

THE
Plantation At
STONO FERRY
Property Owners' Association
~

ARB GUIDELINES

Effective March 2018

- Revised 2019
- Revised 2020

To Owners and Prospective Owners:

The letter written at the last guideline revision started by saying, “We believe The Plantation at Stono Ferry is a wonderful place to live!” There can be no better opening for this letter as the Architectural Review Board publishes revised Guidelines that are aimed at being more user friendly.

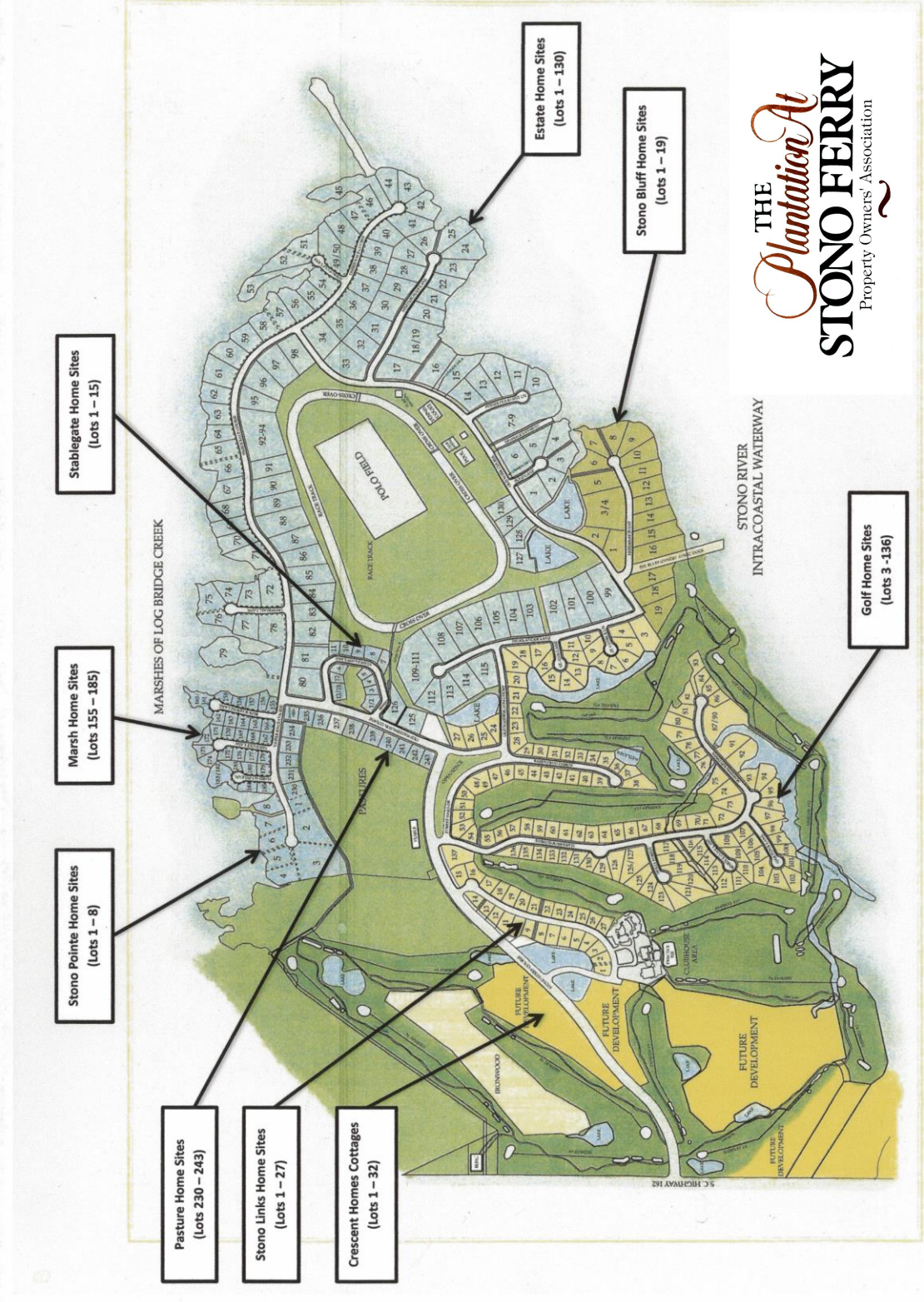
The revised Guidelines are for those constructing a new home, as well as for existing homeowners wishing to modify or remodel their existing home. In the front of the Guidelines you will find a Table of Contents and in the back, you will find a list of definitions.

For new construction, much emphasis has been placed on the chronological steps to be followed while executing the building process. The set also deals with existing homeowners’ needs and lists those things that may be done without ARB approval. It also addresses those items that do require approval. If you have any questions as to whether you need approval or not please contact the Community Manager.

Hard copies will be available in the Community Manager’s office as well as being published on the website. Please take time to read these Guidelines and share them with your architect, builder, landscaper, or any other individual or organization that plans to perform services in Stono Ferry.

We look forward to working with you in our common goal to keep the Plantation at Stono Ferry the beautiful community that it is.

Stono Ferry Architectural Review Board



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I. FUNCTION AND PURPOSE OF THE ARCHITECTURAL REVIEW BOARD (ARB)

The Architectural Review Board (ARB) has been established in accordance with Part 2, Section 1 and 2, of the Stono Ferry Owners Association (SFOA)'s Covenants and Restrictions, with the function of ensuring that development of new homes, remodeling and maintenance of existing homes and lots occur in accordance with The Plantation at Stono Ferry Covenants, Restrictions and Community Guidelines. These Guidelines have been established to assist all property Owners in the planning and construction of their new homes and any improvements to and maintenance required for existing homes. The entire administrative process is not atypical in high quality communities. It is a tried and true system developed over time based on experience. While these rather structured procedures may be new to a number of us, they give both existing and prospective homeowners the best assurance that Stono Ferry will continue to be the quality community we expect. Naturally these Guidelines will need to be revised from time to time as our community grows and our needs change.

Within these Guidelines, you will find recommendations and approval levels established by the ARB. Creativity is encouraged within the bounds of appropriateness. These Guidelines are intended to establish a standard of environmental compatibility that will protect and preserve the natural character of The Plantation at Stono Ferry. The Guidelines provide the direction needed to reduce the visual and physical impact of building within Stono Ferry. Homes built and or modified in accordance with the Design Guidelines should harmonize with the native character of our community, and preserve your privacy and investment, as well as the privacy and investment of your neighbors.

A. Regulatory Agencies

ARB approval is the first step in obtaining the necessary approvals for new construction or modification on your property. In an effort to maintain continuity and adherence to regulations stipulated in the Covenants and Restrictions, all requests for permits through a governmental agency shall be also submitted to the ARB for review prior to construction.

ARB approval relates to the harmony and compatibility of external design and site optimization. The ARB does not assume liability for structural design, material sufficiency, nor damage to a neighbor's property during construction. ARB approval does not represent that the approved plans comply with any federal, state, or municipal laws.

B. Federal Regulations

The Federal Emergency Management Agency (FEMA) provides flood insurance rate maps, which aid insurance agencies in determining flood insurance rates. Structures built in FEMA regulated areas must comply with the minimum building height above sea level as described in their Guidelines.

The US Army Corps of Engineers approves all waterway, lake, marsh, freshwater and wetland areas of construction. This includes bridges and dock construction. More detailed information pertaining to docks can be found in the Amended and Restated Covenants and Restrictions for Stono Ferry, Part Four, Article I on Page 19.

C. State Regulations

The South Carolina Department of Health and Environmental Control (DHEC) Office of Ocean and Coastal Resource Management (OCRM) has jurisdiction over lots that border salt marsh “critical areas.”

D. Local Regulation

Building permits are issued and inspections are carried out by the Town of Hollywood Building Inspections Department. In some instances, the Covenants and ARB Guidelines in effect at Stono Ferry may include additional restrictions.

E. Overview of the Review Process

Compliance with the Guidelines is essential to sustain and maintain the natural beauty and essence of The Plantation at Stono Ferry. You will be able to see how each step in the approval process and the Guidelines themselves protect your investment and help to guarantee the continuing livability of your new home. All plans submitted to the ARB must be from the owner of the property.

1. Review SFOA’s Amended and Restated Covenants & Restrictions, Bylaws and these Guidelines for familiarization.
2. Employ a surveyor to obtain a complete survey as required and described in the Design Guidelines.
3. Locating the residence on the lot is best accomplished early in the Owner’s conceptual planning. Meet with your architect and builder on site prior to the costly development of building plans.
4. Conceptual Review: Submit copies of your schematic design for review to the ARB, along with the review fee. The Conceptual Review is **required** prior to submittal for Preliminary Review
5. Arrange a meeting with a certified arborist to evaluate the trees on your lot. A written report from the arborist must be included with your Conceptual Review and will be made a part of the permanent record for your property.
6. Preliminary Review: Submit copies of your preliminary design for review to the ARB. The Preliminary Review is **required** prior to submittal for Final Review.
7. Final Review: Revise design/plan as required and submit copies of final plans (along with ALL the required information) to the ARB for final approval.
8. Permitting: After receiving the ARB’s final approval, submit a Construction

Application Form and all deposits and impact fees to the ARB. SFOA's Community Manager will then schedule a permit session with the ARB Chair. A letter from the ARB verifying final approval along with a copy of the contractor regulations and Association fines will then be provided to the property Owner. Property Owner must pick up ARB permit from Community Manager. ARB Permit must be posted at the front of the lot and visible during entirety of construction. The approval letter and stamped plans must be presented to the Town of Hollywood in order to receive a Building Permit. Construction can then begin.

9. After construction completion, and issuance of Certificate of Occupancy by the Town of Hollywood, the property owner must notify SFOA's Community Manager to schedule a final inspection. The ARB consultants will inspect the construction site and the Community Manager will provide an ARB compliance letter.

F. Enforcement of Property Maintenance Guidelines

Properties are inspected frequently by the community management company for compliance with these Guidelines and may be photographed to document noncompliance.

The BOD, through the Community Manager, will provide written notification of a violation to the Property Owner via US mail.

If a Property Owner allows the development of an unclean, unsightly or unkempt condition of their buildings or grounds or both on such Property, the unsatisfactory condition shall be corrected by the Property Owner at his expense upon notification by BOD. If the Property Owner fails to correct the condition within a set period of time following notification by the BOD, the BOD shall have the right, but not the obligation, to impose sanctions or correct the condition at the expense of the property owner. Such correction shall be billed to and borne by the Property Owner. Alternatively, the BOD may seek such remedies as may be available to it in law or equity.

II. DESIGN GUIDELINES

Structures which dominate the natural topography and lot size are not acceptable. Similarly, the basic size of any residence should be compatible with homes of adjacent neighbors. All sides must be considered in a similar fashion as homes are seen from many vantage points.

A. Site Development Guidelines

Successfully integrating your home into Stono Ferry's natural environment is critical to preservation of the natural character of the Plantation at Stono Ferry. Minimizing the impact of your home on the environment and on your neighbors is the primary objective of good site planning. Each home site at Stono Ferry provides unique design opportunities and limitations. A proper site evaluation will begin with a survey of existing conditions. Any tree larger than

7” in diameter (as measured at breast height— dbh, see Glossary under Caliper), shall not be removed without approval from the ARB. It should also be noted that, by the authority of SFOA’s Covenants (Article 1, Section 2):

1. A site can only be prepared for building or altered once the ARB final review process has been completed and an Owner has received written approval from the ARB.
2. No lot clearing, grading, filling or tree removal, except for removal of approved trees and vegetation, is allowed until construction plans have been approved by the ARB, ARB Permit obtained, and a building permit has been issued.
3. The ARB has the sole and exclusive right to approve the precise siting of buildings and improvements on a lot.

B. Setbacks

Owners must take into account adjacent Property Owners’ houses and the constraints of each individual site, in addition to compliance with the required setbacks. Stono Ferry’s setbacks are broken down into different areas, as follows:

	Front or Side Next to Right of Way	Side or Rear Next to Marsh or Golf Course	Side or Rear Next to Pond	Side or Rear Next to Open Area	Side or Rear Next to a Lot
1. Stablegate Home Site	25 ft.	25 ft.	20 ft.	10 ft.	10 ft.
2. Pasture Home Site	25 ft.	25 ft.	20 ft.	15 ft.	15 ft.
3. Golf Home Site	25 ft.	25 ft.	20 ft.	15 ft.	15 ft.
4. Marsh Home Site	25 ft.	25 ft.	N/A	15 ft.	10 ft.
5. Estate Home Site	25 ft.	30 ft.	20 ft.	15 ft.	20 ft.
6. Stono Point Home Site	25 ft.	30 ft.	20 ft.	15 ft.	20 ft.
7. Stono Bluff Home Site	25 ft.	30 ft.	20 ft.	15 ft.	20 ft.
8. Stono Links Phase I	25 ft.	25 ft.	20 ft.	10 ft.	10 ft.
9. Crescent Homes	25 ft.	10 ft.	10 ft.	10 ft.	10 ft.

Roof overhangs, garages, utility areas, HVAC equipment, covered porches, decks and associated stairs, front steps or stairs, as well as attached planters may **NOT** project into setback areas. (Note: See Driveway Guidelines regarding how driveways may impact the above Setbacks.)

C. General Design

The ARB does not favor any one particular style or period of architecture but merely promotes designs that successfully integrate your home into this unique environment and neighboring home surroundings.

In the past, wide porches and verandas always extended around the south and west facades of plantation homes for sun control. High ceilings and central halls created natural ventilation. All rooms had at least two exposures to allow cooling breezes to filter through the rooms. All of these simple design principles can be incorporated to make your home more comfortable and compatible with the relaxed, gracious lifestyle that is typical of The Plantation at Stono Ferry.

Two-story walls without windows, extensions, or rooflines to break up an area are definitely discouraged. It is imperative that a home blends in and complements the character of the existing streetscape. Repetitive use of the same house plan is not accepted at Stono Ferry. The ARB discourages the same brick type and/or siding color on adjacent homes or on other homes on the same street. The focus on streetscape is important when designing your home. To preserve tree canopy and vegetation along community right-of-ways, modular construction and/or modular structures are prohibited in The Plantation at Stono Ferry.

D. Building Size & Height

The lot size, surrounding residences, and the natural environment will dictate building shape and height. Trees strongly influence the ambiance of The Plantation at Stono Ferry, and it is important that the visual impact, as well as the wellbeing of the trees be considered.

1. Two-Story Homes

- a. The minimum **first floor** heated square footage is 1,200 square feet. Heated square footage does not include attics, garages, decks or porches.
- b. A finished room over the garage is **not** considered a two-story residence. All heated rooms over garages will be counted when calculating square footage.

2. The ARB will not approve a submittal which crowds its site and is out of context with other structures in the area. A design in which the amount of site covered by the house, including but not limited to sidewalks, open decks, covered porches, and driveways (other than pervious "plantation mix") and other improvements, exceeding 30% of the total lot area is not allowed. Exceptions:

Decks, patios, and sidewalks consisting of pervious pavers are not considered in the lot coverage.

Decks with a minimum of $\frac{1}{4}$ " space between the decking boards are not considered in the lot coverage.

In the case of lots without street frontage, the entry access to the site may receive special consideration in calculation of the lot coverage percentage.

3. Minimum building sizes for homes are as follows:

Stablegate	=	1,600 sq. ft.
Marsh Phase II	=	1,600 sq. ft.
Golf	=	1,800 sq. ft.
Marsh Phase I	=	1,800 sq. ft.
Estate	=	2,400 sq. ft.
Stono Pointe	=	2,400 sq. ft., with the exception of Lots 1 and 8, which may have 2,200 sq. ft.
Stono Bluff	=	2,400 sq. ft.
Stono Links Phase I	=	1,800 sq. ft.
4. Houses over 35 feet high from grade require a variance from the Town of Hollywood and the ARB. Building height is measured in accordance with the IRC's definition of building height. It is the Owner's responsibility to check local codes **prior** to submission to the ARB for approval.
5. Variances to setbacks must receive approval in writing prior to construction.

E. Stono Links Requirements

Stono Links requirements are as follows:

1. Driveway: 5' setback and only one curb cut to be allowed.
2. Well-designed front facing garage doors may be permitted on a case by case basis. Doors must be behind the plane of the front of the house. Must have two separate garage doors. Roof of garage must have dormers or be otherwise architecturally in keeping with the house.
3. 33% coverage which includes decks, patios, driveways, stairs, walkways, porches, and any other paving (concrete pads at foot of steps, etc.).
4. Height of houses **not to exceed 36'-5"**.
5. Landscaping shall be designed to soften the size of the building in relationship with the small lot size and to screen the front facing garage doors. Foundation plantings shall be layered thus avoiding the "soldier" appearance.

F. Exterior Treatments

Elements of building treatments, such as exterior materials, details and colors must be considered for the overall aesthetic appearance of the home. Door and window penetrations as well as corners and horizontal joints in siding should be trimmed and detailed. Fascia and soffits are areas where detail should be added.

1. Foundations must be to scale and cannot be too massive. Foundation walls must be terminated by a water table band (i.e., wood trim work or a brick banding, etc.).
2. Homes with crawl spaces must have at least a 32" minimum finished floor above adjacent grade. Slab on grade construction for the primary and/or entrance to living area is not acceptable, however raised slab construction may be used with ARB approval.
3. Exterior treatment siding must be contiguous, i.e., the front façade must be the same as the entire house.

4. Doors and windows must have at least a 2-inch wood, stucco, or clad trim surround and should be well proportioned. They must also be compatible with the walls in which they are placed. Windows must meet current hurricane building codes.
5. Fascia, including rakes, must have at least an 8" board.
6. Roof pitches play an important role. Absolutely no flat roofs are allowed over a main structure. The minimum allowable roof pitch for a gabled roof is 7/12 and for a hip roof is 5/12. Porch roof separate from the main house roof can be as low as 3/12.
7. All chimneys must be either stucco or brick. This gives the feeling of a true masonry fireplace. Chimneys must have windscreens on all caps since exposed metal flues are not permitted.
8. All fireplaces located on exterior walls that have offsets or otherwise look like fireplaces from the outside must have a chimney that extends above the roofline. A fireplace may not terminate under a soffit and/or have its own roof and must extend to grade.
9. On homes with front porches, the porch depth must be in scale with the home. The ARB reserves the right to require a change in depth for any porch that seems out of scale.
10. All porch columns that are 8 or more feet in height shall have a minimum diameter or square of 10".

G. Materials and Colors

Exterior materials and colors should blend in with the natural surroundings and complement neighboring homes; thus, creating a pleasing streetscape. Final approval of the color will only be granted after the ARB has reviewed a 4-foot by 4-foot patch painted prominently on the house (this also applies to pre-finished siding) prior to the house being painted or installing the pre-finished siding. In such cases that multiple exterior colors (such as for siding and foundation) are planned, each color must have a 4-foot by 4-foot patch painted for approval. Each proposed color must be indicated on the Color Form.

1. Chimney caps, electric meters, conduits, drains, etc. must be painted to blend in with the surrounding materials.
2. It is imperative that all porch columns, entablatures, all related wood pickets and hand/foot railing be painted and that the finish color complements the exterior finish of the home.
3. Siding materials that are *not* acceptable are vinyl, aluminum and plywood. Preferred siding materials are wood, fiber reinforced siding (Hardie), rigid stucco, brick and shakes. No diagonal siding installation will be allowed.

4. All foundation walls must have either a stucco or brick finish. All homes must have solid foundations. For elevated homes that are supported by piers, piers must have a minimum width of 24". Openings between these piers must be screened by lattice (see #5 below).
5. HVAC and generator screening: Three types of materials may be used for HVAC screening; brick, louvers, or lattice. The HVAC/generator screen must be built on three sides with the fourth side being the house structure. A hinged opening may be provided on the back side to provide for maintenance. If brick is used, a lattice or louvered hinged gate may be utilized. If lattice or louvers are used, the same material must be used for the access gate. If horizontal louvers are used, they must be at least 1" X 4". If lattice is used, they must be mounted horizontally (diagonal is unacceptable) and have minimum dimensions of 1.5" X 3/4" with open spaces not to exceed 1.5"; material must be wood. Commercial diagonal lattice of lesser dimensions is not approved.
6. Roofing materials can be standing seam, v-crimp, slate, cedar shakes or composite shakes. "Shake style" architectural fiberglass shingles are also permitted.
7. Decking material can be pressure-treated wood or "composite"-type material and may be approved to remain unfinished.
8. Screening material for screened porches must be a black or charcoal anodized material. A "screen tight" method is only accepted if it is detailed correctly to its applied column.
9. Shutters indicate a sense of permanence and protection on a residence and are recommended to be placed on the street side of a home. Operable shutters are encouraged; however, high quality stationary PVC shutters are also accepted. Shutters on ganged windows are generally not allowed.
10. Gutters and downspouts should be designed to be compatible with the architectural character of the house and its color; vinyl is not allowed.

III. Landscape Site Design Guidelines

It is most important that elements of landscape and building unite to form a single attractive entity. The landscape then becomes an extension of the house. Care should be used in the selection of plants for size, tolerance of environmental conditions and resistance to deer and other wildlife.

A. Landscape Standards

1. All grassed areas in the front and side yards must be sodded. Rear yards should be sodded, sprigged or seeded. Corner lots must be sodded along the full length of their frontage along adjacent streets. Golf course lots are considered to have **two** front yards, and therefore rear yards **must** be

sodded.

2. The ARB may require that additional trees be planted on a lot, depending upon the natural tree coverage. If additional trees are required, the ARB may require that they not be of a single species. The installation of flowering trees is encouraged.
3. Refer to the Plant List in the Appendix and vegetation removal form, for suggested plantings.
4. Foundation plantings are to be installed at least half the height of the foundation, minimum of five gallon. All plants must be of substantial size to avoid the “new house” look. Plants used for screening must be a minimum of 4-5 feet tall when installed.
5. Foundation plantings must encompass the entire main home, interspersed to ensure the home is grounded visually, as well as any structures such as service yards, HVAC enclosures or other detached structures.
6. Landscaping must extend beyond the front property line to the street edge.
7. All plant beds, landscape beds and natural areas must be edged and mulched. These mulched areas should follow natural lines, use natural mulching that blends with the environment, and must be maintained regularly to avoid unsightly barren areas.
8. Berms must have a maximum 4:1 side slope and be laid out in a manner that follows established land or plant beds.
9. All forest litter, dead trees and noxious weeds must be removed from areas designated to be maintained in a natural condition. These areas must be maintained with an adequate depth of pine straw, wood chips or other organic mulch materials to prevent weed and noxious material growth.
10. Pruning of trees: ARB approval is required for pruning of tree limbs that meet any of the following conditions:
 - a. Four inches in diameter or greater
 - b. Above fifteen feet from the ground except palm fronds
 - c. Where a tree service is to be utilized
 - d. If chippers and/ chain saws are to be engaged
11. The ARB reserves the right to require the use of a certified arborist if it is deemed to be appropriate.
12. Protection and care of the native well-defined plants is very important and safeguards to protect them are paramount. Pruning is to be done thoughtfully and conservatively. The ARB must approve pruning of the native well-defined plants that exceed two inches in diameter.

13. It is the Owner's responsibility to remove all debris created by cleaning/under brushing and/or for ongoing maintenance. Burning is not permitted at Stono Ferry. Outside contractors may be contacted for special pick-up.
14. All landscaping must be completed within 90 days of receipt of Certificate of Occupancy.
15. Routine cleaning and removal of underbrush (bush hogging) is permitted but not required. Once an undeveloped lot is cleaned or bush hogged or mowed it must redone every six (6) months.
16. ARB approval of vegetation requests will be valid for three (3) months and must be completed within that timeframe.

NOTE:

Trees and native well-defined plants shall not be removed or destroyed without prior written permission of the ARB. No lot clearing, filling, grading or tree removal is allowed until final plans have been approved for construction by the ARB and a building permit has been issued and posted onsite. Common area or opens spaces adjacent to developing lots may NOT be disturbed in any manner.

B. Driveway Design

The Owner or design professional must select the most desirable path for the driveway prior to site development. Curb cuts are limited to one per single-family residence. The area of the driveway must be kept to a minimum; the form of the driveway should meander.

When locating the drive, avoid the root zones of trees generally at the tree canopy. Straight driveways are generally not permitted. Driveways, including guest parking and turnarounds, must be kept back at least five feet (5 ft.) from all property lines and must be at least ten feet (10 ft.) wide. All driveways must be either paved, concrete aggregate or constructed of crushed stones or shells. Loose crushed stone/shell driveways must be edged with a two-course brick, masonry paver or stamped concrete border. On lots where crushed stone/shell driveways are proposed, the right-of-way area between the street edge and lot line must be paved with asphalt, concrete, or brick to its full width and for a depth from the curb of at least 15 feet. Biodegradable material driveways are not acceptable.

Where roadside drainage swales exist, a minimum 15-inch inside diameter concrete pipe shall be installed under the driveway to facilitate drainage. Reference: "Standard Procedures and Specifications for Residential Driveways Installation", attached. **The swale shall not be filled in, any work within the common property must be approved by the BOD, CIC committee.**

Three (3) pvc conduits must be installed under all driveways at the property line to facilitate the running of future irrigation lines and or other service cables.

C. Walkway Design

Any poured concrete walkway or at-grade patio must blend with the natural environment. This can be accomplished by brick borders and/or with a finish such as crushed shell. At-grade patios shall not be located within 15' of any property line. Due to the fact that Stono Ferry does not have sidewalks, and to preserve the pastoral character of Stono Ferry extending a sidewalk to the street is not permitted.

D. Fences and Walls

All fences must be approved by the ARB using the Fence Request Review Form. Each fence application will be reviewed on an individual basis. There is no guarantee the ARB will approve the fence in question. Fences and walls have a negative impact on the continuity of our community.

Fences on Golf Course Lots must be located at least 30 feet from the shared property line and be fully screened on the outside with evergreen plantings. Golf Course approval is required prior to ARB review and approval.

Unquestionably, any person's fence will be shared by his neighbors, even if the neighbors only have to look at the other side of it. An inconsiderately placed fence can "box" a neighbor in or destroy his view and will therefore not be acceptable. Fences and walls must harmonize in character and color with the house. The finished side of fences must always face out from the lot. In short, fences will be the exception rather than the rule. **Deer fences are not permitted.**

The following is a summary of where fences may be permitted:

1. Proposed fences must be architecturally appealing.
2. Fences may not exceed the width of the house without ARB approval. No front yard gates or fencing will be allowed.
3. The specifications of the fence will have a minimum of 75% free open space to allow an open appearance. No stockade fences will be allowed.
4. On side and rear yards only, when backing or siding to other lots, 48" tall or open type fences or walls may be approved. Columns must be compatible with the masonry material of the house. Screen planting of tall-growing landscape material may be approved if additional privacy is needed.
5. Swimming pool fencing must be submitted with the pool's submittal. The fence height for pool enclosures is regulated by local building codes.
6. Fences shall either be wrought iron or anodized tubular aluminum and they shall be dark in color, such as black, dark bronze or forest green.
7. Plantings are required to mask the fence, especially when viewed from the road or other common area property. Fences shall be located off the property line by three (3) feet, to allow a sufficient distance for planting and maintenance.
8. Driveway entry columns may be allowed on a case by case basis as determined by

the depth of the lot and must be located within the setbacks. Any allowed columns must be screened with landscaping. **Gates are prohibited.**

9. Any type of chain link, wood, or wire fencing material **is not permitted.**
10. Existing approved fences must be maintained in accordance with the current Guidelines. Any alterations or modifications to existing fences must have prior ARB approval.

E. Ornamental Landscape Structures

Plans for the construction or erection of ornamental landscape structures, including gazebos, arbors, trellises, etc., shall be submitted to the ARB for review and approval.

Installation of gazebos, arbors, trellises, and other ornamental landscape structures shall comply with all setback requirements and be screened from street and neighboring views.

F. Miscellaneous Yard Ornaments

One of Stono Ferry's greatest assets is its natural beauty. In an effort to preserve this asset, yard art shall be compatible with, and blend in with, existing natural features and vegetation. Therefore, the color of the art shall be muted to integrate with the overall landscape design and complement the surrounding environment.

Artificial turf and flowers/ plants are not permitted.

Decorative objects will be considered based on their size, color, scale, location, compatibility, architectural and environmental design qualities, and their visual impact on adjoining lots. Decorative objects include but are not limited to items such as sculptures, fountains, driftwood, and free-standing poles of any type. The ARB may require removal or screening if it is visible from the street or neighboring properties.

G. Exterior Lighting

The ARB requires that all exterior lighting be designed in such a way as to preclude direct sight of the source of the light from beyond the property lines. Flood and spot lighting is disorienting to wildlife and neighbors and should be turned off when not in use.

Note: Exterior/Landscape lighting plans **must** be submitted for ARB approval prior to installation.

1. "Can" type lights, which shield the bulbs from view, should be used (as needed) under soffit and entry points. Use of flood or area lights on second story eaves is discouraged. The maximum height at which flood, or area lights should be mounted is the ceiling level of a one-story house or full height basement under the house. Where there is full height basement under the house, the maximum height is the

floor level of the first floor.

2. No unhooded flood or area lights may be used. All floodlights must be defined on the building plans. Flood or area lights must be aimed down to prevent light from spilling onto adjacent lots, open areas or streets. All flood or area lights must be controlled by a switch. Photocell, motion detector, or dusk to dawn controls **are not permitted**.
3. No all-night or extended-use lights will be allowed unless low wattage or low intensity solar powered and for pedestrian use.
4. All lights installed on boardwalks or docks must be shielded so that the source of the light is not visible, i.e. down lighting shall be used. These lights must also be located low to the walkway to reduce glare, and on a timer or manual switch to minimize view impact; no motion-controlled lighting, and no all night or extended use lighting will be allowed.
5. All exterior lights must be located within the setback lines of the lot, except for pier lighting.
6. Landscape lighting should be limited to low voltage up-lighting or down-lighting of a unique or special natural feature and pedestrian pathways. Fixtures should be screened with plantings.

IV. Other Improvements

A. Pools

The ARB will review all proposed pools on an individual basis. Pools and equipment enclosures must relate architecturally to the residence and other structures regarding their placement, materials and detailing. No above ground pools or inflatable covers will be allowed. **Landscaping must be provided to soften the impact of the enclosure around the pool and pool equipment.** The landscape plan must be included for ARB approval. Pools, spas and hot tubs must fall within the setback requirements. The complete site plan must show calculated percentage of lot coverage to include existing structures.

Pools must be enclosed by a fence not to exceed the maximum height regulated by local building codes. Fences shall consist of self-latching gates at all entrances. All lighting of the pool shall be shielded or directed to face away from adjoining residences. See Fence Guidelines

B. Docks

Prior to preparation of a dock permit application, the applicant should verify location criteria on the Stono Ferry Master Dock Plan. Also refer to the "Amended and Restated Covenants and Restrictions for The Stono Ferry Owners Association Part Four, Article 1, Section 1: Docks (page 19)

Note: On October 16, 2000 SFOA'S Board of Directors passed the following resolution pertaining to docks. At least one of the following criteria must be met for dock construction in Stono Ferry:

- 1. Docks must be shown on the Master Dock Plan, or**
- 2. A permanent (potential dock) easement (effective on or before 10/28/00) must be included with the Lot(s) when sold, or**
- 3. To add an additional dock to the Master Dock Plan, the proposed dock must be connected to the Lot/property for such consideration.**

The following steps shall be taken *prior* to dock construction:

- 1. Review The Plantation at Stono Ferry's Master Dock Plan to confirm the proposed dock is included.**
- 2. Submit the dock application to OCRM, follow their required procedures, and receive OCRM approval. The application must be made and approved by OCRM prior to submittal to the ARB; however, there is no guarantee that the ARB will approve the requested design and placement of a dock even though OCRM approval has been granted. Transfer of Ownership of a lot (and its associated approved dock permit) still requires all dock construction requests to be submitted to the ARB for structure design approval prior to any construction.**
- 3. Complete plans and specifications including OCRM approval, must then be submitted to the ARB in writing. Specifications include site plan, dock location, color or finish (use of plastic is not permitted) and lighting. All lighting must conform to the exterior light requirements as specified in Section I. Railings if used must be cable rail.**
- 4. The approved OCRM application must be submitted to the ARB for final review and approval. Plans and specifications must be secured prior to commencing construction of the dock. The ARB reserves the right to disapprove such plans and specifications on any ground, including purely aesthetic reasons.**
- 5. Compliance with all governmental regulations, laws and ordinances and approval from agencies having approval authority.**
- 6. All docks must be located a minimum of 20 ft. away from any extended property line.**

Any alterations of the plans and specifications or modification of completed structures must be submitted to the ARB in writing. The ARB's approval (in writing) must be similarly secured prior to construction, with the ARB reserving the same rights to disapprove alterations as it retains for disapproving the original structures.

C. Service Area Requirements

SFOA's Covenants require that every home have an enclosed service area (suitable for garbage containers, bicycles, etc.).

1. All homes must have an enclosed garage. Carports in lieu of garages **are not** permitted. Garages must be located within the buildable area of a lot.
2. Garage doors, as a general rule, must face away from the street. Side or rear entrance garage doors are generally required; however, in some cases, the natural conditions of the site may not warrant this. The ARB will review such situations on a case-by-case basis and will make recommendations accordingly.
3. HVAC compressor units, generators, and/or similar utilities such as on-demand hot water heaters, water collectors, wind turbines, photovoltaic collectors, etc. shall not be located on the street-side of a home. It is preferred that such items be located discreetly unless determined by the ARB to be indistinguishable from adjacent materials on the home. HVAC units must be screened on all four sides from view by using brick, stucco or a comparable ARB approved screening method. The top of this wall must be at least 8 inches taller than the top of the compressor unit. A home on the golf course is required to screen from the golf course view as well as the street. Foundation plantings must extend around the service area screen. Utilities requiring specific wind and/or solar orientation may receive special consideration in determination of adequate screening.
4. Solar Collectors, photovoltaic and or hot water shall be incorporated into the roofscape and shall be installed flush with the roof. Rack mounted panels shall be integrated into the roof design using roof wells or parapets. External piping is not permitted. All collectors shall be shown on the roof plan during the review process. The roof plan shall show the size, number, and location of all panels.
5. Pac Unit (**not window**) air condition units may be approved for finished rooms over the garage on a case-by-case basis. During construction, provisions for the Pac Unit must be accounted for (i.e., shown on the review drawings).
6. All electrical meters must be screened with plantings and may not be located on the front façade of the house. They must also be painted to match the walls to which they are attached.

D. Appurtenances

The construction or erection of all types of playground equipment, trampolines, swing sets, spas, fences, fountains, docks, retaining walls, landscaping/ exterior lighting, satellite dishes, and other recreational facilities must be submitted to the ARB for review and approval prior to installation.

1. All flags must be flown from staffs that are mounted to houses or garages. Freestanding flagpoles are not allowed. Non-staff decorative flags may be displayed under the mailbox arm. Display of American flags should follow proper flag etiquette.
2. All playground equipment, spas, or other recreational equipment or furnishings must be located within the buildable area of a lot and landscape screening is required. Such equipment or furnishings must not be placed beyond the width of the house so as not to be viewed from the street and adjacent properties, placement in the **front yard** is prohibited.
3. Swing set structures, swings and slides must be brown/green in color and blend with the natural environment.
4. Satellite dishes must be located on the main structure, placed in an inconspicuous place (front yard prohibited) and screened with evergreen planting so as to be virtually invisible to neighbors and from the streetscape.
5. All propane tanks must be buried.

E. Miscellaneous

1. Boats, campers, motorcycles, work trucks (except personal pick-up trucks), golf carts, trailers and other recreational equipment must be stored in the garage or otherwise visually screened on all sides in order to lessen the visual impact. Otherwise, these items must be stored off-site. These types of vehicles may be parked on site for maintenance, but not longer than 48 hours within a 14-day period.
2. No external TV antennas will be allowed within Stono Ferry. These must be located in the home's attic.
3. **NO BURNING OF ANY LEAVES, YARD OR CONSTRUCTION DEBRIS IS ALLOWED WITHIN STONO FERRY!!**
4. Parking of vehicles of any type on any location within a property other than driveways and or parking pads is prohibited.
5. Parking of vehicles on roadside for longer than 24 hours is prohibited.
6. Parking of commercial vehicles on roadside overnight is prohibited.
7. No inoperable vehicle or vehicle in a state of noticeable disrepair shall be kept or visibly stored upon any lot, property, or common area. All vehicles must have proper and or current tags.
8. A lot that has been bush-hogged must be maintained by bush-hogging

- spring and fall each year or as directed by the ARB to minimize the potential for fires and maintain the lot's appearance.
9. Bed and lawn areas must be maintained. Bedded areas must be kept weed free and clear of debris. Mulch shall be applied periodically to maintain a neat, clean appearance. Lawn areas must be mowed regularly.
 10. Dead plants must be removed and replaced with comparable sized plants. Tree stumps must be removed to ground level. (Note: Removal of dead and/or diseased trees must be approved by either the property manager or the ARB Chair. If they are not sure or do not concur, the property owner must submit a letter written by a certified arborist and presented to the entire ARB for approval.)
 11. Garbage cans, woodpiles, hoses, bicycles, toys, and other extraneous objects must be screened from view at all times.
 12. Upon written notice from the ARB, homes that are not in compliance with these design standards must be brought into compliance.

V. IMPROVEMENTS REQUIRING ARB REVIEW OF EXISTING HOMES

As stated in SFOA's Covenants, no building, driveway, pad, wall, fence, fountain, deck, dock, swimming pool, spa, roof, exterior light, exterior painting, playground equipment, or any other improvement project of any kind shall commence or erected upon any residential lot without ARB approval. Owners wishing to make improvements to their homes will start the review process with the Preliminary or the Final stage depending on the complexity of the project. If you have questions whether ARB approval is required or the review process, contact the Community Manager. Other exterior alterations requiring approval include but are not limited to site grading or drainage modifications, porch enclosures, tree removals (live and dead), landscape modifications requiring live plant removal, storm protection, retaining walls, fences, landscaping, exterior lighting, and other recreational facilities. See Maintenance Guidelines for items that do not require prior ARB approval.

NOTE:

Removal of dead trees must be approved by either the Community Manager, Landscape consultant, or the ARB Chair. If they are not sure or do not concur, the property owner must submit a letter written by a certified arborist and presented

to the entire ARB for approval prior to removal.

VI. MAINTENANCE OF EXISTING HOMES AND LOTS

The following routine Maintenance items do not require prior ARB approval and no fee is required. However, notification of major maintenance items must be given to the Community Manager and a permit obtained and posted on the mailbox before commencement of project. If the item you intend to address is not listed, confirm with the Community Manager that ARB review is not necessary prior to proceeding with the work.

Major Maintenance item shall include but are not limited to:

1. Painting with the same color.
2. Roofing with the same color.
3. Door or window replacement with the same manufacturer and color.
4. Pruning of tree limbs generally requires ARB approval. See Section III, A. Landscape Standards, #10, for approval criteria.
5. Pruning of native well-defined vegetation requires ARB approval. See Section III, A. Landscape Standards, #12, for approval criteria.

Minor Maintenance item shall include but are not limited to:

1. Landscape maintenance not requiring live plant removal.
2. Landscape installation not requiring live plant removal.
3. Fallen Tree removal.
4. Power washing.
5. Deck surface staining.
6. Yard art installation that is screened from neighboring properties.
7. Routine cleaning and removal of underbrush via bush-hogging (Note: Bush-hogging is defined as clearing of underbrush and fallen limb removal).

It shall be the responsibility of each Lot/Homeowner to prevent the development of any unclean, unsightly or unkempt conditions of building or grounds on such Lot, which shall tend to substantially decrease the beauty of the neighborhood as a whole or the specific area. If a Lot/Homeowner shall allow the development of any unclean, unsightly or unkempt condition of buildings or grounds or both, said condition shall be corrected by the Lot/Homeowner at the Lot/Homeowner's expense upon written request of the ARB and/or property manager. Upon failure of said Lot/Homeowner to correct such condition within ten (10) days after the date of the written notice, fines will be assessed accordingly.

VII. REVIEW PROCESS

The following descriptions set forth the different levels of review and required submittals for each. The ARB meets monthly, generally on the 2nd Monday of each month, and are subject to change. Applications for review must be submitted no later than 10 days prior to the ARB meeting to the Community manager, to be included on the Agenda for the upcoming meeting and to allow time for the ARB architect/consultant's review. Applications for review received after the cut-off date (and therefore not on the meeting Agenda) will NOT be considered until the next ARB meeting. Applications that are incomplete (according to requirements as specified below) will be returned without review. Please note that any variances to the guidelines must be clearly noted and highlighted. Only variances specifically approved in writing shall be considered granted and valid. If a variance is approved by the ARB, a variance from the Town of Hollywood may be required as well.

A. Site Plan

Prior to any submission, a Site Plan must be generated. The Site Plan is the first definitive step that the homeowner takes with a specific piece of land and the key elements of a brand-new house or site modification in mind. A complete Site Plan includes several required elements as follows.

1. Based on a Tree and Topographical Survey prepared by a South Carolina registered land surveyor within a 24-month period preceding the submittal date of the Site Plan to the ARB, including the following:
 - a. Tax map number, plat number and area of property
 - b. Title with name of owner and surveyor and seal
 - c. Scale of 1" =20' minimum and with a graphic scale
 - d. Property lines with bearings and distances
 - e. Area of lot
 - f. All easements
 - g. Existing Contour lines in 1' increments, and spot elevations
 - h. Location and type of trees 7" or larger in diameter
 - i. Location of roads, utilities and other improvements
 - j. Location of wetlands, lagoons, drainage ditches, etc.
 - k. Location of OCRM Baseline or Critical Line
 - l. Note flood hazard area of site and Base Flood Elevation (B.F.E.)
 - m. North Arrow
2. The Site Plan must show the proposed or existing location of the residence, sidewalks, driveways and all appurtenant structures on the lot. Relative position of adjacent residences, buildings, driveways and garages must also be shown in outline form.
3. The Site Plan must also show all setbacks to edges of roof overhangs, decks, stairs, HVAC equipment, utility areas, pools, fountains, paved surfaces, fences, pet enclosures, underground propane tanks, hot tubs, back-flow preventers, well pumps, play equipment, and proposed lot coverage (percentage of house to include decks, paved driveways, walks,

stairs, etc.).

4. 3 PVC pipes 3" minimum are to be shown on the Site Plan in order to enable electrical cables and other miscellaneous items to be pulled through without disrupting the driveway and walkways.

B. Conceptual Review

This **required** step will reflect the schematic stage of your design efforts and is intended to facilitate good communication between the property Owner, the Owner's architect and the ARB. It should aid the Owner in exploring an idea before investing too much time, money and effort in the design or submittal process. A site meeting with the ARB architect/consultant is encouraged prior to submittal. This Review must include all the following before consideration:

1. **Conceptual Improvement Review Form and Checklist**
The Owner must fill in this form as completely as part of the submittal process.
2. **Review Fee**
See appendix for current amount
3. **Site Plan**
Must show all required items listed above
4. **Arborist's Report**
5. **Floor Plans**
Floor Plans (1/4" =1') must include each level floor plan, including ground level; rooms labeled; all walls shown; all windows and doors; total heated/unheated square footage computation.
6. **Elevations**
Building elevations (1/4" =1') must show all four elevations with overall heights from grade to ridge or roof.

NOTE:

One set of drawings 24"x36" must be submitted, accompanied by an 11"x17" copy of each. (Fed Ex, Kinko's or UPS can assist you with this requirement). In addition, an electronic copy (pdf) of all submitted material is required. This may be emailed to the Community Manager.

C. Preliminary Review

This will reflect the design development stage of your design efforts. The ARB will review the submittal to determine adherence to the Guidelines and will, if appropriate, provide written suggestions and recommendations. Design changes not requested by the ARB at the Conceptual Review must be clearly noted and highlighted. Only design changes specifically approved in writing shall be considered granted and valid. This

Review must include all of the following before consideration:

1. Preliminary Improvement Review Form and checklist

The Owner must fill this form in as completely as part of the review process

Site and Drainage Plan with existing and proposed contours and proposed finished slab elevation established by surveyor, engineer, or landscape architect. In addition to requested conceptual changes, the Site Plan must show all items required for the Conceptual Review plus proposed new topography and a complete site drainage plan indicating how positive drainage will be achieved after construction. Location of under-driveway concrete pipe for drainage to be shown. Three (3) pvc conduits must be installed under all driveways at the property line to facilitate the running of future irrigation lines and or other service cables. Drainage flow must not be directed to adjacent properties. Trees to be removed shall be indicated.

*Note: Association engineer will review submitted site and drainage plans. Any and all needed changes noted by the Association engineer become a requirement and must be incorporated into plans for final review

2. Floor Plans

In addition to requested conceptual changes, the Floor Plans (1/4" =1') must show all items required for the Conceptual Review plus all windows and doors with swings shown, and HVAC enclosures.

3. Elevations

In addition to conceptual requirements, building Elevations (1/4" =1') must show notations and dimensions and any screening types and locations,

4. Building Stakeout On-site staking of house, using ORANGE ribbon outline, driveway, walkways and other improvements marked with BLUE ribbons on 4' tall wood stakes. **Proposed finished garage slab elevation shall be clearly shown on a center stake in the stakeout.**

5. Label all decks, screened porches, covered porches, and driveways.

6. All trees to be removed marked with RED ribbon, trees to remain marked with YELLOW ribbon on site.

NOTE:

One set of drawings 24"x36" must be submitted, accompanied by an 11"x17" copy of each. (Fed EX, Kinko's or UPS can assist you with this requirement). In addition, an electronic copy (pdf) of all submitted material is required. This may be emailed to the Community Manager.

D. Final Review

This step will provide final documentation for ARB review leading to issuance of

approvals needed for the Owner to obtain building permits to begin construction. Design changes not requested by the ARB at the Preliminary Review must be clearly noted and highlighted. Only design changes specifically approved in writing shall be considered granted and valid. The review package must include all the following materials before it will be considered:

1. Final Improvement Review Form and checklist

The Owner must fill this form in as completely as part of the review process

2. Site Plan

In addition to requested preliminary changes, the Site Plan must show all items required for the Preliminary Review plus:

- A. Additional structures not previously included
- B. Location of water, electrical, sewage service and equipment
- C. Dimensions and materials for walks and drives
- D. Final grading and drainage plans with existing and proposed contours.
- E. Proposed finished slab elevation established by surveyor, engineer, or landscape architect
- F. Tree protection fencing
- G. Location of temporary facilities, dumpster, portable toilet, and laydown area for materials
- H. Exterior lighting location and types
- I. Screening location and type for HVAC unit(s), generators, and trash enclosures.
- J. Three (3) pvc conduits installed under all driveways at the property line to facilitate the running of future irrigation lines and or other service cables.
- K. Electric meter location
- L. Location of under-driveway concrete pipe for drainage
- M. Clearing Limit Line (CLL)- delineates an area(s) where work, such as clearing, grading, grubbing, construction, material storage, dumpsters, and temporary toilet, is permitted. This line shall be shown on all site plans. Areas outside of the Clearing Limit Line are to be delineated by protective fencing. Existing natural features in these areas, such as trees, understory growth and/or undisturbed grade, are to be preserved and protected. Any work to be performed in these areas must specifically be noted. The size and intensity of the clearing limits will be factored into the review of landscape and site plans.

***Note:** Association engineer will review submitted site and drainage plans. Any and all needed changes noted by the Association engineer become a requirement and must be incorporated into plans before final set will be approved for construction.

3. Construction Documents (revised drawings as required from the ARB's preliminary review letter at 1/4" =1') must show:

- a. Final floor plans showing all pertinent information for a complete architectural plan.
 - b. All exterior elevations (four minimum), completely noted and detailed
 - c. Building sections and wall sections with typical section from grade to roof; details as deemed necessary to completely define the structure; details of all exterior architectural woodwork
 - d. Structural Plans detailing foundation and framing plans
4. All external lighting fixtures specifications and or manufacturers literature
5. Planting/Landscape Plan
- a. Scale to be the same as the Site Plan and show existing and final grades.
 - b. Definition of beds to include variety, size, location and number of all plant materials. See Appendix for a suggested Plant List.
 - c. Definition of sodded areas and areas intended to remain in their natural state.
 - d. Plant list with quantity, name and size

NOTE:

All plantings must be installed before the construction deposit will be refunded.

6. Specifications

- a. Must define materials to be used, such as siding, roofing, etc.
- b. Paint Colors and exterior finishes
- c. Doors and windows to be used

7. Building Stake Out

Complete building stake out showing building perimeter, **ORANGE** ribbon, driveway, walkways and other improvements marked with **BLUE** ribbons. Trees to be removed marked with **RED** ribbon, trees to remain marked with **YELLOW** ribbon. **Proposed finished garage slab elevation shall be clearly shown on a center stake in the stakeout.**

8. Story Board

Provide samples of exterior materials and colors to be used, including:

- a. 4 to 6-inch siding material painted representative color
- b. 4 x 12-inch square of roofing material
- c. 4 to 6-inch trim material painted representative color
- d. 4 to 6-inch foundation material painted representative color
- e. Exterior door and window color

NOTE: Story Board Review is for conceptual direction only and is not approval for installation of exterior color on the home. A 4-foot by 4-foot on-site sample of all colors must be reviewed during construction prior to color approval.

NOTE: One set of drawings 24"x36" must be submitted, accompanied by an 11"x17" copy of

each. (Fed Ex, Kinko's or UPS can assist you with this requirement.) In addition, an electronic copy (pdf) of all submitted material is required. This may be emailed to the Community Manager.

E. Appeals

In the event of any dispute regarding an ARB decision, the disputing party may appeal such decision or mandate, by first requesting in writing that the decision, be reconsidered by the ARB. The request must be made no later than fifteen (15) days after receipt of any sanction and must be addressed to the Community Manager and state in brief and concise terms the grounds for the appeal.

In conjunction with the appeal request, the disputing party may request an opportunity to address the ARB. If the disputing party requests an oral presentation, he/she shall be advised, within thirty days' notice, of the date, time, and place of the ARB meeting at which the request will be reconsidered. The ARB shall notify the disputing party of its decision in writing and in a timely manner. Should the disputing party seek to appeal a reconsidered ARB decision, they may submit a written request, outlining the reason for such appeal, to be added to the next BOD meeting for consideration during executive session.

VIII. BUILDING PROCESS

This section contains important information related to actual construction after the ARB grants final approval for new construction or improvements. The ARB's goal is to have the actual construction of a new home or improvements being made to an existing home done in such a manner as to cause the least impact to your neighbors and protect the environment at Stono Ferry. Each Owner and contractor should read this section very carefully.

A. Before Construction

After reviewing the ARB Review Process and receiving "Final" approval from the ARB, several steps must be taken before any lot clearing, material deliveries, or construction can begin:

1. The Construction Application Form must be completed and submitted to the ARB prior to the start of construction. The required construction deposits and impact fees must be submitted with the Construction Application. See Appendix for current amounts.
2. SFOA's Community Manager will then schedule a permit session with the ARB Chair. After granting final approval, the ARB will provide you with an Issuance of Construction Permit and letter verifying final approval along with a copy of the contractor regulations and Association fines to be provided to the property Owner.
3. The Issuance of Construction Permit letter along with the approved drawings

must then be submitted to the Town of Hollywood in order to obtain a building permit. The ARB Permit and building permit must be posted at the construction site and remain visible during the entire construction process. A copy of the building permit must be submitted to the ARB prior to construction. Building permits may be issued by the Town of Hollywood for a period of 6 months from the date of receiving ARB approval. If construction has not started within six (6) months an extension and new permit will be required from the ARB.

ARB Permit must be posted on the mailbox post or on a stake at the front of the lot before commencement and throughout the entirety of the approved work.

Each contractor shall abide with the regulations and is expected to maintain professional conduct while working at Stono Ferry. Contactor guidelines should be posted on the work site.

The contractor shall review these Guidelines, along with the list of fines in the Appendix. Violations will result in fines, which will be deducted from the construction security deposit, and possible stop work order. Should the contractor's actions result in cumulative fines greater than the construction security deposit, the Owner will be held responsible for the excess fines. In addition, for extreme situations (such as continuing, flagrant violations), the ARB has the right to pull the site-building permit until the security deposit is reestablished and/or the situation is resolved.

B. Design Changes during Construction

Each Owner, or the Owner's representative, must request approval from the ARB for any proposed design change prior to the making of the change. Changes will require resubmission and final approval. Changes made during construction are not considered "improvements". Changes that are made during the construction process must be pre-approved in writing by the ARB to be considered granted and valid. Changes made without pre-approval are subject to fines as listed in the appendix.

C. General Construction Guidelines

All construction at Stono Ferry will be subject to observation by the Community Manager. Field inspections will be conducted on a regular basis; reports are reviewed monthly by the ARB on every residence under construction. Construction sites that are in violation of the Covenants and or Guidelines will be subject to fines as listed in the Appendix. These fines will be the responsibility of the Owner and/or General Contractor and will be deducted from the construction security deposit. Construction and Contractor Guidelines should be posted on-site. Non-compliance may warrant a stop work order. Also, note the following:

1. ARB approval of architectural requests will be valid for six (6) months prior to construction beginning. Vegetation approvals will be valid for three (3) months and must be completed within that timeframe. If construction does *not* begin within

that time frame, re-submittal will be required. The ARB may grant extensions due to adverse weather conditions or as other circumstances dictate. Architectural requests and construction must be completed within twelve (12) months from issuance of the permit. ARB approval of vegetation requests will be valid for three (3) months and must be completed within that timeframe.

2. ARB Permit must be posted on the mailbox post or on a stake at the front of the lot before commencement and throughout the entirety of the approved work.

3. Absolutely no site clearing or preparation for construction, prior to ARB approval. Existing vegetation must be protected with barrier or temporary fencing during construction. Critical root zones must be protected by fencing. Critical root zone is established by a measurement of the trunk at breast height (DBH) or 4.5 feet above the ground. Then measure outwards from the trunk 1.25 feet for every inch of trunk diameter. Contractors and their personnel must ensure this area is not encroached. (Also, note #9 below.)

A licensed surveyor or engineer must certify the house location, top of installed boards elevation, and footing trench to ensure that the house is in the exact location and slab elevation is as submitted on the ARB-approved plans. **This stamped house location/footing trench certification MUST be submitted to the Association's Community Manager prior to the pouring of the footings.** A portion (\$500) of the construction deposit will be returned upon submittal and approval of the foundation certification survey.

*Note: Association engineer will review submitted certification. Any and all needed changes noted by the Association engineer become a requirement and must be incorporated.

4. Boards or other materials shall not be nailed to trees during construction.

5. The contractor may be permitted to place one storage container if necessary, on site for storage of equipment and materials. The site plan submitted must indicate the location of that container. Equipment or material storage under tree drip lines is not permitted.

6. Construction is to be completed within twelve (12) months after the commencement of construction as defined by the date of the issuance of the building permit by the Town of Hollywood. Vegetation approvals will be valid for three (3) months and must be completed within that timeframe. Extensions for valid reasons may be approved in writing by the ARB to avoid fines.

7. Vehicles must be parked so as not to block traffic or mail delivery.

8. During construction, all trash, debris and waste shall be picked up at regular intervals and not exposed to public view. No burning of debris will be permitted within Stono Ferry. The contractor is responsible for regular (daily) cleaning of mud and dirt from the streets serving the site, or as required by weather and construction activity.

9. Sediment control measures must be utilized during construction using best management practices as required by the State of South Carolina. Silt fencing is to be used along all four sides minus the driveway at the property line and all critical areas i.e., marshes, ponds, Common Property drainage, within 50' of construction.
10. Construction entrance to property must have a temporary pipe installed in the drainage swale. Granite rock must be placed on temporary construction/driveway entrance to prevent mud and debris on road and swales.

D. Contractor Regulations and Conduct

1. The contractor is fully responsible for the actions of his employees and subcontractors, including compliance with speed limits within The Plantation at Stono Ferry.
2. Contractor employees and sub-contractors' access to the job site is restricted to the most direct route. Contractor and subs shall not have access to other areas within Stono Ferry. Workers are restricted to the job site and are not allowed to bring pets to the job site.
3. Hours of work in Stono Ferry are 7:00 a.m. until 7:00 p.m. on Monday through Friday only, and from 8:00 a.m. to 5:00 p.m. on Saturday. **NO WORK IS PERMITTED ON SUNDAY AND HOLIDAYS.** Contractors, their employees, subs and all deliveries to the job site must follow the above schedule. **NO EXCEPTIONS.** Utility emergencies requiring professional assistance must be reported to the Community Manager immediately following the event.
4. The holidays are: New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, and Christmas Day.
5. Contractors must be licensed in the State of South Carolina.
6. Loud music is prohibited.
7. No fishing, swimming or recreating (i.e., use of Stono Ferry's amenities by any contractors) is allowed.
8. No littering. Clean job sites must be maintained at all times. Each job shall be cleaned up and cleared of any debris daily.
9. Sanitary facilities are required at each construction site and must be in place prior to commencement of any work, including land clearing. The facility must be located off the road right-of-way and the door facing away from the street and neighboring houses.
10. Burning and burying of trash, debris or waste is not permitted.
11. Trash containers (dumpsters) must be present at each individual site prior to starting framing and may not be shared with another job site.

Note:

The ARB has full authority, without notice, to remove violators and to stop work due to

violation of these rules. Payment of fines does not allow any work in progress (outside of allowed hours) to continue. The Issuance of Construction Permit letter received by the Owner from the ARB serves as written notice regarding the Contractor Rules and applicable fines. The Owner is ultimately held responsible for violations and may be fined without further notice.

E. Post Construction

Upon completion of all construction, and issuance of a Certificate of Occupancy by the Town of Hollywood (COA), the ARB must be contacted to inspect the property. An ARB Compliance Letter will then be provided. As a checklist, the following items must be completed:

1. Final Inspection Checklist
2. Community manager must be notified upon receipt of the Certificate of Occupancy and provided a copy.
3. Install landscaping as per ARB-approved plan within 90 days of receipt of Certificate of Occupancy.
4. Construction debris removed from the site.
5. Dumpster and portable toilet removed from the site.
6. Mailbox installed by SFOA.
7. Temporary facilities and power pole removed from the site.
8. Repairs to street right-of-way and adjacent areas must be made.
9. As Built Site plan prepared by a licensed land surveyor or engineer indicating the location of all improvements, landscaping, and drainage flow, including drainage swales. As-built lot coverage must be shown on site plan

*Note: Association engineer will review as-built site plan and make final on-site visit. Any and all needed changes noted by the Association engineer become a requirement and must be incorporated into plans before final inspection will be approved.

IX. APPENDIX

A. Signage

Only the following types of signage will be allowed within Stono Ferry.

Standardized "For Sale" signs for lots and homes as follows:

Signs shall be 12"x12", painted dark green with white lettering mounted as follows:

Homes: Sign shall be hung from mailbox
Lots: Mounted on minimum 2x2 post or metal hanger painted dark green
mounted no more than 48" AFG

No other incremental (i.e., realtor, contractor or sub-contractor) signage on the lot or home is permitted.

"No Trespassing" signs must conform to the sign design standards, 12"x12", however they may be black and white in lieu of green and white, mounted a maximum of 72" AFG, at each property line.

Each new construction site must have a self-supported permit board, which must not exceed 6 square feet in area, installed on the lot not closer than 15 feet from the edge of the street. This board is for posting of permits, inspections, and contractor rules and regulations. The contractor's rules and regulations sign shall be a maximum 12"x 24", white with black lettering.

Home security signs may be placed within the buildable area one (1) per property. Maximum size 9"x9" mounted on 18" pole.

ARB Permit must be posted on the mailbox post or on a stake at the front of the lot through the entirety of the approved work.

All other signage is prohibited; any exception must be approved in writing, by the ARB.

B. Mailbox Guidelines

The mailboxes in Stono Ferry will follow the guidelines as listed:

Mailbox Post

Size: Treated 6 x 6 post 5' high from ground to top of post USPS regulation is 44"- 48" from ground to box

Color: Benjamin Moore Essex Green Low Lustre paint

Mailbox:

Size: Standard Large (22.5" x 8.7" x 10.8")

Color: Satin Black

Numbers:

Size: 2"

Font: Goudy old style bold

Color: Reflective White

Number Location: Display in straight line, roadside justified on post arm

Neighborhood mail tube: Black PVC as provided by the homeowner's association

The number display must be kept in clear view and the entrance to the mailbox must be accessible.

After initial installation, homeowners are responsible for keeping their mailbox and post in good condition. Homeowners will be notified by letter of repairs needed to the mailboxes and/or posts if they are not maintained adequately. The BOD will provide maintenance at the homeowner's expense if appropriate repairs are not made 30 days after notification

C. Fees and Deposits New Construction

1. Review Fee

The owner must submit a non-refundable ARB review fee of \$562.00 for a design consisting of 2,400 sq. ft. of heated space or less. For every 100 heated square feet over 2,400 sq. ft., the review fee will increase by \$50. The ARB review fee is valid for a maximum of one year from the date submitted and is valid only for the originally submitted plans.

The review fee is a one-time fee that must be submitted with the Request for Conceptual Review form. ARB will only review submittals from the owner of the property.

In addition, these non-refundable fees are required after final approval and before construction can begin:

- a. A road impact fee currently \$3,210.00 which will be placed in the Road Impact Reserve fund. (Subject to yearly increase.)
- b. The cost and installation of the standard mailbox (currently \$350.00).
- c. An ARB Construction inspection fee of \$500.00.
- d. To minimize negative drainage issues on your property, common property and roads, all new residences and in cases of significant re-grading of existing home sites, will require an SFOA's engineer's study completed at a cost of \$1,000.00.

2. Construction Deposit

- a. A construction security deposit in an amount set by the ARB for assurance that work will comply with the approved plans and specifications and that the contractor will comply with the Contractor Rules and Regulations. The current construction security deposit is \$6,000.
- b. The security deposit is refundable upon completion of work within twelve (12) months after the commencement of construction, installation of the approved final landscaping scheme within ninety (90) days of issuance of the certificate of occupancy, and satisfaction of the requirements found in these Guidelines and

- Covenants, less required deductions (see below).
- c. Cost to repair any damage to the environment or property on Stono Ferry that has not been fully reimbursed will be deducted from the security deposit. There are absolutely no refunds until all such damages are repaired.
- d. All landscaping, including any screening requirements, must be completed before refunds are given.

NOTE: The Board of Directors reserves the right under SFOA's Covenants and Restrictions to adjust all fees and deposits without notice.

D. Fees and Deposits Existing Homes

1. Review Fees

The owner must submit a non-refundable ARB review fee of \$100 minimum if the improvement requires an architect's review. Depending on the complexity of the improvements, the review fee may be increased to the same as required for the new construction. The ARB review fee is valid for a maximum of one year from the date submitted and is valid only with the plans submitted. Some common fees are:

a. Fence Installation	\$100.00
b. Landscaping	\$100.00
c. Screening of Porch	\$150.00
d. Wood Deck	\$100.00
e. Gazebo Addition	\$150.00
f. Porch Enclosure	\$175.00
g. Dock and Boardwalk	\$200.00
h. Sunroom or Porch Addition	\$200.00
i. Storage or Garage Addition	\$300.00
j. Home Addition	\$300.00
k. Ancillary Structure	\$400.00

The ARB Construction supervision fee may vary.

2. Construction Deposit

A refundable construction deposit must be submitted for all exterior changes reviewed by the ARB. The ARB shall establish the construction deposit amount based on the complexity of the proposed improvement(s).

- a. There is a minimum deposit of \$500.00
- b. There is a vegetation deposit of \$100.00.
- c. There is a dock construction security deposit of \$3,000.00.

- d. Cost to repair any damage to the environment or property on Stono Ferry that has not been fully reimbursed will be deducted from the security deposit. There are absolutely no refunds until all such damages are repaired. All landscaping, including any screening, requirements, must be completed before refunds are given.
- e. The security deposit is refundable upon completion of work within twelve (12) months for construction and within three (3) months for vegetation after the commencement of construction and satisfaction of the requirements found in the Guidelines.

NOTE: The Board of Directors reserves the right under SFOA's Covenants and Restrictions to adjust all fees and deposits without notice.

E. Fines

1. Nonconforming Job Sign \$100 / Day
2. Construction/Vegetation work completed without SF permit obtained and posted on mailbox post.....\$100/day + stop work order
3. Minor Damage to Specimen or Protected Trees (tree remains viable and relatively unchanged in appearance \$100 / Tree
4. Severe Damage to Specimen or Protected Tree (health/viability of tree is severely threatened), Assessment Plus Replacement if Necessary \$500 / Tree
5. Unauthorized Tree Removal\$1,000/Tree+ Replacement
6. Unauthorized Tree Pruning\$250/tree
7. Damage to Natural Areas / Right of Way \$500/Occurrence + Repair
8. No Sanitary Facilities, Sanitary Facility in ROW or Door Facing Street..... \$100 / Day
9. Littered Construction Site \$100 / Day
10. Dumpsters Parked on road..... \$100/dumpster/ Occurrence
11. Dumpster Overflowing Greater than 72 Hours \$100 / Day
12. Building Materials or Equipment on ROW or Adjacent Property...\$100 / Occurrence
13. Vehicles Parked on Adjacent Property..... \$100 / Day
14. Unauthorized Burning on the Lot \$500/ Occurrence
15. Unauthorized Minor Site / Building Plan Change.....\$500

- 16. Unauthorized Major Site / Building Plan Change..... \$3,000
- 17. Damage to or Unauthorized Pruning of native well-defined plants or Trees on Adjacent Property or common property \$500 and restore site
- 18. Failure to Complete Construction (New Home or Major Alteration to Existing Home) within twelve (12) months \$1,000 / Month
- 19. Poorly Maintained Improved Property (per first 90 days, then monthly thereafter):
 - a. Exterior of Building\$500
 - b. Landscaping, Natural Areas\$500
 - c. Docks/Piers/Walkways\$300
 - d. Driveways\$500
- 20. Unauthorized Dumping of Trash and Debris in Containers on Building Sites for which the Contractor has no Responsibility\$500 / Occurrence
- 21. Damage to Roadways Not Repaired after 10 days\$100 / Day
- 22. Failure to Use Gravel for Road Cut as Necessary\$100 / Occurrence
- 23. Failure to install and maintain sediment control fences and measures\$100/ Occurrence
- 24. Failure to clean roadway\$100 / Occurrence
- 25. Trailers left on property over a weekend\$100 / Day
- 26. Contractor / Sub-Contractor misconduct \$250 / Occurrence
- 27. Building without a Building Permit..... \$1,000 / Occurrence
- 28. Building without ARB Approval\$3,000 (first written notice) *
 Note: If such unauthorized construction continues, after receipt of written notice, additional fine(s) will be assessed.
- 29. Sunday and Holiday work and non-authorized \$500/ 1st Occurrence; subsequent work hour violations \$1,000 / Occurrence
- 30. Non-compliance of a permitted request..... \$500/occurrence + \$500/month until brought into compliance
- 31. Non-conformance New Home and Landscape \$2,000 and lien placed (In addition, correction of the non-conformance/completion will be required.)
- 32. Unauthorized filling of drainage swales \$1,000 + correction
- 33. Fine for parking vehicle on front lawn, from date of notice\$50/day
- 34. Fine for parking on roadside longer than 24 hours, from date of receipt of notice \$50/day

The SFOA Board of Directors will assess fines on a case-by-case basis, and in addition to the above list, may assess reasonable fines for any violation of the SF Governing Documents and/or ARB Guidelines. The SFOA's Board of Directors has the authority to pursue legal action, if necessary. Legal action may include liens filed against the property at the RMC Office and with the lender. All legal and collection costs will be charged against the property / Owner. The Board of Directors' reserves the right to correct the deficiency and charge the related cost back to the Owner.

F. Suggested Plant List

These trees and shrubs are suggested because they do well in this area, but you are not limited to these suggestions.

Deciduous Trees

Acer rubrum - Red Maple
Betula nigra - Riverbirch
Carya ovata - Pecan
Liquidambar styraciflua - Sweet Gum
Liriodendron tulipifera - Tulip Poplar
Nyssa sylvatica - Black Tupelo
Quercus alba - White Oak
Quercus falcate - Southern Red Oak
Quercus phellos - Willow Oak
Taxodium disticum - Bald Cypress

Evergreen Trees

Ilex opaca - American Holly
Magnolia grandiflora - Southern Magnolia
Juniperus virginiana - Eastern Red Cedar
Pinus palustris - Longleaf Pine
Pinus taeda - Loblolly Pine
Prunus caroliniana - Carolina Cherry Laurel
Quercus virginiana - Live Oak
Sabalpalmetto - Cabbage Palm

Small Deciduous & Flowering Trees

Amelancier arborea - Serviceberry
Carpinus caroliniana - Musclewood
Cercis canadensis - Redbud
Chionanthus virginicus - Fringe Tree
Cornus florida - Dogwood
Diospyros virginiana - Persimmon

Halesia carolina - Carolina Silverbell
Hamamelis virginiana - Witch Hazel
Lagerstroemia indica - Crepe Myrtle
Sassafras albidum - Sassafras

Small Evergreen Trees

Chamaerops humilis - European Fan Palm
Gordonia lasianthus - Loblolly Bay
Ilex vomitoria - Yaupon Holly
Magnolia virginiana - Sweetbay Magnolia
Myrica cerifera - Wax Myrtle
Osmanthus americana - American Tea Olive *Persia
borbonia* - Red Bay
Trachycarpus Fortunei - Windmill Palm

Deciduous Shrubs

Aesculus pavia - Red Buckeye
Buddleia davidii - Butterfly Bush
Callicarpa americana - Beautyberry
Calycanthus floridus - Sweetshrub
Cephalanthus occidentalis - Button bush
Hybiscus moscheutos - Rose Mallow *Hydrangea
quercifolia* - Oakleaf Hydrangea
Ilex verticillato - Winterberry
Illicium floridanum - Florida Anise
Itea virginica - Sweetspire
Rhododendron nudiflorum - Pinxter Azalea
Rhus copallina - Winged Sumac
Vaccinium arboretum - Sparkleberry
Viburnum dentatum - Southern Arrow-wood

Evergreen Shrubs

Azalea indica - Indica Azaleas
Baccharis halmifolia - Groundsel
Camellia japonica - Japanese Camellia
Camellia sassan qua - Sassanqua *Cycas
revolenta* - Sago Palm
Gardenianis jasminoids - Gardinea
Ilex cassine - Dahoon Holly
Ilex glabre - Inkberry
Ilex vomitoria - Yaupon Holly
Leucothoe axillaries - Fetterbush *Leucothoe
populifolia* - Florida Leucothe
Ligustrum japonicum - Glossy Pi net
Myrica cericifera - Wax Myrtle
Nerium oleander - Oleander

Osmanthus x fortunei - Fragrant Tea Olive
Raphiolepis India - Indian Hawthorne
Rhododendron - Rhododendron hybrid
Rhapidothymum hystrix - Needle Palm
Sabal minor - Dwarf Palmetto
Serenoa repens - Saw Palmetto
Simplocos tinctoria - Horse Sugar
Viburnum suspensum - Sandwanka Viburnum
Yucca gloriosa-Mound - Lily
Yucca

G. Definitions

Adjacent

Adjacent properties include those properties which abut a property, as well as properties with any portion being located within 100 feet of any boundary of the subject property.

Appurtenance

Architectural accessories including play structures, pools, game structures, docks, bridges, walls, mailboxes, etc.

Base Flood Elevation

Height of the base flood, usually in feet, in relation to the National Geodetic Vertical Datum in the Flood Insurance Study Report, or average depth of the base flood above ground surface.

Buildable Area

Area within allocated setback lines where building can occur.

Caliper

Diameter in inches of tree (bark to bark) usually measured at breast-height (dbh) for existing trees and 1 foot above grade for nursery stock.

Covenants and Restrictions

The Declaration of Covenants and Restrictions for the Plantation at Stono Ferry Subdivision and Provisions for the Stono Ferry Owner's Association, Inc. (recorded in the Charleston County RMC Office in Book C148, Page 012, and amended by instrument recorded in Book J201, Page 425 or otherwise as amended.)

Critical Areas

An operational area that requires specific environmental control because of the equipment or information contained therein. Areas of fragile habitat growth that typically border salt marsh and lagoons including all areas designated as critical area by the Ocean and Coastal Resource Management Division of the South Carolina Department of Health and Environmental Control.

Entablature

The superstructure of moldings and bands which lie horizontally above the columns.

Fencing

Any barrier, structure, or installation that may enclose, surround, or mark off any part of a yard.

Fenestration

Any opening in a building's envelope including windows, doors, and skylights.

Finished Grade

The average elevation of a Lot after construction; provided, however, that Finished Grade shall not be more than 6 feet above Natural Ground elevation and provided further that the Town may approve more than 6 feet.

Height

Elevation as measured in feet and stories.

Building height in feet as measured defined by the IRC and does not include chimneys, antennae or ventilation pipes.

Height in stories is the number of habitable floors (stories) exclusive of the area below the first finished floor. One-half story is a habitable floor which has heated square footage that is no greater than one-half the heated square footage of the largest story.

Lot

Development Parcel identified in a Subdivision Plat recorded in the Charleston County, RMC office.

Natural Grade

The average elevation of a Lot or Development Parcel prior to Development activity.

Pervious Cover

Land which permits the absorption of stormwater into the ground. This may include walkways and driveways which are pervious to stormwater.

Yard Art

Decorative elements or objects that are placed in yards or on the outside of houses (that are not part of the approved plans). Yard art consists of such items as fountains, columns, columnar adornments, sculptures of all types, certain light-generating structures, etc.

H. Forms

Improvement Review Forms and Checklists:

1. Conceptual Review and Checklist
2. Preliminary Review and Checklist
3. Final Review and Checklist

Request Forms:

1. Vegetation Removal
2. Construction Application
3. Design Change
4. Fence Request
5. Dock Request
6. Color Review
7. Final Inspection

Please download all Forms and Checklists from the website as they are electronically fillable.