

Architectural Guidelines

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**Pointes of Plantation Pointe
Owners Association**

Pointes of Plantation Pointe Architectural Guidelines

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1. STATEMENT OF PRINCIPLES AND PURPOSE

- 1.1 A major concern in the development of the Pointes of Plantation Pointe is the integration of the development with its immediate environment. Man made improvements should, as much as possible, blend with nature. The result will be more pleasing to the eye and a more attractive community in which to live.
- 1.2 In order to ensure that these objectives are achieved and to assure a continuity of physical development such that future development will be compatible with existing development, the Declaration of Covenants, Conditions and Restrictions of Plantation Pointe has been declared and recorded. Article XI of the By-Laws of The Pointes of Plantation Pointe Owners Association (the Association) established the Architectural Review Committee (the ARC) and sets forth its jurisdiction, powers, obligations and the rules and regulations under which it will conduct its review of proposed improvements as provided for in the Declaration of Covenants. Any statements contained in this document are to amplify or clarify provisions of that Declaration. In the event of a conflict, the Declaration of Covenants' provisions will prevail.
- 1.3 To minimize possible conflicts and ensure a timely review process, all applicants are urged to carefully review all provisions of the Declaration of Covenants and, in particular, this document, prior to submitting an application to the ARC.
- 1.4 Paragraph 4 of the Declaration of Covenants states that "In order to maintain a residential development of the highest quality and nature, to assure that all houses and other structures are of appropriate size and are of harmonious design, properly located in relationship to neighboring structures, and adapted to the terrain of each Lot, the Pointes of Plantation Pointe Owners Association retains full architectural control in order to achieve these objectives.
- 1.5 The purpose of the ARC is to define design standards of construction in the Pointes of Plantation Pointe and to review and either approve or disapprove any and all proposed improvements for a building site within the Pointes of Plantation Pointe including but not limited to: dwellings, garages, outbuildings or any other buildings, construction or installation of sidewalks, driveways, parking lots, mail boxes, decks, patios, courtyards, swimming pools, tennis courts, outdoor athletic equipment, greenhouses, playhouses, awnings, walls, fences, satellite dishes, exterior lights, any

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exterior addition to, change, or alteration to existing structures, including without limitation painting or staining of any exterior surface. ARC approval must be obtained for fill operations, shaping of land areas and drainage, and removal of any trees more than six (6) inches in diameter measured at a height of four (4) feet from the base.

2. APPOINTMENT AND ADMINISTRATION OF THE ARC

The By-Laws of The Pointes of Plantation Pointe Owners Association establishes the ARC, its composition and its administration. The By-Laws also direct the ARC to employ an architectural firm to assist in relevant Committee functions, including the review and approval of all construction plans and specifications. The ARC shall appropriately use the fees as provided in paragraph (4) of the Covenants and these Guidelines to employ the architectural firm.

3. ARC MEETINGS

- 3.1 The ARC will conduct regular monthly meetings providing there is business to conduct.
- 3.2 The ARC may conduct special meetings upon three (3) days notification by the chairperson of the date, time and place of the meeting.
- 3.3 A quorum requirement will have been met if a majority of the ARC members are in attendance at any regular or special meeting.
- 3.4 Resolutions, approvals, approvals with conditions, and disapprovals by the ARC may be passed only upon majority vote of those present as long as the quorum requirement has been met.
- 3.5 For the purpose of passing a resolution, the chairperson may propose resolutions and vote on any resolution. In the event of a tie vote on a resolution, the vote of the chairperson shall be weighted by a factor of 1.5 so as to allow the chairperson to cast the deciding vote.

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4. PLAN SUBMISSION PROCEDURES AND PROCESS

4.1 Schematic Presentation/Architectural Renderings

At the discretion of the applicant, an artist's rendering or a schematic rendering of a proposed construction or improvement may be submitted to the ARC in order to determine the suitability of a particular style or design for construction in the Pointes of Plantation Pointe. The ARC will render an opinion as to whether or not a particular design would be acceptable.

Because an artistic rendering is not always an accurate depiction of a design scheme, the ARC's opinion will be strictly non-binding and will be offered only in an effort to save an applicant's time and expense in pursuing a design that could ultimately be disapproved.

4.2 Request for ARC approval as described below must be submitted at least fourteen (14) days prior to a scheduled ARC meeting to allow the ARC enough time for a thorough review. Any submission that does not include complete information as required by this section will be rejected.

4.2.1 The 14 day advance submission requirement may be waived for plans submitted to special meetings upon approval by the ARC Chairperson.

4.2.2 All plans submitted will be annotated by the ARC as to the date of receipt.

4.2.3 No construction or lot clearing, including removal of trees with a diameter greater than six (6) inches measured four (4) feet from the base may begin until written approval is obtained from the ARC.

4.3 For a plan submission to be considered by the ARC, the following must be completed and submitted to an ARC member:

4.3.1 A completed application form (Exhibit B).

4.3.2 An application fee of \$1,200.00 for the each new plan submitted for review. The application fee is non-refundable and payable at the time of the plan submission and should be included with the application.

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- 4.3.2.1 The application fee may be increased or decreased from time to time at the sole discretion of the ARC and with approval of the PPPOA Board.
- 4.3.2.2 If major modifications/additions to an existing home or to an approved plan are submitted by applicant/owner, an additional fee of up to \$500.00 may be required by the ARC.
- 4.3.3 A registered survey of the existing property as completed by a certified land surveyor.
- 4.3.4 Boundary string-out of the property, building pad and house to be constructed. Have a certified land surveyor provide property corner stakes and connect lot sideline stakes with clearly visible string or tape as well as placing corner stakes and stringing out the building pad and labeling corner stakes at all major house corners and connecting each with clearly visible string or tape. If original survey stakes are moved or destroyed during the lot clearing process, they will be replaced again by the certified surveyor before the foundation footers are dug.
- 4.3.4.1 Prior to any clearing, excavating or filling on a lot for construction, a boundary string stakeout review must be performed by the ARC.
- 4.3.5 All trees located outside the approved building pad which are six (6) inches or greater in diameter at four (4) feet from the base that are proposed to be preserved (saved) shall be marked with tape. The marking tape is to remain affixed on the trees to be preserved until the Certificate of Occupancy has been issued.
- 4.3.6 A site plan in consistent scale of no less than 1 inch = 20'. The site plans must depict: (i) the Plantation Pointes approved building pad as is designated on the recorded plat; (ii) access street(s), walkways, driveway(s) and other exterior improvements; (iii) culvert(s); (iv) foundation plan if other than slab on grade; (v) exterior lighting; (vi) service yard enclosures; (vii) Heating, Ventilating, and Air Conditioning (HVAC) unit locations; (viii) location and identification of special features (i.e. drainage ditch, easements, etc.) Materials of construction for walkways and driveways must be shown. The home, garage, deck/porch and service areas must be located within the approved building pad as recorded by Newberry County. Requests for any variance that goes outside of the building pad must be submitted directly to the PPPOA Board. The ARC will then review the variance and make a recommendation to the Board.

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- 4.3.7 Three (3) sets of architectural drawings drawn at one quarter inch (1/4") equal one foot (1') that includes the following:
- 4.3.7.1 Total enclosed heated/air conditioned square footage (listed by floor).
 - 4.3.7.2 Floor plans including computation of the square footage of each floor.
 - 4.3.7.3 Elevation drawings of all sides indicating existing and final grade, and finished floor level with a minimum scale of one eighth (1/8) inch equals one (1) foot.
 - 4.3.7.4. A detailed drawing of a typical wall section, drawn at three-quarter inch (3/4") equals one foot (1'). The wall section must clearly show size, profile, and material of a typical cornice, etc; rafter bearing height; typical window casings and sill; and special features such as belt courses, jack arches, etc.
- 4.3.8 Descriptive data, samples and a "color board" board of the exterior materials and colors for major exterior items including brick, stucco, siding, shingles/roofing, cornice, columns, railings, trim windows, and doors. The following are examples of details that are to be included, where applicable:
- Roofs: Materials, manufacturer, style, color
 - Walls: Materials, color, brick selection
 - Windows and Doors: Manufacturers, style, finish, color
 - Fascia and Trim: Materials, color
 - Shutters: Material, color
 - Railings: Manufacturer, materials, color
 - Garage Doors: Manufacturer, style, material, finish, color
 - Driveway: Materials, finish, color
- 4.3.9 The name of the proposed contractor/builder. (See section 8 for additional requirements and responsibilities of builders in the Pointes of Plantation Pointe).
- 4.3.10 A formal landscaping plan drawn at not less than one inch (1") equals twenty feet (20') showing all house foundation plantings, lawn areas, pine

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straw/mulched areas, shrubbery beds and natural areas, etc. for the entire lot.
(See section 6.13 for additional information).

5. APPROVAL PROCESS

- 5.1 Upon receipt and review of all of the required items described in Section 4, the ARC will, within 14 days, notify the applicant, in writing, of approval or, if appropriate, required and/or recommended changes to the submitted plans. Where changes are required, construction cannot start until the revised plans have been resubmitted to the ARC and approved.
 - 5.1.1 If an applicant's submission status is pending, a special meeting of the ARC can be called to verify compliance with the ARC's requests. .
 - 5.1.2 All decisions of the ARC will be final unless appealed pursuant to Section 18 of these Guidelines and the Association's Fiscal Sanction Regulation.
- 5.2 All approvals by the ARC will be in writing; verbal approvals have no standing and are not binding.
- 5.3 Approval by the ARC of a submission does not relieve an applicant from seeking approval and being in compliance with all county and state building ordinances and the rules and regulations of SCE&G.
- 5.4 ARC approval presumes compliance with all requirements of the Pointes of Plantation Pointe Documents and the ARC until and unless the owner receives a written waiver from the committee.
- 5.5 ARC approval (including that for variances) expires one year (365 days) from the approval date unless construction and/or land clearing have started. After this time, applicant(s) must resubmit their proposal unless the applicant(s) have, in writing, requested and received an extension from the ARC. The re-submission will be subject to the rules and regulations in force at the time of re-submission. A new application fee will be required if more than two years (730 days) has elapsed from the original approval.
- 5.6 Applicants will have returned to them a copy of plans reviewed by the ARC with appropriate markings to amplify ARC comments or recommendations. Markings on

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plans so received will not bind the ARC to any design indicated thereon, but are offered only as advisory comments.

- 5.7 One (1) set of the ARC approved construction plans, specifications and landscaping plans will be appropriately annotated, dated and returned to the owner. One (1) set of these same plans and specifications will be kept on file by the ARC and the Consulting Architectural firm.
- 5.8 Any preliminary or final submission of construction documents, landscape plans and specifications shall be subject to the rules and regulations applicable at the time of their receipt. Changes to the ARC approved construction plans, specifications and landscape plans must be reviewed and approved by the ARC prior to implementation and are subject to the rules and regulations applicable at the time of their receipt.

6. STANDARDS OF DESIGN AND CONSTRUCTION

6.1 Design Duplication

Property Owners should select home and landscape plans so as not to construct repetitious designs within the Community. Similar designs are discouraged and subject to disapproval by the ARC. Duplicate designs will not be approved.

6.2 Architectural Standards

6.2.1 All construction must comply with the ARC established aesthetic standards

6.2.2 Mobile homes of any type are prohibited. Log Homes or Alpine design homes are not approved as they do not fit with the style or theme of the neighborhood.

6.2.3 Exterior finish materials such as exposed concrete, concrete block, vinyl or aluminum as the **primary finish material** are prohibited.

6.2.4 The color of the exterior finish materials and paints are to be in Earth Tone hues. Harmonious, complementary paint colors for the trim work may be permitted.

6.2.6 Building Height – No structure shall be constructed which has a height

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exceeding forty-five (45) feet as measured from the lowest point of the finished grade of the terrain that abuts the base (or foundation) of the front of the structure to the peak of the highest roof.

6.3 Minimum Size

All single family homes shall have a minimum of two-thousand one hundred (2,100) square feet of heated floor space with a minimum footprint of 1,400 square feet of heated space, excluding garages and porches.

6.4 Garages

All single family homes shall have a fully enclosed garage (attached or detached) designed to contain a minimum of two standard sized automobiles. Detached garages must be of the same materials and style as the home, fit within the approved building pad and conform to the same County Building Codes and construction guidelines as the home. Detached garage size must be in proportion to the home so it doesn't look dwarfed in comparison nor so large that it looks like another home. No part of the garage shall be taller than the home and no business, apartment or living quarters shall be a part of a detached garage. The Landscape Plan shall link the two structures with an arbor, trellis, pergola or in some other manner to give the appearance that the two structures are related.

6.5 Dog Pens and Runs

Dog pens and dog runs are prohibited.

6.6 Outside Clothes Lines

Outside clothes lines or other outside facilities for drying or airing clothing or other items are specifically prohibited and shall not be erected.

6.7 Mail, Newspaper Boxes

Mail and newspaper boxes must conform to the size and style of the Pointes of Plantation Pointe mailboxes (See separate regulation).

6.8 Satellite Dishes

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The ARC must approve the size and location of satellite dishes. The goal is that satellite dishes NOT be visible from the street.

6.9 Service Yards

Each homeowner shall provide screened barriers to serve as service yards in which garbage receptacles, fuel tanks, gas & electric meters and HVAC equipment must be placed in or stored in order to conceal them from view in all directions, including from roads, lake and adjacent properties. Any such visual barrier shall be of a sufficient height so as to effectively screen such areas. Said barrier must be constructed of materials and/or landscape plants as specifically approved by the ARC. Landscape plants must be of a sufficient height at the time of installation so as to effectively screen such areas.

6.10 Building Setbacks

No vertical construction greater than eighteen (18) inches in height above natural grade will be permitted within building setback areas so designated on recorded plats (see section 6:14 for possible exceptions for fences).

6.11 Excavation, Grading, Drainage and Erosion Control

6.11.1 No property owner shall excavate or extract earth for any business or commercial purpose. No Elevation changes to the construction site (lot) shall be permitted which adversely affect surrounding property.

6.11.2 Prior to issuance of a Certificate of Occupancy, the property owner shall install sod, shrubs and other permanent drainage and erosion control elements on all portions of the lot so as to provide proper control of drainage and erosion upon and from the lot upon which the residential structure(s) has been constructed.

6.11.3 All grading, temporary and permanent shall be performed in a manner to allow for proper drainage, to properly manage the flow of storm and irrigation water run-off and to control erosion. During and after construction, the property owners shall be responsible for maintaining all grading and surface drainage. Surface grading shall not cause the damming of water, excessive run-off, or sediment loss to wash onto or accumulate on adjacent lots, or other adjacent properties, into bodies of

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water, or onto the streets, or into the storm drainage system.

6.12 Flood Requirements

All residential structures constructed on a lot shall

(a) have as a minimum first floor elevation at the level of the 100 year flood as designated on official Newberry County Flood Plain maps on file with Newberry County and,

(b) Be designed and constructed in compliance with the requirements of the Newberry County Building Code related to construction in flood hazard areas.

6.13 Horizontal Improvements

6.13.1 Any horizontal improvements (emplacement of a permanent structure less than eighteen (18) inches above natural grade) must be approved by the ARC.

6.13.2 Horizontal improvements (as per 6.13.1) may not be placed closer than ten (10) feet to any property line, except for driveways, driveway entrances and exits and turnarounds which may be no closer than five (5) feet.

6.13.3 All driveways shall be surfaced with concrete. Alternate driveway materials may be granted by the ARC for driveways in excess of one hundred and fifty (150) feet in length, provided that the first fifty (50) feet of such driveway, measured from the curbing or edge of the adjacent access roadway, shall be surfaced with concrete. Minimum width of a driveway shall be ten (10) feet.

6.14 Landscaping

A formal landscaping plan with a minimum scale of 1" = 20' must be submitted ideally along with the house construction plans and specifications but no later than 30 days prior to the Exterior Inspection.

6.14.1 Landscaping plans must show all house foundation and site plantings, lawn areas, pine straw or mulched areas, shrubbery beds, and natural areas for the entire lot.

6.14.2 All right-of-ways and easements shall be landscaped and maintained.

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6.14.3 Grass lawns will be permitted to extend to the edge of any paved road right-of-ways.

6.14.4 The ARC reserves the right to disapprove any type of grass it considers to be unsuitable for planting in certain locations.

6.14.5 No hedge or shrubbery planting which obstructs sight-lines at elevations between two (2) feet and six (6) feet above streets and roadways within the Pointes of Plantation Pointe shall be placed or permitted to remain on any lot within the triangular area formed by the street property lines and a line connecting such lines at points fifteen (15) feet from the intersection of the street lines or, in the case of a rounded property corner, from the intersection of the extended street property lines. The same sight-line limitations shall apply to any lot within ten (10) feet from the intersection of a street property line with the edge of a driveway (see Intersection Diagrams, page 25, figures 1 and 2).

6.15 Garden Walls and Driveway Gates

6.15.1 All garden walls and driveway gates must be approved by the ARC. In a suburban setting with small lot sizes such as those here in the Pointes of Plantation Pointes, driveway gates are discouraged.

6.15.2 No perimeter fences shall be permitted within the Pointes of Plantation Pointe.

6.16 External Appearance

6.16.1 No foil or other reflective materials shall be used on any windows for sun screens, blinds, shades or other purpose, nor shall any window mounted heating or air-conditioning units be permitted.

6.16.2 On lakefront lots window and door trim on the lakeside facing elevations shall be in keeping with the street front trim detail.

6.16.3 Side elevation windows and doors require trim in keeping with the street front trim detail.

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- 6.16.4 Side elevations require an appropriate number of windows to ensure an aesthetically pleasing appearance in keeping with the caliber of the homes in the Pointes of Plantation Pointe.
- 6.16.5 Unless otherwise approved by the ARC, the exterior of all chimneys shall be clad in brick, stone, or stucco.
- 6.16.6 Plumbing vent pipes that pass through roofs must be painted to blend with the roof color.
- 6.16.7 Gas appliance vents (types B, BW, and L gas appliance vents) shall not terminate more than thirty (30) inches above the roof and shall be painted black or to match the roof color.
- 6.16.8 All four sides of the residence must be constructed of the same material. Approval will not be given for a design which has, for example, a brick front and hardy plank siding on one or more of the other sides. Materials may be mixed on a single elevation (for example a front elevation might have brick and some stucco for accent),
- 6.16.9 In most cases, brick and stucco homes will have a belt course on all four elevations.
- 6.16.10 All brick and stucco trim pieces such as quoins, jacks and belt courses will protrude a sufficient amount to produce a shadow line.
- 6.16.11 Windows must have adequate space between them and the fascia above them to meet architectural aesthetics. In some cases this will require increasing the height of the soffit.
- 6.16.12 Frieze boards, fascia, and other trim must be appropriately sized to match the overall size and appearance of the house.
- 6.16.13 Sanitary sewer clean-outs and lift pump tanks and controllers must be hidden or screened from view in a manner approved by the ARC.
- 6.16.14 Free standing columns supporting rear or side screened or open porches or decks must be either constructed of, or wrapped with, materials that are the

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same as that of the houses siding and/or trim. For example, for an all brick home, the supporting columns should be faced with the same brick. Aesthetically pleasing custom or ornate columns could be excepted if approved by the ARC. Unfinished and/or painted wooden or concrete columns or piers are not permitted.

7. CONSTRUCTION START

- 7.1 Prior to lot clearing and/or commencement of construction, all applicants must properly execute and submit the Pointes of Plantation Pointe Construction Agreement Form (Exhibit C) to the ARC, thereby acknowledging receipt of all ARC decisions, and agreement to comply with ARC requests and stipulations. The ARC Chairperson will sign and return a copy of the Construction Agreement (Exhibit C) to the applicant, the receipt of which is, unless otherwise noted by the ARC, authorization to commence lot clearing and/or construction.
- 7.2 Construction or lot clearing may not start without written approval of the ARC.
- 7.3 All new home construction activities, including ARC approved landscaping, shall be completed within 12 months of the date of issuance of the original Newberry County building permit. After 12 months, fines may be levied per Section 11 and Exhibit A. For smaller projects, construction should be completed in 6 months with start considered when the ARC approval is granted. The ARC is authorized to grant one 6 month delay to the start of late penalties based upon good faith efforts of the builder and owner and the size of the project. For very large homes and prior to the start of construction, the owner may petition the Board of Directors for a longer delay before penalties commence.
- 7.4 Before lot clearing and grading commences, a portable silt fence must be installed at or above the 360 contour on all lake front homes, along any side property line where run off could run onto neighboring property and facing the street if runoff could put material on the road.
- 7.5 A portable outdoor toilet facility and a dumpster for trash and construction related debris disposal must be located on the building site prior to commencement of lot clearing or any construction activity.

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8. BUILDER REQUIREMENTS AND RESPONSIBILITIES

8.1 Builder File

The ARC will maintain a file on each Builder/Contractor in the Pointes of Plantation Pointe. This file will contain their Certificate of Insurance, current builder's license, a list of homes in the Pointes of Plantation Pointe completed by the Builder, any fines levied against the builder by the ARC or the Associations Board of Directors, copies of any written correspondence between the Builder and the ARC, and applicable copies of written complaints or commendatory remarks as may be originated by the home owners. The Builder must agree to comply with the Architectural Guidelines prior to start of construction by properly executing the Plantation Pointes Builder/General Contractor Construction Agreement Form (Exhibit D) and submitting it to the ARC.

The ARC shall ensure the Builder's File is properly maintained, updated and available for perusal by all interested Pointes of Plantation Pointe property owners.

8.2 Builder Approval

The ARC at its sole discretion reserves the authority to disapprove any builder/contractor who, in the conduct of previous construction projects in the Pointes of Plantation Pointe, has been found guilty of violating the Associations' Covenants, By-Laws, Policies and/or the construction rules and requirements as promulgated by these Architectural Guidelines.

8.3 Security Deposit.

8.3.1 A Builder and/or General Contractor is required to post a security deposit for each project as defined below. This deposit is to assure adherence to rules and regulations covered herein and to the plans submitted and approved by the ARC. When a builder's previous performance warrants, the ARC may, solely at its discretion, increase the amount of security deposit required from that builder on future homes.

- a) \$3,000 for new home construction
- b) \$500 for improvement projects, involving potential for significant

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road dirt, such as a pool, retaining wall or driveway replacement.

- c) For small improvement projects, such as enclosing a deck, re-tile of a patio, etc., the homeowner is responsible to see that the Contractor abides by the Plantation Pointes Covenants, By-Laws, Policies and Architectural Guidelines and will be responsible for any fines that occur as a result of failure of the Builder to abide by these documents.

8.3.2 The security deposit must be paid prior to the start of any construction work and should be included with the submission of the Pointes of Plantation Pointe Builder/General Contractor Form (Exhibit D).

8.3.3 Any fines assessed against a Builder will be drawn from this deposit.

8.3.4 The security deposit, minus any fines deducted from it, will be returned upon completion of the construction project, clean-up of trash from the construction lot and from adjacent lots, repair of damage to adjacent lots and final ARC inspection of the project to ensure the finished project is in conformance with the submitted plans. Any deviations from the approved, submitted plans that need to be corrected by the Builder will need to be completed before the security deposit is returned. Failure of the Builder to do so within 90 days will result in forfeiture of the security deposit.

8.4 Builder Deviations from the ARC Approved Plans

The Builder (or Owner) must seek written approval from the ARC for any and all changes to the ARC approved plans and specifications prior to making such changes. Failure to obtain written prior approval from the ARC may be an automatic rejection of the change, will subject the Builder to fines as provided for in Exhibit A, and may require the Builder to remove the change and re-construct to the original plans and specifications as approved. Alternatively, the ARC in its sole discretion may consider an after-the-fact submission of architectural drawings and/or specifications that reflect the unapproved alteration, which if subsequently approved, would constitute a “cure” of the violation. Any fines levied as a result of this infraction will continue to accrue until said “cure” occurs.

8.5 Wall/footer survey. A wall/footer survey completed by a registered land surveyor

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shall be provided to the ARC prior to the commencement of framing. This is to insure no costly mistakes are made as to the exact location of the structure. The survey is to show the dimensions and boundaries of the entire lot(s) whereon the approved construction is to occur, the building pad as depicted on the plat, and the exact footprint of the structure's foundation. In no event shall framing work begin until this survey has been submitted to and approved by the ARC.

8.6 Inspections.

8.6.1 The following inspections are required:

8.6.1.1 **Framing Inspection.** To be conducted after the roof is completed and the windows and doors framed but prior to the beginning of the installation of the exterior coverings.

8.6.1.2 **Exterior Inspection.** To be conducted when the driveway(s) and walkway(s) have been formed but not poured to validate location. A preliminary exterior review is also conducted of the home's exterior in order to flag any area that might need correction prior to the Final Inspection.

8.6.1.3 **Final Inspection.** To be conducted after the driveway(s), walkway(s), and landscaping have been completed.

8.6.2 The Builder (or Owner) is to provide the ARC a minimum of five (5) working days advance notice to schedule the required Framing, Exterior, and Final Inspections. The ARC will promptly advise the Builder and/or Owner in writing as to the results of the inspections.

8.6.3 Any work progressing beyond a required inspection, without first receiving formal notice from the ARC of the results of the inspection, may result in sanctions and pose a liability upon the Owner which could include, but not be limited to, the dismantling and removal of any such work if a deficiency or deviation from the approved plans and specifications is found.

8.7 Construction Related Signs

8.7.1 Only one sign may be placed on a building lot upon receipt of ARC approval to commence construction. The sign may indicate the name of the Builder

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and Architect provided that such information is contained on the same sign face. When the names of the design company and the Builder are on the sign, the companies information shall have equal weighting with neither having dominance or preeminence over the other.

- 8.7.2 Signs may contain names and logos.
- 8.7.3 Sign posts, when used, shall be painted a color that readily blends with the natural surroundings. Green or Black is preferred. White or bright colors are prohibited.
- 8.7.4 The Sign must be single-faced and be sized not more than two (2) feet by three (3) feet and must be mounted on a post, located 20 feet off and parallel to the roadway.
- 8.7.5 Signs must be promptly removed upon completion of construction.
- 8.7.6 Subcontractors, including landscaping firms, will not be permitted to place their signs on a building site.
- 8.7.7 Signs not complying with the provisions of this Section may be removed and disposed of by the ARC after five (5) days written notice to the builder, without further notice.

8.8 Trailers

With the express approval of the ARC, trailers for the purpose of providing for construction equipment and materials security may be located on the building site and utilized during the actual construction period.

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8.9 Portable Outdoor Toilet Facilities

- 8.9.1 For new home construction, a portable outdoor toilet facility must be provided at the commencement of construction. For Improvement Projects, with the approval of the homeowner, portable outdoor toilet facilities may not be required.
- 8.9.2 Outdoor toilet facilities may be placed only in a location approved by the ARC. They may not be emplaced prior to final construction approval by the ARC and must be promptly removed upon completion of construction.

8.10 Care of Specimen Trees during Construction

Diligent efforts must be made to protect all remaining trees (those not approved for removal by the ARC). Batter-boards and/or staked-off areas will be erected and maintained around all trees which could be adversely impacted by heavy vehicles or equipment during the construction process.

8.11 Working Hours

- 8.11.1 Builders doing new home construction or improvement projects requiring ARC pre-approval may work only from 8:00 A.M. until 8:00 P.M. Monday through Friday and 8:00 A.M. until 5:00 P.M. on Saturdays. No construction requiring ARC pre-approval or lot clearing may be conducted on Sunday or on the following holidays: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving or Christmas.
- 8.11.2 Material deliveries are subject to the same provisions of Section 8.8.1 herein

8.12 Worker Behavior

- 8.12.1 The Pointes of Plantation Pointe Covenants prohibits obnoxious or offensive activities and nothing shall be had or done on any Lot which constitutes or becomes an annoyance or nuisance to the neighborhood. Builders, sub-contractors, material delivery persons, and any other agent of the owner doing business in the Pointes of Plantation Pointe are required to conduct themselves accordingly.
- 8.12.2 The Builder (General Contractor) is responsible to see that all his direct

Pointes of Plantation Pointe Architectural Guidelines

employees and his sub-contractors and their employees adhere to all of the applicable Pointes of Plantation Pointe rules and regulations; specifically those in this Section and those of Exhibit A (Fines).

8.13 Keeping Roads Clean

The Builder (General Contractor) shall diligently strive to minimize the amount of soil and debris tracked onto the roads during construction. The use of crush-run gravel is required where vehicle access to a lot is required during construction. When soil or mud has been tracked (or washed, etc.) onto roads from a construction site, the Builder is responsible to see that it is promptly cleaned up.

8.14 Defacing Adjoining Properties or Public Areas

The Builder (General Contractor) is responsible to see that all his direct employees and his sub-contractors and their employees do not deface adjoining properties or public areas. This defacement (damage) includes, but is not limited to, damaged caused by vehicles and debris.

8.15 Trash and Debris

Trash and debris on building sites shall be kept to a minimum, contained in an acceptable manner and shall not become a nuisance to adjacent property owners or unsightly to the neighborhood.

8.16 Burning or Fires

Burning or fires in open areas are hereby prohibited. Small containerized fires are allowed, but must be controlled and extinguished when crews leave in the evening. In any case, toxic and noxious building materials including but not limited to, PVC pipe, roofing, shingles, and Styrofoam insulation may not be burned.

8.17 Payment of Builder (General Contractor) Fines

Builder fines are due within 15 days of written notification. In the event that fines against a Builder are deemed uncollectible, the lot owner is responsible for said payment in accordance with the provisions of the Pointes of Plantation Pointe Fiscal Sanction Regulation.

Pointes of Plantation Pointe Architectural Guidelines

8.18 Periodic Inspections

The ARC will periodically inspect the building site to verify that the construction is according to the plans approved by the ARC and adheres to these Architectural Guidelines.

8.19 Transfer from Builder (General Contractor) to Homeowner

In cases where the homeowner is also the Builder (General Contractor) on a house in which the homeowner intends to occupy (i.e. not a spec house), the homeowner is considered to be a builder/contractor for the purposes of these Guidelines until a certificate of occupancy is issued for the house. From that time on, the homeowner is considered an owner (not a builder/contractor) for purposes of these Guidelines.

9. **OCCUPANCY**

No occupancy of any Pointes residence is to occur prior to ARC approval of the *Final Inspection* and the issuance of a *Pointes of Plantation Pointe Owners Association Certificate of Occupancy* to the Owner. No Certificate of Occupancy will be issued if there are any outstanding dues, assessments or fines owed to the Association. Occupancy of the residence prior to receiving this Certificate of Occupancy may result in eviction of the occupants until such time that the Certificate is issued.

10. **CERTIFICATE OF OCCUPANCY**

Upon approval of the *Final Inspection* (see section 6.1) the ARC will, within 24 hours, provide the Owner with a *Pointes of Plantation Pointe Owners Association Certificate of Occupancy*.

11. **FINES**

Fines for failure to comply with the Pointes of Plantation Pointe Architectural Guidelines are shown in Exhibit A, towards the end of this document

Pointes of Plantation Pointe Architectural Guidelines

12. **DOCKS AND FIXED PIERS, BOAT LIFTS, LAKEFRONT LOT IRRIGATION, RIP-RAP AND DREDGING**

SCE&G retains the sole authority for licensing, permitting and overseeing the construction of all docks and fixed piers, boat lifts, lakefront lot irrigation, rip-rap and dredging.

13. **EXTERNAL LIGHTING**

13.1 **General Policy:** For the purpose of these guidelines, exterior lighting is defined as safety or accent lighting that is located on a home or property which illuminates landscaping, driveways, walkways, porches, docks, etc.

13.2 Each homeowner has responsibility to insure that the exterior lighting on their home or property does not:

- a. shine directly onto adjacent properties
- b. shine into or cause reflections off of neighboring home windows, etc., that are distracting to those neighbors.
- c. illuminate in a manner that will hinder navigating boats on the lake, driving cars, or walking along roadways.

13.3 Lighting fixtures may only be used in an application for which they were designed. For example, spotlights or floodlights may not be mounted below dock handrails to illuminate walkways, floating docks, or boats.

13.4 Lighting on dock ramps, seating areas and fixed piers should be mounted no higher than the handrails on these structures, be directed downward and be low wattage (25 watts or less). Low voltage or solar lights are preferred. Lights on floating docks for the purposes of safety shall be 10 watts or less.

14. **AMENDMENT**

Any proposed changes to the Guidelines made by the ARC are subject to review and approval by the Pointes of Plantation Pointe Owners Association Board of Directors.

Pointes of Plantation Pointe Architectural Guidelines

15. **SEVERABILITY**

This document shall not be rendered invalid or unenforceable should any of the provisions of this document or the application or effect thereof be invalid or unenforceable for any reason and to any extent. The provisions of this document which are not invalid or unenforceable shall be enforced to the greatest extent permitted by law.

Pointes of Plantation Pointe Architectural Guidelines

16. INTERSECTION DIAGRAMS

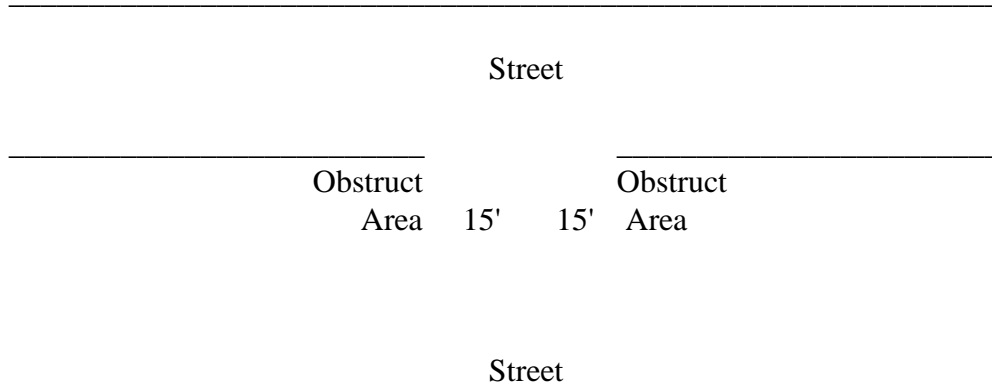


Figure 1
Area that cannot be obstructed at a street intersection
(See Paragraph 6.14.5)

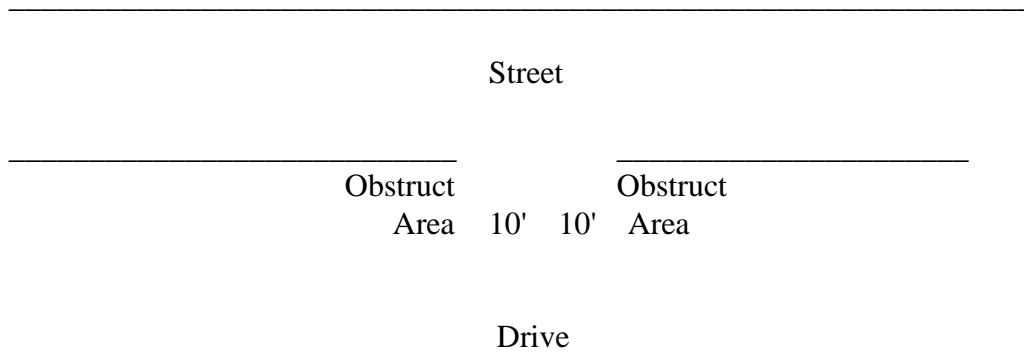


Figure 2
Area that cannot be obstructed at a drive and street intersection
(See Paragraph 6.14.5)

Pointes of Plantation Pointe Architectural Guidelines

17. ALTERATIONS, MODIFICATIONS OR CHANGES TO EXISTING STRUCTURES OR LANDSCAPING

- 17.1 The Association's Covenants, Rules and Regulations require the Lot Owner to first obtain approval from the Architectural Review Committee (ARC) prior to the conduct of any alterations to the exterior of an existing structure. This includes re-painting, replacement of siding, re-stuccoing, re-bricking or re-roofing even if using the same materials or colors as was originally approved/installed on the structure. **No alteration or upgrade to an existing structure, including clearing and site preparation, may be commenced and no material may be delivered to the site without the aforementioned ARC approval.**
- 17.2 ARC prior approval is also required when the Lot Owner desires to make substantial changes from the existing, or originally approved landscaping plan. A substantial change is defined as any of the following:
- 17.2.1 Changing the overall size of the existing or previously ARC approved flower and shrubbery planting areas by over 100 square feet.
- 17.2.2 Increasing or decreasing the overall size of the existing or previously ARC approved grass or mulched areas by over 100 square feet.
- 17.2.3 Adding a new shrub or tree which, upon maturity, will obtain or be maintained at a height in excess of six (6) feet or a width in excess of four (4) feet.
- 17.2.4 Removing a tree with a diameter of six (6) inches or greater as measured at four (4) feet from its base.
- 17.3 In order for the ARC to consider the Lot Owner's (the "Applicant") request for any such alterations, the Form titled *Alterations, Modifications or Changes to Existing Structures and/or Landscape Request Form* (Exhibit E) must be completed and submitted to the ARC. Upon receipt of a properly completed application, the ARC will review the Applicant's plans, specifications and/or landscaping plans and either approve, disapprove, approve with modifications or table the application pending receipt of additional required information and advises the Applicant of the ARC findings in writing.

Pointes of Plantation Pointe Architectural Guidelines

17.4. – In the case where a significant or total loss occurs to a home in the Pointes, the owners are faced with a repair or demolish decision. Repair is to be handled through normal ARC processes **as though the severely damaged home were a new construction**. In the case where the decision is NOT to repair, the following guidelines are provided:

17.4.1 Start abandonment within 90 day of release by insurance or ARC letter, Finish abandonment within 90 days thereafter.

17.4.2 Obtain Demolition Permit from Newberry County.

17.4.3 Septic tanks must be identified and clearly marked BEFORE demolition begins as these tanks aren't strong enough to bear the load of some demolition equipment. Abide by NCWSA guidelines.

17.4.4 Disconnect all utilities as per Newberry County rules / recommendations.

17.4.5 Permanently remove and dispose of all demolitions, wires, pipes, cables etc.

17.4.6 Breakup and remove foundation materials

17.4.7 Breakup and remove driveway and walkway.

17.4.8 Fill the lot restoring it to grade. Compact new fill. (This improves the appearance of the lot maintaining original values, but more importantly addresses safety issues in the event that children or others should roam in the vicinity of holes etc.)

17.4.9 Clear lot and remove all debris, remove damaged landscape.

17.4.10 Get ARC approval of abandonment completion.

18, **APPEALING THE DECISIONS OF THE ARCHITECTURAL REVIEW COMMITTEE**

18.1 The decisions of the Architectural Review Committee (ARC) with respect to architectural review, non-compliance with these Architectural Guidelines, requests for variances, etc. may be appealed by submission of a written request from the Lot Owner (the "Applicant") to the Board of Directors of the Association (the "Board"). In order to be considered for review, a request for appeal or re-evaluation by the

Pointes of Plantation Pointe Architectural Guidelines

Board must be in writing and must clearly identify the specific decision(s) (or portion of decision) that the Applicant is requesting be appealed or re-evaluated and the pertinent reason(s) therefore.

- 18.2 The request for appeal must be delivered to the Chairman or Secretary of the Board within seven (7) days of the date of receipt of the decision of the ARC in order to be reviewed for appeal by the Board. Failure to meet this deadline shall cause the Lot Owner to forfeit the right of appeal.
- 18.3 The Board may, upon receipt of the written request for appeal, and at its sole option, determine whether or not it will review the decision(s) of the ARC. If the Board determines that an appeal is unwarranted, the decision of the Board with respect to this matter shall then be final.
- 18.4 If the Board decides to review the appeal, the Board will meet within fourteen (14) days, either in regular or special session, to consider the Applicant's request. The Applicant will be notified in writing of the time and place of the appeal hearing. The Applicant and any other persons the Applicant wishes to have testify before the Board in support of the appeal may appear in person at the hearing. Relevant documents in support of the Applicant's position may be presented to the Board. Following the Applicant's presentation the Applicant and all other witnesses will be excused and the Board will meet in closed session to conduct their deliberations in this regard.
- 18.5 Within seven (7) days following the appeal hearing, the Applicant will be notified in writing of the Board's findings and conclusions.
- 18.6 If the appeal is denied with prejudice, the decision of the Board with respect to this matter shall then be final.
- 18.7 If the Board opines the Applicant's appeal could be amended or modified such that the appeal may be more favorably considered, the Applicant may, with seven (7) days or receipt of the Board's findings, accordingly amend and re-submit the revised appeal to the Board for their reconsideration. The Board will follow the same procedures for processing the revised appeal as per the originally filed appeal.
- 18.8 If the Board denies the revised appeal, the decision of the Board with respect to this matter shall then be final.

Pointes of Plantation Pointe Architectural Guidelines

EXHIBIT A FISCAL SANCTION REGULATION FINE SCHEDULE

<u>Violation</u>	<u>Fine</u>
1) Non-compliance with any provisions of the Association's Covenants, Restrictions, By-Laws, Rules or Regulations not otherwise specified in this Exhibit.	\$100.00 per occurrence and after 7 days, \$10.00 per day until violation is resolved.
2) Lot Clearing without ARC approval.	\$500.00 per occurrence and after 7 days, \$25.00 per day until violation is resolved.
3) Alterations, modifications or changes to any existing structure and/or the landscaping.	\$200.00 per occurrence and after 7 days, \$25.00 per day until violation is resolved.
4) Beginning construction of a new Structure without ARC approval.	\$500.00 per occurrence and after 7 days, \$25.00 per day until violation is resolved.
5) Start of a new landscape project without ARC approval.	\$200.00 per occurrence and after 7 days, \$10.00 per day until violation is resolved.
6) No silt fencing, trash container or portable toilet on site during construction.	\$100.00 per occurrence and after 7 days, \$50.00 per day until installed.
7) Failure to repair damage to roadways, curbing, culverts or other property within 15 days of occurrence.	\$200.00 initially plus \$25.00 per day until repairs completed.
8) Unsightly lot conditions and/or debris.	\$100.00 per occurrence plus cost of clean up.

Pointes of Plantation Pointe Architectural Guidelines

(Fine Schedule Continued)

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|-----|--|--|
| 9) | Unapproved deviations from ARC approved plans and specification. | \$300.00 per occurrence and after 7 days, \$30.00 per day until issue is resolved. |
| 10) | Excessive soiling or roadways by construction or structure related renovations or repair activities. | \$100.00 per occurrence plus cost of cleanup. |
| 11) | Violation of Builder Requirements and Responsibilities and/or inspections as defined in Section 8 of ARC Guidelines | \$200.00 per occurrence and after 7 days, \$20.00 per day until issues are resolved. |
| 12) | Committing offensive or illegal activities and/or activities that are an annoyance or nuisance to any Member. | \$100.00 per occurrence and after 7 days, \$10.00 per day until issues are resolved. |
| 13) | Builders doing new home construction or improvement project work during non-approved hours as per Section 8 of the Architectural Guidelines. | \$200.00 per occurrence. |
| 14) | Violation of the restrictions concerning burning or fires as per Section 8 of the Architectural Guidelines. | \$100.00 per occurrence. |
| 15) | Construction abandoned for over 90 days. | \$20.00 per day until resumption or issue is otherwise resolved. |
| 16) | Incomplete construction after 12 months. | \$500.00 and \$10.00 per day until the ARC approves a delay to penalties. |
| 17) | Repair or reconstruction not begun within 180 days of damage or loss. | \$25.00 per day until repair work is commenced. |

Pointes of Plantation Pointe Architectural Guidelines

(Fine Schedule Continued)

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|-----|---|--|
| 18) | Failure to notify the Board of Directors that a tenant is occupying a member's residence per Exhibit E, Regulation 1, Par. 1.29. | \$500.00 for first failure to notify the Board; \$1000.00 for each subsequent failure to notify the Board. |
| 19) | Using a home for other than private residential purposes of a single family including but not limited to rentals of less than 6 months. | \$500.00 for first violation; \$1,000.00 for each subsequent violation. |

Pointes of Plantation Pointe Architectural Guidelines

EXHIBIT B

THE POINTES OF PLANTATION POINTE OWNERS ASSOCIATION

APPLICATION FOR CONSTRUCTION FORM

Property Owner: _____ **Phone:** _____

Mailing Address: _____

Lot Number(s): _____ **Construction Type:** _____

Date of Application: _____

The proper and accurate completion and submission of this form, including attachment of all the documents specified below, to The Pointes of Plantation Pointe Architectural Review Committee (ARC) at the letterhead address, will satisfy the requirements necessary for the conduct of the approval process of the applicant's construction proposal.

1. _____ Application Fee of \$1,200 (check payable to The Pointes of Plantation Pointe Owners Association (PPPOA)).
2. _____ Application to be submitted at least fourteen (14) days prior to a scheduled ARC meeting which is held on the 1st Thursday of each month.
3. _____ A survey of the property by a registered land surveyor.
4. _____ Boundary string out of the property and house as per the Architectural Guidelines
5. _____ On the site, all trees that are not going to be removed during the construction process that are greater than six (6) inches in diameter measured at four (4) feet from their base shall be marked with colored tape.

Pointes of Plantation Pointe Architectural Guidelines

6. _____ A site plan with a minimum scale of 1"=20' which depicts the Plantation Pointes approved building pad, foundation plan, house footprint, setbacks, easements, 360 foot contour line, flood plain, access street(s), walkways, driveway(s), culvert(s), exterior lighting, service yard enclosures, HVAC unit locations, North arrow, and location and identification of special features, i.e. pool, tennis court, etc. Materials of construction for walkways and driveways must be identified.
7. _____ Three (3) sets of architectural drawings at 1/4"=1' scale. The plans must show the total enclosed heated/air-conditioned square footage, floor plans and square footage, all elevations at a minimum scale of 1/8"=1' including existing and final grades, finished floor levels and a detailed drawing of a typical wall section at 3/4"=1' scale.
8. _____ Provide descriptive data and/or samples of exterior materials and colors including brick, stucco, siding, shingles/roofing, cornice, columns, railings, trim, windows and doors. Complete and submit the attached "Exterior Materials and Color Selections Form."
9. _____ A completed Pointes of Plantation Pointe Builders/General Contractor Construction Agreement Form including the required \$3,000.00 security deposit (\$500.00 for improvement projects).
10. _____ Three sets of the landscaping plan at a minimum 1"=20' scale showing the house foundation planting, lawn areas, pine straw areas, shrubbery beds and natural areas for the entire lot.

Brick Selection:

(Manufacturer, Style Number, Name of Brick, and Mortar Color)

Siding Material:

(Manufacturer, Style Number, Size, Color and Name)

Other Exterior Materials:

(Type material, Color)

Exterior Trim:

(Materials and Color)

Shutters:

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(Manufacturer, style, Materials and Color)

Roof Selection:

(Manufacturer, Style, Name and Color)

Front Door:

(Manufacturer, Style, Name, Materials and Color)

Garage Doors:

(Manufacturer, Style Number, Name, Materials and Color)

Other Doors:

(Style, Materials, and Color)

Windows:

(Manufacturer, Style, Materials and Color)

Submitted by:

(Date)

(Phone)

(Email)

Pointes of Plantation Pointe Architectural Guidelines

EXHIBIT C

THE POINTES OF PLANTATION POINTE OWNERS ASSOCIATION

PROPERTY OWNERS CONSTRUCTION AGREEMENT

Property Owner: _____ **Lot(s) #** _____

Mailing Address: _____ **Phone** _____

Construction Type: _____

ARC Construction Approval Date: _____

Contingent upon receipt of this properly executed and notarized Construction Agreement, the Pointes of Plantation Pointe Owners Association (the Association) Architectural Review Committee (ARC) herewith approves your construction project as per the attached set of plans and specifications dated and certified as being ARC *Approved*.

This approval presumes compliance with all county and state building ordinances, the rules of the SCE&G, and the Association’s Covenants, By-Laws, Policies rules, regulations and Architectural Guidelines. This approval expires one year (365 days) from the above approval date, or one year from the issuance date of the original Newberry County Building Permit, whichever is less.

The above named property Owner herewith agrees to the following:

1. The Owner agrees that progress on construction and landscaping will be evident, continual, and completed in a timely manner.
2. The Owner agrees that representatives of the ARC and the Consulting Architectural Firm have legal and unrestricted access to the property during the construction process for the purposes of ensuring compliance with the approved building plans, specifications and the Association’s rules, regulations and Architectural Guidelines.
3. The Owner agrees to ensure the timely submission of a completed foundation survey showing the approved building pad prior to the beginning of the framing stage of construction.

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PROPERTY OWNERS CONSTRUCTION AGREEMENT- Cont'd

4. The Owner additionally agrees to receive ARC approval of the required *Framing, Exterior* and *Final Inspections* in accordance with the provisions of *The Pointes of Plantation Pointe Architectural Guidelines*, prior to proceeding with any additional construction. The Owner further agrees to accept any and all liability with regard to any work progressing beyond a required inspection without formal notice of the results of the inspection from the ARC, including but not limited to, fiscal sanctions and the dismantling and removal of any work if a deviation to the approved plans and specifications is found.
5. The Owner agrees all workmanship and quality of the same is the sole responsibility of the Owner and the Association is in no way liable for any deficiencies therein.
6. The Owner assumes all responsibility for all damages caused by any Builder, Contractor, or Sub-Contractor employed by the Owner. These damages may include, but are not limited to, roadways, curbs, curb lawns, unauthorized tree removal, damage to neighboring properties, and unauthorized use of utilities.
7. The Owner agrees the ARC may cause all work to cease if violations of the Association's Architectural Guidelines, Covenants, By- Laws, Rules or Regulations occur or the terms of this Agreement are breached to the extent the ARC, in its sole discretion, deems necessary.
8. The Owner agrees to assume all liability and costs regarding a cessation of work and agrees further that the Association will be held harmless from any and all liability, including, but not limited to , costs incurred or time lost as a result thereof.
9. The Owner agrees to correct or resolve all construction related corrections or deficiencies as reported by the ARC.
10. The Owner agrees to seek and obtain written approval from the ARC for any and all changes to the approved building plans and specifications prior to making such changes.
11. The Owner further understands that failure to obtain written approval will result in sanctions as provided for in the Association's Dispute Resolution and may, in the ARC's sole discretion, require the removal of the change and re-construction to the original plans and specifications as approved.

Pointes of Plantation Pointe Architectural Guidelines

PROPERTY OWNERS CONSTRUCTION AGREEMENT- Cont'd

- 12. The Owner further agrees to accept all liability and costs for all corrections of unapproved changes, whether completed by the Owner or the Association.
- 13. The Owner agrees no occupancy of the residence will occur prior to the issuance of a Pointes of Plantation Pointe Owners Association Certificate of Occupancy and understands that doing so may result in the eviction of said occupants until such time said Certificate is issued.
- 14. The Owner agrees to continue to assume all responsibility and liability for the completion of the construction project and to secure a Newberry County Certificate of Occupancy and a Pointes of Plantation Pointe Owners Association Certificate of Occupancy in the event the home is sold or legal ownership is changed for any reason.
- 15. The Owner agrees to reimburse the Association for any costs incurred, including, but not limited to legal fees and court costs, as a result of the enforcement of this Construction Agreement, the Association's Architectural Guidelines, Covenants, Rules and Regulation
- 16. The Owner agrees not to commence any construction or clearing of trees six (6) inches in diameter until a copy of this properly executed document bearing the ARC's written approval to proceed with said construction, as provided for below, has been received.

Signed under this _____ day of _____, 201____

By: _____
Owner(s)

STATE OF SOUTH CAROLINA

Personally appeared before me _____ and affixed his/her signature to the within written document.

Sworn before me this _____ day of _____, 201____

Notary Public of South Carolina
My Commission expires _____

Pointes of Plantation Pointe Architectural Guidelines

The Pointes of Plantation Pointe Owners Association Architectural Review Committee herewith certifies the above Owner's Construction Agreement was properly executed and received by the ARC on _____ and, as herein stipulated, authorizes the Property Owner to proceed with the approved construction process.

Chairman, ARC

Date

Pointes of Plantation Pointe Architectural Guidelines

EXHIBIT D

THE POINTES OF PLANTATION POINTE OWNERS ASSOCIATION

**BUILDER/GENERAL CONTRACTOR
CONSTRUCTION AGREEMENT FORM**

Builder/General Contractor: _____

Company: _____

Address: _____ **Phone:** _____

Property Owner: _____ **Lot(s) No.** _____

Construction Type: _____

Security Deposit Amount: _____ (\$3,000 for residence, \$500 for renovations)

The following documents and information is to be included and submitted with this Agreement which is to be directly submitted to the property owner for inclusion with his/her Application for Construction or Renovation.

1. _____ Copy of your Builder's License
2. _____ Copy of your Workers Compensation Insurance
3. _____ List and location of homes previously completed in Plantation Pointes.
4. _____ List of any fines or liens previously imposed on you by The Pointes of Plantation Pointe Owners Association and/or the Architectural Review Committee.
5. _____ The security deposit check may be made out to the Pointes of Plantation Pointe Owners Association. **(Cont'd)**

Pointes of Plantation Pointe Architectural Guidelines

Pointes of Plantation Pointe Builder/General Contractor Construction Agreement (cont'd)
Lot # _____

The Builder/General Contractor herewith acknowledges he/she has read, in its entirety, and fully comprehends all of the guidelines, information, rules and restrictions as promulgated therein, *The Pointes of Plantation Pointe Architectural Guidelines*, effective November 5, 2015 and by his/her properly notarized signature below, herewith agrees to comply with and adhere to all such rules and regulations as may be applicable to this construction project.

Builder/General Contractors Signature

Date

STATE OF SOUTH CAROLINA

Personally appeared before me, _____, and affixed his/her signature to the within written document.

Sworn before me this

_____ day of _____, 201__

Notary Public of South Carolina

My Commission expires _____

Pointes of Plantation Pointe Architectural Guidelines

EXHIBIT E

POINTES OF PLANTATION POINTE OWNERS ASSOCIATION, INC.

ALTERATIONS, MODIFICATIONS OR CHANGES TO EXISTING STRUCTURES AND/OR LANDSCAPE REQUEST FORM

Lot Owner: _____ **Lot(s) #** _____

Mailing Address: _____ **Phone:** _____

Project Type: _____

Contractor: _____

Date of Application: _____

The proper and accurate completion and submission of this form, including attachment of all the applicable documents specified below, to the Pointes of Plantation Pointe Architectural Review Committee at the letterhead address, will satisfy the requirements necessary for the conduct of the approval process of the Applicant's request for alterations, modifications or changes to an existing structure or landscaped lot. Applicants are to certify completion of the submission requirements by placing their initials in the space provided following the applicable item numbers listed below.

1. _____ Application to be submitted at least seven (7) days prior to a scheduled ARC meeting which is normally held on the 1st. Thursday of each month.
2. _____ A written description of the requested project including the estimated amount of time it will take to complete the project.

For Alterations to an Existing Structure

1. _____ Two (2) copies of the applicable original elevation drawings of the structure.

Pointes of Plantation Pointe Architectural Guidelines

ALTERATIONS, MODIFICATIONS OR CHANGES TO EXISTING STRUCTURES AND/OR LANDSCAPE REQUEST FORM

(Cont'd)

2. _____ Annotations on these elevation drawings which clearly and accurately depict the requested alterations or two (2) copies of the revised elevation drawings at a minimum scale of 1/8" = 1', as provided by an Architect or Designer
3. _____ The original site plan of the property which shows the approved building pad, house footprint, walkways and driveways, annotated to depict the exact location and dimensions of the proposed alteration, if applicable.
4. _____ Provide descriptive data and/or samples of exterior materials and colors to be used, including the brick, stucco, siding, shingles/roofing, cornice, columns, railings, trim, windows and doors.

For Repainting

1. _____ Two (2) copies of the applicable original elevation drawings of the structure.
2. _____ Annotations on these drawings identifying the areas to be repainted and the colors proposed
3. _____ Color chip(s) or samples of the proposed paint(s) to be used and the manufacture, type paint, color and paint number

For Re-Roofing

1. _____ The manufacturer, style, name and color of the roofing material(s) and/or a sample of the roofing material (shingle).

Pointes of Plantation Pointe Architectural Guidelines

For Landscape Alterations

1. _____ Two (2) copies of the original ARC approved landscaping plan (if available).
2. _____ Annotation on these plans identifying the proposed alterations or two (2) copies of the revised landscaping plan drawn at a minimum of 1" = 20' scale showing the house footprint, plantings, lawn areas, mulched areas, shrubbery beds and natural areas for the entire lot.

Signature of Lot Owner

Date