

TIDEWATER AT OCEAN ISLE

Architectural Design Standards & Guidelines



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1.0 Introduction

Tidewater at Ocean Isle is an eco-friendly planned community single-family homesites respectively, set along a high bluff overlooking Sauce Pan Creek. Adjacent to this pristine waterway and undisturbed marshlands, the community is inherently rich with southern charm.

1.1 Policy Statement

The properties of Tidewater at Ocean Isle is subject to certain restrictions as defined in the Declaration of Covenants and Restrictions recorded in Brunswick County NC Registrar of Deeds book 2725 at pages 0171 (1 of 44 pages); supplement #1 book 3465 at pages 353 (1 of 6); supplement #2 book 3524 at pages 238 (1 of 3); supplement #3 book 3699 at pages 3699 at pages 312 (1 of 4); supplement #4 book 3723 at pages 1178 (1 of 4) along with all supplement declarations and amendments that may follow. This manual will further explain the Architectural Guidelines for constructing a home and landscaping requirements in Tidewater at Ocean Isle. **All General Contractors must hold an Intermediate or Unlimited North Carolina License to build within Tidewater at Ocean Isle.**

These design guidelines are written to:

- Communicate Tidewater at Ocean Isle general design vision to property owners, builders, architects, designers and landscape architects.
- Establish clear standards in neighborhood and home design by providing specific design criteria.

1.2 Limitation and Responsibilities of the DRB

The design guidelines will be used by the Tidewater at Ocean Isle Design Review Board (DRB) to assess each builder's proposal to ensure conformance with the community design standards. Any pictures or representations in this manual are for conceptual purposes only. No intent is made to modify applicable federal, state, or local wetlands and ordinances. Approval by the DRB does not constitute or warranty that the submitted designs are structurally sound or meet the requirements for the local building codes. The design guidelines, covenants and restrictions are to be used in conjunction with local zoning and building restrictions.

Tidewater at Ocean Isle owners, builders and their consultants are required to read and follow these guidelines. The requirements of the guidelines must be incorporated in the

builders' proposal to ensure approval by the Tidewater at Ocean Isle DRB. The developer reserves the right to revise and update the design criteria to respond to future changes.

1.3 Responsibilities of the Developer

The Developer will provide all the design and construction of the infrastructure of the project necessary to service each home site. This will include:

- Private roadways
- Storm water distribution system
- Sewer and water services available to each home site
- Distribution system to each home site for telephone, cable and electric power

A Homeowner Association has been established for ownership and maintenance of the common elements.

1.4 Responsibility of Owner

It is the responsibility of the owner to work with their Builders, Contractors, architects and Landscape Planners to ensure that they are adhering to the design guidelines. The owners, and subsequent owners, are also responsible for ensuring that all local, state and federal permits have been obtained and approved prior to construction. It is also the owners' responsibility to work with the DRB through the design process and ensure that a complete plan review and approval has been obtained prior to any on site construction activities.

1.5 Enforcement of the Guidelines

These guidelines are written to protect the quality, value and overall appearance of the community. It is the responsibility of the property owners to ensure that the DRB has conducted a complete review and approval. The DRB has the authority to take appropriate action for any construction, modification, or alteration of building improvements or significant landscape, dock and fence changes that have not been approved. The DRB may issue a stop-work order to the owner or contractor. More specifically but are not limited to the following:

- Commencement of construction without or prior to DRB approval
- Unapproved construction (including landscaping and retaining walls)
- Unapproved changes (including design changes and unauthorized finishes)

- Noncompliance with setback or impervious (built upon area) restrictions
- Failure to install or maintain silt fence
- Failure to provide and maintain a dumpster or temporary sanitary facility
- Improper parking of construction vehicles or equipment
- Improper storage of building materials
- Cleaning of paintbrushes, improper disposal of waste, or failure to control litter
- Burning of debris
- Work outside of the allowed hours
- Damage to any street or other common area
- Damage to any swale or other stormwater facility

As previously stated, it is the responsibility of owners to ensure that their contractors are adhering to the design guidelines during construction. However, contractors are also required to comply with the design and construction standards.

Fines to Owner/Builder:

- 1st offense Written Warning
- 2nd offense..... \$100.00 per day

1.6 Fee Schedule

Construction Application Fee:

The following fees are required to be submitted with all final design review applications.

These fees are **(not refundable.)**

- 1. Conceptual Review No Charge
- 2. Final Design Review \$500.00
- 3. Additions & Renovations.....\$200.00
- 4. Docks & Fences\$100.00
- 5. Pools.....\$200.00
- 6. Road access fee.....\$300.00

Refundable Construction Deposit:

A fully refundable construction deposit will also be collected at the time of final design review approval submittal and prior to the issuance of the Final Approval of the DRB. Once the DRB feels that the completed construction meets the intent of the approved plans and no damage to community property has resulted, the full refund will be granted.

1. New Construction Deposit \$2,000.00
2. Additions & Renovation Deposit.....\$500.00
3. Docks & Fences Deposit.....\$200.00
4. Road & Curb Deposit.....\$300.00
5. Pools.....\$500.00

Note: The above fees are subject to change without prior notice.

1.7 Builder/Permit Signs

The General Contractor may post the standard identification sign and permit sign on lots during the construction phase. Subcontractor and product identification signs are not allowed. All signs and permits must be removed 15 days after the CO is issued. The builder sign is not permitted to be used as screening of the job toilet.

1.8 Working Hours

Working Hours for ALL Construction (Applies to Contractors and Suppliers) activities are:

Monday through Friday - 7 AM to 7 PM Saturday - 8 AM to 5 PM Sunday - No work allowed

1.9 Conduct of Workers

No work allowed on holidays: New Years Day, Labor Day, Memorial Day, Thanksgiving Day Independence Day and Christmas Day

The conduct of all workers is the responsibility of the Builder. Loud vehicles, radios, tape players, etc. that can disturb residents will not be tolerated. The posted speed limits must be obeyed.

1.10 Plan Approval & Site Inspection

No lot clearing or other construction activities may begin until the DRB has approved all plans.

1.11 Permits & Fees

Builders are responsible for obtaining required building permits and paying the associated fees prior to beginning any construction activities. This applies to new and existing homes. Failure to obtain the proper permits will result in a \$100.00 fine. Continuing construction activities with no permits will result in a daily fine of \$100.00.

1.12 Temporary Facilities Job Toilet - Each building site is required to provide a job toilet for the workers. The toilet must be delivered to the site prior to any construction activities. It must be set back at least twenty-five (25) feet from any street in an inconspicuous location. The toilet must be screened on three sides. The door must face away from the street and any existing residences.

1.13 Dumpster - A commercial dumpster or DRB approved trash bin is required for each job site and must be set back at least twenty-five feet from the street.

1.14 Temporary Power - Each construction site is required to have temporary power installed prior to any construction activities. Temporary power poles shall be installed plumb and shall not be used for posting signs.

1.15 Temporary Water - Each construction site is required to have temporary water installed prior to any construction activity.

1.16 Culvert Pipes - A culvert pipe will be required for the construction entrance when specified by the DRB. The pipe will be a minimum of twelve (12) inches in diameter and installed at the elevations as specified by the POA engineer. The culvert pipe and drainage swale must be maintained and kept free of sediment and debris during the construction period. No construction material or equipment is permitted in the swale area. Any condition associated with the construction that impedes drainage flow is not acceptable. The pipes must be laid in elevations that are in accordance with the swales to maintain flow at construction sites.

1.17 Tree Protection

The existing trees on any construction site are one of the community's most valuable assets.

All hardwood trees 8" DBH and greater, and all pines 12" DBH and greater are considered protected, and should not be damaged during construction activities. "Silt fencing" is required around the drip line of individual trees or tree groupings that are to be preserved to reduce root compaction and other physical damages. No living tree four (4) inches or over in caliper at four (4) feet high from ground elevation, nor any dogwood, flowering shrub or bush shall be cut without the prior written consent of the DRB unless it is in the area of the Lot approved for construction of a structure. No vehicles shall be parked or materials stored inside of the protective fencing. See section 4.4 for tree planting requirements.

DURING CONSTRUCTION

1.18 Site Maintenance

The general contractor is responsible for insuring that the job site is maintained in a neat and clean manner at all times. An approved dumpster must be on site for all disposal. Materials must be stored within the property lines maintaining a clear street right-of-way. Adjacent lots or common areas may not be used for parking or materials storage. Construction equipment must be kept on the site and off the street. Vehicles parked on the street right-of-way during construction must not impede traffic flow. Washing of vehicles (concrete trucks, etc.) must occur on site and not in the streets. Excess concrete must not be dumped on adjacent lots, common areas, or right-of-ways. No boards or signs shall be nailed to any tree. No burning is allowed. Overnight parking of construction vehicles will be limited to the equipment and/or storage trailer pertaining to the phase of construction. Builder vehicles will not be allowed to be parked overnight.

1.19 Sedimentation & Erosion Control

Streets must be kept free of mud, silt, and debris from construction traffic. Sedimentation and erosion control facilities on the lot shall be maintained. Silt fence is required around the construction site and must be installed before grading. When erosion control is necessary to prevent (a) sediment of the culvert and swale area or (b) the runoff of sediment from the lot onto the street, silt fence or other acceptable erosion control devices will be required. Silt fence installations are mandatory and must be maintained at all times on the construction site adjacent to wetlands, ponds, marsh areas, drainage easements, and drainage facilities (drop inlets, pipe culverts, etc.). If determined by the DRB that a silt fence is required at any location during construction on the lot, silt fence must be installed immediately.

FAILURE TO COMPLY WITH THE ABOVE REQUIREMENTS WILL BE

ADDRESSED IN ACCORDANCE WITH THE ENFORCEMENT PROCEDURES OF THE GUIDELINES.

POST CONSTRUCTION

1.20 Clean-Up

Upon completion of construction activities all building debris must be removed from the site and surrounding areas. All fines issued due to construction damage must be paid and damage repaired before the bond is returned. The builder identification signs must be removed within 15 days of receiving the Certificate of Occupancy. Roadways must be cleaned of dirt and sand that occurred from the entry way to the site. Any breakage of the roadway/bed must be repaired according to NC DOT standards or the cost of having the repair done will be deducted from the builders bond in addition to any fines.

1.21 Temporary Facilities

All temporary facilities must be removed upon completion of construction activities. Damage to adjoining lots and street right-of-way must be restored to pre-construction condition.

1.22 ARC Review and Approval

The following list summarizes those design guidelines that DRB requires for submitted plans. (SEE Section 3 for more specific detailed requirements):

- A. Use of professionals qualified in the fields of architecture, site preparation, landscaping, engineering and surveying.
- B. Compliance with all deed restrictions as found in the Declaration of Covenants and restrictions for the appropriate phase in Tidewater. Specifically, the Member MUST conform to minimum square footage and the impervious allowance for each site as stated in the applicable covenant declarations.
- C. Preservation of the natural character of the building site.
- D. Emphasis on aesthetics of exterior architectural and landscape designs.
- E. Requirements for minimum 8/12 primary pitch of roof.
- F. Minimum of two-car garage & two off street parking spaces.
- G. Minimum 12" finished floor elevation or as approved by the DRB.
- H. Integration of the exterior house lighting and landscape lighting into an arrangement that is aesthetically pleasing. No spotlights, floodlights or

any direct or indirect lighting that contaminates adjoining properties.

1. The DRB may disapprove any proposed new construction or changes to existing homes for purely aesthetic reasons if, in its judgment, such action is required to maintain the architectural standards of the community.

Design Review Process

2.0 Design Review Process

The Tidewater at Ocean Isle DRB will review all plans and materials for new home sites and landscaping. Submittals are required whenever any improvements or changes are proposed for any portion of a lot. To assist in this process, application forms are included with these guidelines; these application forms provide the basic information and checklists needed for a complete review of your designs.

The DRB shall review submittals in four steps:

- Step 1** Initial Site Review
- Step 2** Conceptual Plan Review
- Step 3** Final Plan Review
- Step 4** Formal Site Inspections

2.1 Initial Site Review

It is required that you schedule a meeting with your Contractor and a Design Review representative to review your home site, desired home plans and these design guidelines prior to plan development. This includes all additions, decks, fences, pools, etc.

2.2 Conceptual Plan Review:

Conceptual plans should be submitted along with the application for conceptual review to the DRB. This review of the preliminary site plan, elevations and floor plan may be completed by hand sketch or digital drawings with location of all structures and improvements. The plans must show locations of trees 6-inches in caliper, decks, fences, docks, etc. A narrative describing siding & roofing materials shall accompany conceptual plans. Colors may also be discussed at this time. Conceptual submittals are to be in digital PDF format for conceptual approval.

The DRB will review the conceptual application and respond with a written letter of approval and/or email confirmation of approval no later than 30 days after submission. If additional changes are requested by the DRB prior to the preparation of final plans, it is the responsibility of the applicant to make the required changes or request a waiver, and re-submit the concept plans. In order to expedite a complete and thorough conceptual review of the proposed construction, all applications must be complete. Incomplete submittals will be returned to the applicant.

2.3 Final Plan Review:

The final review of the construction drawings and associated materials, payment of construction application fee and refundable construction deposits is required prior to filing for a building permit and construction commencement. Only after an applicant has submitted conceptual review plans and has been given consent to proceed, may final plans be submitted. At this time a complete sets of building plans along with the required review fee and application with PDF drawings must be submitted in PDF format to the DRB at: ssgroup316@gmail.com and tidewaterdrb@gmail.com. All applications should include a letter of intention that outlines the items being submitted to the committee for review, along with the date of submission. Upon receipt of submission, the DRB shall notify the owner of receipt. The DRB is required to issue an approval or denial of the application within 30 days of notification of receipt. The approval letter will be a formal letter dated and signed by the DRB stating that the project has been approved. All communications will be confirmed by email/digital communication, other than those issues that require certified mail service.

General Material required for submittal for Final Plan Review:

SITE PLAN

- The site plan should be sensitive to the individual site's unique characteristics as well as the surrounding community. During the site analysis, an understanding of the existing terrain should be developed so that the proposed site structures and their elevations can be designed as to not negatively impact adjacent properties.
- The site plan must show the following:
- Property lines, setback lines (as a continuous envelope around the lot), easements (access and utility), with dimensions shown. Also show access from

street, secondary street(s) if applicable, edge of roadway, curb cut elevations and adjacent homes.

- Existing topography lines & proposed finished grade.
- Survey of site, area to be built upon and showing location and species of trees six (6") inches or larger in diameter with estimated canopy sizes. Indicate trees to be removed and trees to remain. NO trees over six (6") allowed to be removed without approval of the DRB.
- Drainage and grading plan with all new contours indicated.
- All proposed structures on the site including residence and any accessory structures.
- FFE – finished floor elevation (FFE), must be clearly shown for the first floor, garage and accessory structures.
- Location and design of the HVAC & Trash enclosure. Wall height, thickness and material must be noted on the site plan.
- Driveway and driveway divider pattern. Label both driveway material and divider material(s). Space must be provided for 2 automobiles.
- Entry walks and other walkways.
- Retaining walls, courtyard walls, garden walls, gates and other "hardscape". Dimension and label materials. Provide separate detail elevation drawings as necessary to show detail.
- Fountains and other decorative structures. Dimension and label materials. Provide separate detail elevation drawings to show detail.
- Docks, Piers, Pools, Therapy Pools, Spas, and Hot Tubs if any.
- Location and design of any fencing or gates. Dimension and label material. Provide separate detail elevation drawings and/or manufacturers brochure to show detail, style, material and color.

FLOOR PLANS

- Floor plans are required for each floor showing the arrangement of spaces, all door and window openings, and all porches, terraces and courtyards.
- Plan of garage, entry, terraces, porches, decks, docks & piers and stairs to grade or residence.

All interior level changes must be shown and labeled. (At a minimum, the plan should label the first floor FFE (finish floor elevation), garage slab elevation and the second floor elevation, if there is a second floor.

BUILDING ELEVATIONS

Dimensioned elevation plans are required for each elevation: front, left side, right side and rear. The elevation plan must show the following:

- All window and door types and design; detail of the trim around all openings; consistent grille patterns; shutters; foundation & roof vents; HVAC & trash enclosure; railing and handrail details; terraces and porches; decorative, privacy and retaining walls.
- Label the proposed finish grades against the elevations, show all steps to finished grade and label the finished floor elevation.
- Label materials and finishes.

ROOF PLAN

- The plan must show the following for each roof area:
- Slopes, crickets, directions of slope and drainage.
- Indicate and label roof material and gutters & downspouts.
- Label pitches and locate all roof structures and projections including vents, skylights, solar collectors, dormers, and chimneys.

FOUNDATION PLAN

- A dimensioned foundation plan is required. The plan must show the following:
- Locate all access openings and foundation vents in the crawl space.
- Foundations may be: a) full block, partial block or poured concrete pier and joist system; slab or raised slab, pilings. Elevated or raised foundations are encouraged by the DRB.
- The DRB is most concerned with the aesthetic appearance of the veneer of the foundation and its relation to the aesthetic appearance of the rest of the structure. All foundations must have a brick, wood, stucco or stone veneer.

2.4 Formal Site Inspections

After a home site has received final Plan Review approval, a representative from the DRB shall inspect the building stake-out, ensure gravel drives are in place as well as silt fencing has been installed around the entire disturbed area of the lot are in place prior to the beginning of construction. This will ensure that the location of the residence complies with the approved site plan and no silt runoff to adjoining property or roadways. The DRB

requires the contractor to take before and after photos at this time to serve as the baseline for final review, approval and release of construction related deposits.

A final exterior inspection of the residence will be made upon completion of construction to ensure all approved Architectural and landscape Architectural elements have been installed. When the DRB confirms that the construction adheres to the approved plans, then the construction bond will be released to the owners.

2.5 Construction Schedule

Construction of a dwelling must begin within one year of Conceptual Approval by DRB. If construction has not commenced after one year, approval will be withdrawn and the owner shall reapply to the DRB for construction approval.

All construction of a dwelling and/or other improvements on a lot (including landscaping) must be completed within one year of commencement. Extensions may be granted at the discretion of the DRB. In the event that construction is not completed after one year and no extension has been granted, the DRB may impose on the owner a daily fee for each day such improvements have not been completed. In addition, all new review fees will be required.

3.0 Architectural Standards

Builders at Tidewater at Ocean Isle to design homes must use the following criteria.

3.1 Home styles

Individual home styles are encouraged to not be repetitive from home-site to home-site along any street; however, Architectural consistency is encouraged. Variation of colors, materials, and configuration of Architectural elements is important in providing visual interest.

3.2 Building Size and Lot Coverage

Single-Family residences in Tidewater at Ocean Isle shall contain a minimum of 1,600 SF of heated area. This area is exclusive of garages, terraces, decks, porches and roof overhangs. Each lot is subject to a maximum of allowance of impervious cover AS SHOWN IN Recorded Protective Covenants and associated Supplement Declarations; which includes the dimensions of the home foundation footprint, impervious driveways, accessory buildings, patios, walkways, etc.

3.3 Foundation

Foundation construction and heights will vary throughout the community due to the natural rolling terrain. The exposed foundations of all homes shall be covered in a veneer, or be faced with a suitable finish.

A. Permitted Materials:

- Clay Brick with Concrete Joints
- Tabby Stucco
- Stucco/Parge Block Finish Brick

3.4 Siding

Siding materials will vary from house to house within the community.

A. Permitted Siding Materials:

- Natural Rot Resistant Wood (Painted or Solid Stain Finish)
- Clay Brick with Concrete Joints
- Cement Fiber Siding
- Vinyl Shake (as approved by DRB)
- Stone

B. Permitted window, fascia, soffit and trim materials:

- Wood, Painted or Stained Aluminum, Painted Vinyl

The DRB shall determine the appropriateness of exterior materials and colors for all construction.

3.5 Doors

Exterior doors shall be appropriate with the Architectural theme of each home. Emphasis shall be placed on the design of main entrance to the home. An elevation showing the proposed entry door and materials shall be submitted and approved prior to construction. It is encouraged that side lights and transom windows be incorporated into the design.

3.6 Windows & Openings

Windows and doors must be well planned and composed for economical construction. Skylights and roof windows are discouraged however will be permitted only on the rear elevations of a home or garage. Any evidence of skylights shall not be visible from the street.

3.7 Window Trim

Windows shall be adequately trimmed and accented in the Architectural style of the home.

3.8 Roofs

Roof material must be wood shakes, asphalt shingles (25 year or better), slate or standing seam metal. Roof vents and accessories must not be located on the front elevation and must be painted to match the roof color. Gutters must match the fascia trim color. Downspouts shall match the exterior wall trim. A minimum roof pitch of 6/12 is required. Porches and transition roofs may be less than 6/12, but not less than 3/12.

3.9 Elevations

Equal attention to detail and Architectural definition must be given to all sides of the home, including but not limited to banding, accent materials, roof character, and window accent materials. Porches and Entry Stoops are encouraged on the front street elevation on every lot.

3.10 Overhangs

Roof overhangs shall range from 12 inches to 24 inches standard.

3.11 Color Palette

Exterior colors must harmonize with the Architectural style and surrounding natural environment. Paint colors should fall within a range of medium tones.

3.12 Gutters-Individual Trench Drains (Detail available from DRB upon request)

Gutters and downspouts must be concealed or designed as an Architectural feature where possible. Gutters shall match the fascia trim color or they shall be seamless aluminum or copper. Downspouts shall match the exterior trim. The lot owner and his or her civil engineer must certify that the grading plan for the lot is designed to collect and convey surface drainage within the lot and that all surface water & water collected in gutters, will be conveyed by properly designed drainage facilities or swales to the underground individual storm trench drain system as required by Brunswick County. Gutters and Downspouts must be designed and clearly identified upon final approval of building elevations and site plan.

3.13 Driveways

Each residence must allow for a minimum of two (2) off street parking spaces in driveway and garage must allow for parking of two (2) vehicles inside the garage.

Paving colors and materials used within the community are subject to approval by the DRB. Permitted materials are listed here.

A. Permitted Materials:

- Finished concrete with saw cut joints
- Colored concrete
- Stamped concrete
- Wire cut brick
- Fired clay pavers
- Pre-cast concrete pavers
- Interlocking concrete pavers
- Gravel with concrete borders as approved by NCDENR Gravel Guidelines 2014 (see approved plan from DRB)

At a minimum, all paving must meet the Brunswick County drainage and structural thickness load requirements. Asphalt drives are not permitted.

3.14 Garages

The following garage standards must be utilized to preserve the streetscape of the community.

- All front-loaded garage doors must be sectional roll-up doors with a decorative design and shall be recessed with entry door forward of garage doors with entry massing.
- All garage doors must be recessed a minimum of 8" from the adjacent wall plane.
- Detached garages are permitted.

3.15 Fencing & Landscape Screening

The DRB must approve all fence designs. Lot owners are responsible for all associated maintenance costs on fences and shrubs for screening that they install. All corner lots and waterfront lots will need to be addressed on a case by case basis, as to take consideration not to obstruct view corridors to the water and also keep streetscape visually appealing. Particular importance shall be given to railing & cap details **and must be shrouded**

primarily with evergreen plantings. The number and type of screening plants shall depend on the location of the fence and the setting in the surrounds.

Wrought iron, aluminum, wood, vinyl are recommended materials. Other materials and designs will be considered on a case-by-case basis. Fences shall be of dark green, brown, black, or naturally weathered color. Colors should not be bright, reflective, metallic or otherwise visually out of character with the natural setting.

A thirty-six inch (36") or greater planting strip should be placed between any front yard fence and the road right-of-way. Front yard fences shall not exceed four feet (4') in height and will be reviewed on a case-by-case basis.

All fences, except as noted otherwise, must be measured vertically from the average finished grade elevation at the base of the fence and shall not exceed six feet (6') in height and should be of open construction whenever they would otherwise block the public's visual access to scenic views.

All fences are required to be placed no less than 60 inches (five feet) from the INSIDE of the property line to provide for the placement of the plantings and maintenance on the OUTSIDE of the fence locations. In general, mature plantings no higher than six (6) feet are required on the back and sides of each fence unless approved otherwise by the ACC. The ACC reserves the right to require the removal of any plantings that exceed the height limit or impede the overall appearance of the neighborhood.

No plain fencing or chain link fencing is allowed. All fences must be designed so as not to block easements or alter drainage patterns. Any portion of a fence that obstructs or encloses an easement must allow for maintenance, fire access, and drainage improvements. *Note that all properties have drainage and/or utility access easements (5' to 15") depending on whether a front, side or rear property line.

Fences shall not be erected within the street right-of-way. Perimeter fencing around the entire lot is not allowed. Typically, fences will begin towards the furthest rear corners of home as to preserve the open nature of the community.

Prior to the construction of any fence, owners are required to set stakes and string line to allow DRB approval to begin installation.

3.16 Exterior Lighting

Exterior light fixtures should be subtle, with emphasis on function, and not a dominant Architectural element. Light sources should be concealed where possible, with all light in shades of white; no colored lights are allowed. No corner-hung spotlights that can spill over on neighboring properties or neighborhood common areas are allowed. Lighting must be shielded to prevent glare. Wall washes can be achieved through an eye-mounted, wall or ground light. Tree up lights should be concealed underground or in shrub masses.

Garden lights or walkway bollards should direct the light downward with a concealed spotlight. Post lights are discouraged and require approval by DRB.

3.17 Exterior Finishes

DRB shall approve all exterior colors. Paint color samples should be submitted electronically prior to construction. When repainting, the original color scheme shall be repeated or a new color scheme shall be submitted for approval.

3.18 Roof Accessories & Solar Panels

Plumbing stacks and roof vents must match roofing colors and be preferably located in the rear elevation. Any exposed flashing shall be copper.

Chimneys shall be masonry or brick and shall terminate with an identifiable cap. Chimney design shall vary from house to house along a street. Satellite dishes and solar panels are to be mounted as to be visually concealed from any street, if possible. Final approval of type, color and location of satellite and solar panels use requires DRB approval.

Solar Panels

All installations of solar systems must be reviewed and approved by the Architectural Control Committee (DRB). Application for installations shall include details of the proposed units and locations. Each application for solar panels will be considered on an individual basis by the DRB. Qualifications and experience of the installation company must be provided to the DRB.

Solar systems must be architecturally and aesthetically integrated into the structure. Colors shall closely match the color of the roofing material.

Ground mounted solar systems must be screened from the view of Common Areas and

adjacent lots. Placement of the above ground system must conform to the Design Guideline setback requirements. Ground mounted solar panels are not permitted if the installation includes removal of any trees.

Roof mounted solar systems are to be placed on the roof away from Common Areas. Common Areas include streets within the community.

Roof mounted solar systems must be installed with panels parallel to the roof surface. Panel surface must not be more than 8” above the roof surface and shall not extend above the roof ridgeline.

Solar systems that become inoperative must be removed. If roof mounted, the roof must be returned to a “like new” appearance or match the existing roofing material.

Solar systems for the generation of electricity are to be designed to provide no more power than sufficient for the reasonable projected load of the proposed installation for the specific residence.

Wind driven systems for electrical generation are not permitted.

3.19 House Identification

Every house shall have a numbered identification located on the mailbox at the street so emergency vehicles can readily identify the location of each house in Tidewater at Ocean Isle. The location, size and font of the numbers will be at the discretion of the DRB.

3.20 Mailboxes

Mailboxes shall be in conformance with the standard community mailbox design for Tidewater at Ocean Isle. It shall be furnished and installed by the owner. The location of the mailbox shall be shown on the Final Site Plan and approved by the DRB.

3.21 HVAC, Trash & Propane Tank Screening

The location of the HVAC units as well as the proposed refuse area and propane tanks should be located in a discrete spot on the home site. The location of each must be identified on the site plan. To ensure that all views to these areas are further shielded, an opaque screen consisting of fencing, planting or barrier consistent with the home style shall be placed around such areas. Burying of propane tanks is encouraged.

3.22 Grading and Drainage

On-site grading should be kept to a minimum on all home sites in Tidewater at Ocean Isle. While installing required individual trench drain systems, they should compliment the natural drainage of the tract, site drainage patterns and existing vegetation. All home sites shall be designed to comply with Local and State Stormwater Permitting Requirements as outlined in state issued Storm Water Permit and Brunswick County 100' of individual trench drain as shown in design specs from DRB. No home drainage pattern or systems shall be designed or constructed to displace water onto an adjacent site or create any standing water on any site during normal rain events. Culvert Pipes – A culvert pipe will be required for the construction of improvements that impedes drainage flow within storm water swales as specified in the NCDENR Storm Water Permit. The pipe will be a minimum of twelve (12) inches in diameter and installed at the elevations as specified by the DRB engineer. The culvert pipe and drainage swale must be maintained and kept free of sediment and debris during and after the construction period. No construction material or equipment is permitted in the swale area. Any condition associated with the construction that impedes drainage flow is not acceptable. The pipes must be laid in elevations that are in accordance with the swales to maintain flow at construction sites.

STORMWATER DRAINAGE RULES

1. POA Maintenance Responsibility. In general, the POA is responsible for maintenance of stormwater drainage structures and facilities located in POA common areas and easements for the purpose of managing stormwater drainage. The POA is not required to control or remove vegetation or to clean out drainage swales, ditches or ponds, except as necessary for stormwater management purposes. For further details regarding ponds and lakes located in common areas, see the Pond and Lake Rules, which are included in the Tidewater at Ocean Isle HOA Rules and Policies. For further details regarding individual driveway crossings, see rules 3 and 4 below.

2. Property Owner Maintenance Responsibility. In general, each lot owner is responsible for controlling erosion or sedimentation on the owner's lot, and for routine maintenance of drainage swales located on the lot or within the street right of way abutting the lot. Routine maintenance includes mowing the grass and removing any vegetation or debris that blocks or impedes drainage. Where the edge of a pond or lake is located within or abuts a lot, the lot owner is responsible for maintaining the edge and bank of the pond or lake and for controlling erosion of sedimentation due to runoff from within the lot.

3. New Home Construction. Maximum impervious or built upon area limitations and certain other requirements are set forth in the recorded Restrictive Covenants for each plat or section of lots. Site plan and stormwater drainage requirements for new home construction and renovations or additions are set forth in these Design Guidelines, as modified or supplemented from time to time. Property owners and contractors must follow the current version of the Guidelines and any supplemental information or requirements issued by the DRB.

4. Maintenance of Driveway Crossings. Where a drainage swale runs along the side of a street, the owner of each lot abutting the street is responsible for maintaining a culvert or slot drain structure under the driveway crossing for such lot. Maintenance includes removing any vegetation or debris that blocks or impedes drainage, and replacing or installing the culvert or drain structure as needed. If the HOA becomes aware of a driveway crossing that is blocking or impeding drainage, the HOA may require the lot owner to replace or install a culvert or drain structure. In this situation, the HOA will have an engineer investigate the situation and prepare a plan specifying the location and size of the required culvert or structure, along with the depth for the installation and any necessary specifications. The lot owner shall submit the plan to the DRB for review and, upon approval by the DRB, the lot owner shall cause the work to be completed in accordance with the approved plan. Contractor will take great care in ensuring proper drainage conditions exist on each lot prior to home construction.

3.23 Outbuildings, Ancillary Structures

All accessory structures (storage buildings, gazebos, decks, piers, bulkheads, awnings, and docks, etc.) must be approved by the DRB. Any structure that is not a visual asset to the community will not be approved.

Application must include verification of available impervious allowance per the NCDENR SW Permit, which indicates the maximum amount of impervious coverage for each site.

Submissions (requests) for storage buildings (sheds) require a plan for site/location, a plan showing building details and elevation views, and a landscaping plan. Construction must conform to all applicable design standards and exterior materials listed in these Guidelines. The building shall be constructed with the same materials and colors as the dwelling structure. Approved exterior materials may be substituted for existing brick homes. Storage buildings shall not exceed 100 square feet.

Storage buildings shall conform to the following requirements: (a) constructed at ground

level or graded with finished grade at the floor elevation, (b) not exceeding one story, (c) provide windows on three sides, (d) doors must be paneled, (e) roof to be minimum 3:12 slope with minimum 6 inch overhang on all sides, and (f) high landscape evergreen plantings for screening on all sides. Supplemental landscaping plantings on the lot may be required to screen the building site from side streets and/or adjacent lots

Storage building must conform to all county and state codes. A permit as required by the county must be obtained prior to construction. If a permit is not required, the design for construction must meet all required hurricane standards, including a ground anchoring system.

Landscape Requirements

4.1 Landscape Requirements

Landscaping is a most essential element of your home and should be carefully utilized to reinforce and extend its livability. A licensed Landscape architect and/or approved Landscape Designer are required when preparing the landscape plan.

Landscape plans must show existing areas to be left undisturbed, proposed planting areas, sodded areas and all tree locations. Final plans must include a plant list, plant sizes and spacing. Yards designated to be lawn that are contiguous to the street are to be sodded.

All fountains must be submitted to ACC with appropriate details including size, height, color, materials and the specific location on the property. Fountains are not to exceed 4-foot height and will be reviewed on an individual basis.

4.2 Tree Protection The existing trees on any construction site are one of the community's most valuable assets. All hardwood trees 8" DBH and greater, and all pines 12" DBH and greater are considered protected, and should not be damaged during construction activities. "Silt fencing" is required around the drip line of individual trees or tree groupings that are to be preserved to reduce root compaction and other physical damages. No living tree four (4) inches or over in caliper at four (4) feet high from ground elevation, nor any dogwood, flowering shrub or bush shall be cut without the prior written consent of the ACC unless it is in the area of the Lot approved for construction of a structure. No vehicles shall be parked or materials stored inside of the protective fencing.

Trees within 20 feet of the House may be removed. Undesirable trees may be removed without ARC approval if they are less than 6 inches in diameter from the ground level. Clear cutting is prohibited in any area of Tidewater at Ocean Isle.

4.3 Shrubs, Fence Screening and Foundation Planting

All shrub plantings should be massed in groupings of two or more plants. Views from the streets and common areas toward a landscaped yard should complement the appearance of the existing natural vegetation. The owner must landscape all front yards, rear yards, side yards and screening of exterior portion of fences prior to final approval by the DRB.

4.4 Tree Planting

Ornamental trees may be used close to the house to soften corners. A minimum of 2 shade trees (48" min in height) or the equivalent with other tree types are required to be planted on each lot. In addition, 2 ornamental flowering trees (8" min in height) must be planted. Mitigation is available and may be discussed on a case-by-case basis.

4.5 Yard Maintenance

The existing native trees and shrubs may be trimmed or shaped to accommodate the landscape design. All un-built upon homesites will be required to cut the underbrush one-time each year. All built upon properties will keep lawns, shrubs, trees and all other landscape elements in a well-kept manner.

4.6 Irrigation Design

Tidewater at Ocean Isle requires each owner to install irrigation to water each lot. All irrigation systems must be of an underground automatic type with time clocks and other equipment screened from view. Pop-up spray or drip irrigation systems are required and when exposed above ground pipe extensions are required. Irrigation heads should be placed to prevent spraying onto paved areas or into neighborhood buffer areas.

Dock Design Guidelines

5.1 Dock Design Guidelines

The community dock is for the use of Tidewater at Ocean Isle property owners and their guests. The pier provides a connection between each lot owner and the Creek waterfront.

Lots 1 through 17 have the right under these guidelines to individually permit and construct their own dock along Town Creek. All individual docks must meet full DRB design approval prior to construction. The dock shall meet all federal, state, county and local regulations.

The general design guidelines for individual docks are:

- Individual docks shall be constructed of the highest quality materials.
- Covered pavilions, gazebos, or storage buildings are permitted on the docks.
- Boatlifts are allowed if permitted by CAMA.
- The individual dock designs are to be simple yet functional for the homeowners. The docks shall be kept clean, tidy and free of personal belongings such as flags, banners, beach chairs, boating equipment, tools, etc.

Design Waivers General Provisions Application Forms

-Review checklist and applications next page-

Initial Site Review Request Date: _____

All Submittals in PDF format and correspondence with the DRB to:

ssgroup316@gmail.com and ravina@atmc.net (HOA Manager)

Please reference Home Owner Name in Subject Line.

SUBMITTAL TYPE: _____

Home Site Owner _____

Street Address _____

Telephone _____

Email _____

Contractor _____

Address _____

Telephone _____ Email _____

Architect/ Designer _____

Address _____

Telephone _____

Email _____

The DRB will respond back within 48 hours to schedule your Initial Site Review Meeting.

By: _____ Date _____

Tidewater at Ocean Isle Design Review Board Member

Conceptual Review Plan Checklist (2-pages):

To be submitted along with Conceptual Review Application.

(Refer to section 2.2 for additional checklist items)

All PDF Digital Submittals Referencing Owners Name in Subject Line to:

ssgroup316@gmail.com and ravina@atmc.net (HOA Manager)

SUBMITTAL TYPE: _____

OWNER/Lot # _____ Date _____

Contractor _____

CONSTRUCTION ADDRESS

- One (1) PDF set of Preliminary Architectural Plans showing Front Elevation, Side Elevation, Rear Elevation, and Floor Plans and total impervious (using area covered by foundation and all other impervious coverage.)

- One (1) PDF set of a Preliminary Site Plan of the property showing Building footprint, Lot Lines, Setback Lines, Existing and Proposed Walkways, Porches, Driveways, Garage Orientation, and trees to be removed. Including all items itemized under Building Size and Lot Coverage listed below.

- One (1) set of a Schematic Landscape Plan of the property identifying Lawns areas, Planting Areas, Location of Existing Trees, Proposed Shade Trees, Patio Locations, Walls, Fences and other Landscape elements that may be proposed.

- One (1) PDF site plan for additions to previously approved plans for fences, pools, walls, decks, accessory structures, docks, piers, walkways and other improvements.

The following items must be indicated on plans above or included in narrative/site report as agreed between DRB and Owner/Contractor:

- Site plan, Lot Coverage, Improvement Details per design standards submittal requirements where applicable:
 1. Tree Removal
 2. Lot Clearing
 3. Home and Improvements Placement
 4. Outbuildings, Ancillary Structures, Decks & Pools
 5. Filling, Grading & Drainage of Site
 6. Location and dimensions of Trench Drain Detail
 7. Total of Impervious Built Upon Area (BUA) (certified by surveyor or engineer)
 8. Paving Materials Detail
 9. Foundation Materials Detail
 10. Siding Material Detail
 11. Doors & Front Door & Garage Door Elevations Detail
 12. Preliminary Color Swatches
 13. Roof Materials & Accessories Detail
 14. Gutters
 15. Windows & Openings
 16. Fencing Detail
 17. Window Trim
 18. Landscaping, Shrub and Foundation Planting
 19. Tree Planting
 20. Irrigation Plan
 21. House Identification
 22. Rooflines
 23. Overhangs
 24. Exterior Lighting
 25. Exterior Finishes
 26. Mailboxes
 27. Maintenance
 28. Propane Tanks, Trash Receptacles, HVAC, Satellite screening

Received By: _____ Date _____
Tidewater at Ocean Isle DRB Member

DRB USE ONLY

Conceptual Plan Review Application

Date _____

Property Owner/Lot # _____

Contractor _____

Tidewater at Ocean DRB Committee

For DRB Use:

Initial Review with DRB *Impervious Allowance Confirmed* *Owner Confirmation DRB Guidelines*

Review Plan Checklist *Minimum Heated Area Met* *Drainage & Fill Plan*

Contractors Approved *Landscape Plan & Tree Mitigation* *Building Staked Out & Site Secure*

Comments:

Additions, fences, pools, decks, walls, piers, docks, post

initial construction approval

Approved/Date

By: _____ Date _____

Tidewater at Ocean Isle Design Review Board Member

**MAIL THIS FORM WITH APPLICABLE FEES TO:
 TIDEWATER AT OCEAN ISLE HOME OWNERS ASSOCIATION INC
 PO BOX 8126
 OCEAN ISLE BEACH, NC 28469**

Final Plan Review Application/Tidewater at Ocean Isle DRB Committee

Final Plan Review DRB Application Checklist

Date _____

Property Owner/Lot # _____

Tidewater at Ocean Isle DRB Committee	
For DRB Use:	
<input type="checkbox"/> Conceptual Review Completed	<input type="checkbox"/> Impervious BUA Confirmed
<input type="checkbox"/> Final Plan Checklist Complete	<input type="checkbox"/> Minimum Heated Area Met
<input type="checkbox"/> No damage to adjoining properties	<input type="checkbox"/> Landscape Plan & Tree Mitigation
<input type="checkbox"/> Site Access & Runoff Controls Met <input type="checkbox"/> Site Fill, Drainage, Trench Drain <input type="checkbox"/> All Fees & Deposits Submitted	
Comments:	
_____	<input type="checkbox"/> On-Site Inspections Conducted
_____	<input type="checkbox"/> Approved/Date

Make payable to: Tidewater at Ocean Isle Home Owners Association, INC

Please reference Owners name in memo line:

<input type="checkbox"/> Receipt of NON-Refundable Review and Construction Deposits	
Check # _____ Date _____	Final Design Review \$500.00
Check # _____ Date _____	Additions and Renovations \$200.00
Check # _____ Date _____	Docks, fences, walls, bulkheads \$100.00
Check # _____ Date _____	Pools, Spas, Misc. \$200.00
Check # _____ Date _____	Road access fee \$300.00

Receipt of Refundable Construction Deposits/Date

From Tidewater at Ocean Isle Home Owners Association, INC

Check # _____ Date _____	New Construction Deposit	\$2,000.00
Check # _____ Date _____	Additions & Renovation Deposit	\$500.00
Check # _____ Date _____	Docks, fences, walls, bulkheads	\$200.00
Check # _____ Date _____	Pools, Spas, Misc.	\$200.00
Check # _____ Date _____	Road and Curb Deposit	\$300.00

By: _____ Date _____

This form is for DRB Use

Final Site Review DRB Application Checklist

Date _____

Property Owner/Lot # _____

Tidewater at Ocean Isle DRB Committee

For DRB Use:

- Conceptual Review Completed Impervious BUA Confirmed Road & Curb Damage Review
- Final Plan Checklist Completed Minimum Heated Area Met Site Fill, Drainage, Trench Drain
- No damage to adjoining properties Landscape Plan & Tree Mitigation No Wetland Impacts

Comments:

Additions, fences, pools, decks, walls, piers, docks, post

initial construction approval

Approved/Date

Return of Refundable Construction Deposits/Date

Check # _____	Date _____	New Construction Deposit	\$2,000.00
Check # _____	Date _____	Additions & Renovation Deposit	\$500.00
Check # _____	Date _____	Docks, fences, walls, bulkheads	\$200.00
Check # _____	Date _____	Pools, Spas, Misc.	\$200.00
Check # _____	Date _____	Road and Curb Deposit	\$300.00

By: _____ Date _____
Tidewater at Ocean Isle Design Review Board Member