

title

Ogeechee Salt Marsh

*J.P.*

**H A B E R S H A M**

P L A N T A T I O N

1873

Pattern Book

*History in the Making.*



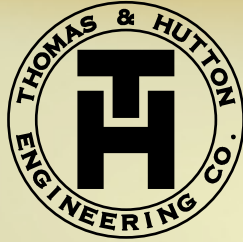


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**H A B E R S H A M**  
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**Section .....1**

**Section .....1**

**Section .....1**

**Section .....10**

**Section .....11**

**Section .....12**

**Section .....1**

**Section .....1**

**Section .....1**

**Section .....10**

**Section .....11**

**Section .....12**

# Master Plan



| <i>Acreage Summary</i> |                    |
|------------------------|--------------------|
| Total Acreage          | ± 177 AC.          |
| Open Space             | ± 14.0 AC.         |
| Wetland                | ± 4 AC.            |
| Upland                 | ± 10 AC.           |
| Developed Area         | ± 163 AC.          |
| Linear Feet of Road    | ± 6,100 L.F.       |
| <i>Lot Information</i> |                    |
| Number of lots         | 54                 |
| Lot sizes              | 1.5 AC. to 4.9 AC. |
| Density                | 0.31 DU / AC.      |

Prepared by:



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Drawn By: R. P. Thompson

Project No. 17745  
 Date: May 25, 2005  
 Revised: August 23, 2005

Plan is conceptual only and may change upon review of various governmental agencies.

This map illustrates a general plan of the development which is for discussion purposes only, does not limit or bind the owner, and is subject to change and revision without prior written notice to the holder. Dimensions, boundaries and position locations are for illustrative purposes only and are subject to an accurate survey and property description.



# History

In 1873 William Habersham held title to almost 2000 acres of land in southern Chatham County. The rice and cotton Plantation known simply as “Grove Plantation” stretched from the Grove River all the way to the Big Ogeechee River. The Big Ogeechee River is one of Savannah’s most historical waterways. Both Indians and Europeans have lived along this river since the early 1500’s. It was a land rich with natural beauty, teeming with wildlife, was without question some of the low country’s finest.

More than thirteen decades have passed and many changes have occurred. Still today, the heart of Grove Plantation remains exactly as it was in 1873. We approach this land with an awesome humbling sense of stewardship. We understand that the manner in which we choose to utilize its vast resources will define Habersham Plantation not only for today, but also for the next thirteen decades. The vision for what Habersham Plantation will become is inextricably tied to the timeless elegance of Southern traditions.



Habersham Plantation represents an excellent balance of environmental stewardship while providing owners with a quality of life, reminiscent of a bygone era, rooted in the simple pleasures provided by nature itself.

There is, in this place a timeless nature that cannot be ignored and will never be displaced. It is a spirit that seems to flow from the land, the water, the trees and the marshes, embracing everything and everyone fortunate enough to discover its magic.

Owning a portion of Habersham Plantation will afford its owners access to the treasures of the Grove River. Deep water, minutes from the Intercoastal Waterway providing convenient access to Ossabaw, Wassaw and the pristine barrier islands of Coastal Georgia. The River House, a private clubhouse for Habersham’s home owners promises to be a special place for entertaining or just relaxing and enjoying sweeping views of the river and surrounding salt marsh. Thoughtful attention has been given to the amenities supporting the River House. They include a covered dock with almost 550 feet of floating docks, a boat ramp, and tennis courts.

Habersham Plantation- the careful balance of privacy and a sense of belonging to a timeless piece of Georgia’s history, surrounded by neighbors who share the values of the simple pleasures of life.

## Savannah & The Low Country



From its salt marshes and rivers to its famous downtown squares and beyond, Savannah is a Southern gem where hospitality and history abound.

As Georgia's first city, and America's first planned city, Savannah has long been a bustling center of both cultural and economic activity. Today, Savannah continues to grow and prosper while at the same time remaining dedicated to the historic preservation that makes the city so irresistible to tourists and residents alike. Whether you choose to take a stroll through picturesque squares in Savannah's historic downtown with its art galleries, antique shopping, and first-class restaurants, or enjoy the beaches of nearby Tybee Island and Hilton Head Island, the beauty and charm of this captivating city and surrounding Low Country are sure to delight and enchant you time and time again.

Ideally located in Savannah's Southside, Habersham Plantation is just a few-minutes drive from nearly every point in the city.

To the east of Habersham Plantation is the Southwest Bypass which easily takes you into the heart of Savannah's downtown historic district. Drive a short distance west from the development and highway 204 quickly takes you to Interstate 95, which is the major north / south interstate for the entire east coast, as well as the most direct driving route when traveling to The Savannah / Hilton Head International Airport; a major airport offering the convenience of 9 airlines, 52 daily departures, and 17 nonstop destinations. An added benefit to Habersham Plantation's location is its close proximity to the city's major shopping malls, hospitals, grocery stores and more!

Habersham Plantation - feel a world away, with everything you'll ever need, just outside your door.





## Ecosystem



**River** - Habersham Plantation is nestled near the banks of Savannah's Grove River which provides residents with the luxury of deep-water access. The Grove River is a tidal river that cycles between high and low tides, also known respectively as "flood" and "ebb," every 24-hours and is controlled by the gravitational pull of the moon. Tidal changes are also the river's means of refreshing the water itself, bringing new life to the plants and marine organisms found in the river's marsh beds.



**Live Oak Canopy** - Everywhere you look, whether towering alone or grouped in majestic formations, centuries old oak trees can be found, in all their splendor, at Habersham Plantation. Most every oak that accents the land at Habersham is draped with the lace-like elegance of Spanish Moss, a non-parasitic organism that does not harm the tree in any way and is, in fact, in the same plant family as the pineapple. Its "spreading" growth requires ample room for a healthy root system but the resulting beauty is well-worth the area it occupies at maturity.



**Pasture** - In the 1870's, the land that is now Habersham Plantation was home to rice and cotton fields. What remains of those fields today is a cleared expanse of gorgeous pastures rich with natural beauty that stunningly paves the way to the enchanting forests that surround this once booming plantation. Thriving species in the pastures include live oaks, grasses such as bermuda grass, and even an occasional wild flower display, the perfect accent to this land that is already teeming with charm and inspiration.



**Forest** - With hardwoods, wax myrtles, palmettos and more, the forests of Habersham Plantation bring new meaning to the word "lush." Pine trees, live oaks and a myriad of other tree species cool, protect and distinguish this extraordinary land from the surrounding areas. In addition, various ferns, grasses and even blackberries can be found when exploring these historic woods. Of course squirrels, raccoons, melodic birds and brilliantly colored insects also inhabit the forests of Habersham Plantation and add to the uniqueness of this magnificent property.



**Salt Marsh** - Found in abundance along the banks of Habersham Plantation's Grove River, salt marshes rank among the most productive ecosystems on earth and serve as transitional areas between land and water where salinity ranges from near ocean strength to near fresh in upriver marshes. One plant, smooth cordgrass (*Spartina alterniflora*), dominates the regularly flooded low marsh and is characterized by its narrow, tough blades. Few animals eat this plant, but many animals and plants live on it or on the marsh surface protected by its roots and stalks. Fiddler crabs, marsh snails and marsh mussels are typical invertebrate species which live in salt marshes, and the popular and highly prized oyster generally borders these salty beds. In addition, birds such as the always-graceful herons and egrets, feed on the marsh's fish, shrimp and fiddler crabs year-round and frequently perch on mud banks watching for movement of prey in tidal pools.



*Architectural Patterns*



Colonial Adam



Colonial Adam



Colonial Georgian



Colonial Georgian



Colonial Georgian



Colonial Georgian



Colonial Georgian



Colonial Lowcountry Neoclassical



Colonial Lowcountry Neoclassical



Colonial Plantation



Colonial Plantation



Colonial Plantation





**Colonial Plantation**



**Colonial Plantation**



**Colonial Plantation**



**Colonial Revival**



**Early Classical Revival**



**Georgian Neoclassical**



**Greek Revival**



**Greek Revival**



**Greek Revival**



**Greek Revival**



**Italianate**



**Lowcountry Farmhouse**





Lowcountry Farmhouse



Lowcountry Farmhouse



Neoclassical



Neoclassical



Neoclassical



Plantation



Plantation Lowcountry



Plantation Lowcountry



Plantation Lowcountry



Victorian Ball and Stick Porch



Victorian Folk



Accessory Building



**H A B E R S H A M**  
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*1873*

*History in the Making*

DESIGN GUIDELINES and REVIEW PROCEDURES for  
*HABERSHAM PLANTATION*



Effective Date: August 23, 2005

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# DESIGN GUIDELINES and REVIEW PROCEDURES of HABERSHAM PLANTATION

## I. INTRODUCTION

Living in a planned community like *Habersham Plantation* offers many advantages, as well as imposing certain guidelines and restrictions. In order to preserve the value, desirability, attractiveness, and architectural integrity of the community, deed restrictions require that the Design Review Committee, hereafter referred to as DRC, approve in advance and issue a permit for all new construction and all additions/alterations affecting the outward appearance of a building or a lot. The Design Guidelines and procedures are intended to set the standard against which residential designs will be judged and to provide advice and assistance in the design planning and construction process. A permit is also required for any work which would require the placement of a large trash receptacle, or dumpster for the disposal of scrap material or debris of any kind.

A major factor in the character of a community is its physical attributes. The overall architectural style of *Habersham Plantation* is best described as a “traditional southern estate” neighborhood prior to 1920, prevalent in the Savannah, Charleston area and in the coastal areas of Georgia and South Carolina. Within this overall aesthetic quality of *Habersham Plantation*, design styles must reflect this. The concept of *Habersham Plantation* is to be of “traditional southern estate” and is to be a mixture of these styles harmoniously blended to compliment each other in their site, colors and use of materials. Appendix G has been provided to denote acceptable, approved design styles in *Habersham Plantation*. Each plan shall be considered on an individual basis. Specific emphasis will be placed on historic precedent examples, impact and the harmony with surrounding homes and styles. The primary concern of these guidelines is that the community be free from discordant or competing shapes and designs which vie for attention or attempt to create a greater visual impact than neighboring shapes and designs. These design guidelines are provided for the purpose of protecting the aesthetic, symbolic and historic aspects of design, as they pertain to the region and *Habersham Plantation*. Specific guidelines with regard to architectural materials and methods as well as composition and details are covered. Designs should appear indigenous and non-intrusive, while embracing vistas, and capitalizing on other assets of the pristine natural surroundings. Each design should contribute its own unique qualities, developing a rich, and diverse, and regionally appropriate, architectural fabric for *Habersham Plantation*.

The following design styles are not approved and are discouraged: Eclectic, Tudor, Chateausque, Beaux Arts, Mission, Spanish, Monterey, Pueblo Revival, Craftsman, and Prairie.

It is recognized that situations may arise where the owner may desire deviations from these guidelines. It is the owner’s responsibility to request deviations, in writing, for the DRC’s consideration. If no deviation from the guidelines is specifically requested, none will be granted. Through the service of the DRC, construction activity is monitored.

### A. Qualifications of Builders, Architects and Designers

Only approved architects, landscape architects, building designers, landscape designers, builders and landscape contractors are allowed to design or construct any residence within



*Habersham Plantation*. A list of approved professionals will be available through the DRC Administrator.

If your architect, designer and/or builder are not on the approved list, you should secure the qualifications statement (Appendix "H") for their approval from the DRC prior to submitting any applications or plans. The approval procedure consists of your architect, designer, builder and landscape contractor completing the appropriate application and submitting it to the DRC. The Approval Procedure will evaluate the following criteria:

1. Resume of Work with Photos
2. Business/Professional references
3. Bank references
4. Educational background and professional credentials
5. Evidence of the following:
  - a. Liability Insurance
  - b. Workman's Compensation Insurance
  - c. Error and Omission Insurance

The DRC will act on this application and notify you of approval or rejection prior to submitting any application of plans. After your design professional is approved, you should proceed with your home, site plan and landscape plans. A notice of Approval/Rejection will be forwarded as soon as possible via facsimile or e-mail with a full copy be mailed to you, the builder, and design professionals within forty-five (45) days from the date of submission.

Approval by the DRC is not a warranty or guarantee by the DRC as to the qualifications of any professional, but rather specifies that the professional has met the minimum criteria deemed necessary by the DRC to work within *Habersham Plantation*. Only professionals approved by the DRC shall be entitled to participate in the design and construction of residences in *Habersham Plantation*.

## **B. Building Design Services**

Complete services shall include the site analysis schematic design along with other services as defined in A1A document B-141 Standard form agreement between owner and architect or the B-141/CMA version (a copy of which is available from the DRC).

All involved design professionals must be in attendance at every DRC meeting where their work will be formally reviewed. The owner is encouraged to attend.

## **C. Guidelines**

### **1. Why Guidelines are Necessary**

The long-term interests of all property owners are best served by carefully attending to the details of the development of each individual lot, with controls that are aimed at preserving the vision and unique environmental, scenic and developed qualities of *Habersham Plantation*.

## 2. Purpose of the Design Guidelines

The architectural building design and landscape design guidelines establish standards to preserve the unique and desirable qualities of *Habersham Plantation* and to ensure that residential designs are compatible with each other, the site and the overall environment of *Habersham Plantation*. Reference shall be made to Appendix G for approved Architectural Styles.

Such controls are not intended to create “look-alike” residential structures, but to ensure that nothing is designed or constructed in a manner which detracts from the overall environment of *Habersham Plantation*.

To provide practical guidance for property owners, building designers, architects, landscape designers, and builders in the development of each residential lot, the design guidelines have been formulated not only as an outline of appropriate and desirable development, but also as a more tangible guide to the policy of the DRC.

## II. GENERAL INFORMATION

### A. Design Review Committee (DRC)

The Design Review Committee (DRC) is appointed by and acts for the Board of Directors of *Habersham Plantation*. The DRC may utilize the services of design consultants to enhance the review process. Primary review meetings are held on the third Thursday of each month. Review meetings may be added or deleted at the discretion of the DRC. Requests for review of an application must be submitted to Genesis Real Estate Group, LLC, hereafter referred to as GREG, 107 Southern Blvd, Suite 304, Savannah, GA 31405 (912) 629-0472 on or before 4:00 PM the Friday prior to the next scheduled DRC meeting. The applicant’s design professionals are required to attend the review meetings. When the DRC rejects an application, the applicant or their representative may appeal their case in person to the DRC. These appeals will normally be held at the next regularly scheduled meeting of the DRC. Notification of an appeal must be filed with the DRC Administrator on or before 4:00 PM the Friday prior to the next scheduled DRC meeting.

### B. Considerations:

1. All homes and other structures must comply with the requirements set forth in *Habersham Plantation* General Declaration of Covenants Restrictions and Applicable Supplementary Declarations.
2. Construction must comply with Federal Flood Management Agency Regulations and current Chatham County Building Codes.
3. All dwellings must be single-family homes
4. All structures shall be contained within the lot’s setbacks.
5. Combining Lots: When an owner combines two or more lots, the DRC will designate new building setbacks and design criteria based on the new property lines, existing utility easements and the objectives of these guidelines.

### **C. Exclusions and Disclaimers:**

Neither the DRC, nor GREG, nor *Habersham Plantation* assumes any responsibility for the design, structural integrity, safety features or building code compliance of proposed improvements or structures. The property owner and the builder have sole responsibility for adherence to any and all building codes and to plans approved by the DRC. *Habersham Plantation* reserves all rights and remedies in the event it is determined the property owner or his builder/contractor failed to comply with the approved plans.

## **III. DESIGN CRITERIA FOR ALL STRUCTURES**

The overall impact of a home design involves issues of taste and judgment that cannot be completely reduced to measurable standards such as size, setback, roof pitch, etc. A home design may meet all the statistical criteria but be unacceptable for *Habersham Plantation* if, in the judgment of the DRC, its overall aesthetic impact is unacceptable. Appendix G shall be referenced for acceptable design styles. A variance or waiver of any requirement for one lot shall not constitute a justification for a variance or waiver for any other lot. All applicants shall have a minimum of (3) three historical precedent examples prior to 1920 to support the submitted architectural style.

### **A. Measurement and Analysis of Lots and Structures**

1. This section addresses habitable area of a residence. The heated and/or air conditioned area square footage of a dwelling is the primary design criteria. This area is calculated from the exterior structural dimensions of such space in accordance with the 2000 International Residential Code for One and Two Family Dwellings, hereafter referred to as IRC, Section R304 and R305. All residences in general will be restricted to three stories in height, unless pre-approved for specific areas in advance by the DRC. The maximum footprint of any individual enclosed building mass
2. This Section addresses the allowed height of a home. All lots are limited to a height of forty five feet (45') from highest existing grade abutting the residence. The LLF (lowest livable/ habitable floor) shall be at least 36" inches above the highest finished grade or the level required by Chatham County flood ordinance, whichever is higher. The associated exposed finished (stucco or brick) foundation walls will eliminate the appearance of slab on grade, particularly as viewed from the street. This will provide a degree of flexibility in establishing the effective building height when taking into consideration the home's design and its relationship to neighboring homes.
3. The maximum height allowed for ancillary structures, outbuildings and detached garages is twenty two feet (22') from finished grade. Outbuildings shall be subordinate to the main house and shall utilize the same or similar detailing, materials and stylistic qualities. These buildings may include caretaker cottages, guest cottages, cart parking, garages, gardening sheds, pavilions or art studios. Out buildings may be freestanding or connected to the main house by outdoor rooms and or architectural projections such as breezeways or trellises. In order to be considered attached, the garage must be integral to the house. The area (square footage) of a living space above an attached structure, or at mid level between stories of the main building, will be considered a part of the second floor of the main structure.
4. Roof overhangs shall not extend over the building setback lines.



5. The DRC judgment and interpretation of these guidelines take precedence in any dispute regarding building setback lines, conditioned square footage, lot coverage, height or width of proposed structure(s).

## **B. Lot Coverage:**

Lot coverage approval will be based on the architectural design of the home as well as an analysis of its massing and streetscape in relation to the neighboring homes. It is recommended that the area covered by the building, drives, walks, patios, service yards, etc. and any impervious material not cover more than 40% of the buildable area within the setback lines.

## **C. Exterior Design**

The DRC is responsible for ensuring that the proposed structure “blends” with existing neighboring structures so that the entire area is attractive and complementary. To accomplish this, the following factors are considered:

1. **Site Utilization** - Relationship of proposed construction to existing natural and man-made features; effect on the streetscape, common open space, views to and from the home, driveways, parking areas, and landscape treatment. The placement of the residence and/ or any outbuildings shall be responsive to the content of the site.
2. **Scale** - Relationship of the proposed structure to surrounding structures and the overall visual impact.
3. **Massing** - Relationship of the elements of the structure to one another and to neighboring structures. Structures are to be simple, rectangular volumes organized in a hierarchy of masses. The composition of structure shall have a clearly dominant volume (the main body) and complementary “secondary” volumes such as wings, accessory structure and / or garage.
4. **Fenestration** - Relationship of exterior openings (doors, windows, etc.) to the solid portions of the design and to one another.
5. **Roof Space** - Relationship of roof shapes, pitches and treatment to the overall design.
6. **Aesthetics** - Overall design quality based on the judgment of the DRC in relationship to the intentions of the guidelines.
7. **Streetscape** - Defines the overall view and balance of the home in relation to the neighboring homes and *Habersham Plantation*.
8. **Established Historic Precedent** - Review (3) three submitted examples of historic precedent for conformance to proposed design.

## **D. Exterior Materials:**

1. **Siding and Trim** - The materials used to clad a building are very important to its exterior appearance. Exterior materials and colors must harmonize with the natural surroundings, historic precedent and with the materials and colors of other structures in the community.

- a. Approved siding materials are: brick, lime-stone, wood, fiber cement products (i.e. Hardi-plank, etc.), solid masonry “hard coat” stucco or tabby and granite.
- b. Non-approved siding materials are: vinyl, aluminum, glass block, plywood, artificial or imitation materials (i.e., simulated brick, stone, etc.)
- c. Approved trim materials are:
  - (i) Fascia/Frieze - wood, fiber cement products (i.e., Hardi-plank, etc.), or “Azek”. No pre-finished aluminum or vinyl are allowed.
  - (ii) Soffit - wood, “Azek”, fiber cement products (i.e., Hardi-plank, etc.), or plywood. No vinyl or aluminum soffits are allowed.
  - (iii) Window/Door Trim - wood, “Azek”, fiber cement products (i.e., Hardi-plank, etc.), composite P.V.C., granite or limestone.
- d. Exterior materials not previously used or pre-approved at *Habersham Plantation* or new materials to the construction industry, must be submitted on a Conceptual Application and require DRC approval.

2. **Roofing** - The roof of a building is a major design feature of a home. A visible hierarchy of roof forms shall be incorporated in the overall design. A dominant primary roof with secondary roofs and /or elements shall be established. Samples of the proposed color and material must be submitted with the application.

- a. Approved roofing materials are: cement tile, clay tile, slate, dimensional fiberglass shingles (minimum 300#), metal standing seam (minimum 22 gauge standing seams at 16" o.c.) and cedar shakes.
- b. The proportion of roofs shall be consistent with the architectural style of the residence. Roof pitches for dominant roof forms shall be between 5:12 and 12:12. Secondary roof pitch is 3:12 minimum (i.e. sheds). Flat roof sections may be acceptable on porches and connecting elements.
- c. All roof penetrations, except chimneys, (i.e., plumbing vents, exhaust vents, pipes, flues, etc.) must be located on the least visible side and painted to match the roof.
- d. Skylights shall not be visible from the street elevations of the home. Skylights should have a low profile, preferable flat or slightly curved. The skylight frame should be painted to match the color of the roof.
- e. Solar collectors must be located on the ground or roof areas not visible from adjacent lots and must be harmoniously integrated with the building or the topography. Collectors must be installed in the rear of the lot and shall not be visible from any street or any other residential property or lagoon. Any pipes, wires and control devices must be concealed.

3. **Chimneys/Fireplaces** - All chimneys/fireplaces must meet these guidelines:

- a. All chimneys must have a masonry veneer (i.e., stucco, tabby, limestone or brick) to compliment the foundation for the residence.
- b. Wood, simulated or imitation building materials and fiber cement products are prohibited.

- c. If a spark arrestor is required it shall be a low profile type, painted to match the approved colors of the residence, with a chimney cap as described in section III.D.3.d.
- d. Chimney caps and exposed flues of either masonry or prefinished metal are required and must be approved by the DRC with the initial application.
- e. Fireplaces that affect the exterior appearance of a home require DRC approval.

### **E. Exterior Colors:**

All colors shall have historic precedent prior to 1920 and are judged and approved on an individual basis with special consideration given to visibility, shade and shadowing, house design, existing vegetation, roof color and the exterior colors of adjacent homes. The use of any particular color elsewhere in *Habersham Plantation* does not guarantee its acceptance in other applications. The DRC must approve any changes to the approved color scheme of a home.

### **F. Antenna and Satellite Dishes:**

All antenna or satellite dishes must meet these guidelines:

- 1. The maximum size satellite dish allowed is 18" in diameter.
- 2. Color must be selected so that the dish will blend with the surroundings.
- 3. No trees can be removed without prior approval.
- 4. All cabling must be concealed.
- 5. Although good reception is most desirable, antenna should be located so as to achieve a minimum visual impact from any street, common area, or any structure used for gatherings.
- 6. The DRC must be contacted prior to any exterior installation.

### **G. Door and Windows:**

All doors (except main entry systems) and windows must meet these guidelines:

- 1. Wood, solid vinyl, vinyl clad or aluminum clad wood systems shall be used for doors and windows, and must be approved for appropriate appearance by the DRC. Wood frames must be painted, sealed or stained.
- 2. Window and glass door design should conform to the hurricane protection standards of section R613 of the International Code Council's 200 International Residential Code for One- and Two- Family Dwellings or Additional Standards as they develop.
- 3. Windows or window groupings are to be sized to be in scale with the exterior wall on which they occur. Window design is to utilize a consistent style and/or vernacular on all sides of the building. Windows on subordinate wings or on upper floors will typically be smaller than on the dominant volume and/or floor.
- 4. The window vocabulary is to be based on the traditional principles of multi paned, vertically oriented, designs:
  - Casement, double and/or triple-hung, with a 3 inch sill and full screen



- Wood or clad windows
  - Large windows that are subdivided with structural members or integral (not snap-in)
  - Accent windows that use a triple unit, round, octagonal or elliptical designs
5. Only authentic fully penetrating muntins (divided lites) or simulated permanently attached muntins are permitted. Snap in and/or vinyl muntins of any type are prohibited.
  6. Aluminum awnings, jalousie windows, glass block, single hung windows, half screened windows and mill finish aluminum windows and doors are not permitted.
  7. Doors for the main entry are generally highlighted with natural finishes and inclusion of crafted wood elements and glazing. The main entry system (door, sidelites and/or transom) shall conform to the Architectural Style of the residence. Each home must have the front entry door system approved prior to construction.
  8. Screen doors should not detract from, or alter the appearance of the door it covers. The screen door should be painted to match the color of the door it fronts, or it fronts, or in some situations, painted to match the color of substantial door trim. Screen doors are prohibited on the main/front entry doors.
  9. The use of color reflective tinting or mirror finishes on windows is prohibited. Glass tinting for solar purposed is allowed but must be reviewed and approved on a case-by-case basis.
  10. Screening material must be dark charcoal in color. No natural white or green screening shall be allowed.

## IV. ADDITIONAL DESIGN GUIDELINES

### A. Minimum Habitable Floor Elevation

The minimum habitable finished ground floor elevation shall be a minimum of 36" above the highest finished grade or shall conform to the established minimum (F.E.M.A.) Federal Emergency Management Agency finished floor elevation, whichever is greater.

### B. Drainage and Grading

Each homeowner is responsible for having the flood plain elevation for their lot certified by the Chatham County Department of Engineering. The DRC must receive this certification as part of the initial application process. Grading and Drainage improvements are to focus on minimizing impacts to the site and natural existing trees and plants. It is the owner's responsibility to ensure that drainage caused by development will be directed away from the dwelling and adjoining properties in compliance with the master drainage plan of *Habersham Plantation*.

### C. Driveways / Arrival Areas

Driveways and arrival areas shall be designed to minimize their visibility and to blend into the landscaping through careful siting, design, use of Architectural devices and use of plant materials. All homes must have a defined driveway and must meet these guidelines:

1. Approved materials for driveways and walks are stamped colored concrete, brick, tabby, exposed aggregate, interlocking concrete pavers or approved combinations appropriate to the residence. Crushed shell or crushed stone may be used but shall have a minimum 25' deep solid masonry apron from the entry road. Driveways cannot incorporate contrasting colors or designs without DRC approval.
2. Unpaved driveways or driveways using loose materials such as pine straw are not permitted.
3. Driveways should not be located closer than 25' from a side property line and shall have off-street parking for two automobiles (guest parking).
4. Where a lot fronts on more than one street, the lot should be entered from the street where the drive and garage doors have the least visual impact from the most heavily traveled street and adjoining neighbors.
5. Driveway width may not exceed 12 feet except in the guest parking area and at the entry to the garage where the pavement may expand to the width of the garage.
6. The DRC on a case-by-case basis will consider requests for driveways to extend into set back areas. For example, approval might be granted if the location of the driveway would significantly enhance the design and positioning of the home on the lot and does not adversely affect neighboring properties. Approval of any such extensions may also require additional landscape buffering. Approval will be at the discretion of the DRC.
7. Reflectors of any type are not permitted.
8. One driveway entry from the main access road will be permitted for each lot.
9. Driveway, parking and garage layouts shall be designed to minimize the visibility of garage doors, driveways and off-street parking from the street, common areas and adjoining properties.

#### **D. Fences/Courtyards/Gates**

In general fences, courtyards and gates are to extend and complement the architecture of adjoining buildings to create outdoor areas. All fences, courtyards and gates shall conform to the Architectural style of the residence. Fence materials and guidelines are as follows: painted wood, brick, wrought iron, stucco, or combinations thereof. Wire, chain link or exposed concrete block fences are prohibited. Fence posts shall be of masonry construction (brick or stucco), minimum of 8" square and used at 20 ft. o.c. maximum and at all corners and gates. Height range; Maximum of 4 ft. 6 inches. Fences, or backing up to a road where it can be seen, will be reviewed in detail. As much information as possible on the design, height, materials, color samples, screening, etc. should be submitted with application along with a site plan showing existing home and desired fence location. If a fence or screen is desired, plans and details *must* be submitted to the DRC for approval of architectural appropriateness before construction. Fences or courtyards should meet the building set backs requirements and not entirely enclose or define property lines of individual home sites. A maximum of 5% of the total lot square footage may be enclosed. Homeowners are required to landscape and provide maintenance outside the fence. Respect the extended view of your neighbors.

Common property cannot be fenced by anyone except The *Habersham Plantation* Property Owners Association.

Driveway entry gates and entry monuments are permitted at driveway entries as long as they are blended into an integrated landscape design and are a minimum of 30'0" from any property line to allow vehicles to pull off the road while accessing the gate. Lighting of entry gates or monuments is not permitted. Gates and monuments must transition to a planted screen or dense Vegetative buffer.

## **E. Garages**

All garages must meet the following guidelines:

1. Each dwelling must provide for the storage of not less than two automobiles within a space totally enclosed by walls, roof, and overhead garage doors for vehicular access.
2. The use of single bay doors, maximum of 10' wide each, compatible with the architecture of the residence, shall be used for each vehicular opening. Recessed garage doors, a minimum of 12 inches is required.
3. Garages and any outbuildings shall be set back a minimum of 10 feet from any building façade that faces the street. Garages shall be oriented so that garage doors are not visible from the street. Garage doors facing adjoining neighbors are required to have vegetative/ landscape buffer.
4. On-Street parking is not permitted.

## **F. Exterior Space Design- Gazebos, Saunas, BBQ's, Patios, Tree Houses, Playground Equipment and Other Structures**

1. Exterior areas shall be detailed to complement the architectural style of the buildings through the way of plantings and masonry surfaces.
2. All structures located apart from the main building require written approval from the DRC prior to installation.
3. All structures must be within all setbacks and must be compatible with the main building regarding materials, color, and style. All structures must be properly screened from view and views from adjacent lots will be considered.
4. Play equipment, if approved, must be placed in the rear of the residence not visible from the street.
5. No playground equipment or basketball backboards will be allowed on any lot unless property screened from view and views from adjacent lots.
6. Basketball backboards, goals and posts must be located where they cannot be seen from streets or adjacent lots. Backboards must be clear or white, posts painted black or dark green.
7. Absolutely no tree houses shall be constructed on any lot or common area properties.



## **G. Vehicular Parking**

No trucks, campers, trailers, boats or recreational vehicles are to be parked on any lot overnight, unless they are fully enclosed within garage.

## **H. Service Yards, Mechanical Equipment, Propane Tanks, Garbage and Trash Containers:**

1. All privately owned electrical, electronic and mechanical equipment, including air conditioning compressors and condensers, generators, swimming pool and spa equipment, transformers and meters, garbage and trash containers and sprinkler controls must be properly screened by a minimum 5' high solid wall of permanent materials matching the residence and landscaped so that they shall not be visible from the street or adjacent property.
2. Only propane powered generators with sound attenuation will be allowed.
3. All propane tank installations must comply with the current NFPA documents administered by the State Fire Marshall.
4. The service yards shall be located within the building setbacks in the side or rear yards.

## **I. Mailboxes and House Numbers**

1. All mailboxes and mailbox assemblies are to be uniform throughout *Habersham Plantation*. Mailboxes must be obtained from and installed by *Habersham Plantation* POA at the homeowner's expense.
2. House numbers placed on the residence shall be compatible with the architectural style of the residence and shall conform to all Chatham County EMS and any other emergency services standards.

## **J. Setbacks**

Each lot has specific setback distances from its property lines with adjoining property, street, etc. All structures including swimming pools shall be located within the core lot area defined by the setbacks. The DRC will consider variance requests for extensions into setback areas where it would significantly, in the DRC's judgement enhance the overall attractiveness and/or functionality of the home and grounds. Any such requests will be considered by the DRC on a case-by-case basis and will require submission of supporting documentation, a site evaluation and a neighborhood compatibility review. Approval will be at the discretion of the DRC. No building elements, other than Habersham mailboxes, can be located in the common area easement between the curb and the property line. All entry elements must be shown on the architectural and landscape drawings and must be located inside the property line. Entry elements of a structural nature shall not be constructed in the utility easement. If the property owner places any structural element in this easement, it will be at risk if underground utility work takes place.

## **K. Shutters, Decorative**

1. Shutters may be used for door and/or window treatments.
2. Each shutter should be sized to cover one half of the window and /or door opening.

3. Shutters shall be operable and utilize louvered, paneled or board designs.
4. Shutters must be constructed of wood or heavy gauge vinyl/nylon and colored to complement the color scheme of the home.

#### **L. Hurricane and Storm Protection**

Temporary hurricane or storm shutters may be installed for a short time immediately before the official threat of a hurricane or storm and promptly removed following the threat (within 7 days). Hurricane and storm shutters left longer than ten (10) days must be painted to match exterior siding of home. Permanently installed auto operable shutters must be approved by the DRC prior to installation and must meet the following criteria:

1. Style - Must be architecturally compatible with the house design and be as inconspicuous as possible.
2. Color - Shutters, support members, and storage containers must match adjacent color.

#### **M. Awnings and Canopies:**

All awnings and canopies must meet these guidelines:

1. Must be compatible with the architectural style of the residence.
2. Must be of a canvas material of a compatible color to the residence.
3. No metal shall be allowed, except as structure for awnings. Metal shall be totally concealed from view.
4. Consideration should be given to the appropriateness of awnings and canopies in the overall design of the residence.
5. All awnings and canopies must have DRC approval and shall be shown on the plans submitted for approval.

#### **N. Signage**

All signs, billboards, and advertising structures are prohibited on any lot except the DRC pre-approved builders signs. No sign shall be nailed or attached to any tree. No outside sales signs, yard sale signs or any other signage not pre-approved, by the DRC, for *Habersham Plantation* will be allowed. Signs containing owner's name, builder's name and designer professional's name shall be permitted subject to DRC approval. Colors must be natural, earth tone in nature and approved by the DRC. Contact the DRC office for pre-approved signage.

#### **O. Statuary, Site Hardscaping and Yard Ornamentation**

1. Statuary is defined as any item that is used for decorative or ornamental purposes on the exterior of the home or in the surrounding yard. Statuary includes such items as lawn ornaments, flagpoles, statues, fountains, etc.
2. Materials and details must be in keeping with the traditional character of the development, and compliment the residence. These elements should be limited in general to gardens, and must not impact adjoining lots or streetscape. Any use of site hardscape, statuary and yard ornaments must be approved by the DRC and shown within the context of a landscape plan.

## **P. Swimming Pools, Spas, Hot Tubs and Similar Structures**

1. A swimming pool is defined as an in-ground structure, covering a minimum of 100 square feet and containing water a minimum of 24" deep. A swimming pool must meet the requirements of the current Standard Swimming Pool Code and must be permitted by both Chatham County and the DRC. Structures meeting these requirements shall be within all designated setbacks.
2. Above ground pools covering more than 30 square feet are prohibited.
3. All such structures require proper screening that must be approved by the DRC.

## **Q. Tree Removal**

Property owners of developed lot may not remove trees with a circumference of eight inches (8") or greater, four inches (4") or greater for live Oaks, as measured 36" above ground level without approval of the DRC. Trees requested for removal must be tagged by the owner. Contact the DRC and they will evaluate the trees and inform the owner of their decision.

## **R. Undeveloped Lots**

Property owners are required to maintain their property in a neat and attractive condition during the time before a residence is constructed on the lot. Trees with a circumference of eight inches (8") or greater, as measured 36" above ground level may not be removed without approval from the DRC. It is the lot owner's responsibility to remove any trees or associated debris that has fallen onto adjacent properties or that is a hazard to humans or property. Dumping of waste materials on undeveloped lots is not allowed. No grading or introduction of fill dirt may occur without approval by DRC. Property owners may choose to enhance undeveloped lots by the addition of landscaping prior to construction of a home on the lot. This may be desirable in order to allow plant materials time to grow to a mature size, provide screening from adjacent properties, or to add trees on lots with few existing trees. A landscape plan showing the proposed work shall be submitted to the DRC.

## **S. Landscape pools, Aquascapes and Fountains**

All landscape pools, aquascapes and fountains must have continuous water flow to prevent producing a mosquito-breeding area and have DRC approval. A landscape plan showing the proposed location shall be submitted to the DRC.

## **T. Window Air Conditioners**

All units installed in windows or doors are prohibited.

## **U. Skate Board Ramps**

No skateboard ramps shall be allowed, except in common areas designated by the DRC.

## **V. Screened Atriums and Pool Enclosures**

Home designs containing a screened atrium or pool enclosure must have the atrium or pool enclosure designed as an integral part of the home. The atrium or pool enclosure should have no more than three vertical screened sides. The roof should be contiguous with the house, using roofing materials consistent in color with those of the house. This configuration lends itself to architectural flexibility. All homes with screened atrium or screened pool enclosure



cannot exceed the standard construction area within the normal set back lines while minimizing the visual impact from adjacent properties with landscaping. It is required that the screening material and support structures be subdued in color (earth tone). The support structure shall be compatible with the overall design of the residence and shall be of significant size. All supporting electrical lighting and mechanical equipment must meet the service area requirements of the DRC Guidelines. Landscape design plans for homes containing a screened atrium or screened pool enclosure must include substantial plantings, both in number and size, to minimize the visual impact from the adjacent home sites. It is recommended that a conceptual design be submitted if the property owner or design professional would like comments on the concept before proceeding with the final design.

## **W. Exterior Lighting and Post Lights:**

1. All exterior lighting must receive DRC approval prior to any installation. Exterior fixtures with incandescent bulbs are encouraged. Proposed exterior lighting shall be detailed on an electrical plan and/or landscape plan identifying wattage, aiming angle and foot candle curves and bulb type. Lighting fixture design must be compatible with lighting directed downward, diffused shielded or of low wattage. All exterior lighting shall be buffered from surrounding residences and shall not be directed to any streets or roadways or adjoining residence.
2. The following examples of exterior lighting are unacceptable:
  - a. Fixtures using other than incandescent bulbs, i.e., high-pressure sodium, mercury vapor, quartz, and any light with a High Intensity Discharge rating.
  - b. Strings of lights located in trees or outlining portions of buildings, decks or benches.
  - c. Illuminating large areas of exterior walls.
  - d. "Moonlighting" large areas of the site.
  - e. Wall, soffit or ground level fixtures where lamps are not screened by baffles or planting from view of adjoining properties.
  - f. "Mushroom1" type fixtures outlining a driveway.
  - g. Lighting fixtures that, in the judgment of the DRC will have a detrimental effect on adjacent properties.
  - i. Colored light is prohibited.
  - j. Neon lighting is prohibited whether on exterior or interior of building.

## **X. Landscaping**

### **(i) Objectives**

Considerable effort has been expended on careful land planning, conservation and the enhancement of the natural environment at *Habersham Plantation*. Suitable landscaping, therefore, is an essential part of this effort to create a quality development. Landscaping must be adequate to properly complement the home and site as well as the surrounding properties. Landscaping should be used to frame or soften the views of the home, to screen unsightly areas, to provide privacy and to add interest to the home's elevations. Plant materials and their configuration must be suitable to local climate, and either be

indigenous to the general area, or blend in well with those that are. Plant material size must be consistent with American Nurseryman's Standard.

1. Specific objectives:
  - a. Enhance streetscape.
  - b. Softening of foundation walls, panels, pools and decks.
  - c. Screening of all heating and cooling equipment, and of service yards.
  - d. Screening of guest parking spaces from the street and adjacent lots.
  - e. Buffering between adjacent houses.
  - f. All plants must meet the minimum size requirement as follows:
    - (i) Groundcovers - 1 Gallon
    - (ii) Small to medium shrubs - 5 Gallon
    - (iii) Large or accent shrubs - 10 Gallon
    - (iv) Small Tree - 15 Gallon, 6' to 8' tall, 1" caliper
    - (v) Medium Tree - 30 Gallon, 12' to 14' tall, 2.5" caliper
    - (vi) Large Tree - 40 gallon, 16' to 20' tall, 3.5" caliper
2. All portions of the lot that have been cleared or graded must be covered with grass, mulch or other suitable material.
3. Portions of the lot that are to be left "natural" must be selectively cleared, removing dead growth, weeds, and unsightly vegetation so as to produce an appearance of modest cultivation that blurs the line between man made elements and the natural environment.
4. A minimum of three (3) large tree of Group I shall be required on all lots in the front yards (streetscape).
5. Taboos:
  - a. Unwarranted removal of large, healthy trees.
  - b. Property lines outlined by tall hedges, whether natural or cultivated.
  - c. The use of highly sheared, topiary, or stylized plants, except within the proper context.
  - d. Use of nuisance plants that are invasive.
  - e. Earth fill that threatens existing trees.
  - f. Large unplanted and untended natural areas.
  - g. Extensive use of crushed stone, brick or gravel as mulch.
  - h. Use of landscape pools containing stagnant water.
  - i. Vegetable gardens in front yard.

**(ii) Landscape Review Process**

Landscape plans are reviewed as follows:

1. Two (2) copies of the Landscape Plan must be submitted to the DRC, no later than 60 days after issuance of *Habersham Plantation* building permit. The DRC's landscape consultant, as well as the DRC itself will review the plans.

2. Installation of planting in accordance with the approved landscape plan will be included as a part of the Final Building inspection. At the final inspection the DRC reserves the right to require that the landscaping be enhanced, over and above what appeared on the approved plan. This might be required, for example, to provide additional screening that may have been difficult to visualize from a paper plan.

**(iii) Desirable and/or Significant Trees**

1. Frequent reference is made in these policies and guidelines to desirable and/or significant trees. For reference purposes, desirable, significant trees will be defined as follows:

**Group I:** Live Oak (*quercus virginiana*), southern magnolia (*magnolia grandiflora*)

**Group II:** Slash pine (*pinus elliotti*), hickory (*carya glabra*), black gum (*nyesa sylvation*), water oak, white oak, long leaf pine (*pinus palustris*)

**Group III:** All other species

Requests for removal of trees in these three groups will be judged as follows:

**Group I:**

- A. Dead or severely diseased
- B. Constitutes a threat to people or real property
- C. Impedes improvement to developed property
- D. Interferes with the growth and development of nearby trees of the same group

**Group II:**

- A. Dead or severely diseased
- B. Constitutes a threat to people or real property
- C. Impedes improvement to developed property
- D. Interferes with the growth and development of nearby trees In Group I
- E. Contributes to excess canopy

**Group III:**

- A. Dead or severely diseased
- B. Constitutes a threat to people or real property
- C. Impedes improvement to developed property
- D. Interferes with the growth and development of nearby trees in Group I or II
- E. Contributes to excess canopy
- F. Makes no aesthetic contribution to its surroundings

2. Trees which will receive special consideration and should be reviewed by the arborist before removal:

Live oaks over 8" in diameter  
Southern magnolia over 12" in diameter  
Long leaf pine over 24" in diameter  
Slash pine over 24" in diameter  
Hickories over 36" in diameter  
Black gum over 36" in diameter



### **Y. Batting Cages:**

Batting cages will not be permitted.

### **Z. Private Tennis Courts:**

Tennis courts on a single family residential lot are not permitted.

## **V. DESIGN REVIEW PROCESS**

To begin the process, the lot owner must submit a completed Professional's Qualification Statement (see Appendix "H"), an "Architectural Review Application" (see Appendix "B"), two sets of plans, samples of building materials and colors to be used, and a review fee (see Appendix "C") to the DRC. The DRC reviews the application to ensure all required information has been supplied, checks the blueprints for accuracy and compliance with these guidelines. Incomplete applications will be returned without any action.

### **Construction may not begin until:**

1. A Building Construction Agreement has been signed by both the owner and builder. See Appendix "D".
2. All the building construction deposits have been paid. See Appendix "D".
3. *Habersham Plantation* permit has been issued.

Only the improvements shown on the Plans are permitted. Any change requires additional approval. See Appendix "E".

If construction has not commenced within twelve (12) months of the date of approval, re-approval must be obtained and will be subject to the then current development regulations. All work must be completed within one year of date on posted *Habersham Plantation* permit. A written request shall be made to the ARC for a time extension for completion of work. Requests shall specifically state a time extension necessary for completion of work and reason for extension.

### **Types of Reviews -**

The DRC reviews applications for New Construction and applications for Additions/Alterations. Applications should be submitted as follows:

#### **A. New Construction**

##### **1. Conceptual Application**

The conceptual review is required. However when requested, the "Architectural Review Application" should address special circumstances such as, use of the building site, new building materials or other features that do not comply with present guidelines. Design and guideline concerns may be resolved in this manner and the possibility of a lengthy review process can be avoided. The application shall consist of a completed "Architectural Review Application" (see Appendix "B"), the review fee (see Appendix "C"), two (2) sets of plans and a flood letter from Chatham County Engineering Department.

Applications and plans submitted as a conceptual application must be clear and concise so that the DRC understands precisely what it is being asked to decide or determine. The following documentation shall be provided:

**a. Site Development Plan**

1. Provide a current (less than 5 years old) tree, topography and property line survey that clearly identifies the species, condition (healthy, diseased or dead), location and diameter of all trees 8" or larger, 4" or larger for Live Oaks, in girth as measured 36" above ground level. Indicate all trees and significant other vegetation to be removed by a bold "X" and the reason removal is requested. Every effort should be made to save significant, desirable trees where new construction, additions, or construction of pools, decks, patios, etc., is involved. See Section X.iii. for the definition of significant, desirable trees.
2. Submit a site plan certified by a Design Professional drawn at a scale of 1"=10'-0", superimposed over the current certified tree survey. Provide the following information on the site plan:
  - a. Show location of all proposed structures (including the roof plans), driveways, parking areas, walks, patios, decks, fences or other structures.
  - b. Show the building setbacks from all property lines.
  - c. Show complete footprint of homes on adjoining properties. Show adjacent property as developed, undeveloped, common area, marsh, lagoon, etc.
  - d. Show existing lot elevations and significant contour intervals. Provide the nearest benchmark elevation. Mean Sea Level (MSL).
  - e. Show the location and elevation of street pavement and/or curb and gutters, nearest storm drains, ditches or lagoons adjoining the lot.
  - f. Show all finish floor areas with MSL heights.
  - g. Show tree protective barricades around remaining trees.
  - h. Show erosion control silt fencing around all property lines.
  - i. Show common property sidewalk location.

**b. Floor Plans**

1. Draw to a minimum scale of 1" = 10'-0". Indicate overall dimensions.
2. Label each space/room with interior dimensions.
3. Show the following calculations:
  - (i) square footage of lot
  - (ii) square footage of buildable area within setbacks
  - (iii) square footage of impervious cover of lot inside buildable area

- (iv) square footage of individual heated area (i.e. first floor, second floor) and total heated square footage
- (v) total heated square footage and square footage of all covered unheated space and a total of both

**c. Elevations**

- 1. Draw at least of the two (2) most descriptive elevations to a minimum scale of 1" = 10'-0".
- 2. Indicate the base flood elevation and lowest livable floor elevation so that building height may be determined. Indicate total building height

- d. Three (3) Historic precedent examples prior to 1920 that the proposed design is patterned after.

- 2. **Final Application** -The final application is a request for the DRC to approve all aspects of the construction plan and to issue a permit so that the lot can be cleared and construction begun. The application shall consist of a completed "Architectural Review Application" (See Appendix "B") including samples of materials and colors, the review fee (see Appendix "C"), the Flood Letter from Chatham County Engineering Department, and two (2) complete sets of plans that include the following:

**a. Site Development Plan**

- 1. Provide a current (less than 5 years old) tree, topography and property line survey that clearly identifies the species, condition (healthy, diseased or dead), location and circumference of all trees 8", or larger, 4" or larger for Live Oaks, in girth as measured 36" above ground level. Indicate all trees and significant other vegetation to be removed by a bold "X" and the reason removal is requested. Every effort should be made to save significant, desirable trees where new construction, additions, or construction of pools, decks, patios, etc., is involved. See Section X.iii. for the definition of significant, desirable trees.
- 2. Submit a site plan certified by a Design Professional drawn at a scale of 1" = 10', superimposed over the current certified tree survey. Provide the following information on the site plan:
  - a. Show location of all proposed structures (including the roof plans), driveways, parking areas, walks, patios, decks, fences or other structures.
  - b. Show the building setbacks from all property lines.
  - c. Show complete footprint of homes on adjoining properties. Show adjacent property as developed, undeveloped, common area, marsh, lagoon, etc.
  - d. Show existing lot elevations and significant contour intervals. Provide the nearest benchmark elevation. Mean Sea Level (MSL).

- e. Show the location and elevation of street pavement and/or curb and gutters, nearest storm drains, ditches or lagoons adjoining the lot.
- f. Show all finish floor areas with MSL heights.
- g. Show tree protective barricades around remaining trees.
- h. Show erosion control silt fencing around at all property lines.
- i. Show common property sidewalk location.
- j. Location of Septic tank and drainfield with specifications.
- k. Location of potable water well with specifications.

**b. Drainage Plan**

1"=10'-0" Shall be superimposed over the site plan, distinctly showing the proposed path of water flow from all sources. Indicate on the plans the elevation, distance and direction to the nearest usable drain inlet. Under no circumstances should any water be directed onto the adjacent properties or into the sanitary sewer system. All drainage must conform to the master drainage plan of *Habersham Plantation*.

**c. Landscape Plan**

Drawn at a scale of 1"=10'-0" Final plans required within 45 days issuance of *Habersham Plantation* building permit.

- 1. An exterior ground lighting plan must be submitted at the time of the final landscape plan.
- 2. The landscape plan shall be a separate drawing from the site plan, and shall show the location, number of plants, trees, or shrubs and the identity of all new plantings, as well as all natural trees and shrubs to be incorporated in the plan.
- 3. The landscape plan shall also show the outline of the lot, footprint of the home, any detached structures, service yards, driveway, parking, and walkways. When applicable, also show the location of cart paths, decks, terraces, patios, pools, fences, children's play areas, and planned lighting. Also show any and all other structures, such as statues, fountains, flagpoles, art or decorative items.
- 4. A schedule must be included showing the common names, numbers, and sizes of each variety of new plantings. The numbers and wattage of all lighting elements must also be included.
- 5. See Section X.III. for further information.

**d. Floor Plan**

- 1. Drawn to a scale of 1/4" = 1'-0". Provide all interior and exterior dimensions, finish floor elevations of all areas with MSL heights.
- 2. Show all patios, decks, fences, and other structures.
- 3. Show all locations of exterior lighting that will be attached to the residence and provide a manufacturers "cut sheet".



e. **Elevations**

1. Drawn to a scale of 1/4" = 1'-0".
2. Show all exterior views of the house, including those that will be partially blocked from view by garages, fences or other parts of the building.
3. Show all exterior openings, including entry door system selection.
4. Indicate roof pitch.
5. Show building height from finish grade and from F.E.M.A. flood plain to the highest roof ridge.
6. Note and describe all exterior building materials.
7. Show and describe locations of all exterior lighting that will be attached to the residence. Provide DRC with a manufacturers "cut sheet" of light fixture.

f. **Building Sections**

1. Drawn to a scale of 1/4" = 1'-0".
2. Show a minimum of two (2) building section that best describes the structural elements of the residence.
3. Show the total height of the structure above the required flood plain elevation and from finish grade.

g. **Wall Sections** two (2) minimum

1. Drawn to a minimum scale of 1"=1'-0".
2. Indicate finish floor lines in MSL heights.
3. Indicate all vertical dimensions, including lowest habitable finish floor to finished grade.
4. Show and describe all exterior materials.

h. **Exterior Detail** (show and describe all exterior materials)

1. Entry system - " =1'0"
2. Window detail - " =1'0"
3. All eave details different than wall sections - 1" =1"-0"
4. Exterior shutter details - " =1'0"
5. Exterior Columns - Column designs shall be consistent with the Architectural style and detailing of the residence and shall duplicate a "Classic" order of column. Exterior Column details – 1" =1"-0"
6. Exterior Railing shall be consistent and compatible with the Architectural style and detailing of the residence and shall have historic precedent. Exterior Railing details - 1" =1"-0"
7. Exterior Porch details - 1" =1"-0"
8. Exterior Chimney Details - " =1'0"

## **B. Exterior Additions and Alterations Review**

Any addition or alteration to the exterior of a structure must match or complement the existing structure. All such construction should comply with designated setbacks, easements, and lot restrictions such as lot coverage and building dimensions. Any addition or alteration of the existing structure will be governed by the same requirements as new construction.

Additional landscaping may be required as part of the addition/alteration. If so, the owner will be asked to submit a site plan, prior to obtaining plan approval, showing the proposed addition/alteration as well as placement and types of landscaping to be used. An application for adding to or altering the exterior appearance of a structure consists of a completed "Architectural Review Application" with samples of building materials and colors to be used, the review fee, and two sets of plans that clearly show all aspects of what is being requested.

Flood elevation letters are required for not only new construction, but on additions and alterations that are undergoing renovations affecting more than 50% of the conditioned square footage and for construction of a pool. The plans should include:

1. Site Plan must be certified by a Design Professional.
  - a. Draw at the scale of 1" = 10'-0", and superimposed on the current certified tree survey.
  - b. Show the building setbacks from all property lines.
  - c. Show the exact location of the existing building footprint and size of all proposed alterations and additions.
  - d. Show location of structures of adjacent homes.
2. Floor Plan
  - a. Draw existing and new construction (addition and alteration) at a minimum scale of 1/4"=1'-0".
3. Exterior Elevations
  - a. Draw existing and new construction (addition and alteration) at a minimum scale of 1/4"=1'-0".
4. Building Sections
  - a. Drawn to a scale of 1/4" = 1'-0".
  - b. Show a minimum of two (2) building section that best describes the structural elements of the residence.
  - c. Show the total height of the structure above the required flood plain elevation and from finish grade.
5. Wall sections
  - a. Drawn to a minimum scale of 1'=1'-0".
  - b. Indicate finish floor lines in MSL heights.
  - c. Indicate all vertical dimensions, including lowest habitable finish floor to finished grade.
  - d. Show and describe all exterior materials.

### **C. Submission of Building Materials**

Physical samples of construction materials to be used in alterations to an existing building or in the construction of a new building must be submitted to the DRC for approval. An application will not be considered complete without these samples and will be returned without action. Samples should be submitted as follows:

1. **Roofing Material** - Submit a physical sample with product name, grade, description and manufacturer's color.
2. **Siding Material** - Submit a paint chip with product name, grade, finish, description, and manufacturer. If the foundation differs from the siding, indicate the material to be utilized.
3. **Trim Material** - Submit a paint chip, and otherwise include a physical sample with product name, grade, description, and manufacturer.
4. **Window/Door** clad colors.
5. **Other Material** - Include a paint chip with product name, grade, finish description and manufacturer of any other exterior materials of significance to the design (i.e., color chip for shutters, etc.). Indicate what material will be used for the driveway.

#### **D. Design Review Committee (DRC) Responses**

1. **Approved** - The DRC approves the final application as submitted without any required changes and will issue a permit in order that lot clearing and building construction may commence.
2. **Conditional Approval** -The DRC requires that minor changes be made to the final application prior to granting full approval. Submit required changes to the DRC for approval. When all conditions are met, a permit will be issued.
3. **Not Approved/Resubmit** - Applications will be rejected if they do not comply with these guidelines. Additionally, the DRC may reject an application, based on the judgment of its members, for the following reasons, among others:
  - a. Insufficient information to adequately evaluate the design or intent.
  - b. Poor overall design quality.
  - c. Incompatible design elements.
  - d. Inappropriate design concept or treatment.
  - e. A design found not to fit the character of Habersham Plantation
  - f. Too similar to adjacent homes.
  - g. Repetition of design in *Habersham Plantation*

The DRC will not normally comment on or reject a custom designed home because of its interior elements, except in cases where features adversely affect the exterior appearance or in the case of a speculative home. Any observations made by the DRC will be shared with the applicant.

#### **E. Fee Schedule – See Appendix “C”.**

### **VI. CONSTRUCTION COMMENCEMENT**

#### **A. Requirements for Commencement of New Construction**

Upon notification of final plan approval, but prior to ANY lot clearing or construction activity, the lot owner and the owner's builder must complete and sign a “Building

Construction Agreement” (see Appendix “D”), and submit payment of the required construction letter of credit (see Appendix “F”) to the DRC.

### **B. Requirements for Commencement of Additions/Alterations**

Upon notification of plan approval, but prior to the start of any work, the owner and owner’s builder must complete and sign a “Building Construction Agreement” (See Appendix “D”) and submit the required construction deposit to the DRC. The owner/builder shall then stake the corners of the proposed structure and string the adjacent property lines. All trees proposed for removal must be identified with tape, ribbon or other removable identification. Upon notification that the stake out of the lot has been completed, the DRC shall inspect the site for compliance.

### **C. Demolition Permits**

No demolition shall occur without written approval from the DRC. Damaged houses may be rebuilt on the same foundation (if intact) with no changes to the house, however, plans must be submitted to the DRC and a building Construction Agreement signed before any work may commence. If external changes are requested, the revised plans must go through full review, and a Review Fee will be charged.

## **VII. DRC REVIEW COMMITTEE (DRC) INSPECTION PROCESS**

### **A. New Construction**

The owner or his designee must schedule all the required *Habersham Plantation* Inspections (Foundation, Exterior material and the Final). Failure to schedule any of these inspections at the appropriate time will result in a Stop Work Order, and/or forfeiture of the construction deposit. Site inspections for cleanliness of lot and other compliance requirements can be conducted at any time and a Stop Work Order, and/or penalties can be imposed if violations are discovered.

#### **1. Foundation Inspection**

- a. Confirmation of property locating markers.
- b. Determination of the condition of curbing and grass in *Habersham Plantation* Right of Way.
- c. Condition of adjacent properties.
- d. Erosion control silt fencing (approx. 2'-3' in height and dark in color) shall be properly installed around all property lines of the worksite, except for those areas providing access to and from the property.
- e. Check tree barricade/protection installation. Tree protection must be kept in place at the tree drip line until landscaping is installed.
- f. Ensure the foundation has been laid out as shown on the approved site plan. **Builder will provide the DRC with a complete certified foundation survey showing all vertical structure above 3" above grade. Note all building setbacks, easements and finish floor lines of all structures in MSL heights.**
- g. Check for tree removal or other construction damage to trees or shrubs.



- h. Confirm that clearing and grading operations did not extend into portions of adjacent properties.
- i. Check for installation of a portable toilet and dumpster on the site.

## **2. Exterior Material Inspection**

Sample materials and colors are applied to the residence for approval by the DRC before final installation.

- a. Verify that the physical finish materials and colors conform to approved application.
- b. Verify that the physical appearance of the project conforms to the approved plans.

## **3. Final Building Inspection**

Completion of this inspection indicates:

- a. Verify that the physical appearance of the project conforms to the approved plans.
- b. Check for approved colors on all exterior components such as roof, siding, trim, and fascia.
- c. Check that any roof penetrations and flashing have been painted the same color as the roof covering.
- d. The construction process is complete and the home has been built to the approved plan and/or authorized changes to that plan.
- e. The common and adjacent property has been inspected to ensure any damage to curbs, vegetation, etc, has been corrected.
- f. All landscaping has been planted to the approved plan.
- g. All signs have been removed.
- h. Lot has been cleaned up.
- i. Common property sidewalk has been installed properly.

**NOTE:** A building contractor may request a pre-final inspection on a custom home as long as all work he or she contracted for has been satisfactorily completed, and all other requirements have been met, including removal of debris receptacles and portable sanitary facilities.

**NOTICE:** It is the responsibility of the owner or their designee to call the DRC and request all inspections on a timely basis.

## **B. Additions/Alterations**

The following inspections are required. It is the responsibility of the builder/owner to call the DRC and request each inspection.

## 1. Foundation Inspection:

- a. Confirmation of property locating markers.
- b. Determination of the condition of curbing and grass in the *Habersham Plantation* Right of Way.
- c. Condition of adjacent properties.
- d. Erosion control silt fencing (approx. 2'-3' in height and dark in color) shall be properly installed around the all property lines of the worksite, except for those areas providing access to and from the property.
- e. Check tree barricade/protection installation. Tree protection must be kept in place at the tree drip line until landscaping is installed.
- f. Ensure the foundation has been laid out as shown on the approved site plan. Builder will provide the DRC with a complete certified foundation survey showing all vertical structure above 3" above grade. Note all building setbacks, easements and finish floor lines of all structures in MSL heights.
- g. Check for tree removal or other construction damage to trees or shrubs.
- h. Confirm that clearing and grading operations did not extend into portions of adjacent properties.
- i. Check for installation of a portable toilet and dumpster on the site.

## 2. Final Building Inspection

Completion of this inspection indicates:

- a. Verify that the physical appearance of the project conforms to the approved plans.
- b. Check for approved colors on all exterior components such as roof, siding, trim, and fascia.
- c. Check that any roof penetrations and flashing have been painted the same color as the roof covering.
- d. The construction process is complete and the home has been built to the approved plan and/or authorized changes to that plan.
- e. The common and adjacent property has been inspected to ensure any damage to curbs, vegetation, etc, has been corrected.
- f. All landscaping has been planted to the approved plan.
- g. All signs have been removed.
- h. Lot has been cleaned up.

**NOTE:** A building contractor may request a pre-final inspection on a custom home as long as all work he or she contracted for has been satisfactorily completed, and all other requirements have been met, including removal of debris receptacles and portable sanitary facilities.

**NOTICE:** It is the responsibility of the owner or their designee to call the DRC and request all inspections on a timely basis.

## VIII. Owner/Builder Responsibilities

### A. Pre-Construction Activities

1. The owner/builder must obtain DRC approval and a *Habersham Plantation* permit and the following:
  - a. Building Permit from the Chatham County Building Inspections Department.
  - b. A septic tank permit from the Chatham County Health Department.
  - c. A well permit from the Chatham County Health Department.
2. If assistance is needed in locating lot corners or determining points of known elevation, contact should be made with a local Georgia registered land surveyor.
3. Fire protection at *Habersham Plantation* is by subscription to the Southside Fire Department, a private voluntary fire company. Homeowners are reminded that they must subscribe to be eligible for fire protection. For more information call the Southside Fire Department at (912) 354-3684.
4. Working hours for construction personnel at *Habersham Plantation* are from 7:00 AM to 7:00 PM, Monday through Friday and 8:00 AM to 4:00 PM on Saturday. No construction work will be done on Sundays or Holidays. Written permission must be obtained from the DRC before scheduling work outside the time frames of the above schedule.

### B. While Construction is in Progress

1. All entries to lots must be made through the designated driveway location. During the drive way installation, a curb cut is made in a workman like manner to the existing pavement and curb. Damage to curbs, streets, and common areas as a result of construction, will be charged to the builder.
2. To prevent silt collecting in the drainage of the roadways and storm drainage system, the builder must maintain erosion control efforts until the site has been landscaped. The roadway and curb lines are to be kept clean at the point of egress to the work site.
3. Only those trees marked for removal on the approved site plan may be removed. All other trees and their root systems must be protected from damage throughout the construction process. Trees damaged during construction must be replaced prior to the final building inspection.
4. The use of adjoining properties to access the building site is forbidden unless written approval is obtained from the adjacent property owner.
5. A dumpster or some other means to collect scrap building material/debris must be provided on each site. Dumpsters must be equipped with travel screens and are to be regularly emptied. The dumpster must be in place at the time the building foundation layout work commences. Debris and scrap building material must not litter the building site or adjacent properties. To improve worksite appearance and prevent debris from blowing onto adjacent properties, erosion control silt fencing (approximately 2'-3' in height and dark in color) shall be installed around the property of the worksite, except for those areas providing access to and from the property. Fires or burning of trash on any building site either during or after construction is

prohibited. Littering of streets, parkways, and other properties at *Habersham Plantation* is prohibited.

6. Portable toilet facilities are required for all building sites and must be in place at the time the building foundation layout work commences. Such facilities are permitted only on the lot under construction and are not allowed on adjoining private or common properties. The portable toilet must be located so that the door does not face the street or other public view.
7. Parking of vehicles by the builder, subcontractors, workmen, and construction material delivery personnel must be on the construction site when practicable. When parking on the street is necessary, such parking should normally be only on the side of the street where the house is located. Avoid parking on heavily traveled streets. Parking on private property and common areas is prohibited, without the written permission of the property owner or the DRC.
8. Sounds from radios and other non-construction activities that can be heard from adjoining properties constitute a nuisance and are therefore prohibited.

### **C. Changes to Ongoing Construction**

It is recognized that during the construction process some changes to the approved development plans may be desired. If modification to the approved plans becomes necessary or desired, a "Home Under Construction Revision Application" (See Appendix "E") must be promptly submitted to the DRC for review and approval prior to implementing any changes.

### **D. Completion of Construction - New Construction**

1. The final inspection should be completed within one year of date on posted *Habersham Plantation* permit. The DRC must approve extensions to this one-year period. The property owner and builder are responsible for the cleanliness of the surrounding area and the removal of any building debris, construction signs, and the electrical stub pole from the site. The builder or lot owner must request a final building inspection from the DRC. This inspection is required to ensure that the property has been developed in accordance with the approved architectural drawings. The inspection shall include, but not be limited to:
  - a. General building configuration
  - b. Location of all structures on the lot
  - c. Location and size of doors and windows
  - d. Colors utilized
  - e. Roof configuration and color
  - f. Screening of gas and electric meters and service yards
  - g. Tree retention
  - h. Drainage profile
  - i. Driveway/sidewalk configuration
  - j. Examination of the right-of-way, streets, curbs, etc. for damage
  - k. Landscaping
2. Any variations and/or discrepancies will be listed in a report provided by the DRC to the property owner and the builder. Where corrective action is required, a date will be provided by which time the correction must be completed. Failure to request a



building final inspection or to correct noted discrepancies may result in forfeiture of part or all of the construction deposit.

### **E. Completion of Construction – Additions/Alterations**

1. Construction should be completed within six months of date on posted *Habersham Plantation* permit. The DRC must approve extensions to this six-month period.
2. The builder or lot owner must request a Final Inspection from the DRC. Failure to request a building final inspection or to correct noted discrepancies may result in forfeiture of part or all of the construction deposit.

**NOTICE:** Failure to comply with any of the above requirements or to correct any noted discrepancies may result in forfeiture of the construction deposit and may subject the owner and the builder to any and all other remedies which may be available to *Habersham Plantation*.

## **IX. Compliance Assurance**

From time to time the DRC will inspect the progress of construction to assure that the Guidelines are being followed and that construction and landscaping complies with approved plans. Failure by the DRC Inspector to detect or object to non-compliance during the inspection process does not relieve the owner or builder of the obligation to correct the non-compliance.

### **A. Construction Deposits**

Monetary deposits, called construction deposits, are required of the property owner and the general contractor on any new construction, additions, renovations, alterations, or changes, including pools, patios, or any other structures. A construction deposit is also required for any work to be done, interior or exterior, which would require the placement of a large trash receptacle, or dumpster, for the disposal of scrap materials, or debris of any kind. The construction deposit is intended to motivate and ensure that construction is implemented in strict accordance with: (a) DRC approved construction plans, (b) *Habersham Plantation* Rules, Guidelines and Covenants, (c) any special conditions of the Building Construction Agreement; and (d) that the construction site is maintained in a neat, clean and relatively quiet manner so as to minimize disturbance or nuisance to neighboring property owners. Both owners and builders are responsible for compliance. Failure to comply with these stated conditions can result in significant financial consequences. Construction deposits may be forfeited in whole or in part, at the discretion of the DRC. In addition, the construction deposit will be forfeited if any lot preparation is started and the construction project is subsequently not initiated and/or is terminated prior to completion.

To further remind the builder and owner of their respective responsibilities and exposure to the DRC'S non-compliance forfeitures, prior to the issuance of any *Habersham* permit, both the owner and the builder must sign *Habersham Plantation* Building Construction Agreement (see Appendix "D") which includes the following language: "The owner and builder hereby acknowledge that the funds so deposited will be deposited in an interest bearing account with a federally insured institution, with all interest accruing to the benefit of *Habersham Plantation*. The owner and builder further acknowledge and agree that such funds shall be retained by *Habersham Plantation* pending satisfactory completion of the project in accordance with current construction drawings approved by the DRC and with other DRC rules or

conditions noted herein. The owner and builder further acknowledges that the DRC shall have the right to assess deductions against the owner and builder deposits for the failure to complete their project on a timely basis, or failure to construct the project in accordance with the approved construction plans and drawings, or failure to comply with other rules or conditions noted herein. Such deposit deductions, which may be established and periodically modified, by *Habersham Plantation* POA and/or DRC at its sole discretion, from time to time, shall be subtracted from the funds deposited by the owner and builder, but without further accounting by the parties involved. Legal expenses, court costs and professional services costs incurred by *Habersham Plantation* and/or DRC related to any matter of non-compliance shall likewise be deducted from the funds deposited by the owner and builder. Retention of such penalties, legal fees, or professional services costs from the funds deposited by the owner and builder will not in any way relieve those parties of further liability”.

## **B. Compliance Enforcement**

If a non-compliance condition is detected, the DRC will provide written notification to the owner and builder of the violation and the amount of the enforcement fee levied against the Construction Deposit. The DRC has total discretion regarding the amount of fee levied, up to and including the total amount of the deposited funds. A list of typical violations and a guide-line for associated construction deposit forfeitures is provided below. Repeated violation of these guidelines will result in the suspension of *Habersham Plantation* permit for that residence until the builder has taken corrective action, as well as the revocation of an approved professional to work in *Habersham Plantation*. Additionally, a builder who repeatedly violates either the letter or spirit of these guidelines will be required to post an increasingly larger construction deposit on subsequent projects. If repeated violations persist, the builder’s name will be placed on a list of Non-Compliant Builders. This list will be made public by the DRC.

## **C. Types of Violations and Associated Forfeitures**

This list is intended to illustrate some of the more common types of violations. The list is not intended to include all possible types.

1. Fines for the removal of trees not approved by the DRC which have a diameter of 8” or greater, or 4” or greater for Live Oaks, as measured 36” above ground level may be as follows:
  - Pine: **Minimum \$250.00 per tree (\*)**
  - Live Oak (any variety): **Minimum \$1,500.00 per tree (\*)**
  - Other hardwoods: **Minimum \$500.00 per tree (\*)**
  - (\*) *Replacement may also be required.*
2. No portable toilet and/or trash container at job site:  
**\$25.00 a day**
3. Failure to deposit trash in container or trash overflow:  
**\$100.00 a day**
4. Failure to request an inspection prior to start of the next phase of construction:  
**All construction will be halted until inspection is completed. Up to total construction deposit may be charged.**

5. Failure to pass final inspection within one year from the date of the posting of the building permit.  
*Up to the total construction deposit may be charged.*
6. Non-compliance with approved construction plans, including a siting variance greater than one foot, or/and any exterior change without prior DRC approval.  
*Up to the total construction deposit may be charged. Must also submit corrected as-built drawings. DRC may also require demolition, re-siting or rebuilding at owner or builder's expense.*
7. Use of exterior colors, which have not been approved by the DRC.  
*Up to the total construction deposit may be charged and/or require repaint/re-stain as directed by the DRC.*
8. Failure to submit a complete landscape plan within the specified time period.  
*\$250.00 minimum and up to the total construction deposit*
9. Failure to complete landscaping per approved plan within 90 days after occupancy. In addition, the DRC, its sole discretion, reserves the right to require additional landscape plantings, if at final inspection it is deemed appropriate.  
*\$1,000.00 minimum and up to the total construction deposit.*
10. Building material, equipment or vehicles on common areas or private properties other than the lot under construction without written permission from the owner of that other private property or DRC for common areas.  
*\$100.00 minimum per vehicle per day and up to the total construction deposit.*
11. Damage to private property or common areas.  
*Up to the total construction deposit may be charged. In addition, repair and/or return to the previous natural state as determined by the property owner or DRC as appropriate.*

**APPENDIX "A"**  
***Habersham Plantation***  
**PLANNING STANDARDS**

**SITE USAGE**

|  |   |
|--|---|
| Front Setback, Minimum ( <i>Excluding lot #7</i> )       | 50'0"   |
| Lot # 7 Setback, Minimum                                 | 40'0"   |
| Rear Setback, Minimum                                    | 30'0"   |
| Side Setback, Minimum                                    | 30'0"   |
| Corner Side Setback, Minimum                             | 40'0"   |
| Wetlands Setback   | <i>As platted or above; whichever is greater.</i> |
| Maximum Impervious Lot Coverage Within Building Setbacks | 40%   |

**BUILDING ENVELOPE**

|                                |                  |
|--------------------------------|------------------|
| Minimum Living Area            | 3000 square feet |
| Maximum Major / Dominant Roof  | 5625 square feet |
| Maximum Minor / Secondary Roof | 2000 square feet |
| Number of Stories, Maximum     | 1 to 3           |
| Building Height                | 45' max          |

*\*Building height is measured from highest existing grade.*

**APPENDIX "B"**  
***Habersham Plantation***  
**DESIGN REVIEW APPLICATION**

DRC Review Meetings are held on the third Thursday of each month. Applications must be submitted on or before 4:00 PM the Friday before the next scheduled DRC meeting. Please check or write all requested information. Respond to all questions that apply.

**PART I**

1. Application For:     *New Construction*     *Addition/Alteration*     *Demolition*  
2. Type of Application:     *Conceptual*     *Final*  
3. Is this a resubmittal?     *Yes*     *No*

4. Lot Address: \_\_\_\_\_ Lot Number: \_\_\_\_\_

5. Construction Type:     *Custom Home*     *Spec. Home*     *Addition/Alteration*

6. Specific Architectural Style: \_\_\_\_\_

7. List (3) three examples with photos of historic Precedent homes prior to 1920 that submittal has been patterned after:

1. \_\_\_\_\_  
2. \_\_\_\_\_  
3. \_\_\_\_\_

**Owner Name** \_\_\_\_\_

Phone# \_\_\_\_\_ Cell# \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Architect/Building Designer** \_\_\_\_\_

Phone# \_\_\_\_\_ Cell# \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Builder** \_\_\_\_\_

Phone# \_\_\_\_\_ Cell# \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_



**APPENDIX "B"**  
***Habersham Plantation***  
**DESIGN REVIEW APPLICATION**

**PART II**

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

**MATERIALS AND COLOR SELECTIONS**

*Attach ALL material samples on the last page*

| ITEM                     | MATERIAL | COLOR | MANUFACTURER |
|--------------------------|----------|-------|--------------|
| <i>Foundation</i>        | _____    | _____ | _____        |
| <i>Siding (Wood)</i>     | _____    | _____ | _____        |
| <i>Siding (Masonry)</i>  | _____    | _____ | _____        |
| <i>Roofing</i>           | _____    | _____ | _____        |
| <i>Fascia/Frieze</i>     | _____    | _____ | _____        |
| <i>Soffit</i>            | _____    | _____ | _____        |
| <i>Shutters</i>          | _____    | _____ | _____        |
| <i>Railings, Pickets</i> | _____    | _____ | _____        |
| <i>Columns</i>           | _____    | _____ | _____        |
| <i>Entry Door</i>        | _____    | _____ | _____        |
| <i>Garage Door</i>       | _____    | _____ | _____        |
| <i>Doors/Window</i>      | _____    | _____ | _____        |
| <i>Driveway Paving</i>   | _____    | _____ | _____        |
| <i>Other</i>             | _____    | _____ | _____        |

**APPENDIX "B"**  
*Habersham Plantation*  
**DESIGN REVIEW APPLICATION**

**PART III**  
**TO BE USED ONLY FOR NEW CONSTRUCTION**

**Conditioned Area**

1<sup>st</sup> Floor \_\_\_\_\_ 2<sup>nd</sup> Floor \_\_\_\_\_ 3<sup>rd</sup> Floor \_\_\_\_\_  
Bonus Room \_\_\_\_\_ Demolition \_\_\_\_\_

**Total Conditioned Area Square Footage** \_\_\_\_\_

Square Footage under Roof \_\_\_\_\_

Square Footage not under Roof \_\_\_\_\_

Square Footage of all impervious  
surfaces within building setback lines \_\_\_\_\_

Square Footage within building setback lines \_\_\_\_\_

Total Square Footage of Lot \_\_\_\_\_

Square Footage of all impervious surfaces of Lot \_\_\_\_\_

% of Coverage of impervious surfaces  
within building setback lines \_\_\_\_\_

% of Coverage of all impervious surfaces on Lot \_\_\_\_\_

**APPENDIX "B"**  
***Habersham Plantation***  
**DESIGN REVIEW APPLICATION**

**PART IV**  
**TO BE USED ONLY FOR ADDITIONS/ALTERATIONS**

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

**EXISTING:**

|   |                             |                             |
|---|-----------------------------|-----------------------------|
| <b>Conditioned Area</b>   | 1 <sup>st</sup> Floor _____ | 2 <sup>nd</sup> Floor _____ |
|   | Bonus Room _____            | Demolition _____            |
| Total Conditioned Area Square Footage                                   | _____                       |                             |
| Square Footage under Roof   | _____                       |                             |
| Square Footage not under Roof   | _____                       |                             |
| Square Footage of all impervious surfaces within building setback lines | _____                       |                             |
| Square Footage within building setback lines                            | _____                       |                             |
| Total Square Footage of Lot   | _____                       |                             |
| Square Footage of all impervious surfaces of Lot                        | _____                       |                             |
| % of Coverage of impervious surfaces within building setback lines      | _____                       |                             |
| % of Coverage of all impervious surfaces on Lot                         | _____                       |                             |

**PROPOSED:**

|   |                             |                             |
|---|-----------------------------|-----------------------------|
| <b>Conditioned Area</b>   | 1 <sup>st</sup> Floor _____ | 2 <sup>nd</sup> Floor _____ |
|   | Bonus Room _____            |                             |
| Total Conditioned Area Square Footage                                   | _____                       |                             |
| Square Footage under Roof   | _____                       |                             |
| Square Footage Not Under Roof   | _____                       |                             |
| Pool Square Footage   | _____                       |                             |
| Pool Deck Square Footage  | _____                       |                             |
| Square Footage of all impervious surfaces within building setback lines | _____                       |                             |
| Square Footage within building setback lines                            | _____                       |                             |
| Total Square Footage of Lot   | _____                       |                             |
| Square Footage of all impervious surfaces of Lot                        | _____                       |                             |

*(Continued next page)*

% of Coverage of impervious surfaces  
within building setback lines \_\_\_\_\_

% of Coverage of all impervious surfaces on Lot \_\_\_\_\_

*I hereby certify that all statistics and measurements are complete and accurate.*

Architect / Designer: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

**APPENDIX "B"**  
*Habersham Plantation*  
**DESIGN REVIEW APPLICATION**

**PART V**

**Prior to implementation**, the owner agrees to submit to the Design Review Committee, any construction changes to the plans approved under this application. **Failure to do so may result in the forfeiture of the construction deposit and termination of water and sewer service to the home.**

Owner/Agent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**APPLICATION FOR DESIGN REVIEW  
MATERIAL AND COLOR SELECTIONS- SAMPLES**

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

**Roof:**



**Siding:**



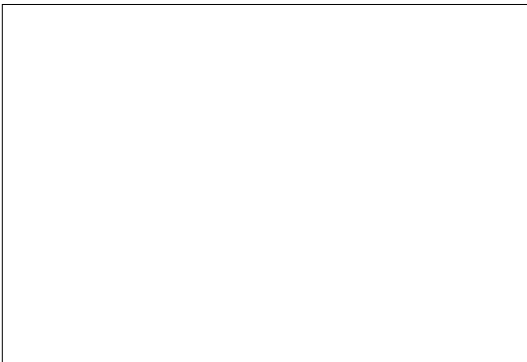
**Soffit:**



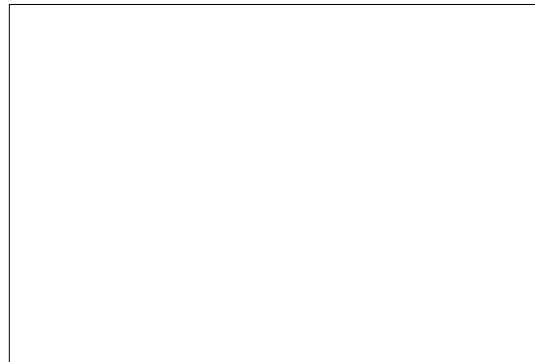
**Shutters:**



**Garage Door:**



**Fascia:**





**APPLICATION FOR DESIGN REVIEW  
MATERIAL AND COLOR SELECTIONS- SAMPLES**

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

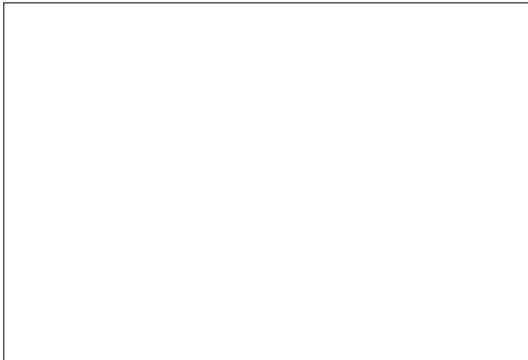
**Foundation:**



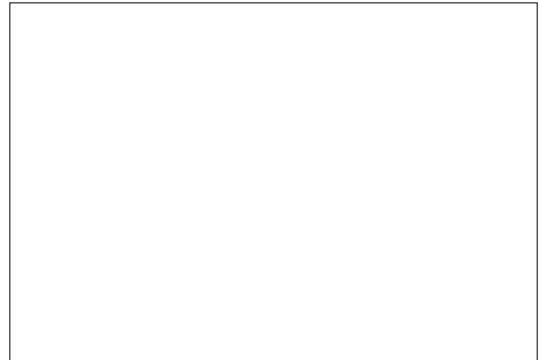
**Doors / Windows:**



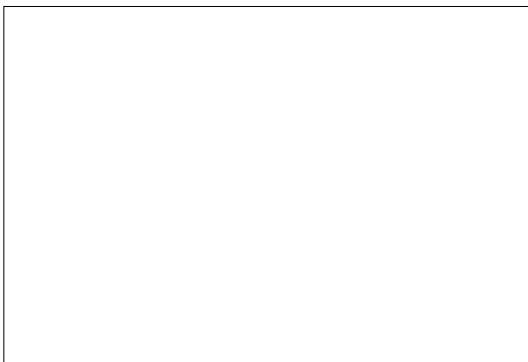
**Railings:**



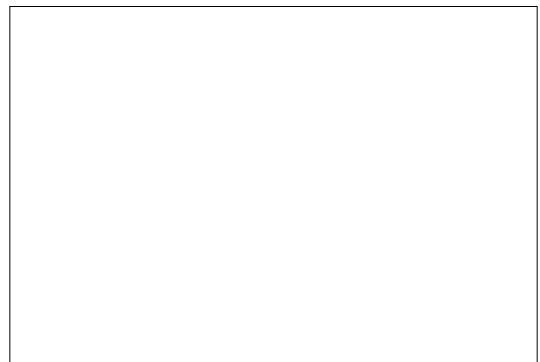
**Columns:**



**Other:**



**Other:**



**APPENDIX "C"**  
***Habersham Plantation***  
**REVIEW FEE STRUCTURE**

Fees for the following types of reviews shall be payable to *Habersham Plantation* at the time of application for new construction or exterior additions/alterations:

**NEW CONSTRUCTION:**

|   |             |
|---|-------------|
| Initial Review of Plans (Conceptual or Final Application) .....                                 | \$ 1,500.00 |
| Resubmittal of applications beyond 12 months of the original<br>submittal without changes ..... | \$ 100.00   |
| Resubmittal of applications beyond 12 months with changes to plans .....                        | \$ 1,000.00 |

**ADDITIONS/ALTERATIONS:  
(BASED ON SQUARE FOOTAGE COVERED OR UNCOVERED)**

|  |             |
|--|-------------|
| Recreation equipment, fences and additions/alterations up to 500 SF .....  | \$ 500.00   |
| 501 SF and Over .....  | \$ 1,000.00 |
| Demolitions without replacement .....  | \$ 100.00   |
| Re-painting, re-roofing, sidewalk & driveway extensions, screen in<br>existing covered porch, minor exterior alterations that <b>do not</b> change the<br>footprint of the house not covered under other sections of this schedule ... | \$ 100.00   |

**RE-INSPECTIONS FEES:**

|                      |          |
|----------------------|----------|
| 2nd Inspection ..... | \$ 50.00 |
| 3rd Inspection ..... | \$ 75.00 |

**APPENDIX "D"**  
*Habersham Plantation*  
**BUILDING CONSTRUCTION AGREEMENT**  
**NEW CONSTRUCTION and ADDITIONS/ALTERATIONS**

LOT NUMBER:

PROPERTY ADDRESS:

OWNER:

ADDRESS:

BUILDER:

ADDRESS:

**CONSTRUCTION DEPOSIT AMOUNT**

*\$7,500.00 irrevocable letter of credit. See APPENDIX "F".*

Approval is hereby granted, as authorized by the General Declaration of Covenants and Restrictions of *Habersham Plantation*, to construct a residence on the above-described Lot, subject to the following terms:

**GENERAL**

In order to ensure compliance with the terms and conditions of this Agreement, the lot owner and the builder each shall provide a good faith Construction Deposit as shown above. This Construction Deposit shall be held by *Habersham Plantation* until the construction of the home is completed, the landscaping is fully implemented and any discrepancies identified in a Final Inspection Report have been corrected. The owner and builder are jointly and severally obligated to comply with the letter and the spirit of the General/Declaration of Covenants and Restrictions of *Habersham Plantation*, the Rules and Regulations of *Habersham Plantation*, any agreements between the owner or builder and *Habersham Plantation*, the Design Guidelines, including all Appendices and Schedules and Revisions available at the Design Review Committee, hereafter referred to as the DRC, the terms and conditions of this Agreement, and all decisions of the Architectural Review Committee with respect to this property.

*Failure to fully comply with the terms and conditions of this Agreement and failure to correct non-approved changes will result in a Stop Work Order, legal action, forfeiture of the construction deposit and any other remedy that Habersham Plantation's Board of Directors deems appropriate. The owner or builder shall immediately inform the Design Review Committee of any transfer of interest in lot ownership or any change in the builder of said project. The new party involved is required to execute a new Building Construction Agreement.*

A lot to be developed for private use and not submitted as a speculative home may not have a Real Estate "For Sale" sign placed on the lot until the property owner has occupied the home.

## PREREQUISITES TO COMMENCE CONSTRUCTION

**Prior to issuance of a permit to start construction, the owner, builder or their agent must pay the full amount of the construction deposit and comply with all other preconstruction requirements of the Design Guidelines, Covenants and Rules and Regulations of *Habersham Plantation*.**

## REQUIREMENTS DURING CONSTRUCTION

It is the owner's and builder's responsibility to ensure that drainage caused by development, during and after construction, will be directed away from the dwelling and adjoining properties and in full compliance with the *Habersham Plantation's* Master Drainage Plan. Landscape plans for all homes must be submitted in a timely manner as detailed in the Design Guidelines.

***Prior to implementation***, the DRC must approve any revisions to the approved plans. This includes but is not limited to alterations or changes such as trim, siding, shingles, shutters, doors, windows, colors, driveway and/or walkway locations and landscaping.

Upon discovery of a violation of any provisions of this approval or any terms or conditions of this agreement, *Habersham Plantation* or the DRC may issue a Stop Work Order. The Builder agrees to cease construction until such violation(s) have been corrected. *Habersham Plantation* shall not be liable for any expenses incurred by the Owner or the Builder due to such work cessation or corrections required to bring the construction into compliance with the approved plans.

## BUILDING CONSTRUCTION AGREEMENT

All Sections of *Habersham Plantation* Design Guidelines and Review Procedures apply during construction. The owner or his designee shall schedule all the required Enclave Inspections (Foundation and the Final). Failure to schedule any of these inspections at the appropriate time may result in a Stop Work Order, and/or forfeiture of the construction deposit. *Habersham Plantation's* Design Department has the right to enter and inspect the premises from time to time at its sole discretion and without prior notice in order to verify that work is proceeding in accordance with the approved plans and conditions of this Agreement. The owner shall comply with the inspections and procedures provided in the Design Guidelines of *Habersham Plantation*. The builder and his employees and sub-contractors shall abide by the same. The builder agrees to save from harm all adjoining rights-of-way, streets, curbs, property monuments, sidewalks or bicycle paths, and other private or common properties. If such property is damaged as a result of an act or omission of the builder or his sub-contractor, the builder agrees to restore all damaged property to its original state, subject to approval of *Habersham Plantation*, within seven (7) days from the date of the written notification of such damage. The builder agrees to maintain the work site in a clean and orderly condition during construction and shall not cause trash and/or debris to accumulate anywhere within *Habersham Plantation*. If notified by the DRC that these conditions have not been maintained, the Builder shall perform the required clean-up activities within one business day of such notification or a Stop Work Order will be issued.

## CONSTRUCTION COMPLETION

The owner and builder agree to complete all work within one year of the date on *Habersham Plantation* building permit in accordance with the documents approved by the Design Review Committee of *Habersham Plantation*. Failure to complete construction, including the approved final grading plan, approved drainage plan, and the approved landscape plan and pass Final Inspection, within the one-year time limit may result in forfeiture of the construction deposit. *Extension of this one-year period will be at the sole discretion of the Design Review Committee.* When the construction process is complete, the owner/builder *must* call the DRC to schedule a Final Inspection. Any discrepancies noted on the Final Inspection Report must be corrected. *Failure to comply with this provision may also result in other remedies that are available.*

## REFUND OR FORFEITURE OF THE CONSTRUCTION DEPOSIT

Deposits are refundable upon completion of the requirements described in the Final Inspection Report. *Failure to comply with the terms of this contract will result in forfeiture of the deposit. "The owner and builder hereby acknowledge that the funds so deposited will be deposited in an interest bearing account with a federally insured institution, with all interest accruing to the benefit of **Habersham Plantation**. The owner and builder further acknowledge and agree that such funds shall be retained by **Habersham Plantation** pending satisfactory completion of the project in accordance with current construction drawings approved by the Design Review Committee and with other Design Review Committee rules or conditions noted herein. The owner and builder further acknowledges that the Design Review Committee shall have the right to assess deductions against the owner and builder for the failure to complete their project on a timely basis, or failure to construct the project in accordance with the approved construction plans and drawings, or failure to comply with other rules or conditions noted herewith. Such deductions, which may be established and periodically modified, by **Habersham Plantation** at its sole discretion, from time to time, shall be subtracted from the funds deposited by the owner and builder, but without further accounting by the parties involved. Legal expenses, court costs and professional services costs incurred by **Habersham Plantation** and/or Design Review Committee related to any matter of non-compliance shall likewise be deducted from the funds deposited by the owner and builder. Retention of such penalties, legal fees, or professional services costs from the funds deposited by the owner and builder will not in any way relieve those parties of further liability"*

No approval of plans or house location, and no publication of development standards or these Guidelines shall ever be construed as representing or implying that such plans, location, specifications, development standards or Guidelines will, if followed, result in a properly designed residence. Such approvals and Guidelines shall in no event be construed as representing or guaranteeing that any residence or improvement thereto will be built in a good workmanlike manner. Neither **Habersham Plantation** nor the Design Review Committee shall be responsible or liable for any defects in any plans or specifications submitted, revised or approved under these Guidelines nor for any defects in construction pursuant to such plans and specifications. The property owner shall have sole responsibility for compliance with the approved plans and does hereby hold the Design Review Committee and **Habersham Plantation** harmless from any failure thereof caused by the property owner's architect, designer or builder. **Habersham Plantation** reserves all rights that it may have in the event it is determined that the property owner's builder and/or general contractor has failed to comply with the approved plans and specifications.



**IN WITNESS WHEREOF, the parties hereto do hereby accept and approve, without reservation, these terms and conditions.**

**OWNER'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**BUILDER'S SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

*Habersham Plantation's*  
**REPRESENTATIVE SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**APPENDIX "E"**  
*Habersham Plantation*  
**DESIGN REVIEW APPLICATION**  
**CHANGE UNDER CONSTRUCTION**

Please circle or write all requested information. Respond to all questions that apply.

**PART I**

Lot Address: \_\_\_\_\_ Lot Number: \_\_\_\_\_

Construction Type:     *Custom Home*         *Spec. Home*         *Addition/Alteration*

Describe change and complete applicable parts of application.

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

**Owner Name** \_\_\_\_\_

Phone# \_\_\_\_\_ Cell# \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Architect/Building Designer** \_\_\_\_\_

Phone# \_\_\_\_\_ Cell# \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**Builder** \_\_\_\_\_

Phone# \_\_\_\_\_ Cell# \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**I hereby certify that all statistics and measurements are complete and accurate.**

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

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

**APPENDIX "F"**  
***Habersham Plantation***  
**DESIGN REVIEW APPLICATION**  
**SAMPLE LETTER OF CREDIT FOR GENESIS REAL ESTATE GROUP, LLC**

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

Bank: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

Contact: \_\_\_\_\_

**IRREVOCABLE LETTER OF CREDIT # \_\_\_\_\_ in the amount of \$7,500**

Applicant: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

Contact: \_\_\_\_\_

Beneficiary: Genesis Real Estate Group, LLC  
107 Southern Blvd Suite 304  
Savannah, GA 31405

We hereby establish our Irrevocable Letter of Credit # \_\_\_\_\_ in favor of Beneficiary for the account of Applicant, up to the aggregate amount of \$7,500, available by your drafts at sight on us marked "Draw Under \_\_\_\_\_ <Bank Name>, **Letter of Credit # \_\_\_\_\_**" when accompanied by this original Letter of Credit and a signed and dated statement from the Beneficiary stating as follows:

CONSTRUCTION HAS NOT BEEN COMPLETED ON LOT(S) \_\_\_\_\_,  
*HABERSHAM PLANTATION*, ACCORDING TO APPROVED PLANS; OR EXCESSIVE DAMAGE  
HAS BEEN DONE TO THE INFRASTRUCTURE IN *HABERSHAM PLANTATION* WHICH  
ENTITLES BENEFICIARY TO DAMAGES UNDER AGREEMENTS BETWEEN APPLICANT  
AND BENEFICIARY.

LIABILITY HEREUNDER SHALL BE LIMITED TO \$7,500 PER LOT.

We hereby undertake to honor draft(s) drawn under and in compliance with the terms of the Letter of Credit when accompanied by the documents specified above and presented at our counters prior to expiration. This Letter of Credit shall have a term of 12 months commencing \_\_\_\_\_, and expiring \_\_\_\_\_.

This credit is subject to the Uniform Customs and Practice Documentary Credits (1993 Revision), International Chamber of Commerce Publication Number 500.

**APPENDIX "H"**  
**Habersham Plantation**  
**QUALIFICATIONS STATEMENT**

**Type of Professional:**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Architect          | <input type="checkbox"/> Landscape Architect | <input type="checkbox"/> Builder              |
| <input type="checkbox"/> Landscape Designer | <input type="checkbox"/> Building Designer   | <input type="checkbox"/> Landscape Contractor |

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

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

Fax: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

**Type of Organization:**

- |                                      |                                      |                                     |
|--------------------------------------|--------------------------------------|-------------------------------------|
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Partnership | <input type="checkbox"/> Individual |
| <input type="checkbox"/> LLC         | <input type="checkbox"/> Other       |                                     |

**Statement of Purpose:**

- |  |   |
|--|---|
| <input type="checkbox"/> Pre-Qualification | <input type="checkbox"/> Project for Client |
|--|---|

**1. Experience**

Please submit Resume of work in progress or Last completed (3) three projects that reflect the overall Architectural Style of *Habersham Plantation*. Resume must include photos of each submitted project.

**2. Insurance and Business License**

- a. Current Chatham County business license and any Georgia State Licenses
- b. Current liability insurance policy with stated limits
- c. Current Workman's Compensation
- d. Current Errors & Omissions Insurance Policy with stated limits

**3. References (provide Name, Address and Phone Numbers)**

**Professional** (Common to Residential Construction Industry, i.e, other, Builders, Architects, Attorneys, etc.)

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**Bank or Financial Institutions**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Provide information regarding Educational Background and Professional Credentials

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**4. State Registrations:**

| <i>State</i> | <i>Registration Number</i> | <i>Profession</i> |
|--------------|----------------------------|-------------------|
|--------------|----------------------------|-------------------|

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**5.**

Has any disciplinary action been taken against you or the organization by any State, Local, Federal or Professional Credentialing Entity? If YES, please state disciplinary action, date of disciplinary action and the status of disciplinary action (i.e. open, closed, etc).

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**6. Status Review**

Upon approval the applicant at the DRC's Discretion will be subject to a review after the completion of the first home in *Habersham Plantation* to determine if the construction process and finished product have met the required standards of *Habersham Plantation*. Genesis Real Estate Group, LLC, at their sole discretion, reserves the right to terminate the Approved Professional Status at this time or at any time the applicant does not meet the required standards of *Habersham Plantation*.

**7.**

This qualifications statement is for use by the Design Review Committee (DRC) and Genesis Real Estate Group, LLC in evaluating the qualifications of builders, architects, designers, landscape architects and landscape contractors desiring to construct projects within *Habersham Plantation*. Approval by the DRC or Genesis Real Estate Group, LLC is not a warranty or guaranty by the DRC or Genesis Real Estate Group, LLC as to the qualifications of the applicant, but rather specifies that the has met the minimum criteria deemed necessary by the DRC or Genesis Real Estate Group, LLC to work within *Habersham Plantation*. Only professionals approved by the DRC shall be entitled to participate in the construction of projects in *Habersham Plantation*.

**8. Signature**

Name of Organization: \_\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_

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

Witness: \_\_\_\_\_

Notary Public: \_\_\_\_\_