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Fripp Island

ARCHITECTURAL REVIEW BOARD GUIDELINES

FRIPP ISLAND A.R.B
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FRIPP ISLAND ARCHITECTURAL REVIEW BOARD

Purpose: To implement covenants and carry forth responsibility of design review set forth in the Restrictive Covenants of Fripp Island. The Board is appointed by the developer, however the developer reserves the right to overturn the decisions of the Board.

Membership: Seven Members

1. Property Owner
2. Property Owner
3. Property Owner
4. Property Owner
5. The Developer Staff
6. The Developer Staff
7. Chairman (The Developer Staff)

Term: Membership on the Board shall be at the discretion of the developer. In the event of a member resigning from his/her position, the developer will fill the vacancy in accordance with the membership status. A property owner member shall serve a two year term at the discretion of the developer. Two property owner members are to be appointed by the developer each year for a staggered two year term.

Quorum: Four members, to include the chairman or chairman potem in his absence.

Meetings: First and Third Thursday each month at 9:00 A.M. at the Corporate Office Conference Room.

Submittal: Must be received in the developer's office by 5:00 P.M. the Tuesday prior to the meeting. If not received by 5:00 P.M., it may deferred to the next meeting of the Board.

THIS DOCUMENT MAY BE AMMENDED BY THE DEVELOPER

FEES

\$500.00	New House
\$300.00	New attached or detached structure (garage, guest suite, etc.) \$25000
\$200.00	New attached or detached structure (garage, guest suite etc.) \$5000 to \$24999
\$300.00	House addition or modification (changes footprint or roof line of existing structure) \$25000 and up
\$200.00	House addition or modification (changes footprint or roof line of existing structure) \$5000 to \$24999
\$300.00	Vertical structure modifications that do not change the footprint or roofline (Porch enclosure, siding, add or change windows, dormers) \$25000 and up
\$150.00	Vertical structure modifications that do not change the footprint or roofline (Porch enclosure, siding, add or change windows, dormers) \$5000 to \$24999
\$150.00	Repairs and Maintenance \$25000 and up
\$100.00	Repairs and Maintenance \$5000 to \$24999
\$50.00	Repairs and Maintenance up to \$5000
No Fee	Re-roof, re-paint same material same color
\$100.00	Re-roof shingle to metal
\$150.00	Modify, change location, new construction of docks, crossovers, bulkheads, ramps, boat lifts, decks and steps \$25000 and up
\$100.00	Modify, change location, new construction of docks, crossovers, bulkheads, ramps, boat lifts, decks and steps \$5000 to \$24999
\$50.00	Modify, change location, new construction of docks, crossovers, bulkheads, ramps, boat lifts, decks and steps up to \$5000
\$100.00	Demolition of a house or major structure (garage)
\$50.00	Major landscape modification (driveway, retainer walls, drainage revertment)
No Fee	Approved decorative artwork painted on structure, attached to structure
\$50.00	After-the-fact decorative artwork painted on structure, attached to structure (removal may be required)
No Fee	Approved Yard Art (free standing statues, signs, benches, birdbaths, etc.)
\$50.00	After-the-fact Yard Art (free standing statues, signs, benches, birdbaths, etc.)(removal may be required)
\$50.00	Dumpster Fee for interior renovations

BOND

A \$4000 cash bond is required with an application for a new house final review. A \$3000 cash bond is required with an application for any addition, alteration, garage, dock, beach crossover, etc. with an estimated cost of \$25000.00 and up. A \$2,000 cash bond is required if estimated cost is \$5,000 to \$24,999. Cash bond will be returned at the completion of construction, including landscaping when applicable, minus any fines deducted. Fines are imposed for but not limited to the following:

- \$2000.00** Clearing or starting construction without stake out approval
- \$1000.00** Removing tree without permission
- \$500.00** For each change to construction that alters exterior appearance without obtaining board approval.
- \$25.00** Each day site has no job toilet
- \$25.00** Each day site has no job sign, improperly installed sign, or improper sign.
- \$25.00** Each day site has no dumpster.
- \$25.00** Each day that site is not clean and orderly.
- \$25.00** Each day site does not have ARB permit posted properly.
- \$25.00** Each day that dunes, trees, natural areas, or adjacent property is not protected.
- \$25.00** Each day construction workers vehicles are parked off site.
- \$25.00** Each day there is excessive noise from the job site.
- \$100.00** Each day that contractors, their workers, or suppliers use private facilities designated for exclusive use of property owners.
- \$100.00** Each day outside noise from site happens after hours or on Saturdays, Sundays or holidays.
- \$25.00** Each day construction is not completed, including landscaping where applicable, within twelve months of start of construction for a house and with nine months of start of construction for other construction.
- \$25.00** Each day roads or roadsides are not repaired to pre-construction conditions prior to construction deadline.
- \$50.00** Each day failure to install and/or maintain drainage systems throughout construction site.

TABLE OF CONTENTS

	Page
PURPOSE AND PHILOSOPHY	1
DESIGN PHILOSOPHY	1
ARCHITECTURAL REVIEW BOARD	2
REVIEW PROCESS	3
CONCEPT REVIEW	3
FINAL REVIEW	3
SITE PLAN	4
LANDSCAPE PLAN	4
ARCHITECTURAL PLAN	5
CONSTRUCTION SPECIFICATIONS	5
EXTERIOR COLORS	5
CONSTRUCTION SCHEDULE	5
STAKE OUT APPROVAL	6
CERTIFICATE OF COMPLIANCE	7
HOME IMPROVEMENT REVIEW	8
DESIGN GUIDELINES	9
THE SITE	9
SETBACKS	9
EASEMENTS	11
ARCHITECTURAL DESIGN	11
SIZE OF STRUCTURE	12
SKIRTING AND GARAGE DOORS	13
EXTERIOR FINISHES	13
HVAC ENCLOSURES	14
SERVICE YARD	14
EXTERIOR LIGHTING	14
DRIVEWAY AND PARKING	15
LANDSCAPING	15
EMERGENCY ACCESS AND EGRESS	15
DRAINAGE	15
MISCELLANEOUS	16
ANTENNAS AND SATELITE DISHES	16
MAILBOXES	16
HOUSE NUMBERS	16
FENCES	17
SIGNS AND PROPERTY MARKERS	17
FLAGS OR BANNER POLES	17
DECORATIVE ARTWORK	17
ATHLETIC/PLAY EQUIPMENT	18
DOCKS AND MARSH WALKWAYS	18
BEACH CROSSOVERS AND WALKWAYS	18
CONSTRUCTION GUIDELINES	19
REQUIRED BEFORE CONSTRUCTION	19
REQUIRED DURING CONSTRUCTION	19

PURPOSE AND PHILOSOPHY OF GUIDELINES

PURPOSE OF GUIDELINES

It is the purpose of these guidelines to encourage architectural design of a high caliber which is appropriate to the surroundings and to the unique conditions of the coastal climate and environment.

DESIGN PHILOSOPHY

Fripp Island, the most seaward of all the South Carolina sea islands, is a private 3,000 acre community on the Atlantic Ocean and may be one of the last barrier islands on the east coast to be privately developed. The island enjoys a moderate climate, breathtaking natural beauty, controlled accessibility, and the professional and financial resources necessary to create an island retreat and residential community.

As an island property owner, the developer is committed to a future development that will retain the unspoiled environment of the island guidelines is to protect the investment property owners and to provide a peaceful, healthy atmosphere for visitors in an environment that is unspoiled and not crowded.

The architectural and design philosophy of the developer is that the buildings blend into their natural settings rather than compete with them. The primary objective of this philosophy is to create neighborhoods in which houses are compatible in design and color and complement each other. To achieve this objective, design should encompass the entire site, taking into consideration the existing natural features such as topography, vegetation, views and breezes.



**ARCHITECTURAL REVIEW BOARD
AUTHORITY AND REVIEW PROCESS**

ARCHITECTURAL REVIEW BOARD

The Fripp Island Restrictive Covenants delegate the control of the Island's development to the developer. The covenants, restrictions and affirmative obligations applicable to single family detached dwellings, Part I, Paragraph 1 reads as follows:

“No building, fence, storage or other structure shall be erected, placed, or altered on any lot in such residential area until the proposed building plans, specifications, exterior color or finish, plat plan (showing the proposed location of such building or structure, drives and parking areas), and construction schedule shall have been approved in writing by The Fripp Island Company, LLC. its successors or assigns. Refusal of approval of plans, location, or specifications may be based by the Company upon any ground, including purely aesthetic conditions, which in the sole and uncontrolled discretion of the Company shall seem sufficient. No alteration in the exterior appearance of any building or structure shall be made without like approval by the Company.”

Architectural Review Board approval and the issuance of a Fripp Island Building Permit is only the first step in obtaining the necessary agency approvals for construction of a home on Fripp Island. Complete sets of construction documents displaying the stamp of approval of the Board must be submitted to Beaufort County to obtain a county building permit. The Board assumes no liability for structural design or damage to adjacent properties during construction.

These guidelines are intended to assist property owners during the design, construction, or improvement of their Fripp Island residence while protecting the property values of all owners. It is the intent of the Board that the individual property owner and his architect be given the greatest degree of flexibility possible while maintaining the quality to which Fripp Island is committed. As specified in the covenants, these guidelines may be amended from time to time.

REVIEW PROCESS

This process has been established to provide a systematic and uniform review of proposed construction. No site clearing, material deliveries, or construction may begin without first obtaining a Fripp Island Building Permit and stake-out approval.

The procedures of the Beaufort County Building Department must also be followed. Obviously, submittal of drawings for review must occur early enough so as not to delay the construction schedule.

The Board meets the first and third Thursdays of every month and more often as the caseload dictates. Submittal must be received in the executive office of the developer no later than Tuesday at 5:00 P.M. prior to the meeting. The appropriate F.I. Architectural Review Board application form completed in full must accompany submittal.

1. CONCEPT REVIEW

Concept review is an approval to continue with planning only. Concept review may be for any of the items listed under final Review, and is good for one year and requires no fee.

2. FINAL REVIEW

Along with an ARB application, permit fee and cash bond, if applicable, the following items are required for final review:

- a. Site Plan
- b. Landscape Plan
- c. Architectural Plans
- d. Construction Specifications
- e. Exterior Colors
- f. Construction Schedule
- g. Business License

a. SITE PLAN – A site plan shall be presented at a minimum 1/8" = 1'-0" scale depicting site data which must include the following:

1. Property line description
2. Designation of directional north
3. Location of house on lot
4. Location of all decks and porches
5. Drives and walks
 - Must be bordered if pervious materials
 - Must include a minimum of (2) off street parking spaces
6. Setback dimension on all four sides of house
7. Topographic information showing existing and proposed grade contours.
8. Proposed drainage plan
9. Size, species and location of existing trees to be removed
10. All existing easements and rights-of-way
11. Septic tank and septic line locations if applicable
12. Screened service yard location which shall contain trash propane gas tanks, clothesline, etc.
13. Location of screened HVAC unit
14. Percent of lot covered by building footprint

b. LANDSCAPE PLAN – a landscape plan at a minimum 1/8" = 1'-0" Scale showing the location of the house, driveway, and walk with proposed landscaping concepts is required. The plan shall indicate all planting including proposed trees.

1. Trees – a fine not to exceed \$1000.00 may be imposed by the Architectural Review Board for each tree removed without permission from the board. Or the Board may request that the Beaufort County mitigation for placement of tree or trees be imposed. Part I, paragraph 23 of the Fripp Island Restrictive Covenants reads as follows:

No trees measuring two (2") inches or more in diameter at a point two (2') feet above ground level may be removed without the written approval of the Company, unless located within ten (10') feet of the main dwelling or accessory building or within ten (10') feet of the approved site for such building. The Company reserves to itself, its successors and assigns, the right and privilege to classify and designate any lot or lots as ecologically sensitive; and, in the discretion of the Company, to regulate or prohibit the removal of any trees of any size and description located on any lots so designated and classified."

2. Dunes and Topography – Part I, Paragraph 3 of the Fripp Island Restrictive Covenants reads as follows:

“ In order to protect the natural beauty of the vegetation and topography located through-out Fripp Island, written approval of the Company is hereby required for the removal, reduction, cutting down, excavation, or alteration of topographic and vegetation characteristics. Written approval will be granted for the minimum amount of earth movement required in plans and specifications approved pursuant to the provisions of paragraph 1 of this Part I.” (Topography includes interior as well as beach front dunes.)

- c. ARCHITECTURAL PLANS – A complete set of architectural and constructive plans at a scale of $\frac{1}{4}'' = 1'-0''$ shall be submitted and must contain the following information:
 - 1. Footing and foundation plans
 - 2. Floor plan(s)
 - 3. Building sections
 - 4. Electrical plan
 - 5. Elevation of all views
 - 6. Details of construction
 - 7. Total square feet of enclosed area on each floor
 - 8. Total square feet of decks and porches on each floor
- d. CONSTRUCTION SPECIFICATIONS – A full set of specifications must be submitted defining the quality and type of exterior materials not identified on plans.
- e. EXTERIOR COLORS – Proposed colors of all exterior materials including siding, trim, brick, roofing, stucco, and lattice must be submitted on actual sample materials.
- f. CONSTRUCTION SCHEDULE – An estimated schedule of construction indicating the dates of commencement and completion must be submitted (maximum of twelve months, including landscaping, for a house and nine months for all other construction).
- g. For the protection of property values of all Fripp Island property owners and for some degree of assurance of quality construction by responsible and professional workers, a builder or general contractor will be required for approval of any house construction. The builder or general contractor must be licensed to do business in the state of South Carolina. The name and license number must be provided with the application.

The above information must be submitted in duplicate including all forms and plans. One set of plans will be returned with approval noted for application to Beaufort County for a building permit. The other set of plans will be placed in a permanent file and kept at the developer's office. All the required documents, fees and cash bond must be submitted before action will be taken by the Board.

The Board will review these plans and a written reply will be sent to the applicant. The Board will either grant approval with conditions, or state reasons for the disapproval of the project. If the plans are changed after approval, they must be resubmitted and receive approval before proceeding. Concept or final approval is valid for twelve months from approval date. The construction period from start of construction to Certificate of Compliance may not exceed twelve months for a house and nine months for other construction.

3. STAKE OUT APPROVAL

After final approval and prior to beginning any clearing or construction on any lot, the owner or builder must schedule a stakeout approval. A Board representative will review the stake-out of the construction including house location, driveway location, proposed tree removal, final grades, job signs, permit, job toilet, dumpster, and date of construction start. Field adjustments may be required at time of stakeout approval.

4. CERTIFICATE OF COMPLIANCE

A Certificate of Compliance is required at the completion of construction. In order to be in compliance, the following items must be completed and/or adhered to:

- a. The structure must be completed (including walks and drives) according to the approval Board.
- b. Exterior colors shall conform to those approved by the Board.
- c. Construction debris must be removed from the site
- d. Screened service yard shall be completed.
- e. Temporary facilities (power pole, portable toilet, etc.) and contractor sign must be removed form the site.
- f. An approved mailbox must be installed it applicable.
- g. Landscaping must be completed and approved.
- h. HVAC unit must be screened from view.
- i. House number must be on house and visible from road.
- j. Road and roadsides must be repaired to pre-construction conditions.

If at the end of twelve months, the construction is not completed and in compliance, the Board may take legal action to insure compliance (nine months for construction other than a house).

5. HOME IMPROVEMENT REVIEW

As stated in the covenants, the Architectural Review Board must approve any exterior changes, alterations, or additions. All exterior repainting and reroofing must also be approved. The following are required for review:

- a. A completed application form indicating that it is an application for improvements along with permit fee and cash bond if applicable.
- b. Site plans showing existing structures, setbacks, property lines, and the proposed improvements, as well as any other pertinent information.
- c. Architectural plans at $\frac{1}{4}'' = 1'0''$ sufficient to adequately explain the proposed addition or alteration.
- d. Exterior colors of all exposed exterior materials. Samples will be required in order to assure that any new addition will match the existing structure.
- e. The following must be brought into compliance when doing sufficient alterations, additions, etc.:
 1. Skirting
 2. Mailbox
 3. Screened service yard
 4. Screened HVAC unit
 5. Finish on exposed wood and concrete block
 6. Driveway border
 7. Landscape
 8. Number on house
 9. Emergency access and egress
 10. Garage doors or gates
 11. Propane tanks screened from view, buried when possible
 12. Removal of any non compliant structure (ie. Fences, Yard Art Etc.)

As with new construction, two sets of drawings must be submitted. After reviewing the project, the Board may request additional information or alterations to the proposed plan before granting final approval. A Fripp Island building permit is required to be displayed on the site. A Certificate of Compliance is required at the completion of construction.

DESIGN GUIDELINES

The goal of these guidelines is to produce a balanced environment by matching and blending human needs with, rather than imposing them on, the natural environment. While there is a strong desire to encourage freedom of individual expression in the development of the land and buildings, it must be tempered by those "protections" which are mutually advantageous to all property owners on Fripp Island.

A. THE SITE

The design process should begin by considering the constraints, and opportunities of the site. The following should be taken into account during the design process:

1. Existing Topography
2. Existing Vegetation
3. Views
4. Sun orientation
5. Prevailing winds
6. Drainage
7. Driveways and parking
8. Utilities and easements
9. Setbacks
10. Adjacent structures
11. Proposed landscaping & maintenance
12. Neighborhood environment
(Neighborhood, for purposes of the ARB guideline, will mean within the same numbered subdivision where the lot is located.)

1. SETBACKS

Setback lines are established by these guidelines. Covenants and plats of certain subdivisions specify setbacks. Minimum 10' side setbacks are required where no specified setbacks are dictated. Houses should be located so that maximum view and breeze will be available to each house. The structures should be sited with regard to the ecological constraints and topography of each individual lot. The Board may require the roofed portion of the house to line up with the roofed portions of adjacent houses in certain instances. The Board reserves the right to control absolutely and solely the precise location of any house or dwelling. As mentioned previously, a stake out approval is required prior to any clearing or construction on a site, thus allowing for field adjustments if needed.

Set backs by subdivision

S/D 1-3
S/D 4
S/D 5
S/D 6-7
S/D 8-10
S/D 10F
S/D 11-12
S/D 13
S/D 14
S/D 15
S/D 15M
S/D 16-17
S/D 18
S/D 19
S/D 20
S/D 21-23
S/D 24
S/D 24
S/D 25
S/D 26
S/D 27A
S/D 27B
S/D 28
S/D 29
S/D 30
S/D 31
S/D 32
S/D 33
S/D 34
S/D 35
S/D 36
S/D 37

2. EASEMENTS

When the covenants reserve a 10-foot utility easement at the rear, front, and or one side of each lot, construction is normally not allowed in these easements. No construction including overhangs, HVAC units, fences etc. is allowed in view easements.

B. ARCHITECTURAL DESIGN

It is necessary during the design process to consider: mass; roof form; window and door articulation; materials; finishes and colors in addition to site constraints. As Fripp Island grows, the relationship of each residence to its neighbor will become increasingly important and should play an integral role in the design process. In addition to the general design principles, the following are required:

1. USE RESTRICTIONS

Part I, Paragraph 6 and 7 of the Fripp Island Restrictive Covenants reads as follows:

“ All lots in said residential areas shall be used for residential purposes exclusively. No structure, except as hereinafter provided shall be erected, altered, placed or permitted to remain on any lot other than one (1) detached single family dwelling and one (1) small one story accessory building which may include detached private garage and or/servant’s quarters, provided that the use of such dwelling or accessory building does not overcrowd the site and provided further, that such building is not used for any activity normally conducted as a business. Such accessory building may not be constructed prior to the construction of the main building.”

“ A guest suite or like facility may be included as part of the min dwelling or accessory building, but such suite may not be rented or leased except as part of the entire premises including the main dwelling, and provided, however, that such guest suite will not result in over-crowding the site.”

2. SIZE OF STRUCTURE

All dwellings must meet the minimum square footage as specified in the covenants for each subdivision as follows:

S/D 1-3	Beachfront 1500 S.F.; other 1250 S.F.; on 1 floor
S/D 4	1250 S.F.; on 1 floor
S/D 5	1000 S.F.; on 1 floor
S/D 6-7	1500 S.F.; on 1 floor
S/D 8-10	2000 S.F. with 1750 S.F. on 1 floor
S/D 10F	1500 S.F. heated
S/D 11-12	2000 S.F. with 1750 S.F. on 1 floor
S/D 13	1250 S.F.
S/D 14	No stated minimum
S/D 15	1400 S.F.
S/D 15M	1250 S.F. heated
S/D 16-17	No stated minimum
S/D 18	1200 S.F.
S/D 19	No stated minimum
S/D 20	1200 S.F.
S/D 21-23	No stated minimum
S/D 24	Lot 1-24 plan A,B,C or D or as approved
S/D 24	Lot 25-36 1600 S.F.
S/D 25	2000 S.F. with 1750 S.F. on 1 floor
S/D 26	1600 S.F.
S/D 27A	1200 S.F.
S/D 27B	1600 S.F.
S/D 28	No stated minimum
S/D 29	1600 S.F. heated
S/D 30	2000 S.F. heated
S/D 31	No stated minimum
S/D 32	No stated minimum
S/D 33	
S/D 34	
S/D 35	
S/D 36	
S/D 37	

- a. No building may exceed 36 feet in height from average existing grade and final grade to the peak of the roof, except a 4' maximum variance may be granted by the Board if an approved sprinkler system is installed.
- b. Footprint of buildings and driveways should not exceed 40% coverage of the area of the lot.
- c. Maximum two-story building height.

3. SKIRTING AND GARAGE DOORS

A 60% solid continuous skirting is required around open foundations, except under porches and decks (i.e. lattice with no more than 40% total open area between boards). Garage doors or gates are required at openings.

4. EXTERIOR FINISHES

- a. All exterior wood, except for deck flooring and step treads, must have a solid paint or solid stain finish
- b. All exterior exposed concrete block and/or pilings must be surfaced with stucco or boxed to match the exterior finish of the house. Architectural concrete blocks on a case by case request.
- c. Each application for the use of vinyl siding must include the following:

Drawings showing any architectural changes including siding style, siding direction, trim style and trim dimensions.

Samples, brochures, spec, etc. showing:

1. Siding and Trim Design. Simulated wood texture required.
2. Siding Thickness. Minimum .044" nominal thickness.
3. Siding Overlap. Must be architecturally designed to minimize joints. Minimum 1-1/2" overlap or maximum per manufacturers recommendations required (no butted laps). Laps to face away from street.
4. Insulation. Over wood siding on existing construction, minimum 1/2" foil, backed insulation, attached with minimum 1-1/4" screws or nails (minimum 1 per 2 square foot). On new construction, minimum 1/2" wood backing board and house wrap.
5. Siding Attachment. Minimum 1-1/2" stainless steel screws or stainless steel ring shank nails sufficient to resist 110 MPH wind load and maximum 16" O.C. spacing. All exposed hardware or screws shall be stainless steel.
6. Fire Resistance. All materials used must be fire resistant.
7. Material Warranty. Lifetime warranty on all materials.
8. Color Warranty. Minimum 10 year warranty against fading.
9. Salt Air Warranty. Warranty to include damage from sea (salt air) environment.
10. Warranty Enforcement. Prime contractor shall be responsible for enforcement of all warranties regarding materials and workmanship.
11. Installation. Prime contractor shall provide skilled installers who will be licensed, bonded, and insured to the satisfaction of the Board.
12. Contractor Reputation and Accessibility. Prime contractor to be a member and in good standing with Home Builders Association of The Lowcountry or Better Beaufort.
13. Quality Workmanship. Workmanship must be acceptable to the Board.

The approval process shall be in four steps:

1. Final approval prior to start of construction.
2. Approval of quality materials and workmanship during construction. The installer shall call the ARB for an on site inspection prior to 50% completion of work.
3. An inspection of final construction prior to issuing a Certificate of Compliance and prior to prime contractor receiving final payment from the owner.
4. Issuing of final certificate of compliance.

The Board reserves the right to deny approval of vinyl siding for any reason, including purely aesthetic grounds. The Board reserves the right to reverse its approval due to inferior quality of materials or workmanship not meeting these guidelines before, during or after construction.

5. HVAC ENCLOSURES

Exterior HVAC units must be screened from view with a minimum 60% solid continuous screening (i.e. lattice with no more than 40% total open area between boards).

6. SERVICE YARDS

Every dwelling shall provide a service area or yard with suitable and appropriate screening to contain the following:

- a. Trash receptacles
- b. Clothes lines
- c. Lawn and garden equipment
- d. Propane tanks, etc.
- e. Grills

7. EXTERIOR LIGHTING

All exterior lighting shall be designed and installed so as not to disturb neighbors nor impair vision of traffic on nearby streets. Lighting on beachfront homes must conform to the Beaufort County regulations so as not to interfere with the loggerhead turtles during nesting season. Lights must not shine directly towards the beach since such lights disorient newly hatched turtles.

8. DRIVEWAYS AND PARKING SPACES

Pervious surfaces are encouraged in some neighborhoods to allow for surface water absorption. If pervious material is used instead of paving then a pressure treated and anchored border is required. Two off street parking spaces are required on each lot. Storage of boat or boat trailers, jet skis, utility trailers, recreational vehicles, cars and/or golf carts with covers, on the lot, in public view, is not permitted.

9. LANDSCAPING

The Architectural Review Board for any significant landscape alteration requires approval of a landscape plan. The Board reserves the right to reject any design it deems not competent to prepare acceptable landscape plans. The plan shall include a plant list showing the identification symbol for the particular plant, the botanical and common name of the plant, the size, plant spacing and any particular notes with regards to that particular plant. All tree sizes shall be specified by height, spread and caliper size for single trunk trees. All shrubs shall be specified by height or spread and gallon size. Specifications shall include a performance specification for irrigation, drainage notes, plant quality and any other necessary information to impart design intent. All sodded and planted areas must be irrigated with fully automatic system and pop up heads in sodded and low growing ground cover areas. The plan shall identify and attempt to utilize existing natural flora in the design.

The degree of landscape required for a project depends upon the type of home site, type of project, and the degree and type of existing tree cover. Pinestraw and mulch cannot be substituted for grass in open, exposed, non-vegetative areas.

10. EMERGENCY ACCESS AND EGRESS

At least one set of medical access and egress steps is required. If the only set of exterior medical egress steps has a greater than 45 degree turn, then it must have a minimum 6'x6' landing area or equivalent square footage to allow for the turning of a stretcher.

11. DRAINAGE

Existing drainage shall not be changed to divert flow onto neighboring lots. Drainage will be allowed flow to an appropriate area; such as existing drainage ditch, lagoon, wetland, drainage easement and/or a retention area on the lot. Driveways shall use swale or pipe at roadway so as not to block existing drainage. Board approved drainage system shall be installed during the initial grading prior to the start of the foundation construction. After approved drainage system is installed it shall be maintained throughout construction.

Mounds and/or swales may be required to control drainage of property.

C. MISCELLANEOUS

1. ANTENNAS AND SATELITE DISHES

The Fripp Island Restrictive Covenants does not permit exterior TV or radio antennas. The Board requires that a satellite dish, one meter or smaller in diameter, be installed in the most inconspicuous location out of public view. If it is necessary that the dish be in a conspicuous location that is visible to the public in order to receive an acceptable quality signal, then the dish shall be screened with lattice or vegetation or painted to blend into the background on which it is mounted.

The above allowance for satellite dish installation does not apply to exterior TV or radio antennas, receivers or senders or satellite dishes over one meter in size. These are still regulated by The Fripp Island Restrictive Covenants.

2. MAILBOXES AND MESSAGE BOXES

Currently there are two approved mailbox designs. One being the larger mailbox as shown in the attached appendix, that must be painted the approved color and must be maintained consistent with the approved mailbox design. The other is cluster mailboxes, which all residents will soon be conformed to. Newspaper boxes are not approved and are not allowed.

3. HOUSE NUMBERS

- Clearly visible from the street
- Illuminated if possible by exterior light
- Numbers may be on backing board if it is simple in design and appropriately stained.
- Minimum of 3 inches tall
- Black

4. FENCES

Generally fences are discouraged, but will be considered on an individual basis. Owners are encouraged to use underground invisible fencing for pets. Each application for the erection of a fence must contain the following information and meet the listed guidelines:

- a. Type of material. Aesthetically compatible with house.
- b. Height and Length. 10 inches or higher is considered a fence. Length to be no longer than necessary to accomplish purpose.
- c. Purpose. Must be viable and necessary (enclose pool, garage area, HVAC, etc.)
- d. Location. If on the lot and, if near the property line, must have neighbor's written comment.
- e. Color. Must blend in with house and vegetation.
- f. Vegetative Screening. If it is required, must be large enough to accomplish purpose in an acceptable time frame.
- g. Setback. Upon approval must maintain a 2 foot setback.

5. SIGN AND PROPERTY MARKERS

No sign, poster, or lot marker of any kind is permitted on undeveloped or developed privately owned property anywhere on Fripp Island. This includes, but is not restricted to realty, for sale, for sale by owner, owner name, house name and home site number. New development corner markers are to be removed upon completed contract of sale.

6. FLAG OR BANNER POLES

The installation of a freestanding flagpole or banner poles is discouraged. Properties with an area large enough that the subject can be 25 feet away from any property line and not infringe upon the adjoining property owners view or quiet enjoyment may be permitted. Flags that measure a maximum of 3'x5' in size, and are mounted on angled bracket poles are permitted, providing they are limited to two (2) flags or banners per home.

7. DECORATIVE ARTWORK AND "YARD ART"

The Fripp Island Architectural Review Board discourages but will consider an application for a limited amount of exterior decorative art work that is visible to the public. Ornamental sculptures, statues, fountains, etc., must be approved. The arty work must be aesthetically acceptable and compatible with the surrounding neighborhood environment. A permit application will be required for review using the following perimeters:

- a. Content. Compatible with environment, vegetation or beach theme.
- b. Color. Compatible with neighborhood
- c. Size. Maximum 20 square feet total framed area in no more than two combined areas.

8. ATHLETIC/PLAY EQUIPMENT

The Board must approve all exterior athletic or play equipment. Basketball boards, play equipment, etc. shall be located so as not to be visibly obtrusive from the streets.

9. DOCKS AND MARSH WALKWAYS

Building plans for docks and/or marsh walkways must be submitted for review according to the provisions of these guidelines. Application for a building permit must include plans and specifications (two sets) that include the following:

- a. Specific intended use. *
- b. Construction materials (type and size)
- c. Color
- d. Proposed elevation in relation to existing grade.
- e. SC DHEC/OCRM and any other required agency approvals.

In addition to a Fripp Island Building Permit, which is required in all cases, a South Carolina DHEC/OCRM permit must be obtained PRIOR to submitting plans or construction of docks and/or marsh walkways on, in or over critical areas, since requirements may influence design.

- Docks built from residential lots shall be used for private, recreational purposes only. Such use shall exclude any commercial enterprise or live-aboard boats. Storage of boat and or boat trailer and parking overnight on undeveloped property is not permitted.

10. BEACH CROSSOVERS AND WALKWAYS

Walkways and inclined ramps or steps, that provide improved access from basic lot level to beach, must be submitted for review according to the provisions of these guidelines. The application for a building permit must include plans and specifications that include the following:

- a. Design prior to structure
- b. Site location
- c. Colors
- d. Proposed elevation
- e. Construction materials (type and size)

CONSTRUCTION GUIDELINES

All residential construction on Fripp Island will be under observation by the Board. Field inspections conducted by the Board during construction will insure that the contractor and owner are adhering to these guidelines and restrictive covenants. A final inspection for a Certificate of Compliance will occur only after all construction is completed. Entering upon lot or into buildings under construction shall not constitute a trespass.

1. REQUIRED BEFORE CONSTRUCTION

Prior to beginning any clearing, grading or construction, the following must be completed:

- a. Obtain final approval for construction and a Fripp Island Building Permit from the Architectural Review Board.
 - b. Obtain an approval of site stake out.
 - c. Obtain Beaufort County and other required agency permits.
 - d. Erect an approved job sign, no closer than 15 feet and parallel to the primary road access, and post all building permits so they are visible.*
- Every construction site must have a freestanding sign. This sign must be 36 x 24 inches and must have a white background with blue lettering no bigger than four inches but not smaller than 2.5 inches. The sign may be placed on lot no closer than 15 feet parallel to the edge of the street. The sign must state the name of the contractor with phone numbers as well as the name of the person(s) for whom the structure is being built and must display all of the building permits. This sign is no way to act as a Marketing piece for the contractor, no slogans, catch phrases etc... phone numbers, contractor logo and website if applicable.

2. REQUIRED DURING CONSTRUCTION

- a. Each construction site is required to have a job toilet. The John should be located 20 feet back from the right of way line in an inconspicuous location with the door facing away from the street.
- b. All home sites will be kept in a neat and orderly condition throughout the entire construction phase. This includes any materials, trash, or debris falling from vehicles in route to or from the construction site. A trash dumpster must be placed on each lot after the frame package is delivered. Placement shall be within the lot lines and not in the right-of-ways or easements.
- c. If lot permits, one temporary storage structure or trailer, no larger than 10' x 10' x 8' high, may be used as office or to store materials. Storage structures may not be used as living quarters.

- d. Temporary utilities shall be installed in a neat manner. Temporary power poles must be installed plum and not utilized for the placement of signs.
- e. During construction, dunes, trees, and natural areas must be protected (by barricades if necessary).
- f. Construction workers including all sub-contractors and delivery vehicles shall enter and exit the lot using the driveway area. Vehicles must be parked in driveway or parking area to avoid damage to existing vegetation. A \$100 fine will be imposed for each incident, involving damage to vegetation.
- g. Sand or dirt shall be placed over curb or bike path during the construction phase to prevent damage to the curb or bike path. Any damaged road or roadside must be repaired to pre-construction conditions, and shall be paid for by the Owner/Builder.
- h. Any spillage of concrete, paint, dirt or any other material onto the paved community streets shall be removed immediately.
- i. Owners and contractors are responsible for seeing that their construction workers, sub-contractors, and suppliers obey all traffic and security regulations of Fripp Island.
- j. Access to the island is controlled by Fripp Island Security located at the security checkpoint. Construction workers, sub-contractors, and suppliers are allowed access to and from the construction site only, and are strictly forbidden from riding about the island.
- k. The normal hours allowed for construction are 7:30 A.M. to 5:30 P.M. Monday through Friday. During Summer Season (Memorial Day through Labor Day) construction hours are 8:30 A.M. to 5:30 P.M. If it is necessary for construction workers, sub-contractors or suppliers to be on the island before or after hours or on Saturday or Sunday the contractor must notify the A.R.B. and have them arrange for a special pass from security. There will be no workers, sub-contractors, or suppliers allowed on the island on holidays.
- l. No loud or offensive language or excessive noise is allowed on the construction site. Radios or similar devices are permitted only if they cannot be heard beyond the construction site property lines.
- m. Construction workers should dress appropriately (shirts are required)

- n. Dogs and pets are not allowed on job sites.
- o. Drainage systems shall be established during initial grading and prior to the start of foundation construction. Drainage system shall be maintained throughout construction.
- p. Because Fripp Island is a private community. Contractors and their employees, sub-contractors, or suppliers shall not have the use of any of the private facilities including the Beach, Tennis, and Golf Clubs, restaurants, swimming pools, beaches, fishing areas or any other area designated for exclusive use of property owners or their guests.

APPENDIX

APPROVED BUILDER REQUIREMENT

1. Experience statement or resume.
2. Insurance Certification – Employers and Public Liability 100/300,000 and Workmen’s Compensation. Name agency to supply Builders risk.
3. Recommendations:
 - A. (2) Architects
 - B. (2) Homeowners
 - C. (2) Suppliers
 - D. (1) Lender
4. Financial Statement, Letter of Recommendation from financial institution.
5. Qualify any outstanding litigations.
6. List your major suppliers and subcontractors to be used in work at Ocean Creek, Fripp Island, South Carolina.
7. Qualify your warranty obligation to Homeowners at Ocean Creek.
8. Copy of your current Contractors License.

FRIPP ISLAND ARCHITECTURAL REVIEW BOARD
CHECKLIST FOR HOME CONSTRUCTION

_____ Application Completed in Full and Signed By Owner (Required)

_____ Permit Fee

_____ Cash Bond (If Required)

_____ Colors On Samples Of Materials

_____ Site Plan (2 each)

_____ Property Line Description

_____ Directional North

_____ Location of House on Lot

_____ Location of Decks and Porches

_____ Location of Drives and Walks

_____ Setback Dimensions

_____ Existing and Proposed Grade Contours

_____ Drainage Plan

_____ Trees to be Removed

_____ Easements and Rights-of-Way

_____ Septic Tank and Drain Field Location

_____ Service Yard Location

_____ HVAC Unit Location

_____ Propane Tank Location

_____ Percent of Lot Coverage by Building Footprint

_____ Landscape Plan (2 each)

_____ Proposed Planting

_____ Irrigation Specifications

_____ Architectural Plans (2 each)

_____ Footing and Foundation Plan

_____ Floor Plan(s)

_____ Building Sections

_____ Electrical Plan

_____ All Elevations

_____ Special Details

_____ Total Square Feet on each Floor

_____ Total Height From Average Existing Grade To Peak Of Roof

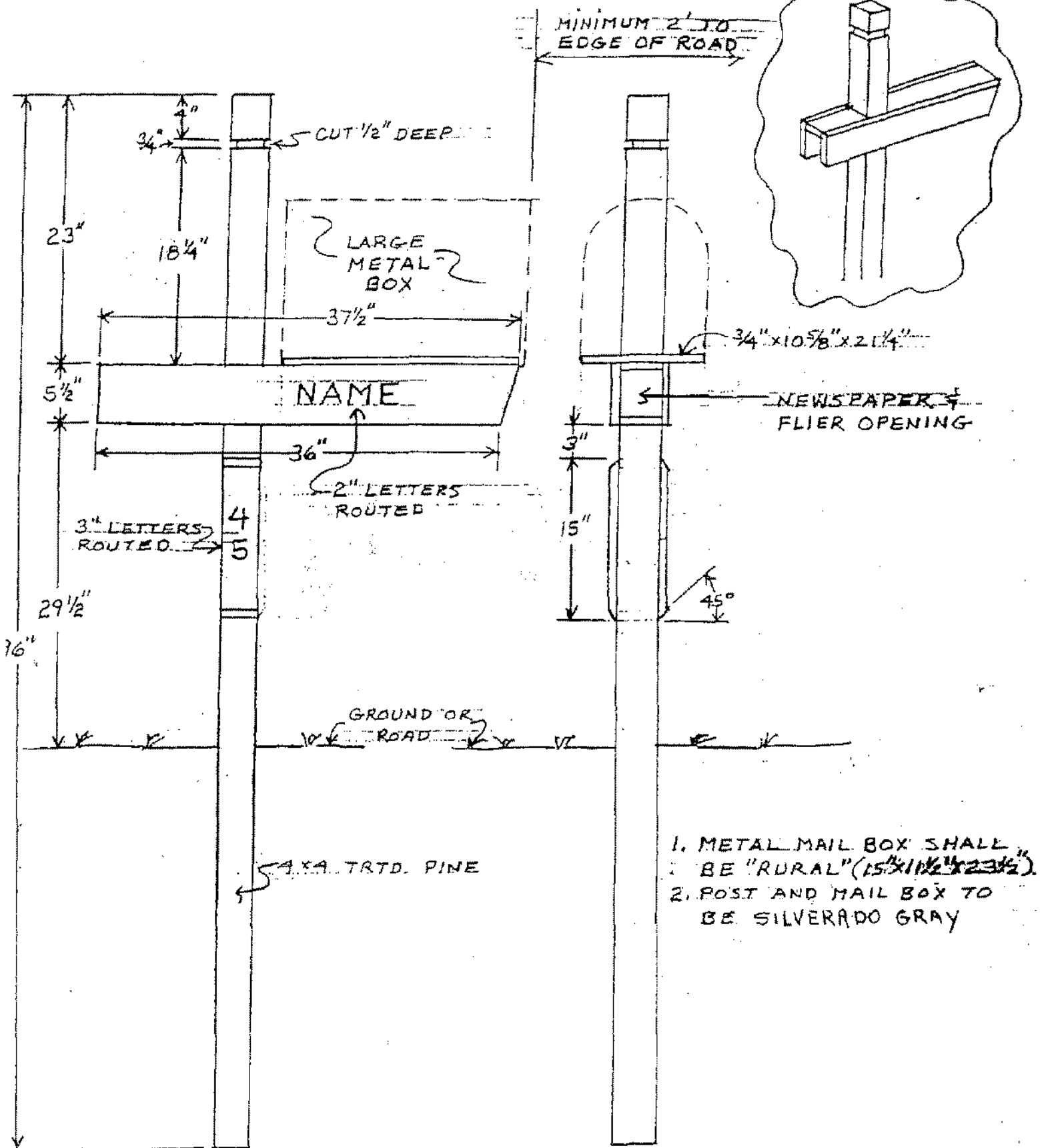
_____ Construction Specifications (2 each)

_____ Exterior Materials

_____ Driveway Materials (Boarder Material If Not Paved)

_____ Walkway Materials

APPROVED MAIL BOX



1. METAL MAIL BOX SHALL BE "RURAL" (15 3/4" x 11 1/2" x 23 1/4")
2. POST AND MAIL BOX TO BE SILVERADO GRAY

U.S. MAIL CARRIER REQUIRES BOTTOM OF MAIL BOX TO BE APPROX. 35" FROM ROAD SURFACE OR GRADE.

FRIPP ISLAND ARCHITECTURAL REVIEW BOARD
BUILDING PERMIT APPLICATION

TYPE OF CONSTRUCTION _____

NAME OF OWNER _____ SUB _____ BLK _____ LOT _____

ADDRESS _____ SITE ADDRESS _____

CITY _____ STATE _____ ESTIMATED COST _____

ZIP CODE _____ PHONE _____ PERMIT FEE _____ BOND _____

Builder: _____ Architect: _____

NAME _____ NAME _____

MAILING ADDRESS _____ MAILING ADDRESS _____

CITY _____ STATE _____ CITY _____ STATE _____

ZIP CODE _____ PHONE _____ ZIP CODE _____ PHONE _____

S.C. LICENSE # _____ START DATE _____ COMPLETION DATE _____

<u>Square footage:</u>	<u>Setbacks:</u>
Heated 1st Floor _____	Front _____
Heated 2nd Floor _____	Rear _____
Porches _____	Right Side _____
Decks _____	Left Side _____
Garage _____	Average Height of House From Grade to Peak of _____

<u>Exterior Treatment:</u>	
Foundation Finish _____	Color _____
Skirting Material _____	Color _____
Wall Material _____	Color _____
Trim Material _____	Color _____
Door Type _____	Color _____
Rail Material _____	Color _____
Roofing Material _____	Color _____
Soffit & Fascia Material _____	Color _____
Shutter Material _____	Color _____
Mailbox to be approved, specified design	Mailbox color to be approved Silverado

SUBMIT WITH APPLICATION
 _____ (2) Sets of Plans _____ (2) Site Plans _____ (2) Landscape Plans _____ (2) Sets Spec _____ Permit Fee and Bond

Separate checks for permit fee and cash bond are due and payable to F.I.A.R.B. with application.

I have read the ARB guidelines and agree to comply to all of its requirements and standards and to pay any fines levied against cash bond for non-compliance.

Owner's Signature (Required) _____
 Date Submitted _____ Received by _____

FRIPP ISLAND ARCHITECTURAL REVIEW BOARD
CERTIFICATE OF COMPLIANCE

- | | | |
|--------------------------|--------------------------|--|
| Approved | Not
Approved | |
| <input type="checkbox"/> | <input type="checkbox"/> | completed in compliance with approval. |
| <input type="checkbox"/> | <input type="checkbox"/> | construction debris removed. |
| <input type="checkbox"/> | <input type="checkbox"/> | temporary facilities and signs removed. |
| <input type="checkbox"/> | <input type="checkbox"/> | landscaping & drainage system completed. |
| <input type="checkbox"/> | <input type="checkbox"/> | exterior colors as approved. |
| <input type="checkbox"/> | <input type="checkbox"/> | screened service yard. |
| <input type="checkbox"/> | <input type="checkbox"/> | approved mailbox installed. |
| <input type="checkbox"/> | <input type="checkbox"/> | HVAC unit screened from view. |
| <input type="checkbox"/> | <input type="checkbox"/> | House number on house. |
| <input type="checkbox"/> | <input type="checkbox"/> | Road and roadsides repaired. |

When the above items are completed and ready for final inspection, return this form with the following information completed. A member of the Architectural Review Board will issue the Certificate of Compliance after an on-site inspection. No requests for Certificate of Compliance will be taken by telephone. The Certificate of Compliance must be requested prior to twelve months after the start of construction of a house and nine months on other construction. All items must be approved prior to deadline.

Date Permit Issued: _____

Lot: _____

S/D	BLOCK	LOT	Type Of Construction
-----	-------	-----	----------------------

Owner:

NAME

MAILING ADDRESS

FRIPP ADDRESS

CITY STATE ZIP CODE

The structure(s) on the above noted lot has (have) been found to be in compliance with the covenants, guidelines, and approvals except as noted above.

Signed: _____
Member, Architectural Review Board

Date: _____

COMMENTS _____

FRIPP ISLAND ARCHITECTURAL REVIEW BOARD

FRIPP ISLAND ARCHITECTURAL REVIEW BOARD
STAKE-OUT APPROVAL

APPROVED ()	NOT APPROVED ()	APPROVED WITH CHANGES () STRUCTURE LAYOUT CHANGES _____
()	()	() DRIVEWAY LAYOUT CHANGES _____
()	()	() TREE REMOVAL CHANGES _____
()	()	() FINAL GRADE ELEVATIONS CHANGES _____
()	()	() JOB SIGN AND PERMITS POSTED CHANGES _____
()	()	() JOB TOILET CHANGES _____
()	()	() DUMPSTER CHANGES _____

The Owner or Builder must be present to meet with ARB member for stake-out approval. Stake-out of structure location, driveway location, proposed tree removal and final grade elevations must be discussed and approved.

Date Of Construction Start: _____ Type Of Construction: _____

Lot: _____
S/D BLOCK LOT

OWNER: _____

 NAME

The stake-out approval was found to be acceptable except as noted above.

SIGNED: _____
MEMBER, ARB

DATE: _____

COMMENTS: _____

