



BERESFORD HALL

A CREEKSIDE SETTLEMENT

Design Guidelines
Revision Date: June 9, 2014



Beresford Hall Neighbor,

We would like to welcome you as a property owner in Beresford Hall. We all have a great opportunity to enjoy one of the most fantastic developments in the Charleston area.

At the close of 2005 the developer completed their commitment in the development infrastructure. As more of us build every month, our Beresford Hall development is becoming a thriving community. This is very exciting!

The Beresford Hall community is governed by the Beresford Hall Assembly (BHA) which is administered by the Board of Governors (BoG). This is a board of individuals who have been elected by vote of the property owners. The mission of the BoG is to oversee the management of the Beresford Hall community and establish and enforce Rules and Regulations that help insure that the covenants of our community are followed and maintained by all.

To this end, your BoG has prepared the enclosed ***Design Guidelines*** for your review and guidance. These guidelines are full of useful information that will help make your construction process flow more smoothly. We encourage you to read this document carefully and also to share it freely with your architect, contractor and their sub-contractors and employees.

As neighbors in Beresford Hall; we work together to enjoy our community. Please feel free to communicate with your BoG regarding any questions or concerns you may have, especially during the construction of your home.

Again, welcome to Beresford Hall!

Sincerely,

Beresford Hall Board of Governors

**Beresford Hall Assembly
Design Guidelines**

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Introduction

These Design Guidelines have been prepared by the Beresford Hall Board of Governors (BoG) and have been approved as the formal Rules and Regulations for the construction process of our community as called for in the Beresford Hall Declaration of Covenants. The terms of the Covenants will prevail if there is any conflicting language between these Guidelines and the Covenants.

To assist the BoG in the management of these guidelines, the BoG has created a Design Review Board (DRB). The BoG has granted the DRB full authority to enforce these guidelines. When you are ready to begin the construction process, the first step is to submit your Conceptual drawings to the DRB and attend a meeting along with your architect.

The DRB meets the third Wednesday of every month. Please call the management office at (843) 751-4027 to be added to the agenda (one week notice prior to the meeting is required to be added to the agenda) and confirm that the meeting time and location have not changed.

Disclaimer

The purpose of the Beresford Hall design review process is to encourage and protect community design standards and protect property values. The DRB will make every effort to assist owners, design professionals and contractors with this process. Oral representations of any DRB decisions are non-binding. All binding rulings are documented and are in writing. No approval of plans/location/specifications and no publication of architectural standards by the DRB shall ever be construed as representing/implying that such plans/specifications/standards will, if followed, result in a properly designed residence or that such standards comply with pertinent law. Such approvals and standards shall in no event be construed as representing or guaranteeing that any residence will be built in a good workmanlike manner. NO IMPLIED WARRANTIES OF GOOD WORKMANSHIP, DESIGN, HABITABILITY, QUALITY, FITNESS FOR PURPOSE OR MERCHANTABILITY SHALL ARISE AS A RESULT OF ANY PLANS, SPECIFICATIONS, STANDARDS, OR APPROVALS MADE OR PUBLISHED BY GREENWOOD, THE DRB, OR THEIR SUCCESSORS OR ASSIGNS.

House Construction and Landscaping Criteria

Beresford Hall is a custom home community. As such, the individuality of each home as well as the preservation of each property's ideal Nature Curtain is of great importance to our community and neighborhood. Therefore, we have established a Design Review Board who oversees the approval process of lot clearing, house design approval, and landscaping. Detailed in this section you will find our general design guidelines which you should share with your architect early in the design process.

Design Guidelines

Design control within the Beresford Hall settlement will be executed through a Design Review Board (DRB) empowered by Covenants and Restrictions running with the property. Detailed submission requirements and procedures are outlined in this Design Guidelines package. The DRB must review and approve all exterior building designs, site designs, site features, landscaping, exterior materials, exterior colors, exterior lighting and dock plans. The DRB has absolute discretion to approve or disapprove any plan based on any reason including aesthetics. These Design Guidelines may be revised from time to time at the discretion of the DRB.

Foundation wall height can be up to a maximum of 5 feet above finished grade or have a suitable architectural treatment, and parking is prohibited under the main residence except in FEMA zones AE13, VE14, and VE15. In these zones a raised house is permitted and parking underneath is allowed in conformance with these guidelines. If a house is raised, however, either detached low walls, fences, berms or planting must be used between the house and street to reduce the visual impact of raising the house. In allowed zones no house can be raised more than 10 feet above existing grade. All house elevation drawings must reflect accurate topographic conditions and show foundation wall heights exactly as they are to be built. Finished Floor Elevations shall be determined by the City Code & FEMA flood zone.

Owners within the Beresford Hall settlement are encouraged to design their residence utilizing separate buildings rather than designing a singular, massed structure. A main house with up to two dependencies is allowed. A garage must be detached (except in FEMA zone AE13, VE14 and VE15) and is defined as a dependency. In zones where garages do not have to be detached, they may be located under a raised house as long as no garage doors are facing a street.

There is no minimum size requirement for the first phase of building, however, an overall site and building plan showing final build out must be submitted and approved by the DRB prior to any construction. If one phase of an overall site plan is built, it must be designed to stand alone if no other phase is built.

Per Declaration: Section 3.10 (C) Phased Construction – Multiple Residences

In the event that multiple residences are to be constructed on a specific Site, at the time of the original submission to the DRB, a construction phasing plan must also be submitted. The intent here is to preserve as much flexibility for an owner of a Site to construct the multiple residences in phases; however, in such event, each phase of construction must be approved specifically by the DRB, and each phase must be self-sufficient and in compliance with these Covenants. No modifications to the phasing plan may be made without specific approval of the DRB. If there is to be a gap in time of more than twelve (12) months between construction of residences, the DRB shall have flexibility to establish separate construction deposits pursuant to Section 3.9 for each portion of the phased construction.

Main House must be constructed first and/or simultaneously. Owner may not live in first or second dependency before Main House construction has been completed and approved by the DRB

Ref Declaration: Section 3.10 (b) Multiple Residences/Maximum Square Footage

Up to three residences may be built on any one Site. These residences shall be known as the Main House; the First Dependency; and the Second Dependency. A detached garage shall be considered as a Dependency. The maximum square footage of enclosed Dwelling area is as follows:

- (i) Main House. Maximum of 7,500 square feet (heated)*
- (ii)) First Dependency. 30% maximum square footage of Main House*
- (iii) Second Dependency. 15% maximum square footage of Main House.*

The term "enclosed Dwelling area" (EDE) as used in these size requirements shall mean the total enclosed area within a Dwelling; provided , however, that such EDE does not include terraces, decks, open porches, and the like areas; provided, further, that shed-type porches, even though attached to the house, are specifically excluded from the definition of the aforesaid EDE "enclosed Dwelling area"

Main House: Enclosed Dwelling 7,500 maximum sq. ft. (heated)

1st Dependencies: Enclosed Dwelling 30% maximum sq. ft. of main house (heated area)

2nd Dependencies: Enclosed Dwelling 15% maximum sq. ft. of main house (heated area)

Interior construction; minimum ceiling height of 10' on the first floor and 9' on the second floor

The DRB will strongly prefer authentic, natural building materials consistent with the South Carolina Lowcountry vernacular. No solid vinyl windows, no vinyl doors and no vinyl soffits. Shutters must be operable. Steps, roof overhangs (no more than 12") and cornices are allowed within the setbacks.

Front door must be 8ft in height and made of Premium Hardwood –NO Fiberglass.

Garage doors are to be Carriage Style -NO vinyl. Spec sheet must be provided with preliminary application.

The DRB may modify Setbacks and other requirements on a case-by-case basis to accommodate grand trees, protected trees and special site conditions.

Divided windows must have true divided lights or simulated true divided lights. No snap-in grilles will be allowed and no fixed grilles between glass will be allowed.

The intent is for sites within the settlement to compliment nature. The use of a muted, natural color palette will help to achieve this aim. Colors should be presented conceptually at a preliminary review and finalized in the final review.

Docks must be designed to meet requirements set forth in the OCRM Approved Dock Master Plan and must be individually permitted, and approved by the Beresford Hall DRB.

All buildings are required to be designed and stamped by a registered Architect in the State of South Carolina. The DRB will not accept or review any stock house plans even if such plans were published by a registered architect. All designs must be custom designed for each site.

All Landscape Plans are to be designed and stamped by a registered Landscape Architect in the State of South Carolina. A Nature Curtain has been established in order to preserve and enhance the natural habitat and rural character of the sites and minimize the intrusion of man-made elements within a network of interconnected natural corridors. Clearing and planting are restricted in such designated areas. Driveways are allowed in the nature curtain **only to provide access to a site. NO DRIVEWAYS are allowed in the setbacks.**

Tree protection is a priority of the DRE. Grand trees shall not be removed unless approved by the City and DRB. Protected trees proposed to be removed require the approval of the DRB.

Driveway materials can be combined (i.e. plantation mix driveway can be edged with brick).

All electrical boxes and panels are to be painted to match the color of the house. After construction, all sewer clean outs are to be cut off, collared and capped.

Beresford Hall

Landscape Guidelines

Overview

The focus of the Beresford Hall Landscape Guidelines is the integration of each home site into its natural setting. This concept relies primarily on the use of indigenous plants, but may also allow use of other visually and horticulturally compatible plants with DRB approval. Plantings should be in natural drifts, groves, or masses with occasional specimen plantings that provide accent in a manner that reflects the natural landscape.

The successful residential landscape provides a graceful transition from the design form and vocabulary of the built environment to the indigenous qualities of the Lowcountry.

Home Site Design

Each home site is comprised of two primary areas; The Building Envelope and the Nature Curtains.

Building Envelope - is a dedicated area for the location of the home and if the homeowner desires a manicured wrap of landscape plantings which can include manicured shrubs and sod. Any plants native or non-native to the area are allowed to be planted in the Building Envelope. The only plants NOT allowed to be planted in the Building Envelope are listed on the BERESFORD HALL PROHIBITED PLANT LIST.

Nature Curtains- Each type of home site in Beresford Hall (Village, Park Square, or Parish) have defined Nature Curtain areas that border the perimeter of each home site. These nature curtains are very important to the master plan of Beresford Hall and are to be protected in order to preserve and enhance the natural habitat and rural character of the sites and minimize the intrusion of man-made elements within a network of interconnected natural corridors. Only native plantings are allowed in the Nature Curtains.

No Driveways are allowed in setbacks.

Driveways and/or a four foot walkway to the street are allowed in the nature curtain only to provide access to a site. **Great care and protection are to be given to the nature curtains and NO clearing of a home site is allowed without prior written approval of the Beresford DRB. The DRB will normally NOT approve any requests for clearing in a Nature Curtain except under very limited situations such as selective view corridors and to allow proper site drainage where there are no other alternatives.**

The Nature Curtain shall be protected at all times during land clearing and construction by a heavy Tree Protection fence (Appendix B). This Tree Protection fencing shall remain in place for the duration of construction and may only be removed during final site grading and landscape installation. Any removal of the Tree Protection fencing for access into the Nature Curtain is prohibited.

Conservation and Planting Requirements

Maintaining the Nature Curtains in their natural indigenous state will greatly enhance the ecology and value of Beresford Hall, reduce landscape cost/maintenance, and retain essential cover and nesting areas for its wildlife and fauna.

Native landscape materials, plants, trees, and features are to be preserved and protected. Removal of any existing native landscape elements in the Nature Curtains must be approved by the DRB. Sensitivity to landscape design, home placement, and construction practices decreases the impact to the natural setting, and may also reduce the cost of landscape maintenance / any maintenance for the Owner.

Tree protection is a priority of the DRB. Grand trees shall not be removed unless approved by the City and DRB. In addition, protected trees proposed to be removed require the approval of the DRB, and may require an arborist report.

Additional Requirements

All Landscape Plans are to be designed and stamped by a registered Landscape Architect in the State of South Carolina.

Landscape plans should ONLY show plantings that will be in place at the completion of the plan for compliance. No future plantings after compliance review shall be shown or marked.

For initial DRB approval, two full-size copies of the landscape plans at no less than 20 scale and three 1/2 size should be submitted to the DRB for review one week prior to the next scheduled DRB meeting.

Homeowners should be aware that if ALL nature curtains are properly protected and require NO mitigation, a typical planting plan (exclusive of hardscape) has been averaging \$40,000 to \$50,000 for most homeowners in Beresford Hall. This average is obviously dependent on many factors such as lot size and market conditions but is a good number for budgeting purposes.

Required Size of Nature Curtain

The Nature Curtain is designed to be a border of the lot that preserves the natural habitat and rural character of the site. Nature Curtains shall be a heavily wooded area containing trees, shrubs, samplings, perennials, etc... The size of the Nature Curtain is determined by the type of lot; Village, Park & Square, or Parish Settlement. The chart below represents the different Nature Curtains for each specific Lot type:

| | Required Nature Curtain | | | |
|--------------------------------|-------------------------|------|------|----------------------|
| | Front | Rear | Side | Other Requirement |
| Village Settlement Site | * | 10' | * | Hedge, Fence or Wall |
| Park & Square Settlement Sites | ** | 10' | 15' | None |
| Parish Settlement Sites | 35' | 10' | 20' | Hedge, Fence or Wall |

* No Nature Curtain for this lot type, however 10' setback applies

** No Nature Curtain for this lot type, however 10' setback applies

Required Plant Material in Nature Curtain

The Nature Curtain is best left untouched when constructing a new home; however some lots do require mitigation and enhancement. At a minimum all Nature Curtains shall contain the following quantities of plants per 100' linear feet:

| | Required Plants per 100' linear | | | | |
|---|---------------------------------|-------------|--------|---------------|---------------|
| | Large Trees | Small Trees | Shrubs | Fence | Wall |
| 10' Nature Curtain | 4 | 7 | 10 | 25% reduction | 50% reduction |
| 15' Nature Curtain | 5 | 10 | 15 | N/A | N/A |
| 20' Nature Curtain | 8 | 14 | 20 | N/A | N/A |
| 35' Nature Curtain | 10 | 20 | 30 | 25% reduction | 50% reduction |
| <ul style="list-style-type: none">lot measured at property linetrees can be deciduous or evergreen species | | | | | |

For example:

If the property line for a lot with a 15' Nature Curtain is 138' the following would be required:

| | |
|----------------|-------------------------------|
| 5 Large Trees | $x 1.38 = 6.75$ or 7 trees |
| 10 Small Trees | $x 1.38 = 13.8$ or 14 trees |
| 15 Shrubs | $x 1.38 = 20.25$ or 21 shrubs |

Credit of Existing Plant Material in Nature Curtain

Credit will be given for existing plant material in the Nature Curtain provided that the plants meet the required minimum sizes. Below are the minimum sizes for existing plant material to be considered as credit:

| | |
|---------------------------------|-------------------------------------|
| Large Tree (Dec. or Evergreen): | 6" Caliper (measured 12" from base) |
| Small Tree (Dec. or Evergreen): | 3" Caliper (measured 6" from base) |
| Shrub (Dec. or Evergreen) : | 36" height (measured from base) |

For example:

If a Nature Curtain requires 7 large trees, 14 small trees and 21 shrubs and after construction 4 large trees, 12 small trees and 30 shrubs remain. The addition of 3 large trees, 2 small trees and 12 shrubs will be required in the Nature Curtain. Trees to be planted may be either Deciduous or Evergreen, provided they meet the minimum sizes as listed below.

Mitigation of Plant Material in Nature Curtain

There will be times when the plant material in the Nature Curtain is inadequate, either through new construction or the existing condition of the lot. If the Nature Curtain does not contain the minimum number of plants per 100', mitigation will be required.

The minimum size of the plant material for mitigation of the Nature Curtain shall be the following:

| | |
|-----------------------|------------------------------------|
| Large Deciduous Tree: | 3" Caliper (measured 6" from base) |
| Large Evergreen Tree: | 8' height (measured from base) |
| Small Deciduous Tree: | 2" Caliper (measured 6" from base) |
| Small Evergreen Tree: | 6' height (measured from base) |
| Shrub: | 7 gallon container |

Fences and Walls

Beresford Hall encourages the construction of fences and wall to enhance the character of the neighborhood. If the owner chooses to construct a wall, compensation will be given by requiring less plant material in the Nature Curtain. If a fence is designed, approved by the DRB, and built plant material required will be reduced by 25%. If a Wall is designed, approved by the DRB, and built plant material required will be reduced by 50%.

Note: Consultation with the DRB is recommended before submittal for Nature Curtain plant reduction requests.

Minimum Plant Sizes

For landscape plans, minimum plant sizes have been established to aid contractors and homeowners on proper installation size and budgets. These are minimum sizes; larger sizes are available and encouraged.

| | |
|-----------------------|------------------------------------|
| Large Deciduous Tree: | 3" Caliper (measured 6" from base) |
| Small Flowering Tree: | 2" Caliper (measured 6" from base) |
| Large Evergreen Tree: | 8' height (measured from base) |
| Small Evergreen Tree: | 6' height (measured from base) |
| Hedge: | 7 gallon container |
| Shrub: | 3 gallon container |
| Perennials: | 1 gallon container |
| Ground Cover: | 4" pots |
| Annuals: | no minimum |

Note: It is recommended that at least half of the plant material be evergreen. All of the added plants need to be native species and follow the current guidelines set forth by Beresford Hall Native Plant List.

Landscape Changes after Occupancy

1. Additional plantings inside the "Building Envelope" (both native and non-native) may be made without ORB approval as long as the plants are NOT on the BERESFORD HALL PROHIBITED PLANT LIST.
2. Additional plantings inside the "Nature Curtain" (native plants only) may also be made without ORB approval as long as the plantings ARE on the BERESFORD HALL NATIVE PLANT LIST and NOT on the BERESFORD HALL PROHIBITED PLANT LIST. Only plants on the Beresford Hall Prohibited Plant List can be removed from the Nature Curtain.
3. Required Maintenance of Nature Curtain Area and Planting Beds.

Homeowners should allow Nature Curtain areas to grow in a non-manicured fashion and with minimal intrusion. "Native volunteers" such as saplings from nearby trees and plants should be encouraged as nature ground cover. Removal of weeds and prohibited plants that spring up naturally is required. Maintenance to the Nature Curtain and Planting Beds are mandatory in order to keep a neat appearance of these areas. This includes the removal of dead plant material and fallen branches. Mulch is to be maintained in these areas as well with no bare ground exposed.

Penalties for Non Compliance

Landscaping and the blending of our home sites with nature via the generous use of Nature Curtains is of significant monetary, environmental, lifestyle, and emotional value not only to you as the homeowner but to your neighbors in the community as well. Recognizing this value, Beresford Hall will fine any infraction of these Landscape Guidelines up to \$40,000 depending on the degree of the infraction. Should the infraction not be corrected and fully mitigated by the homeowner within a reasonable time frame as determined by the BHA Board, the BHA will file a lien on the property for the fine and estimated cost of mitigation.

Beresford Hall Native Plant List

Large Deciduous Trees

| | |
|--------------------------------|------------------|
| <i>Acer rubrum</i> | Red Maple |
| <i>Betula nigra</i> | River Birch |
| <i>Carpinus caroliniana</i> | Ironwood |
| <i>Carya ovata</i> | Shagbark Hickory |
| <i>Fagus grandifolia</i> | American Beech |
| <i>Fraxinus pennsylvanica</i> | Green Ash |
| <i>Liquidambar styraciflua</i> | Sweet Gum |
| <i>Liriodendron tulipifera</i> | Tulip Poplar |
| <i>Nyssa sylvatica</i> | Black Tupelo |
| <i>Ostrya virginica</i> | Hop Hornbeam |
| <i>Quercus alba</i> | White Oak |
| <i>Quercus coccinea</i> | Scarlet Oak |
| <i>Quercus falcata</i> | Southern Red Oak |
| <i>Quercus phellos</i> | Willow Oak |
| <i>Quercus shumardii</i> | Shumard Oak |
| <i>Taxodium distichum</i> | Bald Cypress |

Large Evergreen Trees

| | |
|-----------------------------|-------------------|
| <i>Ilex opaca</i> | American Holly |
| <i>Magnolia grandiflora</i> | Southern Magnolia |
| <i>Pinus palustris</i> | Longleaf Pine |
| <i>Pinus elliotii</i> | Slash Pine |
| <i>Pinus taeda</i> | Loblolly Pine |
| <i>Quercus laurifolia</i> | Laurel Oak |
| <i>Quercus virginiana</i> | Live Oak |
| <i>Sabal palmetto</i> | Cabbage Palm |

Small Deciduous & Flowering Trees

| | |
|-------------------------------|---------------------|
| <i>Amelanchier canadensis</i> | Serviceberry |
| <i>Carpinus caroliniana</i> | Muscledwood |
| <i>Cercis Canadensis</i> | Redbud |
| <i>Chionanthus virginicus</i> | Fringe Tree |
| <i>Cornus florida</i> | Flowering Dogwood |
| <i>Halesia Carolina</i> | Carolina Silverbell |
| <i>Hamamelis virginiana</i> | Witch Hazel |
| <i>Sassafras albidum</i> | Sassafras |

Beresford Hall Native Plant List (cont.)

Small Evergreen Trees

| | |
|-------------------------------|-------------------|
| <i>Gordonia lasianthus</i> | Loblolly Bay |
| <i>Ilex cassine</i> | Dahoon Holly |
| <i>Ilex vomitoria</i> | Yaupon Holly |
| <i>Juniperous salicifolia</i> | Southern Red Ceda |
| <i>Juniperous virginiana</i> | Eastern Red Cedar |
| <i>Magnolia virginiana</i> | Sweetbay Magnolia |
| <i>Osmanthus americanus</i> | Wild Olive |
| <i>Persea borbonia</i> | Red Bay |
| <i>Prunus Caroliniana</i> | Cherry Laurel |

Deciduous Shrubs

| | |
|-----------------------------------|----------------------|
| <i>Aesculus pavia</i> | Red Buckeye |
| <i>Baccharis halmifolia</i> | Salt Myrtle |
| <i>Callicarpa Americana</i> | American Beautyberry |
| <i>Calycanthus floridus</i> | Sweetshrub |
| <i>Cephalanthus occidentialis</i> | Buttonbush |
| <i>Clethra alnifolia</i> | Sweet Pepperbush |
| <i>Cyrilla racemiflora</i> | Titi |
| <i>Fothergillia major</i> | Witch Alder |
| <i>Hibiscus moscheutos</i> | Rose Mallow |
| <i>Hydrangea quercifolia</i> | Oakleaf Hydrangea |
| <i>Ilex decidua</i> | Possumhaw |
| <i>Ilex verticillata</i> | Winterberry |
| <i>Itea virginica</i> | Sweetspire |
| <i>Malvaviscus arboreus</i> | Turk's Cap |
| <i>Rhododendron atlanticum</i> | Dwarf Azalea |
| <i>Rhododendron canescens</i> | Piedmont Azalea |
| <i>Rhododendron austrinwn</i> | Florida Flame Azalea |
| <i>Rhododendron viscosum</i> | Swamp Azalea |
| <i>Rhus copallina</i> | Winged Sumac |
| <i>Rhus typhina</i> | Staghorn Sumac |
| <i>Viburnum dentatum</i> | Southern Arrowwood |

Beresford Hall Native Plant List (cont.)

Evergreen Shrubs

| | |
|------------------------------|---------------------|
| <i>Agarista populifolia</i> | Florida Leucothoe |
| <i>Ilex glabra</i> | Inkberry |
| <i>Ilex vomitoria</i> | Yaupon Holly |
| <i>Illicium floridanum</i> | Florida Anise |
| <i>Leucothoe axillaris</i> | Coastal Leucothoe |
| <i>Lyonia lucida</i> | Fetterbush |
| <i>Myrica cerifera</i> | Wax Myrtle |
| <i>Rhapidophyllwn hystix</i> | Needle Palm |
| <i>Sabal minor</i> | Dwarf Palmetto |
| <i>Serenoa repens</i> | Saw Palmetto |
| <i>Yuccafilamentosa</i> | Adam's Needle Yucca |
| <i>Vaccinium arboreum</i> | Sparkleberry |
| <i>Vacciniwn darrowii</i> | Evergreen Blueberry |

Herbaceous Perennials

| | |
|--------------------------------|-----------------------|
| <i>Asclepias tuberosa</i> | Butterfly Weed |
| <i>Aster concolor</i> | Eastern Silvery Aster |
| <i>Baptisia alba</i> | White Wild Indigo |
| <i>Coreopsis angustifolia</i> | Tickseed Coreopsis |
| <i>Coreopsis lanceolata</i> | Coreopsis |
| <i>Erythrina herbacea</i> | Coral Bean |
| <i>Eupatorium coelestinum</i> | Wild Ageratum |
| <i>Helianthus angustifolia</i> | Swamp Sunflower |
| <i>Hibiscus aculeatus</i> | Pineland Hibiscus |
| <i>Hibiscus coccineus</i> | Texas Star Hibiscus |
| <i>Hibiscus moscheutos</i> | Swamp Rose Hibiscus |
| <i>Iris Virginica</i> | Blue Flag Iris |
| <i>Kosteletzkya virginica</i> | Seashore Mallow |
| <i>Liatris spicata</i> | Blazing Star |
| <i>Phlox carolina</i> | Carolina Phlox |
| <i>Rudbeckia fulgida</i> | Black-eyed Susan |
| <i>Rudbeckia hirta</i> | Black-eyed Susan |
| <i>Salvia coccinea</i> | Scarlet Sage |
| <i>Salvia lyrata</i> | Lyre-leaved Sage |
| <i>Solidago sempervirens</i> | Seaside Goldenrod |
| <i>Solidag rugosa</i> | Fireworks Goldenrod |
| <i>Tradescantia virginiana</i> | Spiderwort |
| <i>Verbena Canadensis</i> | Pink verbena |

Beresford Hall Native Plant List (cont.)

Ornamental Grasses

| | |
|---------------------------------|---|
| <i>Andropogon glomeratus</i> | Bushy Broomsedge |
| <i>Andropogon ternarius</i> | Splitbeard Bluestem |
| <i>Andropogon virginicus</i> | Broomsedge |
| <i>Asida stricta</i> | Wiregrass |
| <i>Chasmanthiwn latifolium</i> | Inland Seaoats |
| <i>Chasmanthiwn laxum</i> | Slender Woodoats |
| <i>Ctenium aromaticum</i> | Toothache Grass |
| <i>Dichromena latifolia</i> | Whitetop Sedge |
| <i>Eleocharis montevidensis</i> | Spikerush |
| <i>Eragrostis refracta</i> | Lovegrass |
| <i>Saccharwn giganteum</i> | Sugarcane Plumegrass |
| <i>Juncus effuses</i> | Soft Rush |
| <i>Muhlenbergia capillaries</i> | Sweetgrass |
| <i>Muhlenbergia filipes</i> | Sweetgrass |
| <i>Panicum virgatum</i> | Switcgrass (cloudnine, northwind, etc.) |
| <i>Scirpus cyperinus</i> | Woolgrass |
| <i>Sorghastrum nutans</i> | Indiangrass |
| <i>Spartina Sp.</i> | Spartina |
| <i>Tripsacum dactyloides</i> | Fachahatchee Grass |

Ferns

| | |
|-------------------------------|---------------------|
| <i>Altheriwn asplenoides</i> | Southern Lady Fem |
| <i>Dryopteris ludoviciana</i> | Southern Shield Fem |
| <i>Osmunda cinnamomea</i> | Cinnamon Fern |
| <i>Osmunda regalis</i> | Royal Fern |
| <i>Woodwardia areolata</i> | Netted Chain Fem |
| <i>Woodwardia virginica</i> | Virginia Chain Fern |

Vines

| | |
|-------------------------------|-------------------|
| <i>Bignonia capreolata</i> | Cross Vine |
| <i>Gelsemium sempervirens</i> | Yellow Jasmine |
| <i>Lonicera Sempervirens</i> | Coral Honeysuckle |

Southeast Exotic Pest Plant Council Invasive Plant Manual

(Prohibited Plants)

Species Descriptions

- o Autumn Olive - *Elaeagnus umbellata*
- o Bush Honeysuckles - *Lonicera* spp.
- o Chinese Silver grass - *Miscanthus sinensis* Anderss.
- o Chinese Tallowtree - *Triadica sebifera* L.
- o Chinese Yam - *Dioscorea oppositifolia*
- o Coltsfoot - *Tussilago farfara* L.
- o Crown Vetch - *Coronilla varia* L.
- o English Ivy - *Hedera helix* L.
- o Eurasian Water-milfoil - *Myriophyllum spicatum* L.
- o Garlic Mustard - *Alliaria petiolata* (M. Bieb.) Cavara & Grande
- o Golden Bamboo - *Phyllostachys aurea* Carr. ex A. & C.
- o Hydrilla - *Hydrilla verticillata* (L. f.) Royle
- o Japanese Barberry - *Berberis thunbergii* DC.
- o Japanese Grass or Eulalia - *Microstegium vimineum* (Trin.) A. Camus.
- o Japanese Knotweed - *Polygonum cuspidatum* (Sieb. & Zucc.)
- o Japanese Spiraea - *Spiraea japonica* L.
- o Japanese Wisteria - *Wisteria floribunda* (Willd.) DC.
- o Kudzu - *Pueraria montana* (Lour.) Merr.
- o Mimosa - *Albizia julibrissin* Durazz
- o Multiflora Rose - *Rosa multiflora* (Thunb. ex Murr.)
- o Musk Thistle - *Carduus nutans* L.
- o Oriental Bittersweet - *Celastrus orbiculata* Thunb.
- o Princess Tree - *Paulownia tomentosa* (Thunb.) Sieb. & Zucc. ex Steud.
- o Privet - *Ligustrum* spp.
- o Purple Loosestrife - *Lythrum salicaria* L.
- o Sericea lespedeza - *Lespedeza cuneata* (Dum.-Cours.) G. Don
- o Tree-of-Heaven - *Ailanthus altissima* (Mill.) Swingle
- o Water Hyacinth - *Eichhornia crassipes* (Mart.) Solms

Definitions

Village

Sites within the settlement that front on the central community park.

Park/Square

Sites within the settlement that front on designated parks and squares.

Parish

Sites within the settlement that do not front or interface with parks or squares.

Grand Tree

A tree twenty-four inches (24") or greater diameter at breast height. Pines are excluded.

Protected Tree

A tree eight inches (8") or greater diameter at breast height.

Wetland Buffer

A zone established around a wetland that prohibits disturbance except for exceptions noted in the wetland covenants.

Marsh Critical Line Buffer

An area 25' from the critical line that prohibits manicured, grassed lawns; removal of any tree with an 8" caliper or greater; and pruning shrubs below 3' in height (as per City Code).

Marsh Critical Line Setback

A 35' setback that takes precedent over any other settlement setbacks.

Nature Curtain

A zone established in order to preserve and enhance the natural habitat and rural character of the sites minimizing the intrusion of man-made elements into a network of interconnected natural corridors. All clearing is to be approved in writing by the DRB in advance of clearing. Groundcovers must be native volunteers and plantings should be in a random, unmanicured pattern.

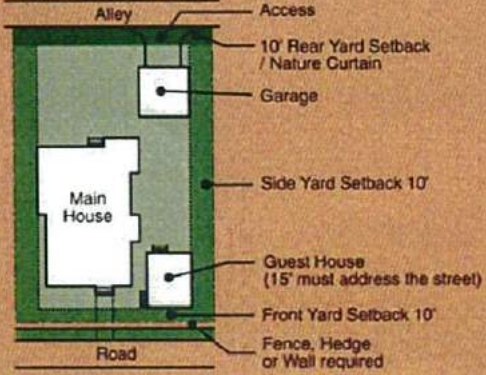
Plantation Mix

50% #789 Granite Stone, 50% Unwashed Granite Screenings.

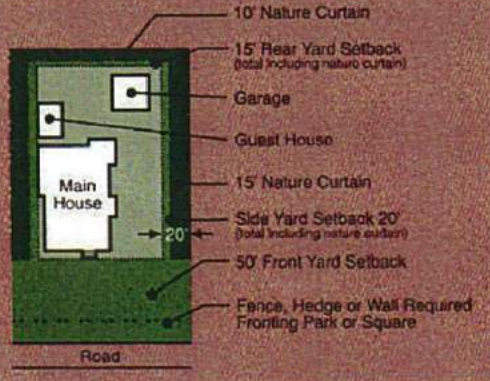
Milled Asphalt

Asphalt particles derived from removing old road pavement. Application results in a surface softer than pavement that is permeable.

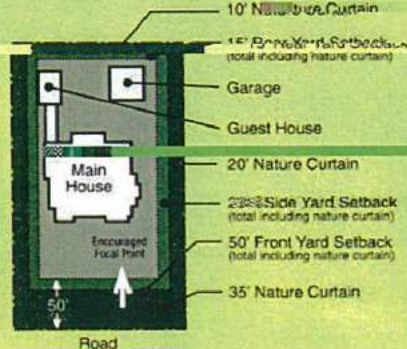
Village Settlement Sites – No Driveways allowed in the setbacks

| VILLAGE SETTLEMENT SITES | |
|------------------------------------|--|
| Concept | TO PROVIDE AN URBAN/VILLAGE-TYPE ENVIRONMENT WITH ENCOURAGED STREET INTERACTION. |
| Architectural Style | The style of the architecture should be of the South Carolina Lowcountry vernacular or a derivation thereof and designed for the particular site on which it is located. |
| Site Plan / Landscaping | All site plans & landscaping plans to be approved by the DRB. Site Plan to include a tree survey that includes all hardwood trees with an 8" caliper and greater and pines with a 24" caliper and greater. |
| Setbacks | FRONT: 10' Minimum SIDE: 10' Minimum REAR: 10' Minimum (total including nature curtain) CRITICAL LINE: 35' Minimum (where applicable) |
| Nature Curtain | FRONT: Not Applicable SIDE: Not Applicable REAR: 10' |
| Nature Curtain Clearing Guidelines | ALLOWED: removal of unsightly vines, leaning or fallen trees, underbrushing, |
| Massing / Size | MAIN HOUSE: Maximum of 7,500 square feet (heated) 1 st DEPENDENCY: 30% maximum s.f. of Main House 2 nd DEPENDENCY: 15% maximum s.f. of Main House At least one structure is required to address the street with a minimum of 15' street frontage. |
| Height | A maximum of 40' from finished grade or 3 stories, whichever is less. |
| Materials: Exterior Walls | WOOD (stained or painted) STUCCO (cement based) BRICK TABBY WOOD SHINGLE CEMENT FIBER SIDING |
| Materials: Roof | METAL standing seam, corrugated steel or V-crimp SLATE WOOD shake & shingle COPPER - shingle or standing seam Architectural grade shingle accepted |
| Foundation | 1 st FLOOR: 5' max. above finished grade or suitable architectural treatment. Parking under main residence is prohibited. |
| Fencing | 36" - 42" DRB approved fences, walls, and/or hedges are required along the front of the property and up to 60" DRB approved fences or walls are permitted along the sides, rear (inside nature curtain) and within the building setback. |
| Driveway/Apron | N.A. - Vehicular access to site will be through alleys. One access point is allowed through the nature curtain. Drives are not allowed in setbacks. Pedestrian access is required from the street. |
| Driveway Materials | <p>PREFERRED: Oyster Shell Plantation Mix Granite Gravel Milled Asphalt</p> <p>ACCEPTED: Concrete Asphalt Tabby Brick</p> <p>Schematic Examples</p>  |

Park & Square Settlement Sites – No driveways allowed in the setbacks

| PARK & SQUARE SETTLEMENT SITES | |
|--|--|
| Concept | TO PROVIDE A SEMI-URBAN STREETSCAPE AROUND PARKS AND SQUARES BUT ALLOW FRONT YARDS AND DWELLINGS OFF THE STREET |
| Architectural Style | The style of the architecture should be of the South Carolina Lowcountry vernacular or a derivation thereof and designed for the particular site on which it is located. |
| Site Plan / Landscaping | All site plans & landscaping plans to be approved by the DRB. Site Plan to include a tree survey that includes all hardwood trees with an 8" caliper and greater and pines with a 24" caliper and greater. |
| Setbacks | <div>FRONT: 50' Minimum</div> <div>SIDE: 20' Minimum (total including nature curtain)</div> <div>REAR: 15' Minimum (total including nature curtain)</div> <div>CRITICAL LINE: 35' Minimum (where applicable)</div> |
| Nature Curtain | FRONT: Not Applicable SIDE: 15' REAR: 10' |
| Nature Curtain Clearing Guidelines | ALLOWED: removal of unsightly vines, leaning or fallen trees, underbrushing. |
| Massing / Size | <div>MAIN HOUSE: Maximum of 7,500 square feet (heated)</div> <div>1st DEPENDENCY: 30% maximum s.f. of Main House</div> <div>2nd DEPENDENCY: 15% maximum s.f. of Main House</div> |
| Height | A maximum of 40' from finished grade or 3 stories, whichever is less. |
| Materials: Exterior Walls | <div>WOOD (stained or painted)</div> <div>STUCCO (cement based)</div> <div>BRICK</div> <div>TABBY</div> <div>WOOD SHINGLE</div> <div>CEMENT FIBER SIDING</div> |
| Materials: Roof | <div>METAL standing seam, corrugated steel or V-crimp</div> <div>SLATE</div> <div>WOOD shake & shingle</div> <div>COPPER - shingle or standing seam</div> <div>Architectural grade shingle accepted</div> |
| Foundation | 1 st FLOOR: 5' max. above finished grade or suitable architectural treatment. Parking under main residence is prohibited. |
| Fencing | 36" - 42" DRB approved fences, walls, and/or hedges are required along the front of the property facing a park or square. Up to 60" DRB approved fences, walls and hedges are permitted up to the interior side of the nature curtain. |
| Driveway/Apron | The interface of the drive / street shall be an apron of tumbled concrete pavers to be installed by the developer and paid for from assessments paid by the applicant. Drives are allowed in setbacks but prohibited in the nature curtain (except for road access). |
| Driveway Materials | <div>PREFERRED: Oyster Shell Plantation Mix Granite Gravel Milled Asphalt</div> <div>ACCEPTED: Concrete Asphalt Tabby Brick</div> |
| Schematic Examples  | |

Parish Settlement Sites – No driveways allowed in the setbacks

| PARISH SETTLEMENT SITES | | | |
|------------------------------------|--|---|--------------------------------------|
| Concept | TO PROVIDE BUFFERED, MORE PRIVATE BUILDING SITES ALONG NATURAL STREETSCAPES. | | |
| Architectural Style | The style of the architecture should be of the South Carolina Lowcountry vernacular or a derivation thereof and designed for the particular site on which it is located. Each site is encouraged to have a focal point in the driveway view corridor from the street. | | |
| Site Plan / Landscaping | All site plans & landscaping plans to be approved by the DRB. Site Plan to include a tree survey that includes all hardwood trees with an 8" caliper and greater and pines with a 24" caliper and greater. | | |
| Setbacks | FRONT: 50' Minimum (total including nature curtain) REAR: 15' Minimum (total including nature curtain) SIDE: 25' Minimum (total including nature curtain) CRITICAL LINE: 35' Minimum (where applicable) | | |
| Nature Curtain | FRONT: 35' SIDE: 20' REAR: 10' | | |
| Nature Curtain Clearing Guidelines | ALLOWED: removal of unsightly vines, leaning or fallen trees, underbrushing, | | |
| Massing / Size | MAIN HOUSE: Maximum of 7,500 square feet (heated) 1 st DEPENDENCY: 30% maximum s.f. of Main House 2 nd DEPENDENCY: 15% maximum s.f. of Main House | | |
| Height | A maximum of 40' from finished grade or 3 stories, whichever is less. | | |
| Materials: Exterior Walls | WOOD (stained or painted) STUCCO (cement based) | BRICK TABBY | WOOD SHINGLE CEMENT FIBER SIDING |
| Materials: Roof | METAL standing seam, corrugated steel or V-crimp SLATE | WOOD shingle COPPER - shingle or standing seam | Architectural grade shingle accepted |
| Foundation | 1 st FLOOR: 5' max. above finished grade or suitable architectural treatment. Parking under main residence is prohibited (except in zones AE13, v d'F4' and v d'F5' as noted in these guidelines). | | |
| Fencing | Fences, walls and/or hedges are not permitted along the perimeter of the site. Up to 60" DRB approved fences, walls and hedges are permitted up to the interior side of the nature curtain. | | |
| Driveway/Apron | The interface of the drive/street shall be an apron of tumbled concrete pavers to be installed by the developer and paid for from assessments paid by the applicant. Drives are allowed in setbacks but prohibited in the nature curtain (except for road access). | | |
| Driveway Materials | <div><div><div>PREFERRED: Oyster Shell Plantation Mix Granite Gravel Milled Asphalt</div><div>ACCEPTED: Concrete Asphalt Tabby Brick</div></div><div><div>Schematic Examples</div></div></div> | | |



BERESFORD HALL

A CREEKSIDE SETTLEMENT

Key

- D** Village Settlement Sites
- CJ** Park & Square Settlement Sites
- LJ** Parish Settlement Sites
- Wetland
- CJ** Marsh
- Wetland/Marsh Buffer
- Designated Square
- Designated Park
- CJ** Future Development Outparcel



Design Review Meeting Overview

The Design Review Board normally meets monthly you can confirm the meeting schedule by contacting the Gold Crown Management. Applications and drawings to be reviewed must be received by the Gold Crown Management at their office location one week prior to the meeting. Owners, design professionals and contractors are welcome to attend meetings.

After each meeting, the DRB will respond to applicants in writing within 5 working days. The DRB may approve an application with or without conditions, approve a portion and disapprove other portions, or disapprove the application entirely. As stated in the Covenants, approval will be withdrawn if construction does not commence within one year of the approval date. Once construction is commenced, it shall be diligently pursued to completion and must be completed within 18 months, unless a variance is obtained.

Important Documents you NEED to Review

The Beresford Hall Board of Governors (BoG) has made every effort to structure the Beresford Hall design review and construction review process in a manner that makes requirements and expectations clear and concise and that encourages and allows design professionals to create high quality and innovative designs within the context of published community standards. Our community standards are set forth in four important documents as follows:

- 1) Article 3 –General Land Use Restrictions and Obligations in the Declaration of Covenants and Restrictions running with the property.
- 2) Declaration of Restrictive Covenants for freshwater wetlands and freshwater wetlands buffers within and adjacent to development.
- 3) This "Design Guidelines" document.
- 4) Beresford Hall Rules and Regulations.

It is extremely important that each applicant review and understand these important documents as they apply to planning and design of your home as you will be held responsible for complying with their requirements during and after the construction of your home.

Beresford Hall Construction Process Checklist

This checklist is designed to aid you as an owner in complying with all of the steps in the construction process.

| <u>Action Item</u> | <u>Date Completed</u> |
|---|-----------------------|
| 1) Select your architect | _____ |
| 2) Attend a DRB meeting with your architect | _____ |
| 3) OPTIONAL: Request written approval to have nature curtain fence protection installed and partially clear lot to aid in design process. Pre-construction clearing guidelines can be found in Exhibit E of this document | _____ |
| 4) OPTIONAL: Install nature curtain fence protection, tag all protected trees and clear lot using the Pre-Construction Clearing Guidelines found in Exhibit E of this document | _____ |
| 5) Begin preliminary design with architect to include general site plan layout and drainage | _____ |
| 6) Submit for preliminary design review with the Beresford Hall Design Review Board | _____ |
| 7) Work with architect to complete construction documents and plans | _____ |
| 8) Review Beresford Hall Design Guidelines with architect to make sure all items have been addressed | _____ |
| 9) Submit for Beresford Hall full design review with the Beresford Hall Design Review Board | _____ |
| 10) Attend Beresford Hall Design Review Board Meeting for full design review | _____ |

(Continued on next page...)

- 11) Full Design Approval (normally granted within 10 days) _____
- 12) Submit plans for building permit with City of Charleston _____
- 13) Tag all protected trees and install fencing to protect nature curtain and grand trees (see Exhibit E for clearing guidelines) _____
- 14) Apply for Beresford Hall construction permit with Beresford Hall Design Review Board _____
- 15) Hire a general contractor and have the General Contractor and all sub-contractors read and sign the Beresford Hall Design Guidelines document _____
- 16) Begin building process of your home _____
- 17) **BEFORE final exterior materials or colors are installed, erect sample board and submit materials and color list to DRB for approval** _____
- 18) Submit for Final Compliance within 18 months of BHA permit, or apply for an extension _____

Preliminary or Conceptual Design Review (Optional, but strongly suggested)

If desired or requested by an applicant, the Design Review Board (DRB) will also review conceptual house plans and sketches and render an opinion and/or suggestions as to the appropriateness and compatibility of an early design or concept with community standards. The DRB strongly urges applicants to have a preliminary and/or conceptual review to avoid the expense of preparing detailed plans that may need to be changed at a later date.

Conceptual Submittal must include:

- Site plan and architectural or engineering scale is required. The site plan must include setbacks, easements, tree and topography.
- 1/4" Scale floor plans and elevations.

The DRB will only look over a Conceptual house plan if it meets the submittal criteria.

After you have attended an initial DRB meeting with your architect and you have had time to develop conceptual site plans you are now ready to submit for Preliminary Approval.

In order to receive Preliminary Approval you must:

- Attend an initial DRB meeting in person as owner of the site
- Submit an application for preliminary approval and attach a preliminary site plan, floor plan and conceptual elevations to the DRB one week prior to a scheduled DRB meeting. **(the submittal should include two full size sets of prints)**
- Attend the DRB meeting to request preliminary approval with your architect, if at all possible.

There is no fee for Preliminary or Conceptual Design Review.

Preliminary Approval Letter –

Within 5 business days of the DRB meeting, you will receive a letter either indicating Preliminary approval or an explanation of what needs to be done in order to obtain Preliminary approval.

Prior to ANY clearing, written approval from the DRB is required.

See Exhibit E of the Design Guidelines for approval instructions.

Full Design Review

After you have received Preliminary Approval, the detailed design work with your architect begins. Once you have completed enough of the design to provide the information required in this section you are then ready to submit for Full Design Review.

Your submittal MUST include two sets of full size prints of the following:

- 1) Tree Survey/Site Plan/Drainage Plan can be combined and must be at readable scale. The Tree Survey data must be compiled by a registered land surveyor in the state of South Carolina. The design and drainage parts of the submission must be prepared by a Landscape Architect, Engineer or Architect registered in the state of South Carolina, so it is incumbent on the design professional to include sufficient and clear information for DRB review including at least the following:
 - (a) Property lines, easements and setbacks,
 - (b) Immediately surrounding site conditions such as sidewalks, paths, roads and neighboring structures and houses,
 - (c) Existing and proposed topographic conditions,
 - (d) Location and species of all existing hardwood trees over 8" in diameter and all pines over 24" in diameter at breast height,
 - (e) Notation of trees to be removed,
 - (f) Location or "footprint" of proposed residential dwelling(s) and other structures as well as driveways, walkways, fences, walls, patios, decks, docks and other improvements,
 - (g) Finished floor elevations, and
 - (h) Drainage plan showing direction and means of water removal in a manner that does not adversely affect adjacent properties.
- 2) Building Plans must be custom designed and submitted by a South Carolina registered Architect. Such plans must be shown at a readable scale and include at a minimum the following:
 - (a) Foundation plans,
 - (b) Floor Plans,
 - (c) Exterior elevations,
 - (d) Roof plans,
 - (e) Exterior colors, materials, and lighting, and
 - (f) Details and sections as appropriate
 - (g) Landscape plans - must be stamped by a South Carolina Registered Landscape Architect and include the Silt Fence and Orange Mesh Construction/Tree protection Plan
- 3) **Exterior Materials and colors. A sample board containing all major elements of the house, including colors, must be erected on-site for DRB approval before any colors or exterior final materials are installed.**

- 4) Landscape/Planting Plan prepared by a Landscape Architect registered in South Carolina. Submission must be made with the Full Design Review. Construction permits will not be issued until the Landscape/Planting Plan is approved.
 - (a) Property Lines
 - (b) Nature Curtain and Setbacks
 - (c) Building footprint
 - (d) North Arrow
 - (e) Scale
 - (f) Pavings; Drive, Walks, etc... and types
 - (g) Existing Trees to be retained
 - (h) New Plant Material
 - (i) Plant Schedule including: Botanical name, Size and Quantity of Plant,
 - (j) Spot Elevations and/or proposed contour lines
 - (k) Yard inlets or drains
 - (l) Site Amenities; fountains, fire pits, statues, etc...
 - (m) Silt Fence and Orange Mesh Construction/Tree protection Plan locations.

- 5) Variance/Change. Any proposed variance from published community standards must be noted on or with this application. Variance requests after Full Design Review are discouraged, but if variances or changes are requested, they must be submitted with a Variance/Change form and approved by the DRB.

- 6) Docks must show plan, elevations, materials, and colors, and must be consistent with criteria set forth in the OCRM approved community dock master plan.

- 7) Application and Fee. A DRB standard Full Design Review application form must be completed and submitted along with one of the following application fees:

| | |
|--|---------------------------|
| (a) Full Design Review of Initial Plans (up to 2 meetings) | \$ 5,000 |
| (b) Additions, New Dependency, or Major Alterations | \$ 500 |
| (c) Other Supplemental | \$ 250 (<i>or less</i>) |
| docks (see section 6) | <i>based on scope</i>) |
| pools | |
| decks and porches | |
| fences or walls | |
| other | |
| (d) Contractor access fee with construction permit application | \$ 1,000 |
| (e) Additional Design Review fee for additional meetings after first two | \$ 1,000 (per meeting) |

Drawings and submissions for (b) and (c) above must be sufficient to adequately display scope of work proposed. Application fees help cover the cost of the design review process. The New Plans application fee includes a standardized job sign at the site.

Final Approval Letter -

Within 5 business days, you will receive a letter of approval or an explanation of follow up items needed in order to receive approval at a subsequent meeting.

Please note: Should you make any changes to your plans after approval by the DRB, these changes MUST be submitted for approval in advance of construction using a variation/change form.

Construction Application, Construction Compliance Deposit and Permit

After you have received your letter of Full Design Approval you must submit a Construction Application and Construction Compliance Deposit in order to receive a Beresford Hall Building Permit.

To obtain a permit you must:

- Complete and submit a Construction Permit Application and Construction Compliance Deposit.
- Install all nature curtain protection using silt fence detail and Orange Mesh Construction fencing inside the Nature Curtain surrounding all interior boundary lines.
- Clearly mark all hardwood trees over 8" in diameter and all pines over 24" in diameter to be removed.

The DRB will field inspect all nature curtain and tree protection and respond to an applicant by issuing a Building Permit, or requiring further or revised information, within 10 working days after the field inspection.

Clearing and construction can only commence when an applicant receives the Beresford Hall Building Permit and all other permits required by the City of Charleston, OCRM (docks) and other applicable regulatory authorities.

If for some reason the City or OCRM does not accept DRB approved plans, it will be the responsibility of the applicant to make changes based on the City or OCRM review and then submit the changed plans to the DRB for approval.

All permits must be displayed during construction on a standard community construction sign (new home construction), or in an acceptable manner for smaller jobs.

Construction Permit -

Once you obtain a Beresford Hall Construction Permit, you may begin course of construction. The DRB will make random site inspections until a Final Certificate of Compliance is issued.

Construction Compliance Deposit

A Construction Compliance Deposit is required as part of each application for construction. This deposit is fully refundable, upon meeting the requirements as set forth by the DRB. The deposit is not a limit of your liability; it is only a deposit. Should fines exceed the amount of the deposit, they will have to be paid in full before a final Certificate of Compliance can be issued.

The Full Construction Compliance Deposit will be retained until all construction is complete and inspected by the DRB. This includes phased construction.

Terms of use and return of the Construction Compliance Deposit are outlined in Section 3.9 of the Covenants. The current Construction Compliance Deposit requirements are as follows:

| | |
|--|---------------------------------|
| (1) New Plans | \$25,000 |
| (2) Additions, New Dependency or Major Alterations | \$ 2,000 |
| (3) Other Supplemental, docks | \$ 1,000 |
| | <i>(or less based on scope)</i> |

At the time of issuance of a Beresford Hall Construction permit, the DRB will have a standard community construction sign erected at new building sites. On sites requiring a standard community driveway apron (Park and Square, Parish), the owner must install the apron consistent with published DRB design standards.

Upon issuance of a BHA Building Permit, the DRB will record a 'Notice of Conditional Approval' with the Berkeley County RMC office. This notice will remain as part of the title until the house and landscaping are completed in compliance with the DRB approved plans.

NOTE: Unless you apply for and receive a written extension of time by the DRB, you may forfeit the entire Construction Deposit if you:

- => Fail to comply with all of the conditions attached to the final approval of your home by the DRB;
- => Fail to complete the construction of your home within 18 months of Final Design Review Approval; or
- => Fail to complete your Landscape Plan and plantings approved by the DRB within 45 days of your occupancy of the home.

Final Certificate of Compliance

The final Certificate of Compliance in the review process is issued by the DRB upon request by an applicant when the applicant submits a Certificate of Compliance form stating that all improvements, including final landscaping, are in compliance with submitted plans and applicable requirements required by the DRB and/or contained in the BHA governors document. As a condition for the DRB performing a final review, the applicant must submit an as-built survey of all improvements including structure, walks, decks, walls, fences, topography, etc. This survey must be prepared by a registered South Carolina surveyor. After a thorough field inspection by the DRB and upon issuance of a Certificate of Compliance, all or part of the Construction Compliance Deposit will be returned in accordance with the terms of Section 3.9 in the Covenants. An owner and applicant may receive a Certificate of Occupancy from the City of Charleston and move into a dwelling or dwellings prior to receiving a Beresford Hall Certificate of Compliance.

However, should the owner obtain a Certificate of Occupancy and not request and receive a Certificate of Compliance by the DRB within ninety days of occupancy, the Construction Deposit shall be forfeited, unless the owner obtains a written extension from the DRB.

Inspections, Construction Site Rules and Fines

The DRB will make an inspection of the initial stake-out, random site inspections of construction sites during construction, and one scheduled site inspection at the time a final Certificate of Compliance is requested.

Mandatory construction elements that will be inspected among others include:

- Nature curtain silt fence protection and Orange Mesh Construction Tree Protection fencing.
- Erosion control devices, tree protection (as required by the City),
- Location of portable toilet and dumpster, and
- Electrical and water service at each construction site.

Sites must also be kept in a clean and organized manner, and construction activity and parking should not interfere with or damage any adjacent properties, sidewalks, paths, landscaping or roadways. Dirt, sand or mud deposited on adjacent roadways, sidewalks or paths must be cleaned up at the end of each work day. No burning is allowed on construction sites at any time.

Exterior construction activity on a site may only occur between 7:00 a.m. and 7:00 p.m. on weekdays and Saturdays. No construction activity is allowed on Sundays or major holidays.

Construction Access – Beresford property owners are held responsible for the actions of their contractors. This includes damage to community property caused by construction activity. In such cases, all damage must be repaired prior to issuance of Certificate of Compliance by the Beresford DRB. Items to be repaired can include curbs, sidewalks, irrigation, landscaping, grass, drainage pipes, drainage swales, etc. If such repairs are not performed in a satisfactory manner by property owners, the DRB can have the repairs done and charge the property owner's compliance deposit.

Construction access is through the back gate ONLY. Absolutely no construction traffic is to come through the front gates. For Security reasons, the contractor access code to the back gate changes monthly and is listed on a secure page of the Beresford Hall website at www.BeresfordHall.com under "Construction Traffic" The General Contractor is responsible for setting up a password to access this code.

Any truck, van, or even car observed crossing medians, jumping curbs, cutting corners, creating ruts, and damaging community property in any way, that can be connected to a particular construction site, may generate a \$500 fine charged to the owner of the property. A second offense and further offenses may generate a \$1,000 fine for each offense. Such fines will be due and payable to the Beresford Hall Assembly within 10 calendar days or the impacted job site will be shut down until payment is received.

The DRB, at its discretion, may impose fines, called Specific Assessments, on construction sites when these construction site rules are not followed. The responsibility of the payment of fines is placed on the property. Notification of violations will follow the following procedure:

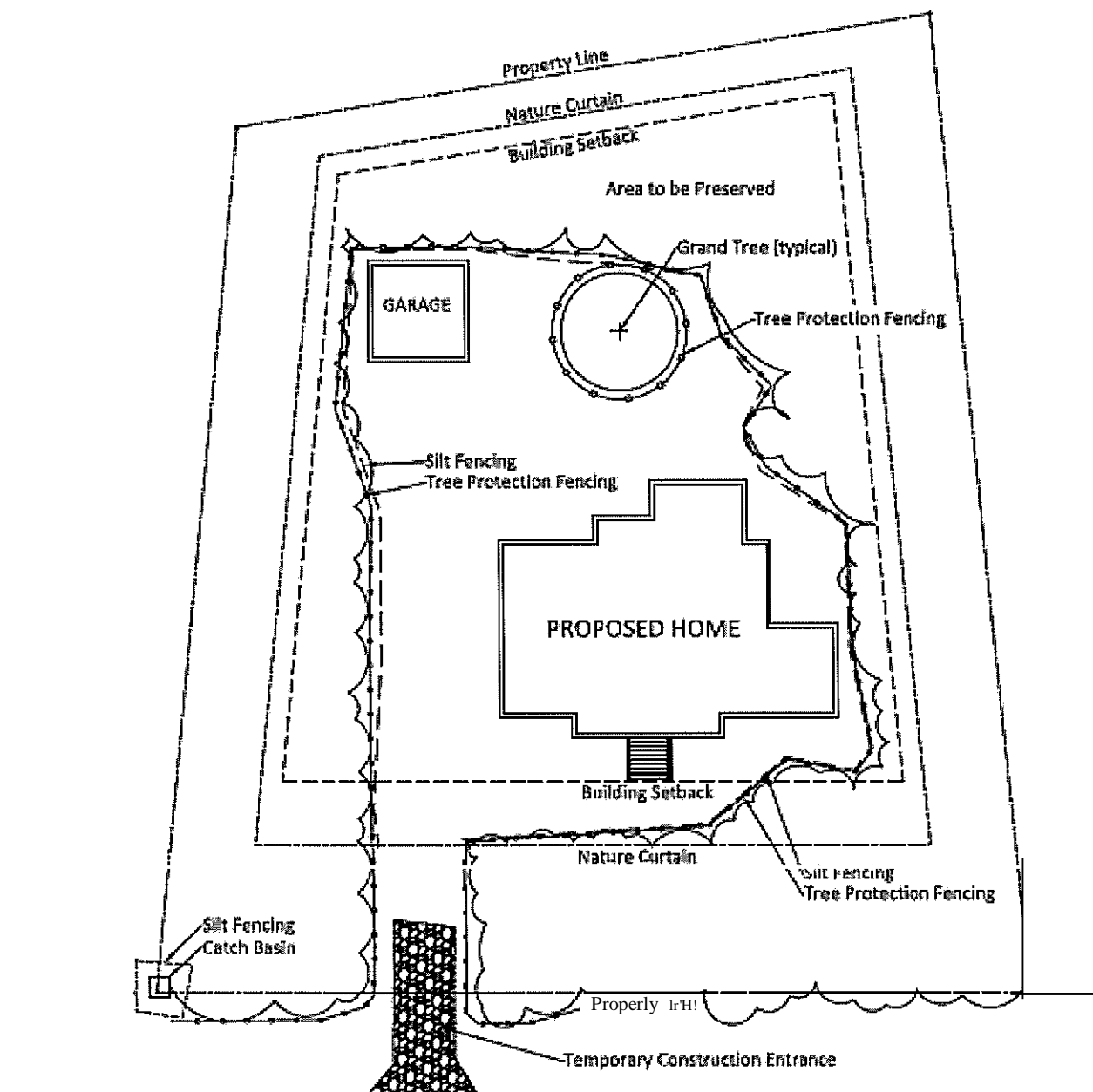
- An owner and the owner's contractor may be warned orally or once in writing prior to the assessment of a fine for a particular violation, but subsequent violations for the same reason may not include warnings.
- Should the violation not be corrected by the timeframe allowed in the warning, a fine may be charged to the property owner as a Specific Assessment and a letter to this effect will be mailed to the owner.
- The assessment of fines will be made to the owner via regular mail. Included in the notice will be the nature of the violation, the amount of the fine, and the opportunity for the property owner to be heard on the issue.
- If a hearing is not requested by the property owner, payment for a fine must be made within 10 working days from receipt of the assessment.
- If payment of the fine is not made within 10 working days from receipt of the notice of fine, then the matter will be brought before the BoG at their next regularly scheduled meeting. A hearing concerning the fine will be heard in executive session and the property owner shall receive prior notice of the scheduled hearing and given the opportunity to appear and be heard.
- During the hearing in Executive Session, the BoG will determine whether or not to assess the fine as a Specific Assessment.
- Any legal fees incurred by the BoG in enforcing or collecting a fine or fines may also be accrued against the property owner as additional Specific Assessment.
- The BoG, as well as the City of Charleston, has the authority in cases of blatant violation of the construction site rules to post a "Stop Work" order on a site.

NOTE: At any time during this process, should the DRB find it is in the best interest of the BHA to protect the interests of its members, a 'Notice of Non-Compliance' will be filed and recorded with the Berkeley County RMC office.

Some examples of events that can trigger fines and a possible range of fines as follows:

| | |
|---|--|
| Required silt fencing and orange mesh | \$250 and up |
| Construction/tree protection fencing not in compliance | |
| No portable toilet, dumpster | \$250 and up + Shut Down |
| Unauthorized tree removal | \$250 and up + replacement (per City code) |
| Inadequate erosion control | \$250 and up |
| Noise and disturbance | \$250 and up |
| Burning | \$250 and up |
| Damage to adjacent areas | \$250 and up |
| Dirt in roads | \$250 and up |
| Construction not in accord with plans | \$250 and up + Shut Down |
| Colors not approved | \$250 and up |
| Failure to comply with shut down | \$250 and up |
| Building without a DRB permit | \$250 and up + Shut Down |
| Construction vehicles crossing median or cutting curbs | \$500 and up |
| Construction traffic using front entrance | \$500 and up |

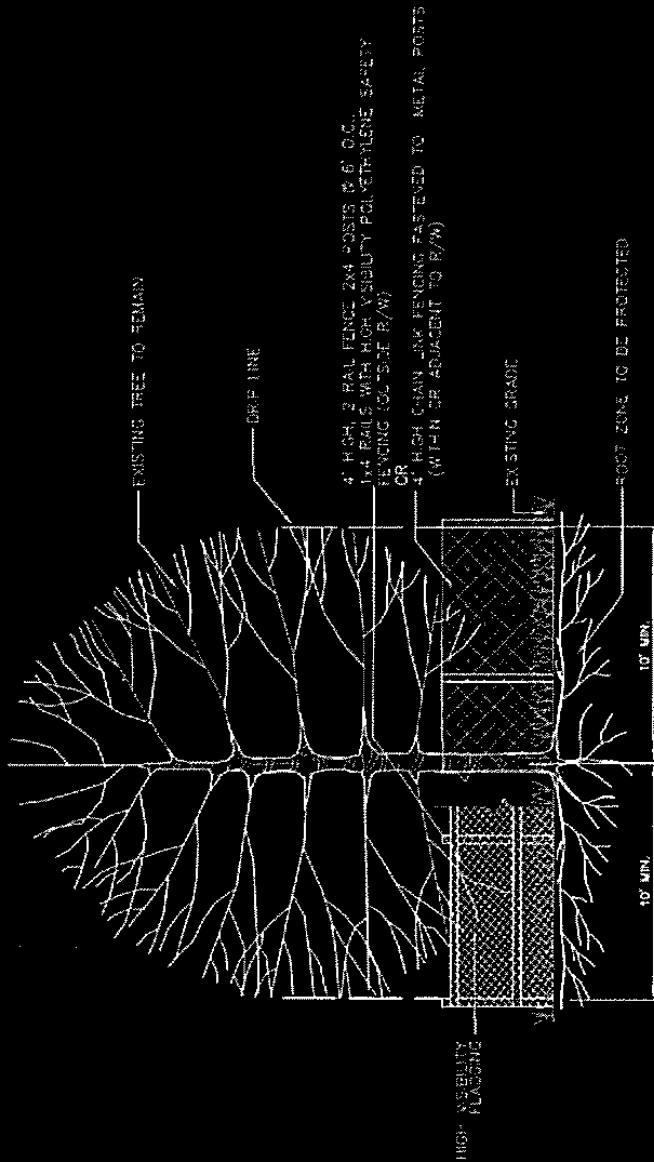
Appendix B - Typical Lot Silt Fence Plan



NOTES:

1. Tree Protection and Silt Fence to be Installed by kit Owner prior to construction and lot clearing.
2. All Tree Protection and Silt Fencing are to be maintained until lot is graded and turf is established
3. Silt Fence to be installed inside of the Nature Curtain, where applicable, as described by Beresford Hall DRB

TYPICAL LOT TREE PROTECTION AND SILT FENCE INSTALLATION PLAN



NOTES

1. MAINTAIN TREE BARRICADES AT ALL TIMES.
2. BARRICADES SHALL PROVIDE A DOWNSIDE OF PROTECTION EQUAL IN HEIGHT TO THE DIAMETER OF THE TREE (IN FEET) TO THE DIAMETER OF THE TREE (IN FEET) OF THE TREE. (IE: A 24" DBH TREE SHALL HAVE 24" HOOT PROTECTION OF PROTECTION - 12' HFT ON A 24" DBH).
3. ALL TREE PROTECTION BARRICADES MUST HAVE TWO (2) VERTICAL CROSS RAILS.
4. ALL TREE PROTECTION FENCING MUST MEET THE CITY OF CHARLESTON TREE PROTECTION REQUIREMENTS.
5. ALL BARRICADES MUST BE ADJACENT TO PUBLIC RIGHT-OF-WAY AND TO BE BUILT OUTSIDE OF CHAIN-LINK FENCING.
6. ALL BARRICADES MUST BE MAINTAINED AS TO BE MAINTAINED BY A QUALIFIED PERSON.

PROTECTIVE TREE BARRICADE

N.T.S.

Appendix D–Access Aprons

Access Apron Requirements:

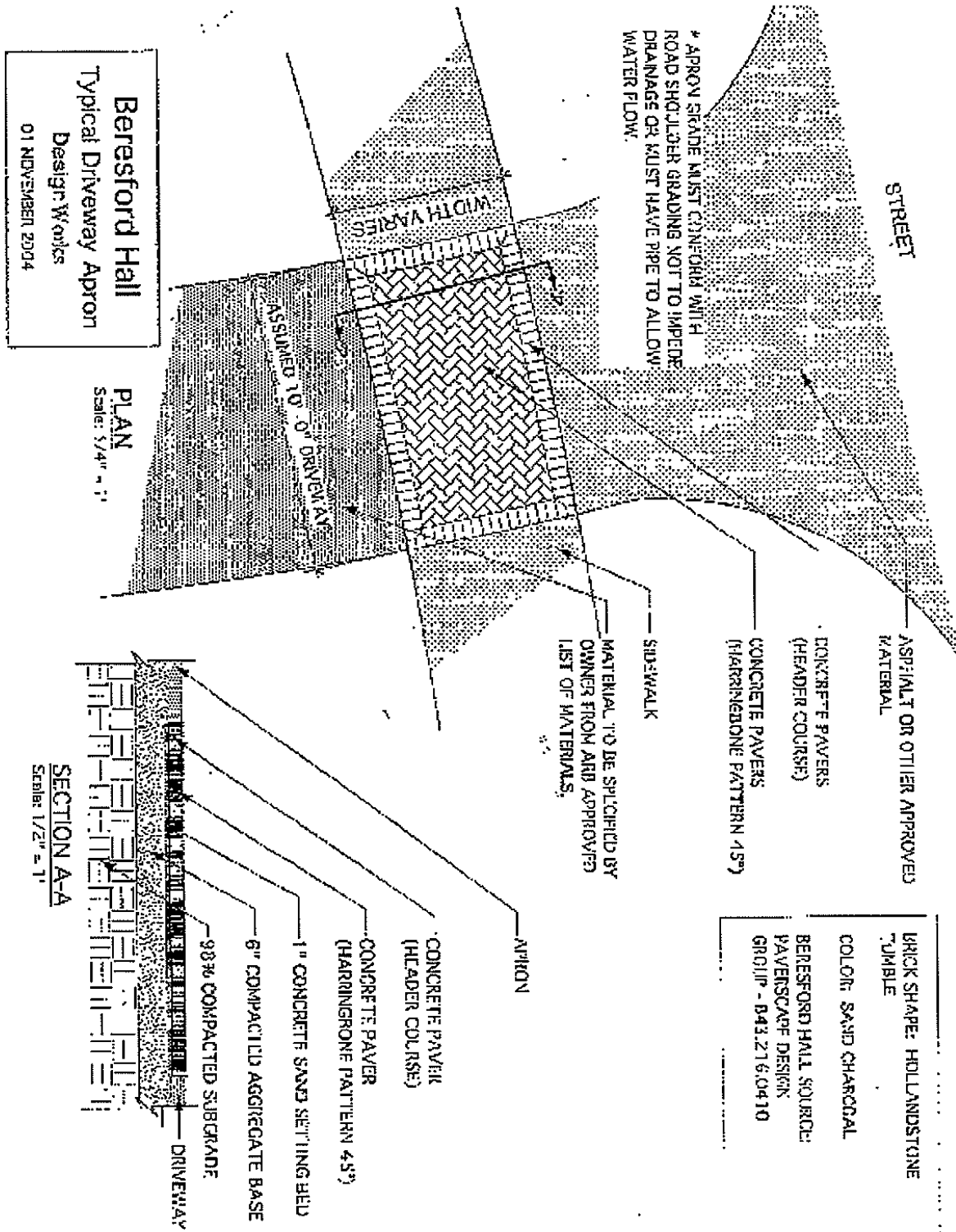
As you probably know, the Beresford Hall Covenants call for the Declarant or its successors to construct a standard Access Apron on certain Park/Square or Parish settlement sites, such aprons are to be funded by an Access Apron Assessment at the time of driveway construction charged to the owner of the site. The purpose of this policy was to insure preservation of roadside drainage patterns and to detail driveway sidewalk crossings in a manner consistent with sidewalk and path crossings on streets in the community.

Having received our first requests for such aprons, we have concluded that having the developer or community property manager secure services to install access aprons at a reasonable and consistent cost, as well as meeting an owner's timing needs, is a very difficult challenge. We have decided, therefore, to allow owners to have their own aprons installed in accordance with the attached community standard plan. Compliance with this plan will be reviewed by the Beresford Hall Design Review Board at its final Compliance Inspection when a new home is completed.

Since the brick paver crossing detail only comes in play when Access Aprons cross sidewalks, please note that the standard Access Apron design is **ONLY REQUIRED WHEN DRIVEWAYS CROSS SIDEWALKS**. All other aprons can be an extension of approved driveway materials. In all cases, however, grading must allow road shoulder drainage as a result of grading or pipe installation.

When loose paving material is used (i.e. Oyster Shell, Plantation Mix, Granite Gravel, or Milled Asphalt, etc...) a Driveway Apron shall be constructed as per the direction of the DRB to reduce the migration of material onto the public road. The Driveway Apron shall be of an approved paving material and shall be 12' long or at a minimum to the front property line.

Appendix D – Access Aprons (schematic)



Appendix E-Pre-Construction Lot Clearing

Upon purchasing a lot in Beresford Hall, one of the first things a homeowner wants to do is partially clear the lot. We have prepared this memo to inform owners on what pre-construction clearing is allowed.

One of the greatest assets to our lots is the nature curtains which surround the perimeter at each lot. Therefore, great care should be taken not to disturb anything in these nature curtains. Should you wish to partially clear your lot prior to receiving a construction permit, you should follow these steps:

- Written approval by the Beresford Hall DRB is required before ANY lot clearing takes place.
- No clearing in a lot may begin until silt fence protection is installed to protect ALL nature curtains and
- Instruct fencing company to install 48" Orange Mesh Tree Protection Fencing (as per Appendix B and Appendix C) along ALL interior boundary lines of the nature curtain
- All hardwood trees tagged inside the building envelope.
- When clearing you must instruct the clearing company to:
 - o Clearly stake and string a perimeter boundary line of your property line.
 - o You may then hand clear the *center non-nature curtain area of your lot* using no machines other than a small chainsaw, and hand pruners. No trees greater than 3" in diameter caliper may be removed.
 - o DO NOT clear anything from the nature curtain area.

Any property owner (or their contractors or agents) clearing a lot in excess of the amount allowed as detailed in this memo will be in violation of the *Beresford Hall Design Guidelines* and may be subject to a fine of \$0 - \$50,000.

In order to ensure that the natural landscape of each site is preserved and the nuisances inherent to any construction process are kept to a minimum, the following regulations shall be enforced during the construction period of all improvements. Any violation of these regulations by an owner's agent, representative, builder, contractor or subcontractor, shall be deemed a violation by the owner.

Construction access is through the back gate ONLY. Absolutely no construction traffic is to come through the front gates. For Security reasons, the contractor access code to the back gate changes monthly and is listed on a secure page of the Beresford Hall website at www.BeresfordHall.com under "Construction Traffic" The General Contractor is responsible for setting up a password to access this code.

1. Construction Trailers

- ☐ Upon commencement of construction, a construction trailer, storage unit or portable field office may be located on the building site within an area approved during the Design Review process.
- ☐ The type, size and color of any such thing must be approved by the Design Review Board.
- ☐ A construction trailer may not remain on site past construction of the home.

2. Trash Containers, Cleaning and Debris Removal

- ☐ Owners and builders shall clean up all trash and debris at the end of each day, with attention paid to blown lightweight materials; an approved trash container must remain on the site at all times for this purpose.
- ☐ Owners and builders are prohibited from dumping, burying or burning trash anywhere on the site or anywhere else in Beresford Hall.
- ☐ Heavy debris, such as concrete, wood scrap, or the like must be removed from the site or to the container immediately upon completion of the work of each trade that has generated the debris.
- ☐ Trash containers are not permitted to have debris visible higher than the top of the containers.
- ☐ All concrete washout, from both trucks and mixers, must occur within the Building Envelope of the site or driveway in a location where it will be ultimately concealed by structure or covered by backfill. Washout in road rights-of-way, setbacks or on adjacent properties is strictly prohibited.
- ☐ Paint brushes, rollers, etc., must be washed out in a bucket or sink, and the rinse water disposed of properly. Dumping rinse water on the property is unacceptable.
- ☐ Any clean-up costs incurred by the Association shall be payable by the owner. Fines may be applied as well. Such lines and cost will be payable within 10 calendar days or the associated job site will be shut down until payment is received.
- ☐ Dirt, mud or debris resulting from activity on each construction site shall be removed from the private roads, open spaces, driveways and other portions of Beresford Hall on the day it is deposited.

3. Sanitary Facilities

- ☐ Portable toilets must be located within the Building Envelope, in the least conspicuous location possible, preferably toward the rear of the lot.

4. Construction Access

- ☐ The approved access drive will be the only construction access to any site.

5. Vehicles and Parking Areas

- ☐ Any vehicle observed crossing medians, cutting corners, creating ruts or damaging community property in any way, than can be connected to a particular construction site will generate a \$500 fine to the Owner of the property, plus remediation cost. Second and subsequent offenses will generate a \$1,000 fine for each offence. Such fines and cost will be payable within 10 calendar days or the associated job site will

be shut down until payment is received.

Please contact all of your vendors and subs IN ADVANCE about this point.

- ☐ Vehicles may not be parked on common areas or neighboring sites, in nearby driveways or on open space, bikepaths or amenity center or post office parking areas.
- ☐ Vehicles that cannot park on the site must be on the paved surface of the roadway or cul-de-sac on the same side of the road as the construction site to allow continual unconstrained access by normal traffic, *not on shoulders*.
- ☐ Changing oil or other vehicle maintenance is prohibited.

6. Fencing and Conservation of Native Landscape

- ☐ String lines must be installed to demarcate the house corners such that the exact location of the home may be determined in relation to all trees.
- ☐ String lines must also be installed to delineate all Nature Curtains, and must be maintained throughout construction as a visual barrier to access.
- ☐ Trees to be removed during Building Envelope clearing must be clearly marked at stake out. In no case may any clearing commence without the written approval of the DRB.
- ☐ Silt fences and tree protection fences (As per Appendix B and Appendix C) must be installed prior to the start of any other work and shall not be removed until you have received written approval from the Design Review Board. Starting work without a fence or removing a fence prematurely will result in a minimum \$250 fine that will be assessed by the DRB and must be settled immediately in accordance with the DRB Guidelines.
- ☐ Tree protection must be installed and maintained in accordance with the City requirements throughout the entire construction process.
- ☐ **Silt fencing and Orange Mesh Tree Protection Fencing must be installed to protect ALL nature curtains along ALL interior boundary lines of the nature curtain. (See Appendix B)**
- ☐ A single entrance located at the driveway entrance shall be maintained intact until the completion of construction.
- ☐ No natural plants within any designated Nature Curtain may be destroyed by vehicles, machinery or other equipment, and if so shall be immediately replaced.
- ☐ Selective Hand Clearing is the only method permissible for work within the Nature Curtains during the time of home construction. Additional work may be approved at a later date, at the time of review of landscaping plans.

7. Dust, Mud and Noise Control

- ☐ The Contractor shall be responsible for controlling dust and noise from the construction site.
- ☐ Sufficient depth of surge stone must be maintained in all construction access driveways such that tracking of mud and dirt onto the streets is minimized. Additional stone must be applied when soils appear at the surface.
- ☐ Streets must be swept daily to keep tracked dirt and mud to the absolute minimum. Allowing mud to drain into the storm drainage system is strictly prohibited.
- ☐ Barriers of some type must be installed wherever there appears an attractive location for workers or deliveries to access the site, at any location other than the designated driveway.
- ☐ Trenched-in silt fences are required to be installed and maintained in any location where in the sole discretion of the DRB they are necessary to prevent silt runoff from the site. Owner and Builder should review the site before and during construction to anticipate the need for silt fencing.
- ☐ Hay or pine straw bales must be installed & maintained around all drop inlets in easements within or adjacent to extended side property lines.
- ☐ Radios or any other audio equipment are prohibited where they may be heard from any completed home in Beresford Hall.
- ☐ If the DRB Administrator or Community Manager deems dust and noise control necessary, then the contractor shall immediately (as reasonably possible) comply with the request.

- ☐ All building materials, equipment and machinery must be delivered to and remain within the Building Envelope. In no case may it be delivered, even temporarily, onto easements, roads, road shoulders, neighboring sites, common areas or nature curtains.
- ☐ Reserves of sand, gravel or ungraded fill will be kept in the least conspicuous area and confined from runoff by trenched-in silt fence on all sides.
- ☐ Material delivery vehicles may not drive on anything but roads to access a construction site.
- ☐ Accessing any construction site through an adjacent Site or Common Area for the purpose of delivering materials or executing any aspect of construction is strictly prohibited without the written consent of the adjacent Site owner, or the Declarant (in the case of Common Areas), and then only after such written documentation is delivered to and acknowledged by the DRB Administrator. All owners and builders will be responsible for all costs incurred by Beresford Hall DRB to revegetate the landscaped right-of-way, reinstall the site sign and property corner pin, etc. The minimum cost for any corrective work shall be \$250 per occurrence, plus fines. Owners will be billed upon completion of all work. These costs must be settled immediately in accordance with the DRB Guidelines.
- ☐ No construction activity of any nature, including but not limited to delivery of construction fences, portable restroom, trash containers, and material staging shall be delivered to the site prior to issuance of the Beresford Hall Construction Permit. The only exception to this is installation of string lines for the stake out and to demark all Nature Curtains.

9. Alcohol and Controlled Substances, Worker Conduct

- ☐ The consumption of alcohol or use of any controlled substance by construction personnel is prohibited.
- ☐ Construction workers must wear shirts.
- ☐ Posted speed limits of 25 MPH must be adhered-to. Revving and other irresponsible displays are not acceptable.

10. Firearms, Fires and Flammable Materials

- ☐ The possession or discharge of any type of firearm by anyone at Beresford Hall is prohibited.
- ☐ At least one 20-pound ABC-Rated Dry Chemical Fire Extinguisher shall be present prior to construction start, fully operational and available in a conspicuous place on the construction site at all times.
- ☐ No on-site fires are allowed.

11. Pets

- ☐ No pets, particularly dogs, may be brought to Beresford Hall by any other person than the site owner.

12. Preservation of Property

- ☐ The use of or transit over any other site, common area or amenity is prohibited. Similarly, the use of or transit through Nature Curtains of any site is prohibited.
- ☐ Persistent violations of this section or any other will result in denying access to the property by the offending subcontractors.

13. Restoration of Property

- ☐ Upon completion of construction, each owner and contractor shall repair all adjacent and utilized property which has been damaged, including but not limited to, restoring grades, road shoulders and easements for proper drainage, planting shrubs and trees as approved or required by the Design Review Board and repair of streets, road shoulders, easements, driveways, pathways, drains, culverts, ditches, sidewalks, drop inlets, signs, lighting and fencing.

14. Construction Signage

- ☐ A standard sign will be installed by the DRB. One sign per site. This sign is intended for job site identification only. It will identify the General Contractor, Owner, Architect, Landscape Architect and the job site by site number and street address.
- ☐ The sign should be removed within two weeks of the issuance of a certificate of occupancy by the City.
- ☐ Individual signs, or construction sign attachments, identifying individual subcontractors, tradesmen, or suppliers are prohibited.
- ☐ Attachment of signs or similar material to any tree is strictly prohibited.

15. Daily Operation

- ☐ Daily working hours for each construction site shall be **7:00 a.m. to 7:00 p.m., Monday through Saturday. No work is permitted on Sunday or major holidays.**

16. Site Visitation

- ☐ Construction personnel may not invite or bring family members or friends, especially children, to the job site.
- ☐ Only personnel employed by the GC or subs and assigned to this specific job are permitted on the jobsite.
- ☐ Amenities may not be used by any persons other than owners and their accompanied guests.

17. Enforcement and Access Denial

- ☐ The Design Review Board, at its sole discretion, may apply fines for any violation of the Covenants, DRB Guidelines and Construction Guidelines and any revision thereof, regardless whether the Owner or Builder signed an acknowledgement of the revision.
- ☐ The Design Review Board, at its sole discretion, can deny access to the community to any builder's subcontractor for violations by builder of any regulations contained herein.

The DRB assumes no liability for Applicant's responsibilities, which include but are not limited to the performance or quality of work of any contractor or subcontractor, compliance with all laws, codes and ordinances of any governmental agency or body, determination of environmental restrictions, drainage and grading requirements and all surface and subsurface soil conditions or determination of structural, mechanical, electrical and all other technical aspects of a proposed design that can only be determined by competent architects, engineers, contractors and other similar professionals, accuracy of stake-outs or surveys or compliance with the Beresford Hall Assembly's Declaration of Covenants or DRB planning criteria. Builder and Owner are responsible for compliance with all applicable laws and regulations.

Acknowledgement of Guidelines

I certify that I am authorized to sign on behalf of the individual named below. I further attest that I understand and agree to abide by these Construction Guidelines and by reference, the Design Review Guidelines, and accept the sanctions listed therein.

 BUILDER REPRESENTATIVE (Print and sign)

 DATE

 OWNER (Print and sign)

 DATE

**Beresford Hall Design Review
Board**

Contact Information Form

Date Submitted: _____

Please Print Clearly:

Lot #: _____ Street Address: _____

Owner: _____

Phone: _____

Cell: _____

Mailing Address: _____

Fax: _____

City, State, Zip: _____

E-mail: _____

Architect: _____

Phone: _____

Cell: _____

Mailing Address: _____

Fax: _____

City, State, Zip: _____

E-mail: _____

Landscape Architect: _____

Phone: _____

Cell: _____

Mailing Address: _____

Fax: _____

City, State, Zip: _____

E-mail: _____

General Contractor: _____

Phone: _____

Cell: _____

Mailing Address: _____

Fax: _____

City, State, Zip: _____

E-mail: _____

Beresford Hall Design Review Board

Application for Preliminary Review

Date Submitted: _____

Lot #: _____ Street Address of Construction: _____

Owner Name: _____

I hereby request Preliminary Approval for my house plans and have attached the following documents:

- ☐ Contact Information Form
- ☐ Site Survey*
- ☐ Site Plan* (showing house location, driveways, all trees, nature curtains, and set backs)
- ☐ Elevations* (all sides of house)
- ☐ Floor Plans*

* **2 full-size sets must be attached to this application or your submittal WILL NOT be added to the agenda.**

Owner Certification:

I hereby certify that I, as Owner:

1. *I have received and read the current copy of the Beresford Hall Design Guidelines.*
2. *I can NOT clear my lot until a Clearing Permit is issued by Beresford Hall.*

Owner's Signature

Date

For DRB Use Only

This application is: ☐ Approved with the following condition(s):
☐ Denied for the following reason(s):

Signature (DRB Chairman)

Date

**Beresford Hall Design Review Board
Application for Full Design Review**

Date Submitted: _____

Lot#: _____ Street Address of Construction: _____

Owner Name: _____

I hereby request Full Design Review Approval and have attached the following documents:

- | | |
|--|--|
| <p><input type="checkbox"/> Tree Survey /Site Plan /Drainage Plan</p> <p><input type="checkbox"/> Foundation Plans</p> <p><input type="checkbox"/> Floor Plans</p> <p><input type="checkbox"/> Details and Sections for Exterior Walls</p> <p><input type="checkbox"/> Beresford Hall Material /Color List Form</p> <p><input type="checkbox"/> Landscape /Planting Plan (must be prepared by SC Registered Landscape Architect)</p> <p><input type="checkbox"/> Check payable to: Beresford Hall DRB for: <input type="checkbox"/> Initial Submission - \$ 5,000.00 <input type="checkbox"/> Third Submission - \$ 500.00</p> <p style="text-align: center;"><input type="checkbox"/> Second Submission - \$ 0.00</p> | <p><input type="checkbox"/> Exterior Elevations</p> <p><input type="checkbox"/> Roof Plans</p> <p><input type="checkbox"/> Exterior Lighting</p> <p>(All applicable Architectural details for windows & doors)</p> |
|--|--|

***2full-size sets must be attached to this application or your submittal WILL NOT be added to the agenda.**

****PLEASE review the DRB Design Guidelines before submitting this application. A complete set of the above documents, including all of the items listed in the Beresford Hall Design Guidelines, are required for review.**

Owner Certification:

I hereby certify that I, as Owner:

1. I have received and read the current copy of the Beresford Hall Design Guidelines.
2. I can NOT clear 1ny lot until a clearing permit is issued.

Owner's Signature

Date

For DRB Use Only

This application is: ☐ Approved with the following condition(s):
☐ Denied for the following
reason(s):

Signature (DRB Chairman)

Date

Beresford Hall Design Review Board
Application for Clearing Permit

Date Submitted: _____

Lot #: _____ Street Address of Construction: _____

____ Owner Name: _____

I hereby request a Clearing Permit and have attached the following documents:

- ☐ D Copy of Preliminary Review OR Final Plan Review Approval Letter
- ☐ D 2 FULL-SIZE sets of Tree Survey & Site Plan approved by DRB
- ☐ D Check in the amount of \$25.000 for Compliance Deposit

Owner Certification:

1. I understand I can NOT clear my lot until Nature Curtain fence protection is installed and this permit will NOT be issued until all required fencing is installed.
2. I understand any additional siltfencing or tree protection for city code is the Owner's responsibility.

Owner's Signature

Date

Owner's Billing Address for fencing: _____
Street Address City State Zip

For DRB Use Only

This application is: ☐ D Approved with the following condition(s):
☐ D Denied for the following reason(s):

Signature (DRB Chairman)

Date

**Beresford Hall Design Review
Board Application for
Construction Permit**

Date Submitted: _____

Lot#: _____ Street Address of Construction: _____

Owner Name: _____

I hereby request a Construction Permit and have attached the following documents:

- ☐ D Copy of Final DRB Approval Form
- ☐ D Copy of City of Charleston Building Permit
- ☐ D OCRM Dock Permit (if applicable)
- ☐ D Check for \$ 1,000.00 for Construction Access Fee
- ☐ D Check in the amount of \$ 25,000.00 for Compliance Deposit
(refundable once house and landscape is completed, in full compliance with approved plans)
- ☐ D Copy of Construction Rules (Appendix F) signed by Owner AND General Contractor

Owner Certification:

I hereby certify that I, as Owner:

- 1. I have received and read the current copy of the Beresford Hall Design Guidelines.*
- 2. I have received and read the Beresford Hall Declaration of Covenants.*
- 3. I understand that I, as Owner, am responsible for the conduct of everyone working on this site and that any fines will be assessed against me.*
- 4. I understand that ANY changes to the submitted and approved DRB plans must be submitted via a Change/Variance Form and approved by the DRB prior to making such changes.*
- 5. I understand a "Notice of Conditional Approval" will be recorded against the title of my property with the Berkeley County RM C office. Upon receiving my "Final Certificate of Compliance" from the DRB, a "Notice of Final Approval" will also be recorded with the RMC office.*

Owner's Signature

Date

For DRB Use Only

This application is: ☐ D Approved with the following condition(s):
☐ D Denied for the following reason(s):

Signature (DRB Chairman)

Date

Beresford Hall Design Review Board
Application for Approval of Materials and Colors to be used on Home Exterior

Date Submitted: _____

Lot #: _____ Street Address of Construction: _____

Owner Name: _____

I hereby request approval for the following materials and colors to be used on the exterior of my home, a color sample board has been erected onsite and is ready for DRB review.

Exterior Materials & Colors:

| Item | Material | Color | Model or Manufacturer |
|------------------|----------|-------|-----------------------|
| | | | |
| Siding (Wood) | | | |
| Siding (Masonry) | | | |
| Siding (Other) | | | |
| Roofing | | | |
| Handrails | | | |
| Pickets | | | |
| Fascia, Trim | | | |
| Columns | | | |
| Shutters | | | |
| Front Door | | | |
| Exterior Doors | | | |
| Garage Door | | | |
| Windows | | | |
| Chimney | | | |
| Gutters | | | |
| Drive | | | |
| Walks | | | |
| Stairs | | | |
| Fences | | | |
| Foundation | | | |
| Other | | | |

Owner Certification:

Owner's Signature

Date

For DRB Use Only

This application is: ___ Approved with the following condition(s):
 ___ Denied for the following reason(s):

 Signature (DRB Chairman)

 Date

Beresford Hall Design Review Board
Change/Variance Request Form

Date Submitted: _____

Lot #: _____ Street Address of Construction: _____

Owner Name: _____

Type of Change: ☐ Landscape

Change #: _____

☐ Construction

Proposed change - attach sketch(s) and describe:

Reason for change:

Owner Certification:

Owner's Signature

Date

For DRE Use Only

This application is: ☐ Approved with the following condition(s):

☐ Denied for the following reason(s):

Signature (DRB Chairman)

Date

**Beresford Hall Design Review Board
Certificate of Compliance Application
Form**

Date Submitted: _____

Lot #: _____ Street Address of Construction: _____

Owner Name: _____

I hereby request a Certificate of Compliance and have attached the following documents:

_____ As-built survey

_____ City of Charleston Certificate of Occupancy (if received; send DRB copy if received later)

Owner Certification:

***I hereby** certify that all construction and improvements, including final landscaping, are complete and in compliance with submitted plans and applicable requirements in the Beresford Hall Design Guidelines and Covenants. I also certify that any changes made during construction were submitted to and approved by the DRB. I understand that all or part of my compliance Deposit may be retained by the DRB as a result of fines assessed to any site during Construction or as a result of un-repaired damage to surrounding areas caused by construction at any site. I hereby, therefore, request a Certificate of Compliance and the return of my **remaining Compliance Deposit**.*

Owner's Signature

Date

For DRB Use Only

This application is: ☐ Approved with the following condition(s):
 ☐ Denied for the following reason(s):

Signature (DRB Chairman)

Date