

Marsh Harbour at Kingsland Property Owners Association Single Family Construction Information and Guidelines

Marsh Harbour at Kingsland Property Owners Association share a unique development process designed to blend residential use with the natural and planned setting of the Laurel Island Plantation Property.

To support the implementation of the Master Plan, development standards for the project were incorporated into a Declaration of Covenants, Conditions, Restrictions and Easements. These covenants are available for your review.

The Covenants and Restrictions were recorded against the land and bind all owners to its enforcement. Additionally, the Covenants and Restrictions allow the Board of Directors to appoint an Architectural Advisory Committee (AAC) to advise the Board of Directors or Architectural Review Board (ARB) in this approval process. The Board of Directors or ARB must ultimately approve all actions of the AAC in writing.

The purpose of this information is to outline specific guidelines of the AAC for the property owners, their architects and contractors.

Laurel Island Plantation is a planned-unit development with single-family residential, multi-family residential, attached residential and commercial components. These guidelines apply only to the following subdivisions: Laurel Marsh, Brookshire, Christian's Landing, Dilworth Point, Jefferson Landing and Inverness Chase. It is understood that these guidelines may be modified at any time by the Board of Directors and ARB.

Design Philosophy

The AAC will allow owners, architects, designers and their contractor's flexibility in Laurel Island Plantation. We encourage individual expression with eclectic collection of styles, materials and colors. However, individual designs still must harmonize with adjacent structures and the natural environment.

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EXHIBIT I

- I. The following must be submitted to the ACC:
 - (A) Completed Architectural Application
 - (B) Two copies of the House Plan
 - (C) Two copies of the Site Plan
 - (D) Two copies of the Landscape Plan

- II. Allow for a thirty (30) day turn around time for the purpose of reviewing all plans and obtaining architectural approval. If changes are necessary, the AAC will communicate with the contractor and detail these changes.

- III. No construction or lot clearing may begin until the Board or ARB issues a Commencement Letter.

EXHIBIT II

Marsh Harbour at Kingsland Property Owners Association Architectural Guidelines, Single Family Residences

The architectural character to be pursued at Laurel Island Plantation is not a particular style, but rather a stylized eclectic approach. A residence here should show qualities of a comfortable southern tradition with sympathy to the natural and man made environment. The inclusion of porches and exterior living areas are important here. Laurel Island Plantation is not encouraging a homogenous or repetitious approach to residential development. Residences are encouraged to be individualistic with certain underlying quality characteristics creating the theme. The common characteristics are as follows:

I. Roofs

(A) Pitches of 6/12 are required, and pitches of 7/12 or greater are encouraged.

(B) Acceptable Materials:

- (1) Architectural Grade Fiberglass Shingles
- (2) Wood – Ruf (Masonite Simulated Shakes)
- (3) Standing Seam Metal
- (4) Cedar Shingles or Shakes
- (5) Simulated Slate (Sure-Dur, etc.)
- (6) Tile (Certain Concrete or Clay Tiles in neutral colors may be acceptable)

(C) Galvanized or Aluminum Sheet metal shall be painted.

II Wall Surfaces

(A) Acceptable Materials:

- (1) Stucco
- (2) Brick
- (3) Wood siding or Shingles
- (4) Hardi-board or Handi-plank
- (5) Tabby
- (6) Other materials as approved

(B) Unacceptable Materials

- (1) Exposed Concrete Masonry Units
- (2) Plywood Siding

- (3) Aluminum
- (4) Vertical T-111

III. Windows/Doors

- (A) Wood Clad or Wood preferred

IV. Pavement

- (A) All driveways shall be paved.

- (B) Acceptable Driveway Materials:

- (1) Concrete or Aggregate Finish
- (2) Brick or Concrete Pavers
- (3) Shell Finish Concrete
- (4) Pattern Concrete

- (C) Acceptable Walkway/Terrace Materials

- (1) Brick or Concrete Pavers
- (2) Tile
- (3) Stone
- (4) Concrete or Aggregate Finish
- (5) Pattern Concrete

V. Fencing

- (A) No Chain Link Fences will be allowed.

- (B) All fencing will be reviewed on an individual basis as related to detail, type, location to marsh, golf course and adjacent structures.

- (C) Privacy Fencing is encouraged for Bath Courts, Auto Courts, Refuse Storage and Mechanical Screening.

- (C) It is preferable that all refuse containers be kept in the garage. If kept outside of the garage, privacy enclosure for refuse area (Garbage container) will be required.

- (D) All fencing shall be painted, stained or treated to inhibit deterioration.

VI. Outbuilding

- (A) Outbuilding storage units or the like will be reviewed on an individual basis as related to detain, location to marsh, golf course and adjacent structures.
- (B) Gazebos, Cabanas, etc., may be acceptable if incorporated into the landscape and poolscapes schemes.

VII. Mailboxes

- (A) All mailboxes shall adhere to the design criteria provided by Laurel Island Plantation or Laurel Marsh.

VIII. Landscaping

- (A) A Landscaping Plan is required. For final review and approval, landscaping must be completed within 15 days following completion of construction.
- (B) A schedule of all planting materials should be included on the plans. This should list plant names, quantity and size.
- (C) All home sites are required to install a fully automated irrigation system.
- (D) Irrigation wells must produce non-staining water.

The ACC will be available to review the plans as noted below:

- (A) Complete Site Plan (1" to 10') showing all improvements, lot number, utilities, drainage features, casements, courses/distances, setbacks, street corner elevations, driveways, sidewalks and all trees 5" or greater in diameter.
- (B) 1/4" Floor Plan (Dimensioned and Noted).
- (C) 1/4" Foundation Plan (Dimensioned showing finish floor elevations).
- (D) Elevations (4) at 1/4" Dimensioned, Noted, showing all items as noted in preliminaries.
- (E) Wall section, showing typical construction methods and materials.
- (F) Landscape Plan (1" to 10') showing all major sod areas, plant beds and natural areas with a brief description of the palette of plant materials proposed.

- (G) Samples of all Exterior Materials, Colors and Textures to be employed.
- (H) A complete application form available from management company, along with review fee of \$100.00 made payable to Marsh Harbout at Kingsland POA.
- (I) The construction shall submit a \$2000.00 damage and security deposit, made payable to Marsh Harbour at Kingsland POA. (See page 7, step 4)
- (J) The contractor shall also submit \$230.00 for the required mailbox for Laurel Marsh Subdivision, made payable to Marsh Harbour at Kingsland POA.

All plans and materials submitted must be a true and accurate representation of the completed structure. Any deviation to plans and materials must be resubmitted in writing to the AAC and receive ARB or Board approval.

Submission of Plans to Board of Directors by Owner/Builder

Step 1.

Plans are submitted to management (Advanced Management Services, LLC, 180 Mariner's Drive, Kingsland, Georgia 31548) for review. Note: If plans are found to be incomplete or unacceptable, revised plans will be requested from Contractor. After review by the AAC, the plans along with comments/overlays are given final review by the ARB or Board.

Step 2.

With any additional suggestions or comments, plans are returned by the AAC to the Contractor.

Step 3.

Management at the direction of the ARB or Board issues an Approval Letter, incorporating all comments, requirements, and suggestions. Owner and Contractor sign Letter of Acceptance. All parties initial changes on plans and overlays. If the application is denied, a Denial Letter will be issued.

Step 4.

The contractor shall submit a \$2000.00 damage and security deposit (made payable to Marsh Harbour at Kingsland POA) and a copy of the building permit issued by the City of Kingsland, before the ARB issues a Commencement Letter, authorizing construction to begin. The Contractor shall sign a statement agreeing that the deposit may be sued to insure compliance with the approval plans as well as:

1. There is no damage to streets, curbs or adjacent lots as a result of construction;
2. The building site will be kept clean at all times during construction;
3. Adjacent lots will be cleaned up if subcontractors dump building debris on them; and
4. Landscaping will be completely installed according to the approved plan.

Step 5.

The contractor shall submit a \$230.00 check for purchase of a Chesapeake mailbox number 1018 A. The mailbox shall be installed after the landscape is completed. This type of mailbox has been approved by the Board of Directors of Marsh Harbour at Kingsland POA and shall be installed through out the Laurel Marsh subdivision.

Step 6.

Upon completion of construction and issuance of a Certification of Occupancy by the City of Kingsland, the Contractor can request to the residence inspected by the ARB or Board or their designee. If the construction is completed according to plan and there is no damage or clean up required, the deposit will be refunded. In the event of damage or needed clean up, the deposit will be used for repairs or clean up if the Contractor does not first remedy the problem. In the event landscaping is not installed according to the plan, the deposit will be withheld until the approved plan is installed.

EXHIBIT III

**APPLICATION FOR
PRELIMINARY OR FINAL APPROVAL OF CONSTRUCTION AND IMPROVEMENT
MARSH HARBOUR AT KINGSLAND PROPERTY OWNERS ASSOCIATION**

Property Owner's Name

Property Owner's Address

Contractor's Name

Contractor's Address

Lot Number/Address

Subdivision

Items to be Submitted for Review

- (A) Complete Site Plan (1" to 10') showing all improvements, lot number, utilities, drainage features, casements, courses/distances, setbacks, street corner elevations, driveways, sidewalks and all trees 5" or greater in diameter.
- (B) ¼" Floor Plan (Dimensioned and Noted).
- (B) ¼" Foundation Plan (Dimensioned showing finish floor elevations).
- (C) Elevations (4) at ¼" Dimensioned, Noted, showing all items as noted in preliminaries.
- (D) Wall section, showing typical construction methods and materials.
- (E) Landscape Plan (1" to 10') showing all major sod areas, plant beds and natural areas with a brief description of the palette of plant materials proposed.
- (F) Samples of all Exterior Materials, Colors and Textures to be employed.
- (G) A complete application form available from management company, along with review fee of \$100.00 made payable to Marsh Harbout at Kingsland POA.
- (H) The construction shall submit a \$2000.00 damage and security deposit, made payable to Marsh Harbour at Kingsland POA. (See page 7, step 4)
- (I) The contractor shall also submit \$230.00 for the required mailbox for Laurel Marsh Subdivision, made payable to Marsh Harbour at Kingsland POA.
- (J) Contractor shall ensure daily job site clean up. Subject to random checks by MHPOA and consequent fines.

Any deviation to plans and materials must be resubmitted to the AAC and receive ARB or Board approval.

I have read the MHPOA Covenants and Restrictions and the Architectural Guidelines and agree to abide by them.

Property Owner

Contractor

Property Owner

Landscape

Siding:	_____	_____
	Material	Color
Stucco:	_____	_____
	Material	Color
Brick:	_____	_____
	Material	Color
Roofing:	_____	_____
	Material	Color
Facia And Trim:	_____	_____
	Material	Color
Shutters:	_____	_____
	Material	Color
Ext. Doors:	_____	_____
	Material	Color
Windows:	_____	_____
	Material	Color
Other:	_____	_____
	Material	Color
Other:	_____	_____
	Material	Color

Enclosed dwelling area of proposed structure _____ Sq. Ft.

Elevation of finished floor _____ Ft. above M. S. L.

Has a structure been previously constructed from these plans within Laurel
Island Plantation? _____

Yes

No

Expected Date of Commencement of Construction: _____

Sample Approval Letter

Approval is hereby granted for the construction of the improvements detailed in the plans and specifications submitted with this application.

This approval is limited to design criteria established by the ARB as provided by the Restrictive Covenants and should not be interpreted as approval of any variation from restriction or conditions imposed on the property owner by contract or other provisions of the recorded restrictions or local, state or federal law or regulation. All revisions or additions to the exterior must be resubmitted for approval.

Marsh Harbour at Kingsland
Board of Directors

By: _____

Approval Notification To: _____

EXHIBIT IV

Construction Regulations

The following are required to be in place on the lot prior to receiving Marsh Harbour at Kingsland POA Commencement Letter. The owner is also required to obtain a City of Kingsland Building Permit. This must be posted at the job-site.

- (A) Trash Receptacle for construction refuse.
- (B) Port-O-Let
- (C) Silt-Fence
- (D) Additional Requirements:
 - (1) No vehicular traffic or parking except on lot home is being constructed.
 - (2) Construction hours are from 7 A.M. till 7 P. M.
 - (3) No construction is allowed on Sundays or Major Holidays without AAC approval.
 - (4) No loud music allowed.
 - (5) No firearms are allowed.
 - (6) No pets may be brought in to work with a contractor or employee.
 - (7) All building sites must be kept free of construction debris. Daily maintenance of the site is required. Please be sure to clean up all wind-blown trash around the site.
 - (8) No fishing is allowed.
 - (9) No alcoholic beverages.

EXHIBIT V

Signage Requirements

No sign of any kind shall be displayed to the public view on any lot except one (1) sign that is in accordance with the "Sign Standards" established for the Marsh Harbour Overlay District by the City of Kingsland.

EXHIBIT VI

Schedule of Violations

<u>Type of Violation</u>	<u>Assessment</u>
A. Not providing trash receptacles for construction or keeping site clean of debris daily.	\$100.00 per violation.
B. Trash Fires	\$100.00 per violation.
C. Clearing of site without take-out approval or obtaining a Building Permit (includes unauthorized tree removal.) (Two week removal of all site debris. Also, all trees and plant material shall be removed within 2 weeks of their demise.)	\$500.00 per violation. This violation warrants possible expulsion of the responsible contractor and denial of further construction within MHPOA.
D. Improperly hauling trash.	\$100.00 per violation,
E. Construction that does not conform to plans Approved by the Architectural Review Board.	\$500.00 per violation. This Violation warrants possible expulsion of the responsible contractor and denial of further construction within MHPOA.
F. Failure to provide/properly sited portable toilet.	\$50.00 per violation.
G. Repeat violations.	MHPOA issues stop order.
H. Non-complying/placed signage.	\$50.00 per violation.
I. Children or pets on construction sites	\$25.00 per violation.
J. Fishing.	\$25.00 per violation.
K. Trespass on adjoining lots and properties, Equipment, materials, storage, etc. Trespass Of private property is prohibited without written Consent from property owner.	\$500.00 per violation.