

# **WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL**

## **SECTION III.**

### **ARCHITECTURAL REVIEW COMMITTEE**

#### **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**

- Preserve the natural beauty of Wedgefield and its settings,
- Continue Wedgefield as a pleasant and desirable environment,
- Establish and maintain a harmonious design for the community,
- 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 destruction of natural landforms. "See Section 5.03."

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.

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### 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, structure, or property.

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. "See Section 5.03"

#### **Appeal Process:**

Any property owner who has had plans denied by the ARC may appeal the ARC decision within fourteen (14) calendar 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 fourteen (14) calendar 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. The Legal Committee 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 ARC violation is found, the Legal Committee shall refer the appeal to the full board for a final decision. If the Legal Committee finds a violation, it is reported to the Board of Directors. The Board of Directors then instructs the ARC to amend its decision.

### 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 harmonious 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.

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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. All plans must be approved by ARC, which has full discretion on design.

### 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.

## 2 **APPROVAL PROCESS AND PROCEDURES**

### 2.01 **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:

1. Office manager assigns project cover page. Appendix III-1
2. Sign a WPA Compliance agreement. Appendix. III-2
3. Formal Application and payment of fees (See Section 2.05) Appendix III-3
4. Sign work rules. Appendix III-4. Including Proof of Insurance, Appendix III-4, para. 9
5. Review of all, prints materials and final design.
6. Site layout, and staking and tree inspection.
7. Final approval and signing of application for Architectural review- Appendix III-3
8. Issuance of Wedgefield Building Permit- Appendix III-5
9. Periodic inspection of site and construction
10. Final inspection and approval of construction- Appendix III-6

#### 2.01.1 Record retention for ARC Applications and related Associations Documents will be five years. (Rev. 3/19/19)

### 2.02 **Licensed and Approved Designers, Engineers, and Builders:**

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.

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### 2.03 **Pre-Application Research:**

The **Owner** should select his or her designer, architect, engineer and/or builder, and it shall be the responsibility of the **Owner** to acquaint the building team with the **ARC** process and design guidelines. The design, construction and other building team members are encouraged to visit Wedgefield for an onsite tour of existing structures prior to beginning the plans. In so doing, the design team can creatively design or choose the dwelling in a compatible manner with the overall goals of the **ARC**. A member of the **ARC** can be made available upon request for an initial conference with the design team to explain the guidelines and concepts.

It is also advisable that the **Owner** obtain a topographic survey of the lot as soon as possible in order that the design team can make a proper site evaluation in accordance with the site planning guidelines that are part of the **ARC** procedures.

### 2.04 **Conceptual Design and Layout Review: (optional)**

In order to facilitate the approval process, the design team may prepare an informal conceptual sketch or photograph of the proposed building design and site layout to the **ARC** for their general comments and suggestions. The Board's representative will either make recommendations, or encourage the design team to the next step of the approval process.

Refusal or approval of plans, location or specifications may be based upon any grounds, including purely aesthetic considerations which the **ARC** in its sole and absolute discretion shall deem sufficient.

### 2.05 **Application Submittal and Review Fee Payment:**

An “**Application for Architectural Review**” (**Appendix III-3**) form must be completed and submitted by the **Owner** or his or her agent to the **ARC** and permit (**Appendix III-5**) approved before the commencement of any construction activity of any type. This application must be accompanied by payment of all fees (refundable and non-refundable) per the outline below after a final inspection:

#### 2.05.01 **Single Family Residence (new home build) fee consisting of: \*(Rev. 7/20/21)(Rev. 5/17/22)**

A. Trash Control/Damage Deposit.....	\$5,500.00	Refundable
B. Construction Road Use Fee.....	\$2,250.00	Non-Refundable
C. Drainage Fee.....	\$2,000.00	Non-Refundable
D. Administrative Fee.....	\$150.00	Non-Refundable
TOTAL FEES...		\$10,000.00

#### 2.05.02 **Other construction requiring use of heavy construction equipment or supplies that may cause damage to the roads. This includes, but not limited to, heavy equipment, concrete trucks, tractor trailers with shingles or sod, large trees greater than 8” DBH requiring a log truck.**

A. Trash Control/Damage Deposit.....	\$250.00	Refundable
B. Construction Road Use Fee.....	\$150.00	Non-Refundable
TOTAL FEES .....		\$400.00

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2.05.03 **Other construction including, but not limited to, modification, sheds, decks, porches, fences, non-concrete patios, re-siding, etc. (Rev. 4/18/17), and removal of trees greater than 8" DBH (5.03) not requiring a log truck. (Rev.7/18/17) (Appendix III-8)**

A. Trash Control/Damage Deposit.....	\$250.00 Refundable
B. Construction Road Use Fee.....	25.00 Non-refundable
C. ARC Review Fee .....	<u>25.00</u> Non-refundable
TOTAL FEES.....	\$300.00

2.05.04 The following projects do not require deposits, but do require ARC approval: exterior color change, satellite equipment, irrigation well, pet area w/o pad, recreational equipment w/o pad. (Rev. 5/21/13) (Rev.7/18/17)

Note: The above fees are subject to change with proper notice. Fees for plans not approved shall be refunded.

The above deposits will be held by the Association and will be refunded at the final inspection period less any penalties for noncompliance, damages, and/or implementation of specific conformance to the plans set forth in the approval and permits issued by the **ARC**. Landscaping must have been completed prior to the refundable deposit being authorized. **Landscaping:** Grass (sod) in the front and side yards. The rear yard may be of landscaping material that is aesthetically pleasing. The **non-refundable deposits** will be utilized by the Association for maintenance and other association costs.

Trash refers to any building materials or construction waste, which is unsightly or scattered both on and off the construction site. 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.

The **Owner** or agent should include all requested information and payment of fees and deliver them to the **ARC** or its agent.

2.05.05 **Variance:**

The ARC may occasionally grant a variance from the requirements of the ARC rules, regulations, procedures, and guidelines. Any property owner may submit a written request of a variance from the requirements for their project. **see appendix 111-10.** the requested variance will include the following information:

1. An explanation as to why the application of the ARC rules, regulations, procedures, and guidelines on this particular project would create an unnecessary hardship for the property owner.
2. The variance would not cause substantial detriment to the Wedgefield Plantation community nor to the adjoining property owners.

**Signature of the adjoining property owners indicating they are aware of and**

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**have no objections to the variance.**

3. Drawings necessary to clarify the project as needed.

When a variance request would also require a variance from Georgetown County, the applicant must obtain the County variance before the ARC will grant WPA variance request. The written decision from Georgetown County will be submitted to the ARC and kept on file.

The ARC will consider each variance on a case by case basis and the approval of any variance will not constitute a precedent.

### 2.06 **Design Review and Approval Process:**

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**.

No approvals shall be issued to any property owner/builder if there are: unpaid fees or fines, an existing Stop Work Order, or any ARC violations.

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 completed and satisfactory. Only after the ARC Final Inspection is complete the Certificate of Occupancy request may be submitted to the County.

The plan documents shall include the following:

- 2.06.01 A site plot plan drawn to scale not smaller than 1"= 20' which shows the following:
1. Owner's name and telephone number(s)
  2. Architect, engineer, builder, or designer that has drawn the plans. Include their name, address, and telephone number.
  3. North arrow and scale.
  4. Property lines with dimensions, bearings, and setbacks clearly indicated. (refer to item 3.02).
  5. Elevations of lot corners, center of lot, edge of roadways, edge of lakes, water level and top of bank location if applicable.
  6. Location of trees 8" in diameter measured at DBH (or approximately 54" above ground level) and identify which trees are to be removed and which are to be left.
  7. 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 wall or beam locations and heights.
  8. Conceptual landscape plan.
  9. Access to street, drives, parking, walks, decks and patio elevations.

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10. Entry to lot for water, sewer, electrical, telephone and television service.
11. 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.

### 2.06.02 Elevation drawings, which show the following:

1. All four elevations at a scale of  $\frac{1}{4}" = 1'$  or larger.
2. Relation of building to grade level.
3. Height of structure and first floor elevation.
4. Overall height from grade level to highest ridge of roof.
5. Descriptions, samples, or literature of all exterior materials to be used which includes, siding, roofing, bricks, and colors to be used.

Note: Submit any and all color renderings, samples, photographs, or models that may be available.

### 2.06.03 Floor plan drawings, which show the following:

1. Each floor, mezzanine, and ground level plan at a scale of  $\frac{1}{4}" = 1'$  or larger.
2. Overall dimensions.
3. Square footage of structure, showing Heated and Total square footage.
4. Room use labeled.
5. All walls, windows, and doors.
6. All overhangs of floors and roofs.
7. Ground level plan to show foundations, enclosures, driveway location, stairways, and garbage and HVAC enclosures.

Note: The design team is to verify to the **ARC** that the minimum required square footage (1500 sq. ft.) of the dwelling has been met by calculating the enclosed living area lying above the "100-year flood elevation" as established by the Georgetown County Flood Damage Prevention Ordinance.

**Minimum Square Footage:** All new home construction in Wedgefield Plantation according to our original Covenants & Restrictions, will have a minimum of 1500 square feet heated floor 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. (Rev. 10/20/20).

The ARC recommends new construction at (1875 HSF). This recommendation is in keeping with past trends. Most new homes approved and constructed in the past several years have been larger than the minimum stated. The minimum square footage stated does not include areas such as garage, deck, patio or attic.

Please note that the construction of all approved structures must be completed within one year after the start of actual construction. Actual construction must commence within six (6) months of the issuance of the permit. Extensions may be issued with proper ARC

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approval.

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.

2.07

### **Stakeout Inspection:**

At any time after being notified by the **ARC** of the approval of the site plan and proposed dwelling, stakeout of the lot shall be undertaken as follows:

1. The property lines and outline of the foundation of all the structures should be identified by a series of stakes connected by string.
2. Any trees to be **removed** should be flagged with surveyor's ribbon or equivalent. "See Section 5.03."
3. A member of the **ARC** will inspect the staked out site and his / her report will be part of the final review.
4. Absolutely **NO CLEARING** will be done prior to the inspection and **written approval of the ARC**.
5. Upon completion of the stakeout inspection, the **ARC** shall issue a **Wedgefield Building Permit (Appendix III-5)**, which shall be posted along with the **Georgetown County Building Permit** at the construction site.

2.08

### **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 by mail of any fault found in the inspection of the property that does not comply. The **Owner** and/or agents will notify the **ARC** of the final stage of construction that will allow for a final inspection of the property. After WPA Final Acceptance is complete the Owner or agent will notify the local building inspector for Georgetown County in order that the county may conduct its final inspection and issue the necessary Certificate of Occupancy to the applicant. Refundable deposit is issued after Final Acceptance by **ARC** and a Certificate of Occupancy is obtained from the county.

2.09

### **Future Improvement Review:**

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

1. Site plan of the proposed location of improvements.
2. Floor plans of the intended improvements.
3. Material and color samples to be used.

3.

## **SITE PLANNING**

3.01

### **Site Evaluation:**



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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, the **ARC** offers some of the following considerations and recommendations:

- Note the best natural and man-made views and amenities from your lot.
- Attempt to preserve the existing trees and other natural habitats.
- Avoid blocking views that your neighbors have of marshes, golf course, etc.
- Note and clear drainage ditches that need unimpeded flow.
- Orient your 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.

### 3.02 **Building Setbacks:**

The following setbacks apply to Wedgefield Plantation except as follows:

#### **465 Single Family Residential Lots:**

Affiliated Streets:

Ballard Place  
Captain Anthony White  
Daniel Morrall Lane, Not Lots 37 - 52  
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

Setbacks:

Front: 25 feet  
Sides: 15 feet

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Rear: 15 feet

### **The Arbors:** Lots 1 to 27

Affiliated streets:

Robert Conway Court  
Sedley Court

Setbacks:

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

### **The Enclave:** Lots 434 to 501 and lots 454 to 482

Affiliated streets:

Francis Parker Road  
Joanna Gillard Lane

Setbacks:

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

### **The Village:** 40 Lots

Affiliated streets:

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

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

### **Wedgefield-Dragon/Goelet Courts** 24 Lots

Affiliated streets:

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

Setbacks:

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

All construction over 6" above grade must conform to the prescribed setbacks. This includes patios, decks, and balcony overhangs.

3.03

### **Site Grading and Clearing:**

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3.03.01 Drainage considerations for individual sites are important and, therefore, any alteration to existing drainage is prohibited without prior approval of the **ARC**.

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

3.03.03 **Drainage During Construction Policy**

1. Starting
  - a. Contact Drainage and Architectural Review Committees for approval and instruction.
2. Standards for driveways as required:
  - 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. 8" minimum pipe, unless the water volume requires a different diameter.  
Drainpipe size to be noted on site plan indicating the lot drainage. Drainpipes must be approved by ARC and Drainage Committee representative.
  - d. Pitch 4" per 100 feet, exceptions must be approved by the Drainage Committee.
  - e. Bulkheads if needed.
3. Procedures.
  - a. Plans for drainage are to be submitted for approval by the Drainage Committee and the Architectural Review Committee.
  - b. Notification to the Drainage Committee of when the work is to start.
  - c. All drain ways and roadways are to be kept clear and clean during construction. Temporary drain pipe required in the right-of-way during construction. All completed work is to be approved by the Drainage Committee and Architectural Review Committee.
  - d. Property owner will be responsible for maintenance of all drain ways. Property owner 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 should be requested through the Drainage Committee.
  - e. All elevations will conform to surrounding elevations to ensure proper draining. Four-inches per 100 feet, exceptions must be approved by the Drainage Committee.
4. Compliance.

All homeowners will comply with this policy. The Association reserves the right and will enforce this policy at the Homeowners expense.

3.03.04 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.

3.03.05 Runoff during construction must not cause damage to adjacent properties. Temporary silt fences must be erected to control any erosion problems.

Roads to remain clear of runoff, dirt, and mud.

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### 4. BUILDING STANDARDS AND CRITERIA

#### 4.01 **Building Height:** (35 ft. Max) (9 ft. min)

The maximum overall mean roof height permitted for single family homes, measured from the lowest point of the existing or proposed foundation or slab to the mean roof height. Where applicable, a cupola, dome, widow's walk, elevator shaft or other similar feature, excluding chimneys, shall be as follows:

A 9 ft. min. measured from lowest point of existing or proposed foundation or slab to the soffit. Heel trusts are prohibited.

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

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

4.01.02 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 FIRM. 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.**

#### 4.02 **Exterior Building Standards and Other Improvements:**

4.02.01 **Satellite Dishes:** 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.

4.02.01.01 **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)

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- 4.02.02 **Boat houses** will require Other Construction Fee of \$400.00 See paragraph 2.05.02. (Appendices III,4,& 5)
- 4.02.03 **Chimneys:** Capping of prefabricated chimneys must be shielded with the use of architectural devices.
- 4.02.04 **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.
- 4.02.05 **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.
- 4.02.06 **Docks and Bulkheads** require an ARC application. See Appendix III-9.
- 4.02.07 **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 or as necessary as based on house design. Any approved fence or fence corner must be at least (1) one foot 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. Fences shall be of “see through” design such as chain link or picket. **Check the CCR’s for pool privacy fence.**
- 4.02.07.01 **Deer Fences:** When electric fences are used, consideration of neighbors is paramount. Installation of electrical fencing is a liability issue and the owner assumes total responsibility.
- 4.02.07.02 **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.
- 4.02.08 **Drives/Curb Cuts:** All residents shall have concrete, paved, or stoned driveways no closer than (1) one foot to any side property line at existing grade. In cases of property plat restrictions the owner/agent must present a site plan to the ARC showing the length of the driveway that is closer than (1) one foot 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 pipe which must be determined prior to construction and must be reviewed by the Drainage Committee.
- 4.02.09 **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 and must be installed on **ALL** sides of the home.

Due to flood elevation standards, habitable living areas generally are required to be elevated above grade. 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

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lattice or louvers are used, the material must be wood, composite, or heavy vinyl where the slats used in the construction of the lattice are at least ¼" thick.

- 4.02.10 **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.
- 4.02.11 **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.
- 4.02.12 **Mail Boxes:** 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".
- 4.02.13 **Materials - Siding/Exterior:** Substantial natural materials are encouraged. Pressboard, hardboard, or composition board may be cause for rejection.
- 4.02.14 **Parking Area:** Driveways should provide adequate off-street parking for one car per bedroom.
- 4.02.15 **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. Temporary children's pools are permitted, provided the pool does not exceed 8 feet in diameter or 18 inches deep. Must have minimum 48" fence with self-closing, self-latching gates. See Section 4.02.09 for setback requirements.
- 4.02.16 **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 must not be placed in the front yard.
- 4.02.17 **Roof Shingles:** If used, architectural type shingles are recommended. Samples must be submitted for approval.
- 4.02.18 **Roof Pitch:** Wedgefield recommends primary roof pitches between 6/12 and 12/12. Anything else must be approved.
- 4.02.19 **Service, Utility, and Storage Areas:** All areas of this type must be properly concealed or screened from view.
- 4.02.20 **Storage Sheds:** All sheds will be held to the following restrictions:

Maximum external area may not exceed 180 square feet provided:

1. Total square footage may not exceed .6 % of total lot size. Example: 20,000 sq. ft. lot may be permitted a 120 sq. ft. shed.

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

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2. No length or width may exceed 16 feet as measured to the exterior of shed.
3. The maximum height of 12 'to be measured from grade to the top of the roof.  
(Rev. 10/20/15)
4. Color of siding and roof to blend with the house colors.
5. Should be placed as close to the house as possible to avoid blocking neighbors view and/or creating an eyesore for the neighbors
6. The ARC policies with regard to shed architecture and construction are flexible but will be used to keep the community as attractive as possible.
7. Only one (1) accessory building (shed/outbuilding) is allowed per lot. See Article 5 of the CCRs.

4.02.21 **Tennis Courts/Pickleball Courts:** Private tennis /pickleball courts are not allowed at Wedgefield.

4.02.22 **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.

## 5. LANDSCAPE STANDARDS

### 5.01 **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.

### 5.02 **Landscaping**

**Landscaping:** Grass (sod) in the front and side yards and plants around the house foundation. Rear yard may be of landscaping material that is aesthetically acceptable.

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. Appendix III-3 See list of recommended landscape plants, paragraph 7.0 of this Section.

### 5.03 **Tree Removal:**

The following guidelines are for lot clearing. Any tree (8) six 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 approved by the ARC for removal. The ARC adheres to the Georgetown County Tree Ordinance. (Rev. 5/21/13). (Rev. 2018).

### 5.04 **Bank Stabilization:**

All activities related to the waterways of Wedgefield Plantation must comply with Federal, State, and County regulations. Many of the activities associated with the waterways may be governed by the Nationwide Permit NWP 27. All necessary permits

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

are the responsibility of the property owner. Notification, application and required approval must be provided to the ARC prior to commencement of work. See Appendix III-9.

Bank stabilization activities necessary for erosion prevention provided:

- a. No material is placed in excess of the minimum needed for erosion protection;
- b. The bank stabilization activity is less than 500 feet in length;
- c. The activity will not exceed an average of one cubic yard per running foot placed along the bank below the plane of the ordinary high water mark or the high tide line;
- d. No material is placed in any special aquatic site, including wetlands;
- e. 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;
- f. No material is placed in a manner that will be eroded by normal or expected high flows (properly anchored trees and treetops may be used in low energy areas); and,
- g. The activity is part of a single and complete project.

### 5.05 Notification:

The permittee must submit a pre-construction notification to the district engineer prior to commencing the activity if the bank stabilization activity: (1) involves discharges into special aquatic sites; (2) is in excess of 500 feet in length; or (3) will involve the discharge of greater than an average of one cubic yard per running foot along the bank below the plane of the ordinary high water mark or the high tide line. (See general condition NWP 27, Sections 10 and 404.

Bank stabilization activities in excess of 500 feet in length or greater than an average of one cubic yard per running foot may be authorized if the permittee notifies the district engineer in accordance with the "Notification" general condition and the district engineer determines the activity complies with the other terms and conditions of the nationwide permit and the adverse environmental impacts are minimal both individually and cumulatively.

## 6. PENALTIES AND FINES (Rev. 5/17/22)

### 6.01 Enforcement, Penalties and Fines:

The following is a schedule of fines that may be levied when a property owner, prime contractor or subcontractor violates the Conditions, Covenants, and Restrictions (CCRs) or ARC regulations. Fines will be deducted from the refundable portion of the deposit or assessed to the property owner. Failure to comply with Conditions, Covenants, and Restrictions (CCRs) or ARC regulations may result in withdrawal of Wedgefield Building Permit and suspension of all work.

1. Failure to post building permits in approved receptacle (after 1 warning)....\$25.00 per day
2. Severe damage to a Protected Tree (16" to 24" in diameter) \$300.00 per tree plus replacement.
3. Unauthorized Tree Removal during site clearing or construction:



# **WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL**

## **SECTION III.**

- a. Unprotected tree (8 " DBH but less than 16")..... \$100.00 per tree plus replacement
  - b. Significant tree (16" DBH but less than 24")..... \$300.00 per tree plus replacement
  - c. Landmark tree (24" DBH or greater) ..... \$1,000.00 per tree.
4. Damage to Common Property/Natural areas.....\$100.00 per occurrence.
5. Unauthorized burning..... \$100.00 per occurrence
6. Unauthorized Site or Building plan change ..... \$150.00 per occurrence. Changes must be approved by ARC.
7. Other miscellaneous violations after prior warning. Sanitation, littered construction site, dumpster location violation, contractor or subcontractor misconduct.....\$25.00 per day.
8. Unauthorized dumping of trash and other debris .....\$250.00 per occurrence.
9. Unauthorized construction or placement of play equipment, shed, etc...\$500.00 and must obtain a permit within 15 days, after which there will be an additional fine of \$25.00 per day.  
per occurrence.
10. Failure to comply with all ARC Rules and Policies will require fees to be paid upon notice of violation. Failure to pay will result in a STOP WORK ORDER being issued and suspension of building permit.

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

### 7.0

### Landscape Plants

<u>Botanical Names</u>	<u>Common Names</u>	<u>Botanical Names</u>	<u>Common Names</u>
<b><u>Trees:</u></b>		<b><u>Ground Covers:</u></b>	
Quercus Virginiana	Live Oak	Liriope Muscari	Liriope
Magnolia Grandiflora	Southern Magnolia	Trachelospermum	
Liriodendron Tulipifera	Tulip Tree	Asiaticum	Asian Jasmine
Quercus Falcata	Red Oak	Hedera Helix	English Ivy
Quercus Michauxii	Cow Oak	Hedera Canariensis	Algerian Ivy
Acer Rubraum "Drummondii"	Swamp Red Maple	Vinca Major	Vinca
Taxodium Distichum	Cypress	Aspidistra Elatior	Aspidistra
Cornus Florida	Dogwood	Dyopteris ssp.	Wood Fern
Lagerstroemia Indica	Crepe Myrtle	Hemerocallis Fulva	Daylily
Malus Augustifolia	Crab Apple		
Prunus Carolinaina	Cherry laurel	<b><u>Vines:</u></b>	
Ilex Opaca	American Holly	Gelsemium	
Cercis Canadensis	Red Bud	Sempervirens	Carolina Yellow Jasmine
Betula Nigra	River Birch		
Magnolia Virginiana	Sweet Magnolia	Fiscus Pumila	Fig Vine
Pinus Taeda	Loblolly Pine	Rose Banksias	Lady Banksias Rose
Pinus Palustris	Long Leaf Pine	Trachelospermum	
Pinus Thumbergii	Japanese Black	Jasminoides	Confederate Jasmine
Pine		Wisteria Sinensis	Wisteria
Taxodium Distichum	Bald Cypress		
<b><u>Shrubs:</u></b>			
Formosa	Azalea		
Camellia Japonica	Camellia		
Camellia Sasanqua	Sasanqua Camellia		
Spirea Cantoniensis	Reeve's Spirea		
Myrica Cerifera	Wax Myrtle		
Ligustrum Japonicum	Wax Leaf		
Gardenia Jasminoides	Gardenia		
Azalea Canescens	Wild Azalea		
Elaeagnus Pungens	Elaeagnus		
Sabal Minor	Dwarf Palmetto		
Hydrangea Quercifolia	Oakleaf Hydrangea		

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

### Appendix III-1

#### Project Cover Page

##### **Re: Architectural Review Committee Approval**

The Conditions, Covenants, and Restrictions are applicable to all lots in Wedgefield Plantation. All building plans, house location and elevation, driveways and landscaping are subject to approval by ARC. 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 By-Laws. 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, ByLaws, and policies of the ARC. The board may 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 fourteen (14) calendar 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 fourteen (14) calendar 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. The Legal Committee 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 ARC violation is found, the Legal Committee shall refer the appeal to the full board for a final decision. If the Legal Committee finds a violation, it is reported to the Board of Directors. The Board of Directors then instructs the ARC to amend its decision.

Name of Resident \_\_\_\_\_

Project: \_\_\_\_\_

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

### Appendix III-2

#### Compliance Agreement

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, Policies promulgated thereby, and the authority of the ARC, all as effective the day and year written below.

Owner(s):

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

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Lot# \_\_\_\_\_

General Contractor:

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

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

### Appendix III-3

#### Wedgefield Plantation Procedural Steps For Lot Owners Who Desire To Build

- (1) Obtain from the Association's Agent at the Association Office, a copy of the "**Architectural Design Process**" and an "**Application for Architectural Review**". Please read and review these documents in detail.
- (2) Fill out the "**Application for Architectural Review**" and submit the completed application with the appropriate review fee as detailed in the "**Architectural Design Process section 2.05**" to the Association's Agent at the Association Office. Make checks payable to Wedgefield Plantation Association.
- (3) Submit a site plot plan: containing location of home, outbuilding (if any), driveway or any other structures to the A.R.C. Site plot plan and its contents must be to scale and show all setback measurements. See Section 2.06.01
- (4) Upon approval and/or rejection by the **ARC**, the **Owner** will be notified in writing of the decision within 20 calendar days from date of receipt at the WPA office. (Rev. 8/21/12)
  - (A) If approved, the **Owner** and the **Contractor** must both sign and return the "**Contractor Work Rules**" (**Appendix III-4**) along with the construction deposit fee of **\$10,000.00**, paid for by the land owner to the Agent at the Association Office. Make Checks payable to **Wedgefield Plantation Association**. Upon receipt of these, a **Wedgefield Plantation Building Permit (Appendix III-5)** will be issued.
  - (B) If disapproved, the **Owner** may make required changes and resubmit the package at no additional charge, or he/she may pick up the plans and check at the Association Office.
- (5) The **Owner** and the **Contractor** must both sign, with a witness, the building permit. The Associations Office Manger may serve as the witness. (Appendix III-5)
- (6) The **Owner** must then go to the Georgetown County Building and Zoning Office to obtain a Georgetown County Building permits. Both this permit and the **Wedgefield Plantation Building Permit** must be displayed at the job site for the duration of the construction and final inspection has been done.

Following this outline will expedite the proper procedures that are necessary for you to commence construction. If you have any concerns or questions, please do not hesitate to call the Association's Office Clerk at the Association Office.

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

### Appendix III-3

#### Wedgefield Plantation Association

#### *Application for Architectural Review*

Date Submitted: \_\_\_\_\_ Check #: \_\_\_\_\_ Amount: \_\_\_\_\_

Lot Number: \_\_\_\_\_ Street Name: \_\_\_\_\_

Owner Information: \_\_\_\_\_

Name

Current Address

City \_\_\_\_\_, State \_\_\_\_\_, Zip Code \_\_\_\_\_

Home Phone

Work Phone

Design Team:

Architect ( )

Name

Current Address

City \_\_\_\_\_, State \_\_\_\_\_, Zip Code \_\_\_\_\_

Home Phone

Work Phone

Engineer ( )

Name

Current Address

City \_\_\_\_\_, State \_\_\_\_\_, Zip Code \_\_\_\_\_

License Number

Work Phone

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 #

General Liability Ins. Agent

Workman's Comp Ins. Agent

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

Agent's Phone Number

Agent's Phone Number

### Appendix III-4

#### 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 will start work no earlier than 7:30AM and 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 right-of-ways or easement areas, obtain information concerning utility lines from the applicable utility company or by calling 811. The **Owner** is responsible for repairing, at his cost, to the satisfaction of Wedgefield Plantation Association and the utility company, any damage to the utilities, roadways, access areas, and adjoining properties. **Truck Weight Limits** within Wedgefield Plantation conform to the State and County requirements for secondary roads.
6. 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. 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. **All** building sites are to be cleaned **DAILY** with all packaging materials, 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. In the event that two (2) adjacent sites are owned by the same person/s or company and the same contractor is being used on both properties, one (1) sanitary toilet and one (1) dumpster of adequate size to serve both home sites will be allowed upon approval of the Georgetown County Building Department and the Wedgefield ARC Committee. (Rev. 3/16/21)
7. Absolutely no dumping or disposal of litter, waste materials, or other debris is permitted within Wedgefield Plantation. Dumping of materials in lakes, ponds or canals is strictly prohibited. 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. Violators are subject to fines.
8. Authorization of the Architectural Review Committee must be obtained before removing any trees from the job site. Cleared trees and vegetation may not be burned on the job site.

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

### APPENDIX III-4

9. 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, Workman's Comprehensive Insurance, and Vehicle Insurance. Wedgefield Plantation Association requires a Certificate of Insurance evidencing such coverages.
10. 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/property **Owner** shall be responsible for the enforcement of the above rules for the duration of the job.
11. 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.
12. Wedgefield Plantation Association reserves the right at any time to amend, add to, or revise these Contractor Work Rules.
13. Pets may not be brought into the community.
14. Firearms are strictly prohibited.

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 approved by the Architectural Review Committee.

Date: \_\_\_\_\_  
\_\_\_\_\_ Construction Site Address

\_\_\_\_\_  
Contractor Company Name (Print) Property Owner (Print)

\_\_\_\_\_  
Contractor Representative Property Owner

Contractor Address: \_\_\_\_\_

( ) \_\_\_\_\_ ( ) \_\_\_\_\_  
Contractor Phone Number Property Owner Phone Number

Insurance Certificate required attached here:



**WEDGEFIELD PLANTATION ASSOCIATION  
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**Appendix III-5**

**Building Permit and Requirements**

1. Formal application including a brief description of the project. E.g. New Single Family Residence, or add a porch or patio, etc.
2. Site plan, topographical survey as required, tree survey for identification of significant or landmark trees, landscape plan, including drainage, lot clearing & tree removal.
3. Blue prints 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 and color.
6. Fascia and trim: Construction, materials, sample and color.
7. Window specifications: Material, manufacturer, type finish, and color.
8. Doors/Garage doors: Material, specifications, type finish, and 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, and 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 of construction and location on site plan.
16. Final lot stakeout: To be reviewed by ARC prior to clearing.

The ARC will review all design documents, samples, color chips, and return one set of plans to the Builder or Owner within thirty days of submittal date with ARC comments and/or approvals. If the ARC has approved the submittal, they will cause a "Wedgefield Plantation Building Permit" to be issued to the owner.

.....  
**ARC USE ONLY**

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approvals: Three (3) Signatures required for approval

Approved:    Rejected:

		Signature	Date
		Signature	Date
		Signature	Date

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

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### Building permit requirements checklist

### Appendix III-5

Items below correspond to the items listed on page 1 of this appendix.

Individual reviewing the requirements should initial each item as acceptable or not acceptable and note reason for unacceptable requirement.

#	Item	Yes	No	N/A	Notes
1	Formal application				
2a	Topographical map				
2b	Tree survey				
2c	Landscape plan				
2d	Drainage plan				
2e	Lot clearing plan				
3a	Floor & foundation plans				
3b	Building sections				
3c	Exterior elevations				
4	Roof sample				
5	Exterior wall construction				
6	Fascia & trim				
7	Window specification				
8	Doors				
9	Patio/deck/Porch				
10	Fences/walls				
11	Screen enclosures				
12	Mechanical equipment				
13	Exterior lighting				
14	Driveways & sidewalks				
15a	Swimming pool				
15b	Other recreational equipment				
16	Final lot stakeout				

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

Appendix III-5

### 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 BYLAWS, AND POLICIES OF THE WEDGEFIELD PLANTATION ASSOCIATION.

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 BY THE WPA ARC.

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.

\_\_\_\_\_  
OWNER

\_\_\_\_\_  
DATE

\_\_\_\_\_  
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 DESCRIPTION:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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 POLICY MANUAL

## SECTION III.

### Appendix III-6

#### 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 Policies, Covenants/Restrictions, and By-Laws.

The Home Owner 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

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Home Phone Work Phone

Accept Reject  
\_\_\_\_\_

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

Accept Reject  
\_\_\_\_\_

Meets all Road Damage requirements as specified in ARC manual

\_\_\_\_\_  
Road Committee representative Date

Reason for Rejection:

\_\_\_\_\_  
\_\_\_\_\_

**WEDGEFIELD PLANTATION ASSOCIATION  
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Appendix III-7

# STOP WORK ORDER

Owner: \_\_\_\_\_

Property Owner's Address: \_\_\_\_\_

City, State, and Zip Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Lot Number \_\_\_\_\_

Property Address: \_\_\_\_\_

Contractor: \_\_\_\_\_ License Number: \_\_\_\_\_

Contractor Phone: \_\_\_\_\_ Date Issued: \_\_\_\_\_

Reason: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**NO FURTHER WORK OF ANY KIND MAY CONTINUE ON  
THIS PROJECT UNTIL THIS ORDER IS RESCINDED OR  
PERMISSION IS GRANTED BY THE ARC CHAIRPERSON.  
CONTACT THE WPA OFFICE REGARDING THIS NOTICE.  
843-546-2718**

Issued by: \_\_\_\_\_ Date: \_\_\_\_\_  
(ARC Representative)



STOP WORK ORDER rescinded or permission granted.

Date rescinded or permission granted: \_\_\_\_\_

Rescinded or granted by: \_\_\_\_\_  
(ARC Representative)

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

Appendix III-8

### CONSTRUCTION CHANGE APPLICATION

(Use for the following projects)

**Check which one applies for you:** Exterior color change\_\_\_\_, Re-roofing\_\_\_\_, Residing\_\_\_\_, Driveways and Patios\_\_\_\_, Fencing\_\_\_\_, Satellite equipment\_\_\_\_, Irrigation well\_\_\_\_, Pet area W/O pad\_\_\_\_, Recreational equipment W/O pad\_\_\_\_, Sodding entire yard\_\_\_\_, Alterations that do not exceed foot print of the house\_\_\_\_, Small tree removal (not lot clearing or large trees)\_\_\_\_\_.

**Deposit:**\_\_\_\_\_ **Check Number:**\_\_\_\_\_ **Date Submitted:**\_\_\_\_\_

**A \$300.00 - \$500.00 deposit is required for most work; please check with office for a determination of your project's deposit.**

**Owner:**\_\_\_\_\_

**Owner's Address:**\_\_\_\_\_

**Home Phone:**\_\_\_\_\_ **Work Phone:**\_\_\_\_\_

**Email:**\_\_\_\_\_ **Lot Number**\_\_\_\_\_

**Design Professional:**\_\_\_\_\_ **Phone:**\_\_\_\_\_

**Contractor:**\_\_\_\_\_ **License Number:**\_\_\_\_\_

**Estimated time of completion:**\_\_\_\_\_

**Please attach sketch of proposed changes. Provide samples of materials with correct color.**

**This form must be accompanied with Proof of Insurance documents, Project Cover Page, Compliance Agreement, and Contractor Work Rules.**

---

#### FOR ARC USE:

**Comments:**\_\_\_\_\_

**Approved:**\_\_\_\_\_ **Disapproved:**\_\_\_\_\_

**Condition:**\_\_\_\_\_

**I understand and approve of this change: (Must be three signatures)**

**(1)**\_\_\_\_\_ **Date:**\_\_\_\_\_

**(2)**\_\_\_\_\_ **Date:**\_\_\_\_\_

**(3)**\_\_\_\_\_ **Date:**\_\_\_\_\_

# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

### Appendix III-9

## DOCK AND BULKHEAD APPLICATION

This Other Construction Application used for the following projects:

DOCK \_\_\_\_\_ BULKHEAD \_\_\_\_\_

Fee: \$400 Check Number: \_\_\_\_\_ Date Submitted: \_\_\_\_\_  
ARC to determine fees based upon road usage.

OWNER: \_\_\_\_\_ Signature: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Lot Number \_\_\_\_\_

Design Professional: \_\_\_\_\_ Phone: \_\_\_\_\_

Contractor: \_\_\_\_\_ License Number: \_\_\_\_\_

Estimated date of work start: \_\_\_\_\_ Estimated date of completion: \_\_\_\_\_

1. Please attach Site Plans, Structural Plans, and Specifications including color and finish.
2. For Bulkheads, attach detailed Plans, Specifications and Installation Plan. Include material type and dimensions.
3. Depth piles sunk below bottom of canal.
4. **Please attach copies of all State, Local, and Federal Permits required.**
5. As a term and conditions 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.
6. 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.
7. Bank Stabilization: All activities related to the waterways of Wedgefield Plantation must comply with Federal, State, and County regulations. Many of the activities associated with the waterways may be governed by the Nationwide Permit NWP 27. All necessary permits are the responsibility of the property owner. Notification, application and required approval must 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;

# **WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL**

## **SECTION III.**

### **Appendix III-9**

No material is placed in a manner that will be eroded by normal or expected high flows.

8. As a further term and condition of this permit approval, the Lot Owner agrees to allow the ARC to enter onto the property for inspection of Docks and Bulkheads.
9. As a further term and condition of this permit approval, the Lot Owner agrees that upon notice from the ARC either by email or USPS to begin within 30 days any needed repairs and/or bring existing structures up to an acceptable standard as determined by the ARC's sole discretion.

### **OWNERS GUARANTEE,**

I have read, understand, and will follow all terms and conditions required by this **DOCK AND BULKHEAD APPLICATION PERMIT.**

Lot Owner's signature \_\_\_\_\_ Date \_\_\_\_\_



# WEDGEFIELD PLANTATION ASSOCIATION POLICY MANUAL

## SECTION III.

Appendix III-10

### VARIANCE REQUEST FORM

**The undersigned applicant requests a variance** from the requirements of the ARC rules, regulations, procedures, and guidelines section(s): \_\_\_\_\_; and/or the following described requirements of the Conditions, Covenants and Restrictions: \_\_\_\_\_.  
Other (describe): \_\_\_\_\_.

**Description of Property:**

Owner(s): \_\_\_\_\_.

Lot Number: \_\_\_\_\_. Phone Number: \_\_\_\_\_.

Address: \_\_\_\_\_.

**Variance Description:** See Section 2.05.05, include any necessary drawings and signatures of adjoining property owners:

**Property Owner(s) Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_.