

Appendix

Revised

July 2013

Legend Oaks Plantation Community Association Two, Inc.

Design Review Application

All plans for new construction, additions, alterations and renovations to existing houses and lots must be reviewed by the ARC. All items on this checklist must be completed and submitted in order for the application to be accepted for review. If the submission is not complete, the application will not be accepted and the applicant will be notified of the deficiencies. The ARC has 30 days to review the application.

Date submitted _____

Project type: New ____ Improvement ____ Change ____

Lot Number _____ Street Address _____

Property Owner _____	Architect/Designer _____
Address _____	Address _____
City, State, Zip _____	City, ST, Zip _____
Home phone _____	Phone _____
Cell _____	Cell _____
Email _____	Email _____

Information and Material Checklist: All items must be complete before submission.

_____ **Square Footage**
Heated living space _____
Covered porches _____
Screened porches _____
Decks _____

_____ **Architectural Review Fee: \$700.00** Fee must be submitted with the Design Review application. Make check payable to Legend Oaks Plantation Community Association Two, Inc.

_____ **Site Plan/Landscape Review Fee: \$450.00** Fee must be submitted with the Design Review application if it includes the site plan. It must be submitted before final approval will be granted.

_____ **Construction Deposit Fee: \$2500.00** (refundable) Used to cover unforeseen construction expenses and/or fines during the construction period. The construction deposit must be maintained at the \$2500.00 level at all times during the construction period.

_____ **ARB Administrative Fee: \$150.00** payable to IMC Charleston, LLC

_____ **Drawings:** (Two sets 24" X 36" and One set of 11" X 14"). The name, address and phone number of owner and the architect/designer of the project must appear clearly on each of the drawings submitted. One set of digital drawings are also requested for ease of distribution to the ARC members. Drawings as follows:

Building Elevations 1/8" = 1"

- Front, rear, right and left side elevations with compass orientation indicated
- Terraces, walls, decks, roof and foundation vents, screens for trash and HVAC compressors
- Any hidden elevation not shown in other drawings
- Finish floor elevation on each drawing with proposed finish grade line against elevation
- Elevations shall indicate materials and finishes, fascia, trim, handrail details, window and door types, window and door trim, terraces, decks, walls, roof and foundation vents, screens for trash, air conditioning equipment and utilities, shutters and hinges

- Any materials and finishes for all surfaces that you have available at this time.
- Floor plan $\frac{1}{4}" = 1"$

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Exterior Wall Section $1" = 1'$

- Exterior wall section which shows the basic method of construction including floor to floor height, exterior details such as the construction of the wall at the ground level, window sills, window heads, soffits, and fascias. If a gutter is to be used it should be shown.

Site Plan $1" = 30', 40'$

- Drainage and grading plan with new contours indicated
- Property lines, setback lines, wetland limits and easements with dimensions shown and compass orientation
- Existing topography elevations of lot corners and contour lines in increments of one or two feet, unique or extreme site features, water edges, and directions of prominent views
- A landscape survey showing location of significant existing plantings
- All streets adjacent to lot with street names
- Any existing utility structures on lot in adjacent right of ways
- Any areas to be graded with drainage indicated by arrows that show flow directions
- Outline of exterior house walls, decks, driveways and walks on adjacent lots that are within ten feet of any property line
- Outline of house foundation walls, decks, terraces, steps, stoops and roof overhang
- Finish floor elevation of first floor and garage slab
- Drives and walks with dimensions and materials indicated
- Proposed garden walls, retaining walls, fences, screens, etc. with dimensions and materials indicated if available at this time
- Pools and/or spas
- Location and description of any other accessory use (playground equipment, dog runs, gazebos, etc.)
- Percent of lot covered by impervious surfaces if requested by the ARC

General Information

Setback requirements:

Must conform to the setbacks established for the subdivision by Dorchester County as stated on the subdivision Plats; must conform to setback restrictions as stated in the Declaration of Protective Covenants for Legend Oaks Two; must conform to setback requirements for the Golf Club. Any setback variances require prior written approval from the ARC.

Consult the Code of Ordinances of Dorchester County for any and all other requirements relating to zoning issues. Any variances granted by Dorchester County must be approved by the ARC.

_____ **Exterior Materials List**

Foundation

Finish _____
Color _____
Sample _____

Decks/Railing

Materials _____
Color _____

Exterior Walls

Material _____
Color _____
Sample _____

Columns

Materials _____
Color _____

Windows

Type _____
Manufacturer _____
Color _____
Picture/sample _____

Patio

Materials _____
Color _____

Exterior Doors

Materials _____
Mfg./No. _____
Color _____
Pictures/Sample _____

Terraces

Materials _____
Color _____

Garage Doors

Materials _____
Mfg./No. _____
Color _____
Hardware _____

Walls & Screens

Materials _____
Color _____

Roofing

Materials _____
Mfg./No. _____
Color _____
Sample _____

Driveway

Materials _____
Color _____

Exterior Trim

Materials _____
Mfg./No. _____
Color _____
Sample/Picture _____

Front Entry Stairs

Materials _____
Color _____

Shutters and Hinges

Materials _____
Color _____
Operable preferred.

Construction Agreement for Design Review Application

I, _____ as property owner and

I, _____ as contractor of the above described construction project, acknowledge and agree that the improvements will be constructed in accordance with plans and specifications which have been approved by the Architectural Review Committee.

We further acknowledge and agree that:

1. We have read and understand the Covenants and restrictions applicable to the property, all ARC Guidelines and will follow and obey said Covenants, Restrictions, and Guidelines.
2. I understand that the project cannot begin until there is signed approval from the ARC.
3. I will not make unauthorized changes without the approval of the ARC
4. We are responsible for completing the project in accordance with the final approved Construction Documents.
5. We will maintain a clean construction site at all times and install a work site hours sign, commercial dumpster, and job toilet in conformance with ARC guidelines.
6. We are responsible for the conduct of all workers and subcontractors performing services on this project at all times while they are engaged by us.
7. I understand that additional fees may be applied to make corrections for unauthorized work, to remove site clutter, or repair streets, or road shoulders damaged by my personnel.

Property Owner's Signature _____ Date _____

Builder's Signature _____ Date _____

Submit completed application, fee and materials to the ARC or its representative

For Use by the Architectural Review Committee

Date Material Received _____ Date of Complete Application _____

Check No. _____ Received by _____

Final Design Approval [_____] Date _____

Signed: _____ Date _____

Legend Oaks Plantation Community Association Two, Inc.

Design or Construction Change Application

Attach a sketch(es) to a copy of the original drawing. This will be used to determine if the change is major or minor. Depending on the degree of change, you may be asked to present a revised full-size (24" X 36") blueprint(s) and materials as necessary. The completed application and all submission materials must be submitted to the ARC or its representative.

Date submitted _____

Lot _____ Property Address _____

Property Owner _____	Architect/Designer _____
Address _____	Address _____
City, State, Zip _____	City, State, Zip _____
Home phone _____	Phone _____
Cell _____	Cell _____
Email _____	Email _____

Proposed Change:

Signature of Applicant _____ Date _____

For Use by the Architectural Review Committee

Date Material Received _____ Date of Complete Application _____

Check No. _____ Received by _____

Change Approval [_____] Date _____

Signed: _____ Date _____
Architectural Review Committee Representative

Legend Oaks Plantation Community Association Two, Inc.

Landscape Plan Application

Complete this form and submit it with drawings to the ARC.

Date submitted _____

Lot _____ Property Address: _____

Property Owner _____

Address _____

City, St, Zip _____

Home Phone _____

Cell _____

Email: _____

Drawings

- Landscape Plan at a scale of 1" = 20', 30', 40'
- Outline of all structures and site elements shown on the Site Plan
- Driveway
- Outline of proposed tree and shrub locations showing circular symbols
- Indicating mature spreads, lawn areas, ground cover and seasonal color areas with quantities and names indicated
- Plant list showing quantity, common name, root (B&B container), tree caliper and height, shrub container size, ground cover container size and spacing, turf (sod, seed, plug)
- Natural or mulched areas and any hardscaped elements (Arbors, trellis, fences, walls, stepping stones, etc.)
- Location of any proposed landscape lighting fixture type, bulb type and bulb wattage
- Pools and/or spas
- Location and description of any other accessory (gazebos, playground equipment, etc.)

Submit plan to the ARC

For Use by the Architectural Review Committee

Date Received _____ Landscape Plan Approval [____]

Signed _____ Date _____
Architectural Review Committee Representative

Violation/Fine Schedule

<u>Violation</u>	<u>Fine</u>
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Work Hours Violation - \$250.00 1st incident; \$500.00 2nd incident; \$1000.00 3rd incident. *Please note the posted work hours and notify all subcontractors.*

Noise Violation - \$250.00 per incident

Littered Site -- \$50.00/day

Cleaning paintbrushes or dumping of any refuse materials -- \$50.00/per occurrence

Construction Equipment or material on adjacent property -- \$100.00/day

No temporary sanitary facility -- \$50.00/day

No dumpster -- \$50.00/day

Non-conforming signs -- \$100.00/day

Damage to natural areas -- \$200.00/occurrence

Burning without a permit -- \$200.00/occurrence

Unauthorized plan change (minor) -- \$200.00/occurrence

Unauthorized plan change (major) -- \$2,500.00/occurrence

Unauthorized finishes (e.g. paint, stain, roofing) -- \$3,000 plus hold on future permits.

Note: Unauthorized plan changes that are not corrected within thirty days of homeowner notification by the ARC will result in a fine of \$100/day until such corrections are complete and approved.

Working hours for all construction activities shall be restricted to the following:

Monday through Friday: 7:00 AM to 7:00 PM

Saturday: **9:00 AM to 12:00 PM (Noon)**

Sunday: **No work allowed**

Conduct of Workers

The conduct of workers is the ultimate responsibility of the general contractor. Loud vehicles, radios, etc., or any other machine that is not directly related to construction activities and can disturb residents, will not be tolerated. All workers, including subcontractors and vendors, must observe the posted speed limits.

NOTE: Saturday work hours are discouraged, but are allowed if construction activities will not be overly loud and disturbing to residents. Absolutely no construction activities are allowed on Sundays.