuses to change the plans, the applicant may request in writing, that the plans, ARC decision, written statement, and ARC explanation be forwarded to the Legal Committee/Board of Directors. The Legal Committee/Board of Directors will review these documents to see if the ARC violated the Covenants, Conditions and Restrictions (CCRs), federal, state or local regulations, ARC guidelines, or By-Laws. If no violation is found, the process stops and the ARC decision stands. If the Legal Committee/Board of Directors finds a violation, it is reported to the Board of Directors. The Board of Directors then instructs the ARC to amend its decision.

WEDGEFIELD PLANTATION ASSOCIATION

ARC FORMS

MINOR CHANGE PERMIT APPLICATION

Existing Home Additions and Alterations

Lot #

Used for the following projects: *

Exterior Color Change ___ Re-roofing ___ Residing ___ Driveways ___ Fencing ___

Alterations that do not add to existing foot print of the home * * ___

*** May be used for additions and alterations. If project Site changes are part of the project, then also add a Site Improvements and Tree Remove and Replacement Plan application to this submittal.**

**** May not be used for Alterations that add to existing Footprint of the home or needs a county Building Permit. Use New Home Blueprints and Building Plans for those projects.**

Fee: \$20.00 Check Number: _____ Date Submitted _____

OWNER: _____ Owner's Address: _____

Home phone: _____ Work phone: _____ Email address: _____

OWNERS Guarantee, I have read, understand, and agree to be fully bound by all terms and conditions of this permit, and that compliance fines and Contractor Work Rules are to be assessed to the Owner. OWNERS Signature _____

Design professional: _____ Phone: _____

Contractor: _____ License Number: _____

Estimated date work to start: _____ Estimated date of completion: _____

Re: Architectural Review Committee Approval

The Conditions, Covenants, and Restrictions applicable to all lots in Wedgefield Plantation requires approval, by the Board of Directors, of all building plans, house location and elevation, driveways and landscaping. The covenants provide for refusal of any plans at the “sole and uncontrolled discretion” of the Board, including “purely aesthetic considerations”. Pursuant to this authority the Board has delegated the authority to review and approve plans to the Architectural Review Committee. The Architectural Review Committee was created pursuant to the Wedgefield Plantation Association Bylaws. Denial of Architectural Review Committee approval is subject to an appeal process outlined in the By-Laws. The By-Laws also provide the Board the authority to impose penalties for violations of the Covenants, apply to the Court for damages or injunctive relief, and to recover costs and attorney’s fees.

Appeal Process:

Any property owner who has had plans denied by the ARC may appeal the ARC decision within seven (7) days of denial. A legibly written statement explaining why the ARC should approve the submitted plans will be sent to the ARC. The ARC then reviews the statement and either amends or upholds its decision, within seven (7) days, with an explanation. If the ARC does not amend its decision and the applicant refuses to change the plans, the applicant may request in writing, that the plans, ARC decision, written statement, and ARC explanation be forwarded to the Legal Committee/Board of Directors. The Legal Committee/Board of Directors will review these documents to see if the ARC violated the Covenants, Conditions and Restrictions (CCRs), federal, state or local regulations, ARC guidelines, or By-Laws. If no violation is found, the process stops and the ARC decision stands. If the Legal Committee/Board of Directors finds a violation, it is reported to the Board of Directors. The Board of Directors then instructs the ARC to amend its decision.

ATTACHMENTS

Please attach sketches of proposed Additions and Alterations changes and Site Improvements permit application and sketches of any Site changes. If a color change is involved, please provide samples of materials with correct color.

FORMS:

- a) This signed Minor Change Application form must be accompanied by:
- b) Signed Compliance Agreement
- c) Signed Contractor Work Rules
- d) Signed Wedgefield Plantation Building Permit
- e) Wedgefield Plantation Association Final Acceptance

FOR ARC USE:

Comments: _____

Review completed and Approved or Disapproved by: _____

Conditions for approval:

I approve of this change application: (Must be three ARC signatures)

(1) _____ Date: _____

(2) _____ Date: _____

(3) _____ Date: _____

WEDGEFIELD PLANTATION ASSOCIATION

ARC FORMS

Lot # _____

MINOR CHANGE PERMIT APPLICATION

Existing Home, Site Improvements and Tree remove and replacement plan

Used for the following projects:

Add Irrigation well _____ Small tree removals or one * Large Tree _____ Landscaping Additions _____

*** May not be used for multiple large trees, or lot clearing. Use New Home Site Plan**

Fee: _____ \$20.00 _____ Check Number: _____ Date Submitted _____

OWNER: _____

Owner's Address: _____

Home phone: _____ Work phone: _____

Email address: _____ Lot number _____

Design professional: _____ Phone: _____

Contractor: _____ License Number: _____

Estimated time of work start: _____ Estimated time of completion: _____

Re: Architectural Review Committee Approval

The Conditions, Covenants, and Restrictions applicable to all lots in Wedgefield Plantation requires approval, by the Board of Directors, of all building plans, house location and elevation, driveways and landscaping. The covenants provide for refusal of any plans at the “sole and uncontrolled discretion” of the Board, including “purely aesthetic considerations”. Pursuant to this authority the Board has delegated the authority to review and approve plans to the Architectural Review Committee. The Architectural Review Committee was created pursuant to the Wedgefield Plantation Association Bylaws. Denial of Architectural Review Committee approval is subject to an appeal process outlined in the By-Laws. The By-Laws also provide the Board the authority to impose penalties for violations of the Covenants, apply to the Court for damages or injunctive relief, and to recover costs and attorney’s fees.

Appeal Process:

Any property owner who has had plans denied by the ARC may appeal the ARC decision within seven (7) days of denial. A legibly written statement explaining why the ARC should approve the submitted plans will be sent to the ARC. The ARC then reviews the statement and either amends or upholds its decision, within seven (7) days, with an explanation. If the ARC does not amend its decision and the applicant refuses to change the plans, the applicant may request in writing, that the plans, ARC decision, written statement, and ARC explanation be forwarded to the Legal Committee/Board of Directors. The Legal Committee/Board of Directors will review these documents to see if the ARC violated the Covenants, Conditions and Restrictions (CCRs), federal, state or local regulations, ARC guidelines, or By-Laws. If no violation is found, the process stops and the ARC decision stands. If the Legal Committee/Board of Directors finds a violation, it is reported to the Board of Directors. The Board of Directors then instructs the ARC to amend its decision.

ATTACHMENTS

Please attach sketches of proposed site changes. Please provide samples of materials and color samples. This form must be accompanied by:

- a) This signed Permit Application signed by all parties.
- b) Compliance Agreement
- c) Application for Architectural Review
- d) Contractor Work Rules
- e) Wedgefield Plantation Building Permit
- f) Wedgefield Plantation Association Final Acceptance

OWNERS Guarantee, I have read, understand, and guarantee all terms and conditions required by this MINOR CHANGE Permit. OWNERS Signature _____

FOR ARC USE:

Comments: _____

Review Approved by: _____ or disapproved by: _____

Conditions for approval:

I approve of this change application: (Must be three ARC signatures)

(1) _____ Date: _____

(2) _____ Date: _____

(3) _____ Date: _____

WEDGEFIELD PLANTATION ASSOCIATION

ARC FORMS

MINOR CHANGE PERMIT APPLICATION

CANALS, CREEKS, LAKES

Lot# _____

Used for the projects: Dock____ Boat House * (where appropriate) ____ Bulkhead____

*** At the sole discretion of ARC**

Fee: \$20.00 Check Number: _____ Date Submitted _____

OWNER: _____ Owner's Address: _____

Home phone: _____ Work phone: _____ Email address: _____

OWNERS Guarantee, I have read, understand, and agree to be fully bound by all terms and conditions of this permit, and that compliance fines and Contractor Work Rules are to be assessed to the Owner. OWNERS Signature _____

Design professional: _____ Tel: _____

Contractor: _____ License Number: _____

Estimated date work to start: _____ Estimated date of completion: _____

ATTACHMENTS:

Please attach complete plans and specifications of all proposed construction. Provide samples of materials and color samples.

- (1) * Please attach Structure Plans and Specifications and Site Plans proposed including color and finish.
- (2) For any Bulkheads, attach detailed Plans, Specifications and Installation Plan. Include wood and metal material type, dimensions.
- (3) Depth Bulkhead piles sunk below bottom of canal.
- (4) Type and dimensions of all hardware.

- (5) Please attach copies of all State, Local and Federal Permits required.
- (6) As a term and condition of this permit approval, the Lot Owner agrees and guarantees that such structures be maintained in good repair, kept safe, clean and orderly in appearance as determined by ARC at its sole discretion.
- (7) As a further term and condition of this permit approval the Lot Owner agrees and guarantees to paint or otherwise treat with preservative all wood or metal located above the high-water mark and maintain such paint or preservative in an attractive manner as determined by ARC at its sole discretion.
- (8) As a further term and condition of this permit approval the Lot Owner agrees ARC upon 30-day email or USPS notice may make needed repairs and/or bring structures up to acceptable standards and the cost to be at the owner's sole expense.
- (9) As a further term and condition of this permit, after 30 days, at ARC's sole discretion ARC may enter into property and authorize complete repairs, the cost shall be determined, at ARC's sole discretion by and add to the cost a 20% administration fee. Cost and Fee to be added to the Owners annual dues account, due and payable within 30 days.

Unpaid fines and fees may result in a lien on the Owners property.

* Any subsequent modifications to structures once installed requires submittal of a new Minor Change Application.

Re: Architectural Review Committee Approval

The Conditions, Covenants, and Restrictions applicable to all lots in Wedgefield Plantation requires approval, by the Board of Directors, of all building plans, house location and elevation, driveways and landscaping. The covenants provide for refusal of any plans at the "sole and uncontrolled discretion" of the Board, including "purely aesthetic considerations". Pursuant to this authority the Board has delegated the authority to review and approve plans to the Architectural Review Committee. The Architectural Review Committee was created pursuant to the Wedgefield Plantation Association Bylaws. Denial of Architectural Review Committee approval is subject to an appeal process outlined in the By-Laws. The By-Laws also provide the Board the authority to impose penalties for violations of the Covenants, apply to the Court for damages or injunctive relief, and to recover costs and attorney's fees.

Appeal Process:

Any property owner who has had plans denied by the ARC may appeal the ARC decision within seven (7) days of denial. A legibly written statement explaining why the ARC should approve the submitted plans will be sent to the ARC. The ARC then reviews the statement and either amends or upholds its decision, within seven (7) days, with an explanation. If the ARC does not amend its decision and the applicant refuses to change the plans, the applicant may request in writing, that the plans, ARC decision, written statement, and ARC explanation be forwarded to the Legal Committee/Board of Directors. The Legal Committee/Board of Directors will review these documents to see if the ARC violated the Covenants, Conditions and Restrictions (CCRs), federal, state or local regulations, ARC guidelines, or By-Laws. If no violation is found, the process stops and the ARC decision stands. If the Legal Committee/Board of Directors finds a violation, it is reported to the Board of Directors. The Board of Directors then instructs the ARC to amend its decision.

NOTE: OWNERS Guarantee, I have read, understand, and will comply with all terms and conditions required by this MINOR CHANGE Permit.

OWNERS Signature _____

FORMS: Submit seven forms wit this application

1. This signed Application form accompanied by:
2. Project Cover Page
3. Compliance Agreement
4. Application for Architectural Review
5. Contractor Work Rules
6. Wedgefield Plantation Building Permit
7. Wedgefield Plantation Association Final Acceptance

FOR ARC USE:

Review Approved or Disapproved by:

ARC _____ Drainage Committee _____ Water Amenities Committee _____

Conditions for approval:

Comments: _____

I approve a permit be issued for this change application: (Must be three ARC signatures)

(1) _____ Date: _____

(2) _____ Date: _____

(3) _____ Date: _____

WEDGEFIELD PLANTATION ASSOCIATION

SECTION III.

Compliance Agreement

Lot# _____

The undersigned owner(s) of property, listed below, in Wedgefield Plantation, and licensed General Contractor or Residential Builder, in consideration of the receipt of a permit to build or alter any structure in Wedgefield Plantation from the Wedgefield Plantation Association (WPA) Architectural Review Committee (ARC), do hereby agree to be fully bound and subject to all recorded Covenants, Conditions and Restrictions (CCRs) applicable to land in Wedgefield Plantation, together with the By-Laws of Wedgefield Plantation, Rules and Regulations promulgated thereby, and the authority of the ARC, all as effective the day and year written below.

OWNERS Guarantee. I have read, understand and guarantee all terms and conditions required by NEW HOME and MINOR CHANGE Permits,

BUILDER and CONTRACTOR Guarantee. I have read and guarantee all terms and conditions of the CONTRACTOR IN GOOD STANDING registration requirements to do construction work in Wedgefield Plantation.

HOMEOWNER, BUILDER and CONTRACTORS understand that there are fines, fees and loss of CONTRACTOR IN GOOD STANDING registration status for ALL for non-compliance.

LOT OWNERS Signature _____ Dated: _____ Builder/General Contractor: _____ Dated _____

Builder/General Contractor Signature: _____ Dated: _____

WEDGEFIELD PLANTATION ASSOCIATION

SECTION III.

Application for Architectural Review

Date Submitted: _____ Check #: _____ Amount: _____ Lot Number: _____ Street

Name: _____

Owner Information, Name _____

Address _____

City _____ State _____ Zip Code _____

Home Phone _____ Work Phone _____

Design Team Coordinator

Architect _____

Designer _____

Engineer _____

Builder _____

Builder Information:

Name _____

Current Address _____

City _____ State _____ Zip Code _____

Home Phone _____ Work Phone _____

License Type _____ License Number _____

General Liability Ins. Policy # _____

Workman's Comp Ins. Policy # _____

Gen. Liab. Ins. Agent _____ Tel. _____

Workman's Comp Ins. Agent _____ Tel. _____

WEDGEFIELD PLANTATION ASSOCIATION

SECTION III.

Architectural Review Committee Contractor Work Rules

The following rules shall apply to all contractors, subcontractors, suppliers, service companies, and delivery personnel entering Wedgefield Plantation, while working for property owners of Wedgefield Plantation.

1. Drive directly to your job site using main roads only or such special construction roads as may be in use at the time. **Speed Limits of 25 MPH are Strictly Enforced!!** Violations may result in access to Wedgefield Plantation being suspended. Wedgefield Plantation Association shall not be liable for any loss or damage to person or property while traveling within Wedgefield Plantation or while working on the site.
2. All vehicles must be parked within the job site or in an area designated for contractor parking. **For access to the jobsite workmen may not use adjoining properties.** Workers are to remain in their immediate work area.
3. All contractor personnel must cease work by 7:30 PM on all tasks that disturb the neighbors. Quiet tasks such as plumbing, wiring, finishing sheetrock or other jobs that do not require hammering or running of power tools may continue after 7:30 PM. Work on Sundays must be of a type that will not disturb the neighbors. No fishing, hunting, swimming, drinking of alcoholic beverages, or other activities unrelated to the job shall be permitted. Loud and offensive language, loud music or other noise not related to actual building is prohibited.
4. Only one project identification sign is permitted at each job site. The size of the sign shall not exceed eight (8) square feet in area, and the top of the sign shall be no more than four (4) feet above grade. Georgetown County and Wedgefield Plantation Building Permits shall be displayed.
5. Before digging in any road rights-of-way or easement areas, obtain information concerning utility lines from the applicable utility company or by calling Palmetto Utility Locator Service at 1-800-922-0983. The **Owner** is responsible for repairing, at his cost, to satisfaction of ARC, any damage. Damage refers to any damage to the roadways, access areas, natural areas, drainage pipes and ditches, or plants in the plantation, as well as those of the adjoining properties whether they are developed or not.
6. Truck Weight Limits within Wedgefield Plantation must conform to the State and County requirements for secondary roads.
7. The property lines of the job site must be clearly marked, and all work activity confined within this area. All construction materials, equipment and supplies must be stored in an orderly manner. The contractor shall furnish and install at each job site prior to the start of any clearing or construction, adequate sanitary toilets.

8. Trash dumpsters or similar containers must be approved and must be located on new construction sites, sufficient in size to accommodate the trash, waste material, and other debris from the project.

9. All building sites are to be cleaned daily with all waste building materials, building packaging materials, trash, paper, bottles, and cans placed in trash containers. Containers are to be emptied on a frequent basis and not allowed to overflow or generate offensive odors. Trash refers to any building materials or construction waste, which is unsightly or scattered both on and off the construction site.

10. Absolutely no dumping or disposal of litter, waste materials, or other debris is permitted within Wedgefield Plantation. Anyone violating this rule shall be required to remove the items dumped and clean the area. Burning of construction material and waste is not permitted on the job site.

11. Authorization included in the Architectural Review Committee Permit must be confirmed from the Owner to the Contractor before removing any trees from the job site.

12. Cleared trees and vegetation may not be burned on the job site.

13. All Contractors or Residential Builders must carry Comprehensive General Liability Insurance of no less than Five Hundred Thousand dollars (\$500,000.00) combined single limit coverage, and Workman's Comprehensive Insurance. Wedgefield Plantation Association reserves the right to request a Certificate of Insurance evidencing such coverages.

14. Contractors shall be responsible for the acts of all employees, subcontractors and their employees, and any other person performing work at the job site under the direction of the Contractor. The Contractor as well as the property **Owner** shall be responsible for the enforcement of the above rules for the duration of the job.

15. Wedgefield Plantation Association, in addition to, and not in any way limiting rights, a law, or equity, or other measures, including the removal of the parties involved from Wedgefield for a period of time or on a permanent basis, and they shall not in any event be liable for any loss or damage resulting there from.

16. Wedgefield Plantation Association reserves the right at any time to amend, add to, or revise these Contractor Work Rules.

The undersigned has read the above Contractor Work Rules and agrees to abide by all of such rules while at Wedgefield, and further agrees to comply with all construction documents relating to the work to be performed as approved by the Architectural Review Committee.

Any changes or additions to the construction documents including docks, floating docks, decks, fences, storage buildings, etc. must be verified as approved by the Architectural Review Committee.

Note: Violations of these Contractor Work Rules are subject to fines assessed to the Owner.

Construction Site Address _____ Lot # _____

Contractor Company Name (Print) _____

Contractor Signature _____

Contractor Address: _____

Property Owner (Print) _____

Property Owner Signature _____

Contractor Phone Number () _____ Property Owner Phone Number () _____

Insurance Certificate attached: Yes _____ or Agent and Certificate Number below:

Agent _____ Certificate Number _____

WEDGEFIELD PLANTATION ASSOCIATION

SECTION III.

Building Permit Review and Approvals Form

Building Permit Requirements

(Y)=pass (N)=fail (N/A) = not applicable.

- 1) **Formal application** including a brief description of the project () and the proposed Building Schedule ()
- 2) **Site plan:** topographical survey as required () tree survey for identification of significant or landmark trees () landscape plan () drainage plan () lot clearing & tree removal plan ()
- 3) **Blueprints or building plans** to include the following as needed:
 - a. Floor and foundation plans ()
 - b. Building sections ()
 - c. Exterior elevations- all sides ()
- 4) **Roofs:** Structure () materials () manufacturer () sample and color ()
- 5) **Exterior walls:** structure () materials () manufacturer () sample & color ()
- 6) **Fascia and trim:** construction materials () sample & color ()
- 7) **Window specifications:** material () manufacturer () type finish () color ()
- 8) **Doors/Garage doors:** material () specifications () type finish () color ()
- 9) **Patio/Deck:** material () finish () color chip ()
- 10) **Fences/Walls:** structure () material () color chip ()
- 11) **Screen enclosures:** structure () material () color chip ()
- 12) **Mechanical equipment:** equipment description () location () screening details ()
- 13) **Exterior lighting:** location () specifications ()
- 14) **Driveways & Sidewalks:** must be shown on the site plan () detailing location of each in relation to all property lines () the materials () finish () and color of each ()
- 15) **Swimming pools & other recreational facilities:** complete details and location on site plan ()

16) Stakeout Inspection:

2.37 At any time after being notified by the ARC that the Building Permit Review and Approval Form for the proposed dwelling has been approved and signed, then a stakeout of the lot may be undertaken as follows:

2.37.1 The property lines and outline of the foundation of all the structures should be identified by a series of stakes. Stakes subject to existing trees.

- 2.37.2 Any trees to be removed should be flagged with surveyor's ribbon or equivalent**
- 2.37.3 A member of the ARC will inspect the staked-out site and the report will be part of a final review before a Building Permit is approved. Absolutely NO CLEARING will be done prior to this inspection.**
- 2.37.4 Upon completion of the stakeout inspection, the ARC shall issue a Wedgefield Building Permit, which shall be posted along with the Georgetown County Building Permit.**
- 2.37.5 After lot clearing the site may be re-inspected to confirm building footprint**

- **In addition to the above mandatory design requirements, the following design amenities will affect the approvability of New Home Building permits:**
 - a. Preserve the natural beauty of Wedgefield and its settings.
 - b. Continue Wedgefield as a pleasant and desirable environment.
 - c. Establish and maintain a harmonious design for the community.
 - d. Promote and protect the value of properties within the Plantation.
- Each home should be treated as a carefully planned addition to our greater community. It is important to note that ARC considers those designs that are in keeping with the history and cultural heritage of the area as well as in keeping with the present-day appearance of Wedgefield and convey a feeling of permanence and endurance will be weighed as more approvable.

Note:

- It is important to stress the need for applicants to understand and comply with Section III of the ARC policy manual **in its entirety** for applicants to submit a complete and approvable application
- Our reviewers offer site meetings with owners and their design teams. Please call our office at (843) 546-2718 to obtain meeting times and dates available.

ARC USE ONLY

Comments:

Approvals: Three (3) Signatures required for approval to the Chairman to issue permit.

Signature 1	_____	Date	_____
Signature 2	_____	Date	_____
Signature 3	_____	Date	_____

WEDGEFIELD PLANTATION ASSOCIATION

SECTION III.

Wedgefield Plantation Association Wedgefield Plantation Building Permit

THIS IS TO ADVISE THE OWNER _____ OF LOT # _____ THAT THE WEDGEFIELD PLANTATION ARCHITECTURAL REVIEW COMMITTEE HAS REVIEWED THE PLANS FOR CONSTRUCTION AS SUBMITTED AND FINDS THAT THE STRUCTURE FALLS WITHIN THE CONCEPTS AND DESIGN REGULATIONS OF THE CONDITIONS, COVENANTS AND RESTRICTIONS OF THE WEDGEFIELD PLANTATION ASSOCIATION OF PROPERTY OWNERS' GUIDELINES.

THIS BUILDING PERMIT IS ISSUED TO YOU FOR THE PURPOSE OF NOTIFICATION THAT YOUR HOME HAS BEEN APPROVED BY THE ARCHITECTURAL DESIGN COMMITTEE, AND THAT YOU ARE NOW PERMITTED TO SEEK THE NECESSARY GEORGETOWN COUNTY BUILDING PERMITS FROM THE GEORGETOWN COUNTY BUILDING AND ZONING OFFICE.

THIS NOTICE MUST BE DISPLAYED ALONG WITH THE COUNTY PERMITS AT THE BUILDING SITE FOR THE DURATION OF CONSTRUCTION AND UNTIL A FINAL INSPECTION HAS BEEN COMPLETED.

THE CONTRACTOR AND OWNER MUST ACKNOWLEDGE AND ACCEPT THE CONTRACTOR WORK RULES AS THEY APPLY TO WEDGEFIELD PLANTATION. THE OWNER WILL BE HELD RESPONSIBLE FOR HIS/HER CONTRACTOR'S ADHERENCE TO THE WORK RULES.

SIGNATURE OWNER _____ DATE _____

SIGNATURE CONTRACTOR _____ DATE _____

WE HEREBY GIVE NOTIFICATION TO ALL THOSE CONCERNED WITH THE ABOVE PROPERTY AND THE PROPOSED CONSTRUCTION TO BE PLACED THEREON, THAT THE ARCHITECTURAL REVIEW COMMITTEE OF WEDGEFIELD PLANTATION DID MEET ON THE _____ DAY OF _____ IN THE YEAR _____ AND DID AGREE TO APPROVE THE CONSTRUCTION OF THE BELOW NOTED:

TO BE PLACED ON LOT NUMBER _____ ON STREET _____

WITHIN WEDGEFIELD PLANTATION, AN APPROVED PLANNED UNIT DEVELOPMENT SUBDIVISION IN GEORGETOWN COUNTY.

CHAIRMAN- ARCHITECTURAL REVIEW COMMITTEE

SIGNATURE DATE _____

WEDGEFIELD PLANTATION ASSOCIATION

SECTION III.

Wedgefield Plantation Association Final Acceptance

This document must be signed by the appropriate Committees to complete the project governed by Wedgefield Plantation Association Architectural Review Committee Manual, Covenants/Restrictions, and By-Laws.

The Homeowner should retain a copy and the WPA office will place a copy on file. Once completed, the WPA will process the appropriate refund of the homeowner's deposit.

Lot Number: _____ Street Address: _____

Owner Information:

Name _____

Current Address _____

Home Phone Work Phone _____, _____

_____ Meets all ARC requirements as specified in ARC manual.

Architectural Review Committee Representative _____

Date _____

Accept Reject

_____ Meets all Drainage requirements as specified in ARC manual.

Drainage Committee representative _____

Date _____

_____ Meets all Road Damage requirements as specified in ARC manual.

Roads Committee representative _____ Date _____

Notes for Rejection and Steps Needed:

:

WEDGEFIELD PLANTATION ASSOCIATION

Contractor In Good Standing Registration And Application Form

The undersigned below, a licensed General Contractor or Residential Builder, in consideration of the receipt of Contractor In Good Status registration to build or alter structures in Wedgefield Plantation from the Wedgefield Plantation Association (WPA) Architectural Review Committee (ARC), do hereby agree to be fully bound and subject to all recorded Covenants, Conditions and Restrictions (CCRs) applicable to land in Wedgefield Plantation, together with the By-Laws of Wedgefield Plantation, Rules and Regulations promulgated thereby, and the authority of the ARC, all as effective the day and year written below.

Contractor's Guarantee. I have read, understand, and agree to follow all terms and conditions required for an Owner's NEW HOME or MINOR CHANGE Permit. I have read and agree to follow all terms and conditions of the CONTRACTOR IN GOOD STANDING registration. requirements to build or alter structures in Wedgefield Plantation

CONTRACTOR under stand's that there are fines, fees to Owners and loss of CONTRACTOR IN GOOD STANDING status for non- compliance.

This Current Contractor in Good Standing registration shall apply to all vehicles registered to one given contractor.

Contractor Information:

Name _____
 Address _____
 City _____ State _____ Zip _____
 Phone _____ Cell _____
 LicenseType _____ LicenseNumber _____
 General Liability Ins. Policy # _____
 Workman's Comp Ins. Policy # _____
 Gen. Liab. Ins. Agent _____ Tel. _____
 Workman's Comp Ins. Agent _____ Tel. _____
 Vehicle Plate Number, State _____ Plate No. _____

Contractor Signature: _____

Fee \$ _____ Check No. _____ Date _____ Received By _____

Insert Contractor in Good Standing Certificate here.

Insert WPA Complaint Form here.